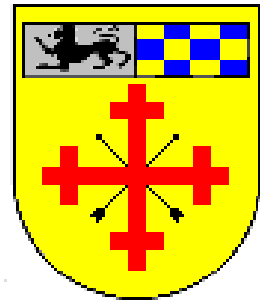


# Castle Bromwich Parish Council

Council Office, Arden Hall, Water Orton Road,  
Castle Bromwich, Solihull, B36 9PB  
0121 747 6503

[counciloffice@castlebromwichpc.gov.uk](mailto:counciloffice@castlebromwichpc.gov.uk)  
[www.castlebromwichpc.gov.uk](http://www.castlebromwichpc.gov.uk)



**Chairman:** Cllr. P Allen, **Vice-Chairman:** Cllr. S Beechey

Cllr. A Haywood, Cllr. J Macdonald, Cllr. D Pearce, Cllr. J Riordan, Cllr. M Strong,  
Cllr. S Temperton, Cllr. J Ward + 6 vacancies

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Dear Councillor,

You are summoned to attend a meeting of Castle Bromwich Parish Council at 7:00pm on Wednesday 31<sup>st</sup> January 2024 at Arden Hall, Windsor Room. The agenda includes an item with the opportunity for members of the public to ask questions and comment on items to be discussed, subject to the Chairman's discretion for up to a maximum of three minutes.

**Members of the press and public are welcome to attend.**

*GMBurgess*

Gemma Burgess  
Clerk to the Council

Dated this 24<sup>th</sup> January 2024

## AGENDA

- C24-008 Welcome:** Welcome from the Chairman.
- C24-009 Apologies for Absence:** Members are required to notify the reason for absence.
- C24-010 Declarations of Interest & Dispensations:** Councillors are reminded to keep their register of Interests updated and submit dispensation requests to the Clerk.
- C24-011 Public Question Time:** An opportunity for the public & guests (including Borough Councillors) to address the Council.
- C24-012 Minutes:** To approve the minutes of the Council Meeting held on Wed 17<sup>th</sup> January 2024.
- C24-013 Finance and General Purposes Committee:**
- To note the minutes of the meeting held on 17<sup>th</sup> January 2024.
  - To note that a significant debtor has paid off their debt in full.
  - To approve payment run 2024-01-31.
  - To approve the 2024 Reserves and Investment Policy.
  - To approve addition and disposal of items from the asset register.
  - To approve asset register at 31.03.24.
- C24-014 Leisure Services Committee:**
- To consider revisions to the Phase II (Junior) playground plans.
  - To consider appointing a playground consultant as project manager of the works.
  - To receive an update on the insurance claim for the Spencer Hall floor.
  - To consider a request to support a North Solihull Fireworks display.
- C24-015 Staffing Committee:**
- To note the minutes of the meeting held on 10<sup>th</sup> January 2024.
  - Confidential Matters:** To close the meeting to members of the public via the Public Bodies (Admission to Meetings) Act 1960, to allow for discussion of confidential matters, publicity of which would be prejudicial to the public interest.
  - To receive an update on staffing matters.

- C24-016 Council Office:**  
 a. To receive an update on Council business.  
 b. To agree a date for the Financial Regulations working party.

**C24-017 Councillors' reports and items for future agendas:** To report minor matters of information not included elsewhere on the agenda or raise items for future agendas.

**C24-018 Action Log:** To report progress on items:

* Memorial Garden & war memorial signage	Clerk
* Financial Regulations Working Party	Clerk
* Monitor cracks in Pavilion	Clerk/FO
* Disciplinary & Grievance Procedure	Clerk
* Letter to hirer re: behaviour	Clerk
* War Memorial – names	Clerk/CLO/LKaye
* Standing Orders Working party	Clerk

**C24-019 Meeting Schedule:**

a. To confirm upcoming meetings:	
Full Council	28 <sup>th</sup> Feb, 27 <sup>th</sup> Mar, 24 <sup>th</sup> Apr
Leisure Services Committee	7 <sup>th</sup> Feb, 10 <sup>th</sup> Apr
Finance and General Purposes Committee	13 <sup>th</sup> Mar, 15 <sup>th</sup> May
Staffing Committee: (Council Office)	12 <sup>th</sup> Apr (3pm)
Standing Orders Working Party	7 <sup>th</sup> Feb (9:15am Council Office)
Financial Regulations Working Party	March TBC
Annual Parish Assembly	6 <sup>th</sup> March
Civic Service	9 <sup>th</sup> June
Party in the Park	20 <sup>th</sup> July

- b. To confirm meetings for 24-25 and 25-26.