

**MINUTES OF THE 117TH ANNUAL PARISH MEETING
OF THE PARISH OF CASTLE BROMWICH
HELD ON TUESDAY 3RD MAY 2011 IN ARDEN HALL,
CASTLE BROMWICH COMMENCING AT 8.00 P.M.**

PRESENT: Electors of the Parish

CB02 61 Cllr I R Hiley	CB02 926 Mr D Bache	CB01 1737 Cllr B Wilkins
CB02 63 Mrs M J Slyfield	CB02 927 Mrs D Bradbury	CB05 355 Cllr M Hayes
CB04 1417 Cllr J B Riordan	CB05 1275 Mrs E Beeby	CB04 1584 Mr J G Dutton
CB04 1418 Mrs M V Riordan	CB03 609 Mr S Carter	CB03 512 Mr J Payne
CB01 1413 Cllr J Whelan	CB05 64 Mrs S Aucott	CB01 709 Cllr E Knibb
CB03 449 M J Goldingay	CB04 888 Mr. R Beebee	CB01 710 Mrs T Knibb
CB05 345 Cllr Mrs A Haywood	CB04 887 Mrs. J Beebee	CB03 136 Mrs G Franklin
CB01 1417 Mr D Readett	CB02 1600 Cllr M A Rashid	CB04 1351 Mrs. J. Smith
CB01 1418 Mrs G Readett	CB02 1569 Mr M Baker	CB05 5 Cllr R Amos
CB01 1720 Mrs P Wooldridge	CB02 1570 Mrs A Baker	29 Electors

Members of the Public

Cllr Mrs P Allen	Mrs B Kellie	Mrs S Brain
Mrs K Turner	Cllr A Terry	Mrs T Baker
Mr R Jackson	Mrs P J Bodfish	Mr. A. Baker
Mr E Collins	Youth Cllr Miss R Jennings	Mrs P White
Mr J Martin	Youth Cllr Miss A Munro	PSCO E Sawyer
M/s M Tomlinson	Mr M Whitaker	PSCO V Phelps
Lesley Donnelly	5 Names not given	24 public

Officers

C. D Tibbles, Clerk to the Council. 1 Officer
Total Attendance 54 people

The Chairman, Cllr Pauline Allen, welcomed everyone who had remained for the annual parish meeting and thanked them sincerely for attending. She had been pleased to present the annual Chairman’s Charity Fund donations before the meeting commenced.

1. The Notice to convene the meeting.

The Clerk read the notice to convene the meeting, copies having been circulated and published on notice boards.

2. Apologies for Absence.

Castle Bromwich Swimming Club’s Representative.

3. Minutes of the previous meeting.

The minutes of the last Annual Parish Meeting had been made available prior to the meeting and were taken as read. **ON THE PROPOSITION OF Cllr Hiley, SECONDED BY Cllr Mrs. Haywood, IT WAS RESOLVED** that the Minutes of the 116th Annual Parish Meeting held on Tuesday 4th May 2010, having been circulated, be signed as a true and correct record of the meeting.

4. Report of attendance.

	Actual Meeting	Possible Meetings	
Cllr Mrs Allen	43	44	98%
Cllr Amos	17	22	77%
Cllr M Hayes	38	42	90%
Cllr J Horne-MacDonald	22	31	71%
Cllr I Hiley	16	22	73%
Cllr Mrs Haywood	41	44	93%
Cllr E Knibb	20	31	65%
Cllr Rashid	14	22	64%

	Actual Meeting	Possible Meetings	
Cllr Riordan	42	44	95%
Cllr Ms J Smith	5	31	16%
Cllr Mrs L Smith (Co-opted 27/10/10)	15	18	83%
Cllr A Terry	20	33	61%
Cllr Miss Ward	11	22	50%
Cllr Mrs Wilkins	21	22	95%
Cllr J Whelan	29	31	94%
Average - whole Council			70%

Many councillors continued to serve on numerous Working Parties/ Committees that were not reflected in these figures above, which related to full Council and 2 Standing Committees.

**5a Report of the Chairman of Finance & General Purposes Committee
Councillor M Hayes**

Cllr Hayes thanked all councillors for the hard work they had put into the Committee. At the start of the year the council's new more detailed breakdown of finances came into effect with all costings divided as planned last year. The re-organisation along with monitoring of all finances for 2010/11 had enabled the council to monitor its expenditure more closely and had enabled the council to maximize the income from all sections whilst keeping costs to a minimum. He reported that expenditure was down by £33,000 without cuts, just more efficiency. This had enabled the Council to put its finances and reserves in a robust position for whatever the economic situation might present in future and at the same time have a zero percent increase in the precept for 2011/12. The planning battle had been over food outlets, where in the year before it had been over mobile phone masts. The Clerk's report on the accounts had been available before the meeting and is attached as an appendix to these minutes.

**5b Report of the Chairman of Leisure Services Committee
Cllr Mrs. Haywood**

Before making her formal report, Cllr Mrs. Haywood explained that there were occasions when the council had no alternative but to close the park early. There had been one such incident the previous week when one of the Park Wardens was assaulted. The Council's priority was to make sure that all staff were able to work in safety and without intimidation. Unfortunately she could not disclose further details as this matter was the subject of a serious police investigation. However on a more positive note, the year had proved to be both productive and a generally good year with several projects being completed and others just starting. In July the official opening of the new Play Equipment in the Park took place. This was applied for by the Parish Council with help from Solihull MBC who managed the Playbuilder funding initiative. The Park continued to be well used by every age and on a beautiful sunny day last June it was packed with families enjoying themselves. The new Sensory Garden on the Village Green was a project undertaken by the Youth Parish Council and in September last year the planting started with the help of about 25 volunteers. The ceremonial opening taking place in October on what proved to be a beautiful autumnal morning, when the centerpiece tree was dedicated to future peace. Further work had taken place and on the 17th April further planting and a general tidy-up ready for the summer had been done. The Village Green was looked after by the Leisure Services Committee and was a little oasis where you could sit for a while and the Council hoped enjoy it. The Committee was pleased that the new stone tablet in front of the War Memorial and inscribed with the words "In Memory Of Those Who Have Fallen in Conflicts Since 1945" with a white dove engraved either side to signify peace and a poppy underneath for remembrance was ready for the Remembrance Service in November. The numbers who attended this service each year had grown and she hoped would continue to do so. The Garden of Memory had seen a lot of changes over the past 2 years. The felling of one of the large trees had opened up this garden and the planting of the raised bed had started. The three roses in the bed represent The Royal Wedding, Diamond Jubilee and the 90th Anniversary of the British Legion and along with other plants, we hope people will be able to sit and enjoy this area. Thanks must go to Cllr Pauline Allen for all the hard work she had done not only on this garden but on many other areas around Castle Bromwich. The spring flowers had been absolutely wonderful and this was after a very hard winter. Building refurbishment work had started on several areas, the toilets next to the York Room were being refurbished as were the ladies toilets in the Pavilion. The Spencer Hall over 3 weekends at the end of July/August would see the start of Phase 1 of a refurbishment project and work to refurbish the Windsor Room was also scheduled. Watch this space!!! The Committee had seen the use of Arden Hall for all types of functions increase steadily and hopefully with the refurbishment planned this would continue.

A full tree survey had been completed for the Parish Council and essential work would start to preserve the trees on Council land. We will also be looking at ways of replanting/replacing where necessary, as future loss of several mature trees was anticipated and being prepared for. At the end of a very busy year, she expressed her thanks to Tina Kite (Hall Manager) and her staff for the hard work they had done and continued to do in supporting the Parish Council. Also thanks were given to the Clerk, Cathy Tibbles, for all the work and guidance she continued to give. The year ahead was exciting, especially with a planning application for 12 new houses on the Bradford Road next to the Village Green. There were other projects planned by the Council and she invited people to take the time to look at the Parish Council's website for information or to come to one of the council meetings, especially if they wanted a night out!

6. Report of the Youth Parish Council – Youth Cllr Miss Ruth Jennings

Youth Cllr Miss Jennings said she had been pleased to attend this meeting, although she wished to apologise for coming straight from her training session at the swimming pool. This year had been a big year for the Youth Council, one that had certainly seen the Council grow, both in numbers and in community spirit. In the past year, we had co-opted 10 members onto the Council, with a number coming from Park Hall Academy. This has been a massive achievement, as prior to this, numbers had been worryingly low. The jewel in the crown for the Youth Council this year had been the creation of the Sensory Garden on the Village Green. This had been supported by many community organizations and local people; Carl Ferris, the Community Payback Team, the Brownies and Scout Groups, as well as the parents of Joseph Murphy, as the garden was in the name of fallen soldiers being reflected in the red, white and blue colour scheme. During this project, we had all learnt how to be 'green fingered' although we were still at a loss when it came to names of plants. We therefore could not thank our helpers enough for their time and support. We also applied for and been successful with applications for grant funding, which we were also very grateful for, as without these funds the project would not have been such a success. The Youth Council had not stopped there and indeed, we had also been involved in many other projects which had allowed the Youth Council to be visible within Castle Bromwich parish. We had, with the help of Alison Lush, Solihull Metropolitan Borough Council and the 237 Explorer Scouts, put up 12 bird boxes in the local area to help encourage wildlife. She personally had received many compliments from local neighbours who really appreciated watching the birds from their bedroom windows. Perhaps the next step would be – Castle Bromwich Twitter Society! Furthermore, we were also represented at the opening of the new playground when it had a face lift. It now benefitted from some new play equipment, which she had only been to happy to try out! All in all, it has been a very good year for the Youth Council.

7. Future Projects involving the Parish Council:

Community Appraisal and Parish Planning

Cllr John Whelan reported that following the very successful Parish Council Community Appraisal undertaken in 2001, a review was now taking place. 44% of the community had expressed a view previously and a comprehensive document looking at the needs and priorities residents felt and action required to meet them. In 2011 a review was launched that would revisit the same objectives – law and order, sport and leisure, local environment, education, transport, communications and local government. There were already 7 members of the local community involved and the new Appraisal would pay particular attention to the needs and priorities of young people in Castle Bromwich, with representation on the new Steering Group. He warmly invited any residents who wished to be a part of this endeavour by joining the Group or helping with the Questionnaire exercise - this was your opportunity to be involved in shaping the future.

Pavilion Redevelopment

Cllr Hayes reported that the Pavilion building in the Park only had so much life left in that building. Castle Bromwich Cricket and Sports Club approached the Council with ideas to

redevelop it into a larger facility so a working party had been formed to look into it. He felt it was exciting to be part of this.

8. The Chairman's Address - Cllr Mrs. Allen.

The Chairman welcomed and thanked everyone for attending the 117th Annual Parish Meeting. She expressed her thanks to the Chairpersons of the Parish Council's two standing committee's and everyone else that has helped with the valuable work that had been accomplished in the past year for the benefit of Castle Bromwich residents. On a personal note, this year as Chairperson of Castle Bromwich Parish Council has been a very busy, very interesting, most enjoyable and sometimes challenging year.

She had represented this Council at many events, including the Civic Service on 25th May 2010 at Solihull for the investiture of Cllr Ian Courts and Mrs. Courts as Mayor and Mayoress of Solihull. This was a most interesting and enjoyable evening. On 13th June 2010 she attended the Parish Council's Civic Service at St Mary's and St Margaret's Church, followed by a reception at Arden Hall. She attended a presentation evening for Castle Bromwich Scouts on the 17th June 2010. She attended the opening of the new Cricket Covers at Arden Hall Park for Castle Bromwich Cricket and Sports Club on the 19th June 2010. She attended the production of Hairspray by Castle Bromwich Junior School on the 30th June 2010. On 10th July 2010 she attended the opening of our new play equipment at Arden Hall Park, installed with a Playbuilder Grant of £25,000 obtained by the parish council. On 18th September 2010 she attended Castle Bromwich Hall Gardens 25th anniversary celebration. On the 25th September 2010 here at Arden Hall, the Council held it's second Macmillan Coffee Morning which raised £775 for this very worthy charity. On the 3rd October 2010 she attended Solihull Parish Church for the Mayor of Solihull's Civic Church Service. She attended the induction of the Rev. Stuart Carter at St. Clements Church on the 7th October 2010. In October and March she had hosted two quiz nights at Arden Hall to raise money for the Chairman's Charity fund. This enabled grants totaling £2,260 being made from the Chairman's Charity Fund earlier this evening to 27 local and associated groups in Castle Bromwich. On 22nd October 2010, the Youth Council held the ceremonial tree planting for peace in the future in the sensory garden on the village green. The tree was planted by the parents of the soldier from Castle Bromwich who had died in Afghanistan and she urged everyone to make a visit to this garden. The Chairman thanked the Vice Chairman, Cllr Riordan, for taking her place at the Remembrance Parade on the 14th November 2010 which she had been too ill to attend. Also on that day the blessing took place of the marble slab in memory of those who have fallen in conflict since 1945.

On 30th November 2010, we held our Christmas Tree lighting and Carol Concert at which £185 was raised for Age Concern. Unfortunately the lights did not work until the following day due to a fused plug. In December I attended the Age Concern and the Friday Club Christmas parties at Arden Hall. On the 14th December 2010 I attended the excellent production of Narnia at Park Hall Academy. On 16th December 2010 she had been pleased to draw the raffle for the Macmillan Charity at Dantana's Hair Dressers, Hurst Lane, Castle Bromwich. She also attended Park Hall Academy presentation evening to celebrate their students' achievements. On 25th January 2011 she attended the Parkfield Patient Participation Group Christmas Party held at Arden Hall. On 5th February 2011 she enjoyed attending the annual presentation evening for 165 Castle Bromwich Squadron Air Cadets. On 20th February 2011, Cllr John Riordan joined her in attending a Thinking Day Service with Coleshill Division Guide Association. On 24th April 2011, she had attended Castle Bromwich Hall Gardens Easter event and assisted the Mayor and Mayoress of Solihull with judging the Easter Hats. The standards were very high. She urged visitors to look at our raised garden bed in the Garden of Memory by the tennis courts, which has sections to celebrate three events - the Royal Wedding, 90 years of the Royal British Legion and the Queen's Diamond Jubilee 2012. The Parish Council would be putting signs up for each flower bed.

The Civil Parish of Castle Bromwich

DRAFT MINUTES UNTIL FORMALLY ADOPTED IN MAY 2012

She expressed her warm thanks for all the kind invitations received during the year, her thanks to Cllr John Riordan, Vice Chairman for his help and support during her year in office, her thanks to the Clerk for her help and support, together with thanks to all of her fellow councillors for their help on the many working party meetings and events throughout the year. She hoped that she had not forgotten anyone as it has been a busy but enjoyable year and thanked everyone present once again for your support during the year.

9. Questions from Parishioners

The Chairman invited questions from members of the public present.

Mrs. Beeby, Friends in Retirement, looked forward to the start of refurbishing the Spencer Hall during weekends. Mrs. Beebee, on behalf of Chris Beebee, thanked the parish council, clerk and staff of Arden Hall for all of the hard work when their shows were taking place. She knew that Arden Hall was a popular venue for the artists and was pleased that Castle Bromwich had a wonderful place for people to use. Mr. Baker said that two elderly residents had expressed concern about the path outside the front of Arden Hall that was not always lit and was uneven in places.

The Chairman concluded by expressing thanks to everyone for attending the meeting and invited people to visit the tables at the rear of the room, which were showcasing local organisations and opportunities and she then declared the meeting closed at 8.34 pm.

Financial Information – Annual Parishioner’s Meeting

As always, the records of the Parish Council (both financial and general) are available for personal scrutiny and I am willing to answer any questions as the person responsible for preparing Year End accounts. However, if a detailed answer is requested I may not have the full information or specific background to individual transactions at this meeting.

The accounts for 2010/11 are still being compiled and the internal auditor has already scrutinised the systems and processes in place. A draft breakdown of income and expenditure is overleaf.

The accounts for 2009/10 were scrutinised locally by our own independent auditors and the Annual Return satisfactorily accepted by the External Auditor (appointed by the Audit Commission) on the 30/09/10, details being displayed on our Notice Board at the front of Arden Hall, as required.

2010/2011

Financial Year End information for 2010/11 is still being prepared and subject to independent and external audit. In April 2010 a new computer programme was purchased to enhance the reporting opportunities and link with the Hall Bookings computer system. Expenditure has been split into more detail and therefore the summaries available tonight show different details than in the previous year. Expenditure has been cautious in some areas but substantial savings were achieved by changing insurance providers. This, in conjunction with capital income from the sale of minor land (former alleyways at Hob Farm), has enabled the council to set a zero change to the precept without compromising services to parishioners. Arden Hall continues to have phased refurbishment of facilities with more being planned for the summer, although the planned repair/refurbishment of the Pavilion Ladies toilet was delayed due to contractor availability. Arden Hall continues to be well utilised by customers with regular praise for both staff and our facilities. Maintenance costs continue to be carefully managed with priorities being to meet the needs of hirers where possible. Savings have been made in some areas but the council has needed to commission professional advice on some ongoing matters. Income has matched or exceeded forecasts in most areas during the past year, with the exception of Pavilion Hire (depleted due to customer arrears) and Sports Pitch Hire (reduced customer usage). The Parish Council strive to ensure that ‘value for money’ is obtained and the Youth Council have been successful in obtaining grant funding from 2 sources for the Sensory Garden Project at the Village Green, with public donations also being voluntarily made.

Vandalism and Anti Social Behaviour

The financial and physical aspects of these problems seriously affect both staff and resources when dealing with verbal assaults, theft, damage and customer abuse. Incidents have occurred with damage to property and plants/trees (by adults and youngsters) causing unnecessary expense and loss of time. Reports continue to be made to the police and this remains an area of concern, with insurance claims being made for damage to two council buildings.

Mrs. Cathy Tibbles.
Responsible Finance Officer.

20th April, 2011

**Castle Bromwich Parish Council
Income & Expenditure Account
01/04/2010 / 31/03/2011**

<i>(Last) Year Ended 31.3.2010</i>		<i>(Current) Year Ended 31.3.2011</i>
£		£
	Income	
214,988	Precept	219,288
	Sub Total	<u>219,288</u>
	Operating Income	
144,354	Bar + Arden Hall	54,049
	Bar	78,835
	Pavilion	8,195
17,507	Pav + Open Spaces	6,123
2,400	F&GP/Democratic Services	15,811
<u>379,250</u>		<u>382,301</u>
	Running Costs	
191,976	{ Arden Hall	112,598
	{ Bar	40,639
	{ Theatre Workshop	390
	Pavilion	44,969
72,379	Pav + Open Spaces	27,506
80,426	F&GP/Democratic Services	85,814
-	Council Reserves	-
	Prov for doubtful Debts	-
<u>344,782</u>		<u>311,916</u>
	General Fund	
65,230	Balance at 1st April 2010	90,842
379,250	Add total Income	382,301
<u>444,480</u>		<u>473,143</u>
344,782	Deduct Total Expenditure	311,916
99,699		161,227
-	Transfer to/from Reserves	33,951
8,856	Balance at 31st March	<u>127,276</u>
<u>90,842</u>	2011	