Castle Bromwich Parish Council

Council Office, Arden Hall, Water Orton Road,
Castle Bromwich, Solihull, B36 9PB
0121 747 6503
counciloffice@castlebromwichpc.gov.uk
www.castlebromwichpc.gov.uk

Finance and General Purposes Committee

Chairman: Cllr. A Haywood **Vice-Chairman:** Cllr. S Beechey
Cllr. K Ahmed, Cllr. P Allen, Cllr. J MacDonald & Cllr. J Riordan

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Dear Councillor,
You are summoned to attend a meeting of Castle Bromwich Parish Council's Finance and General Purposes Committee**,** which will be held on Wednesday 14th January 2026 at 7pm at Arden Hall (Windsor Room). The agenda includes 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 cordially invited to attend.

GMBurgess

Gemma Burgess
Clerk to the Council

dated this 9th January 2026

AGENDA

F26-001 **Chairman's Welcome**

F26-002 **Apologies:** To note apologies for absence.

F26-003 **Declarations of Interest** – Councillors are reminded to keep their register of interests up-to-date and to submit written requests for the grant of a dispensation to the Clerk in advance of the meeting.

F26-004 **Minutes:** To approve the minutes of the meeting held on 12th November 2025.

F26-005 **Public Question Time:** An opportunity for the public and Borough Councillors to address the Committee.

F26-006 **Finance:**

a) To approve the bank reconciliations for November & December 2025.
b) To approve transfer of funds between accounts.
c) To note the credit card statement 02/12/2025; 02/01/2026.
d) To note the Trade UK Account card statement 05/12/25 & 05/01/26.
e) To note the list of direct debit payments November & December 2025.
f) To note the list of receipts and payments for November & December 2025.
g) To approve topping up petty cash.
h) To note the aged-debtors report and consider any action necessary including writing off bad debt.
i) To note the budget performance year-to-date and reallocate budget if necessary.
j) To approve purchase of signage for the Pavilion.
k) To approve training costs for the Clerk.
l) To approve the 2026-01-14 Payment Run.

F26-007 Planning & Licencing:

a) To note comment made under delegated authority on the following appeal:

Reference	Address	Proposal
APP/2025/00052/COND PL/2025/00408/PPFL	28-30 The Green Castle Bromwich B36 9AL	Retrospective conversion of existing large dwelling to two houses. (Appeal of condition of no permitted change to House of Multiple Occupation)

b) To comment on the following applications:

Reference	Address	Proposal
PL/2025/02369/MINFHO	86 Elmfield Road Castle Bromwich Solihull B36 0HN	Two storey side/rear and single storey rear extension.

F26-008 Small Grants Fund: To consider applications.

F26-009 WMPF Provisional 2025 Valuation: To note the report.

F26-010 Risk Management Policy: To consider updates.

F26-011 Reserves and Investments: To consider updates and direct the Clerk.

F26-012 Councillors' reports and items for future agendas
Councillors may use this opportunity to:
(i) Report minor matters of information not included elsewhere on the agenda;
(ii) Raise items for future agendas

F26-013 Action Log: To report progress on outstanding items.
*Card Payment services quotes
*Petty cash equivalent system
*Risk Management
*CCLA & investment advice

F26-014 Meetings: To confirm meetings at Arden Hall (Windsor Room) at 7pm on:
11th March 2026, 13th May, 15th July