

**MINUTES OF THE MEETING OF THE CASTLE
BROMWICH PARISH COUNCIL
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY 17TH DECEMBER 2008
AT 7.30 PM**

Those present:

Chairman: Cllr J Riordan

Councillors:	Cllr Mrs. P Allen	Cllr Mrs. A Haywood	Cllr Mrs. J Smith
	Cllr R Amos	Cllr N Harris	Cllr A Terry
	Cllr Mrs. S. Baker	[Items 3-end]	Cllr Miss J Ward
	[Items 3-end]	Cllr E Knibb	Cllr Mrs. B. Wilkins

Officer: Mrs. C Tibbles

Public: 7 members of the public

1. Apologies.

The apologies from Cllr Mrs. T Knibb and Cllr M Rashid were accepted for the reasons given.

2. Declarations of pecuniary or other interests.

None declared.

3. Co-option of new members for Bradford and Whateley Wards.

At the invitation of the Chairman, Mrs. Baker and Mr. Harris stated their reasons for wishing to become parish councilors. Mrs. Baker explained she had worked in Castle Bromwich schools for many years and wanted to put something back into the community, particularly relating to younger people. Mr. Harris had moved to Castle Bromwich two years ago and felt it was a luxury to have a parish council. He thought residents should find out more and give support to the work done so he wanted to be a part of getting local action taken. Following questions from Cllr Mrs. Haywood and Cllr Knibb, **ON THE PROPOSITION OF** Cllr Amos, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that Mrs. Baker be co-opted as a councillor for the Bradford Ward and that Mr Harris for the Whateley Ward. The Declarations of Acceptance of Office were signed and the Chairman welcomed the new members to the Parish Council. **ON THE PROPOSITION OF** Cllr Knibb, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the declarations be accepted and that Cllr Harris serve on the Finance and General Purposes Committee and Cllr Mrs. Baker on the Leisure Services Committee.

4. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Mrs. Allen, **SECONDED** by Cllr Amos, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 26th November, 2008 be accepted as a true and correct record of the Meeting.

5. Questions from Councillors.

None.

6. Questions from the Public.

Standing Orders were suspended so that members of the public could ask questions. Following an explanation of procedures by the Chairman, members of the public were invited to state their name and address prior to asking their question. A summary of the questions asked is appended for members only as the final page and the meeting then continued.

ACTION

7. To appoint Representatives to Outside Bodies.

Members noted the vacancies and following discussion, **IT WAS RESOLVED** that the following appointments be made:

Castle Bromwich Children's Centre - Cllr Mrs. Baker

Solihull Area Committee (P&T Councils) - Cllr Mrs. Knibb

Castle Bromwich Infants School Governor - Cllr Mrs. Haywood (subject to details)

Appointments to Bacons End Centre Association, Castle Bromwich Youth & Community Centre and the Citizens' Advice Bureau Trust were deferred for later investigation.

Asst. Clerk
Jan 09

8. Tender Procedures for Arden Hall Frontage improvements.

Members noted that it had been necessary to instruct a surveyor to prepare the building structural calculations and design specifications to accompany the building regulations application, at a cost of £780 + VAT. The Chairman suggested it would be prudent to extend the deadline for return of tenders by 1 week and to make the structural calculations available to all prospective tenderers before Christmas. Therefore, **ON THE PROPOSITION OF** the Chairman, **SECONDED BY** Cllr Mrs. Allen, **IT WAS RESOLVED** to extend the tender deadline until 1 pm on 13th January and to give full delegated authority to the Finance and General Purposes Committee to award the tender for this work. Cllr Mrs. Allen and Cllr Amos both volunteered to witness the opening of the tenders on this revised date and Finance and General Purposes Committee members were invited to collect their copies between 4 pm and 5 pm from the Council Office if possible. Members of the Leisure Services Committee would be welcome to receive copies of the tenders if requested.

RA/PA
13/1

FGP Members
13/1

LSC members
7/1

9. Precept 2009/10.

Following discussion of options, members shared the Chairman's concerns of placing too high an increase on parishioners in the current economic climate. Cllr Knibb reminded members of his preference last year to increase the reserves. Whilst he shared concerns about the effect of a large increase, which Cllr Knibb felt the Borough Council would also echo, however it would become their problem across the Borough if a much higher precept increase was levied to increase the forecast working balance for 2010. Cllr Harris asked for clarification and the Chairman explained that this precept was paid only by Castle Bromwich residents, whilst there would be a different amount paid by residents in Hockley Heath or Chelmsley Wood according to the precept set by their parish/town councils. Every household in the Borough made payments for the Borough Council services, whilst those residents with a parish/town council paid an additional amount of money, which the Borough Council collected and passed on to the parishes. **ON THE PROPOSITION OF** Cllr Amos, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** to set the precept for 2009/10 at £214,988, which was an increase of 5% on the current year.

10. Consultation by Solihull MBC on School Closure.

Following consideration, **IT WAS IT WAS UNANIMOUSLY RESOLVED** to note with interest and concern the proposals to close Kingfisher Primary School but this was outside the parish of Castle Bromwich.

11. Terms of Reference – Staff Panel.

ON THE PROPOSITION OF the Chairman, **SECONDED** by Cllr Mrs. Smith, **IT WAS RESOLVED** to accept the revised terms of reference for the Staff Panel as circulated, which were duly signed and appended to the Minute Book.

12. Freedom of Information Act – Model Publication Scheme.

Following consideration of information, **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Smith, **IT WAS UNANIMOUSLY RESOLVED** to adopt the Model Publication Scheme and the Clerk was instructed to finish the guide for the noticeboard and website, in line with the existing policy.

Clerk
31/12

13. Report of the Leisure Services Committee.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED** by the Cllr Miss Ward, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 3rd December 2008, having been circulated, be received, approved and the recommendations contained therein be adopted.

14. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of the Chairman, **SECONDED** by Cllr Mrs. Smith, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 26th November and 10th December, 2008, having been circulated, be received, approved and the recommendations contained therein be adopted.

15. Report of the Staff Panel.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED** by the Cllr Mrs. Wilkins, **IT WAS RESOLVED** that the Minutes of the Meeting of the Staff Panel held on Thursday, 4th December 2008, having been circulated, be received, approved and the recommendations contained therein be adopted.

16. Representatives to Outside Bodies.

Cllr Mrs. Allen reported the following activities: on 25th November the Carol Concert had raised for £170 for Age Concern; on Thursday 27th November she had been pleased to represent the Council by attending Park Hall School's Celebration of Achievement evening which had been a most enjoyable occasion; on Saturday 6th December, she had attended a training seminar at Dunchurch with Cllr Terry, and Cllr Knibb, whom she also thanked for providing transport; on Sunday 7th December, she had attended the Christmas Fair at Castle Bromwich Hall Gardens which was also most enjoyable ; on Friday 12th December, following an offer to donate to the Parish Council, she had collected a brass replica of a Spitfire aeroplane which had been made from scraps of metal in the factory by a parishioner's great, great uncle; and finally on the afternoon of Friday 12th December she had attended the Friday Club's Age Concern Christmas Party.

17. Report of the Officer of the Council.

The Clerk reported recent communications, which were duly noted: Christmas Greetings / Routine bulletins and newsletters / Solihull MBC Consultation on core strategy issues and options "Challenges and Choices" – Solihull Local Development Framework (also via libraries and website) / LGE Pension newsletter / Sustain review of 2008 / letter of thanks from hirer / Parish Basic Allowance notification by Solihull MBC / The Law at Work newsletter / VAT Notes No. 3 2008 / Castlehall Building Services introductory letter / North Arran Way Residents Association letter of concern regarding Asbestos removal in Regeneration areas. The Council's insurers had approved replacement of the 4 stolen benches from the Village Green and the Clerk would respond to the letter regarding the memorial bench and draft a consultation letter to residents at the Village Green. Decisions taken under delegated powers were noted regarding emergency repair to vandalised skylight at Arden Hall and instructing a specialist to provide the supporting evidence for the Building Regulations application for the AH Frontage improvements, at a

Clerk
Dec 08 &
Jan 09

N.B. All Minutes are deemed as draft until formally approved and signed.

cost of £780 +VAT which was the cheapest quote. The offer by Solihull MBC to provide 2 rubbish bins was gratefully accepted and members suggested they be placed at Whateley Green and the Village Green. The Clerk recorded her thanks to members for help and support over recent months, both personally to her but especially to the staff, many of whom had worked additional hours to cover staff shortages in difficult circumstances.

18. Report of the Chairman

The Chairman reported that on Friday, 13th February, 2009 there would be a charity quiz night and flyers and tickets would be available in the New Year. Arrangements were being discussed at the next Events and Marketing Working Party meeting.

He wished everyone a Merry Christmas and invited those present to join him for seasonal refreshments.

Event WP
Meeting tba