

<p><b>MINUTES OF THE MEETING OF CASTLE BROMWICH PARISH COUNCIL HELD IN ARDEN HALL, CASTLE BROMWICH ON WEDNESDAY 30TH JULY 2014 AT 7.30 PM</b></p>
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**Those present:**

**Chairman:** Cllr M Hayes

<b>Councillors:</b> Cllr Mrs. P Allen	Cllr I Hiley	Cllr M Rashid
Cllr Mrs. A Haywood	Cllr J Horne-MacDonald	[Items 1-part 17 only]
	Cllr E Knibb	Cllr J Riordan
		Cllr Miss J Ward

**Officer:** Mrs. C Tibbles, Clerk to the Council and RFO

**Public:** 2 members of the public [Item 1-16 only]

**1. Apologies.**

The apologies from Cllr E Hicks and Cllr J Whelan were noted for the reasons given. Cllr A Terry was absent.

**2. Declarations of pecuniary or conflict of interests.**

None declared.

**3. Dispensations.**

None received.

**4. Questions from the Public.**

Under Standing Order 70, the Chairman temporarily suspended standing orders and invited questions from members of the public. A resident from the Whateley ward asked for a progress report on the operation of the sound limiter at Arden Hall that had previously been raised with the Leisure Services Committee. The Chairman replied that this topic was on the agenda for consideration later in the meeting. A resident from the Bradford ward questioned deteriorating standard in road repairs which he felt was short-sighted. The Chairman replied that although this was a Borough Council matter, he had attended a recent meeting when a SMBC officer acknowledged that better monitoring of contractors was needed. Cllr Knibb added that the officer had reported a replacement machine would produce better repairs more quickly that were also guaranteed to last longer. The resident also reported further deterioration in the condition of the Birmingham Road at the rear of Castlehills Drive which he felt was disgusting and urged it should be cleaned by the Borough Council; the wall of a local pub by the Bradford Road had been damaged and he hoped that it would be repaired promptly; local people had expressed concern about increased aircraft noise and frequency of planes on altered flightpath approaches. It was **AGREED** that the Clerk should: request a site meeting with the Neighbourhood Co-ordinator to request a clean-up of Birmingham Road; write to the licensees of the pub to seek an assurance that the wall would be repaired; to write to the airport to request information about changes to flightpaths and copy the letter to the MP.

**ACTION**

Clerk  
8/8

15/8  
15/8

**5. Questions from Councillors.**

Cllr Mrs. P Allen asked the Council to consider setting an Allowance for the Vice Chairman but after discussion it was **AGREED** that the existing policy made adequate provision when representing the Chairman. Cllr I Hiley asked the Council to consider updating the PA system within Arden Hall which he felt was inadequate. It was noted that the system was not working at tonight's meeting and agreeing the type of

LSC  
09/14

upgradewas delegated to the Leisure Services Committee. Cllr Mrs. P Allen asked the Council to lock the gates at Hob Farm overnight and revert to employing security guards in the summer and pay Wardens in the winter. Following clarification that the council policy was already to lock the gates overnight, members discussed costs and some of the historical problems that led to the overnight locking, the Clerk was asked to establish from the Wardens the reason for recent problems and instruct their resolution.Cllr Miss J Ward asked what guests had been arranged for the September meeting to discuss speeding traffic on Water Orton Road and the Clerk confirmed several invitations had been issued, with apologies received from some individuals but other replies awaiting confirmation.

**6. Minutes of the previous Meeting.**

**ON THE PROPOSITION OF** Cllr Hiley,**SECONDED** by Cllr Mrs. Haywood,**IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday25<sup>th</sup> June, 2014be accepted as a true and correct record of the Meeting.

**7. Communications.**

Members noted the information listed (with two amendments) and the Clerk reported additional communications that had since arrived, including details of the church Vigil Service arranged for Monday 4<sup>th</sup> August at 8 pm, the report commissioned by SMBC on HS2 ‘asks’, the completed Tree Survey on parish land, and a request for an urgent meeting from officers at Solihull MBC regarding Castle Bromwich library. Following discussion, the Clerk was asked to arrange a convenient date to meet together at Arden Hall during August. Members noted that Sgt. Mirza had been promoted and would be leaving and asked the Clerk to send congratulations, wishing him well in his new post. The Clerk was asked to seek a quote for all tree work (requiring completion within 13 weeks) and under delegated powers, to arrange its completion during the summer if possible.

**8. Birmingham Airport Community Consultative Group - Representative**

Members considered a letter from Birmingham Airport on 27<sup>th</sup> June 2014 requesting the Parish Council consider nominating a Representative to sit on the Airport Community Consultative Group. Expressions of interest had to be made in writing by Friday 1<sup>st</sup> August 2014 for consideration and**ON THE PROPOSITION OF**Cllr Knibb,**SECONDED** by Cllr Horne-MacDonald, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Whelan be invited to put himself forward and should he be unavailable that the Chairman stand as reserve nomination.

**9. NALC Model Standing Orders 2013.**

**ON THE PROPOSITION**of the Chairman,**SECONDED** by Cllr Knibb,**IT WAS UNANIMOUSLY RESOLVED** to consider the new customised draft based on the 2013 revised model (to be circulated). In accordance with Standing Order 80, the matter would stand adjourned without discussion to the next meeting of the Council.

**10. Finance and Payments.**

- a) Following questions put to the Clerk on products purchased and services provided, **ON THE PROPOSITION** of Cllr Hiley, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the payments as listed be approved. The Hall Manager would be asked to arrange location of the gardening items queried by Cllr Mrs. Allen as unavailable for her use. Members noted the electricity invoice inadvertently omitted for processing and the Clerk was delegated to arrange urgent payment of £2,102. Bank statements were available for scrutiny by members.
- b) The communication received from Unity bank regarding change of signatories was noted as not currently relevant on an inactive account. The Clerk reminded signatories about the trainingin the Council Office the following evening.

**ACTION**

Clerk  
13/08

Asst. Clerk  
Confirm  
asap

Clerk  
1/8  
Clerk  
1/8

Clerk  
5/8

JTW/MH  
1/8

Council  
24/9

Admin  
Asst  
31/7  
Hall Mgr  
asap

Clerk  
31/7  
Members  
30/7

MH/PA/IH  
AH/AT/JR  
31/7

**11. Report of the Leisure Services Committee.**

**ON THE PROPOSITION** of Cllr Hiley, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 2<sup>nd</sup> July 2014, having been circulated, be received and noted.

**12. Report of the Finance & General Purposes Committee.**

**ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Horne-MacDonald, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 25<sup>th</sup> June and 9<sup>th</sup> July, 2014, having been circulated, be received and noted.

**13. Report of the Staff Panel.**

**ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting of the Staff Panel held on Wednesday, 2<sup>nd</sup> July, 2014, having been circulated, be received and noted.

**14. Representatives to Outside Bodies.**

Cllr Mrs. Allen reported as Link Councillor she had attended the Youth Council meeting on Tuesday 1<sup>st</sup> July, when members discussed applying for funding to install an outdoor table tennis facility. She had invited Alan Crawford from Sustain to the next Youth Council meeting (followed by a Grant Funding Working party) to assess what grants could be applied for. Members hoped that Dr. Browne would arrange for the copies of the DVD Project to be produced so that they could be distributed to other Town/Parish Councils showing what our youth council had achieved. On Monday 7<sup>th</sup> July the Youth Council went to London to visit the Houses of Parliament. This was a brilliant trip, with a very good tour guide who explained lots about Westminster. Rt. Hon. Caroline Spelman, MP, then provided a buffet lunch in Portcullis House and met the Youth Council where they had the opportunity to put lots of questions to her. The group returned to Westminster to listen to debates in the House of Lords, although for her and Cllr Knibb plans were curtailed by the need to seek out the coach parked across the embankment due to road closures for the Tour De France (as the 'oldest youth councillors' it took them longer to walk back). She believed the Youth Councillors enjoyed the visit as much as they did, especially as the coach and driver from Johnsons were brilliant this time.

On Wednesday, 16<sup>th</sup> July Cllr Mrs. Allen had attended a Trustees meeting at Castle Bromwich Hall Gardens, when it was hoped that two new Portacabins had been acquired, subject to transport to lift them into position. She hoped this would be forthcoming as the old ones were falling to pieces. The meeting also discussed staff finance and volunteers.

Cllr Knibb reported that he had attended the WALC Quarterly County Committee meeting held Monday 21<sup>st</sup> July 2014 at Leamington Spa. The meeting began with the usual welcome/introductions, apologies, declarations of Interest and approval of the last minutes. Under matters arising it was confirmed that Jonathan Owen, the new CEO for the National Association, had agreed to be Guest Speaker at the WALC AGM on Tuesday 4<sup>th</sup> November 2014 at County Hall, Warwick. It was also noted that WALC's new Specialist Planning Advisory Service for Member Councils had proved very popular to date, with eight councils taking advantage of it so far. The Rugby Neighbourhood Development Plan had a large Wind Farm Application under review and no doubt several other Councils may well need the new service. The finance statement to 30<sup>th</sup> June 2014 was accepted, as was the revised budget 2014-15. Considerable time and discussion took place regarding a WALC staff recruitment matter, embracing the recruitment process. Progress on the revision of the Local Council's Charter for Warwickshire had been slow but WALC hoped to have the last of the outstanding responses from the

Youth  
Council  
2/9  
Grants WP  
2/9

Borough and District Councils by 25th July. Warwickshire County Council had confirmed that no Licence Fee was required by local councils as a result of their new Road Permit Scheme. Proposed changes to the WALC Constitution were agreed and accepted and would now go forward for ratification at the WALCAGM to enable the ability for County Chair and Vice Chair to serve up to 4 years in office if so desired by the County Members. Also a recommendation to reduce from 14 days clear notice to 7 clear days notice when being called to any WALC General or sub-committee meetings. Recently WALC proposed a motion for consideration by the NALC Policy Committee regarding the lack of sanctions available to Councils or Monitoring Officers when dealing with councillor wrong doing, under the New Code of Conduct Regulations. The response from NALC Policy Committee was not conducive in answering the needs of our motion so the County Committee decided to address this issue again with different wording should NALC council fail to deliver what is required by WALC when they next meet in late September. The next 9 items consisted of reports to County Committee, from attendees at various outside bodies, from the appointed county representatives to those bodies. There were no questions asked and they accepted as read. The next meeting of WALC County Committee would be on Tuesday 7th October 2014.

The Chairman reported that he and Cllr Knibb had attended a meeting of the Solihull Area Committee of WALC on 17<sup>th</sup> July at Meriden. Cllr Brown and Cllr Weaver were re-elected as the Chairman and Vice-Chairman respectively for the next year and Cllr Weaver and Cllr Hayes were elected to the County Committee, although due to a prior engagement he was unable to attend the first meeting. A guest speaker from Solihull MBC spoke about her Neighbourhood Co-ordinator role and discussed the varying standards of road repairs, verge and hedge maintenance within some parishes. It was disappointing to note the Charter Agreement seemed to be an unknown document still amongst some Borough Council staff. A lengthy report was given on HS2 and the petitioning system and concerns expressed about the likelihood of development that HS2 would bring to the green belt. The next meeting would be on 23<sup>rd</sup> October at Cheswick Green and on January 22<sup>nd</sup> at Castle Bromwich.

Clerk  
urgent

#### **15. Report of the Officer of the Council.**

The Clerk reported that the Borough Council had asked to send an officer to visit Arden Hall as it continued to be an Emergency Rest Centre for the area, and during commended the council was commended for having completed it's Parish Plan. The Clerk hoped to pursue opportunities for Personal Resilience Training for parishioners or hire groups if possible. The Clerk apologized for omitting the Parish Plan from the agenda and undertook to rectify this at the next meeting. There was an additional confidential matter to report, which the clerk asked the Chairman to report at the end of the meeting.

Clerk  
08/14

#### **16. Report of the Chairman.**

The Chairman reported that on 20<sup>th</sup> July he had attended the Civic Service for Solihull MBC held this year at St. Augustine's Catholic Church, unfortunately due to a family emergency he attended alone.

#### **17. Issues raised by hirer.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and be instructed to withdraw. At the request of the Leisure Services Committee, the Chairman invited Cllr Hiley to explain the investigations made

into concerns that had been raised about Arden Hall. Following a presentation of pertinent factors, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that a plan of action be agreed and reviewed in six months, with the proviso that the Hall Manager could seek an earlier review by the Leisure Services Committee if staff encountered any difficulties whilst monitoring the results. The decision would be notified to the hirer in confidence and reported to the Hall Manager/staff accordingly.

ACTION

Clerk  
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**18. Working Parties.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and be instructed to withdraw. The Chairman reported that there had not been a meeting of the Staff Working Party. However, the Chairman reported that a member of staff had submitted an appeal against action taken by the Clerk which had been investigated and considered by the Appeal Committee. The appeal was not upheld and the matter now concluded.

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