

**MINUTES OF THE MEETING OF THE CASTLE
 BROMWICH PARISH COUNCIL
 HELD IN ARDEN HALL, CASTLE BROMWICH
 ON WEDNESDAY 20TH MAY 2009
 AT 7.30 PM**

Those present:

Chairman: Cllr J Riordan

Councillors:	Cllr Mrs. P Allen	Cllr E Knibb	Cllr A Terry
	Cllr R Amos	Cllr M Rashid	Cllr Miss J Ward
	Cllr M Hayes	[Items 3-end]	Cllr Mrs. B. Wilkins
	Cllr Mrs. A Haywood	Cllr Mrs. J Smith	
	Cllr I Hiley	[Items 6-end]	

Officer: Mrs C Tibbles

Public: 4 members of the public [2 not attending for Items 1-5]

1. To elect a Chairman.

The Chairman invited nominations and one was received. **ON THE PROPOSITION OF** Cllr Mrs. Allen, **SECONDED** by Cllr Mrs. Wilkins, with 8 votes in favour, 1 against and 1 abstention, **IT WAS RESOLVED** that Cllr Riordan be elected Chairman of the Parish Council for the Civic Year 2009 - 2010. Councillor Riordan retained the Chain of Office and the Chair.

2. To receive the Declaration of Acceptance of Office of the Chairman.

ON THE PROPOSITION OF Cllr Amos, **SECONDED** by Cllr Mrs. Allen, with 9 votes in favour, 0 against and 0 abstentions, **IT WAS RESOLVED** that the Declaration of Acceptance of Office of the Chairman be received. Councillor Riordan thanked the Council for voting for him to remain as Chairman for a further year and undertook to fulfil the office to the best of his ability. The Chairman presented Cllr Mrs. Wilkins with her Past Chairman’s Badge and Cllr Mrs. Wilkins in turn presented the Chairman with his Past Chairman’s Badge.

3. Apologies.

The apologies from Cllr Mrs. T Knibb were accepted for the reason given. Cllr Mrs. Smith would be late arriving due to work commitments. Cllr Harris was absent.

4. Declarations of pecuniary or other interests.

None declared.

5. To elect a Vice-Chairman.

The Chairman invited nominations and three were proposed and seconded. In accordance with Standing Order 37, voting took place until an absolute majority was achieved. Results were counted by the Clerk and scrutinized by a member of the public. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED** by Cllr Hiley, **IT WAS RESOLVED** that Cllr Mrs. Allen be re-elected as Vice-Chairman of the Parish Council for the Civic Year 2009 - 2010. Councillor Mrs. Allen was presented with the Badge of Office by the Chairman and she undertook to do her best for the Council.

6. To appoint Representative to outside Bodies

The Chairman invited nominations for each appointment. When nominations, with proposers and seconders, exceeded places voting took place either by show of hands or by written ballot when requested. Written ballots were counted by the Clerk and scrutinised by a member of the public. Members noted that the Castle Bromwich Traders Association had ceased to meet, the Colebridge Trust had changed their

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constitution and the Parish Council no longer had a position and that the Richard Knight Trust had ceased to exist (now managed by the Dame Mary Bridgeman Trust). Cllr Knibb pointed out that as representatives serving on the Solihull Area Committee he was a member of the Standards Committee and that Cllr Mrs. Knibb was Secretary of the Area Committee. A second representative would be welcomed by Castle Bromwich Junior School to serve as a governor. In response to a question from Cllr Knibb, the Clerk replied that it was the practice to confirm the three and four year appointments at each annual meeting. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Allen, with 11 votes in

favour, 1 against and 0 abstentions, **IT WAS RESOLVED** that the following appointments be confirmed for the Civic Year 2009-2010:

Castle Bromwich Children's Centre	Cllr R Amos (changed)
Castle Bromwich Youth Council	Cllr E Knibb (continuing)
Castle Bromwich Youth&Community Centre	Cllr E Knibb (continuing)
Chelmsley Wood Citizens Advice Bureau- Forum	Cllr E Knibb (continuing)
Conservation Areas Advisory Committee	Cllr A Terry (continuing)
Solihull Partnership	Cllr J Riordan (changed)
Police Consultative Committee	Cllr Mrs. J Smith (continuing)
Solihull Area Committee (Parish & Town Councils) 2 posts	Cllr R. Amos (changed)
Solihull Area Committee (Parish & Town Councils)	Cllr J Riordan (changed)
Solihull Crime Prevention Panel	Cllr Mrs. J Smith (continuing)
Warwickshire & West Midlands County Association of Parish & Town Councils, County Committee	Cllr J Riordan (changed)
Castle Bromwich Hall Gardens Trust (3 years until May 2010)	Cllr Mrs. P Allen (continuing)
Dame Mary Bridgman Trust (4 years until May 2011)	Cllr Mrs. B Wilkins (continuing)
Dame Mary Bridgman Trust (4 years until May 2011) (continuing)	Cllr Mrs. A Haywood
Castle Bromwich Infant School – Governor (4 years)	No Vacancy at school
Castle Bromwich Junior School – Governor (4 years until Jan 2010)	Cllr E Knibb (continuing)
Castle Bromwich Junior School – Governor (4 years until May 2013)	Cllr I Hiley (new)
Park Hall School – Association Governor (4 years until Sept 2011)	Cllr Rashid (continuing)
St Thomas Dole Charity Trust (4 years until May 2011)	Cllr E Knibb (continuing)

Asst. Clerk
Asap

7. To appoint Statutory or Standing Committees.

When previously requested, some members had not stated any preference for committees, some expressed a single preference and some members were willing to serve on either Standing Committees. The Chairman explained there were currently 14 serving members and as the Chairman and Vice-Chairman served on both Committees, suggested that 6 members serve on each Committee. Cllr Knibb asked if Committees would be filled to the permitted number of 10 members and the Clerk clarified that it would be sensible to leave one vacancy ready for when a new councillor was appointed. Following members confirming their willingness to serve, **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Amos, with 12 votes in favour, 0 against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the following Standing Committees be appointed for the Civic Year 2009-2010 as follows:

Clerk
04/06

Leisure Services Committee.

Councillors R Amos, Mrs. A Haywood, I Hiley, Mrs. T Knibb, M Rashid, Miss J Ward and Mrs. B Wilkins, together with the Chairman and Vice-Chairman of the Council and the Chairman of the Finance & General Purposes Committee. **ON THE PROPOSITION OF** Cllr Mrs. Allen, **SECONDED** by Cllr Amos, with 11 votes in favour, 1 against and 0 abstentions, **IT WAS RESOLVED** that Cllr Mrs. Haywood be elected as Chairman of this Committee.

Finance and General Purposes Committee:

Councillors N Harris, M Hayes, E Knibb, Mrs J Smith and A Terry, together with the

Chairman and Vice-Chairman of the Council and the Chairman of the Leisure Services Committee. There was a vacancy on this Committee. **ON THE PROPOSITION OF** Cllr Mrs. Haywood, **SECONDED** by Cllr Amos, with 11 votes in favour, 0 against and 1 abstentions, **IT WAS RESOLVED** that Cllr Hayes be elected as Chairman of this Committee.

Staff Panel

The Chairman invited nominations and four were made. Following a ballot counted by the Clerk and scrutinised by a member of the public, **IT WAS RESOLVED** that Cllrs Mrs. A. Haywood, J Riordan and A Terry be elected. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Allen, with 10 votes in favour, 0 against and 1 abstention, **IT WAS RESOLVED** that Cllr Mrs. Haywood be re-elected as Chairman of this Committee.

Appeals Committee

Cllr Knibb withdrew his request to serve on this Committee. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Smith, with 12 votes in favour, 0 against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that Cllrs Mrs. P. Allen, Mrs. B Wilkins and I Hiley be elected. **ON THE PROPOSITION OF** the Cllr Mrs. Allen, **SECONDED** by Cllr Amos, with 12 votes in favour, 0 against and 0 abstentions **IT WAS UNANIMOUSLY RESOLVED** that Cllr Mrs. Wilkins be re-elected as Chairman of this Committee.

Reserve Members

It was suggested that 4 Reserve Members be elected to serve on either (but not both) the Staff Panel or the Appeals Committee. The Chairman invited nominations and **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Rashid, with 12 votes in favour, 0 against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the following be elected: Cllrs R Amos, M Rashid, M Hayes and Miss J Ward.

8. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Mrs. Wilkins, **SECONDED** by Cllr Miss Ward, with 10 votes in favour, 0 against and 2 abstentions, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 29th April, 2009 be accepted as a true and correct record of the Meeting.

9. Appointment of Signatories for Financial Procedures.

ON THE PROPOSITION OF the Chairman, **SECONDED** by Cllr Amos, with 12 votes in favour, 0 against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that Cllr J Riordan, Cllr Mrs. P Allen, Cllr Mrs. A Haywood, Cllr M Hayes and the 2 Vice-chairmen of the Standing Committees, together with Mrs. C. Tibbles be appointed as signatories. The Clerk added that procedures required 3 signatures on financial transactions.

Clerk
30/6/08

10. Year End Accounts 2008/09, Internal Audit and Annual Return to External Auditors.

The Clerk had tabled an update on the accounts and a copy of the internal audit response received earlier that day from Whalley & Co. The Internal Auditor had scrutinized all records and reported them as satisfactory with no recommendations being made. The Chairman invited questions from members. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Allen, with 11 votes in favour, 0 against and 1 abstention, **IT WAS RESOLVED** that the Year End Accounts 2008/09 be formally adopted and the Chairman and the Responsible Finance Officer signed the balance sheet.

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ON THE PROPOSITION OF the Chairman, **SECONDED** by Cllr Rashid, with 11 votes in favour, 1 against and 0 abstentions, **IT WAS RESOLVED** that the Annual Return be signed by the Chairman and the Responsible Finance Officer. The Chairman read and explained the statements of governance in turn and **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Hayes, with 11 votes in favour, 0 against and 1 abstention, **IT WAS RESOLVED** that the Chairman sign to confirm members' understanding and affirm their responsibilities.

11. Questions from Councillors.

No questions had been submitted.

12. Questions from the Public.

At 8.40 p.m. 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 and to clearly say if they objected to their identity appearing in the minutes, prior to asking their question. Mr. Gibbins referred to the consideration by the Leisure Services Committee on 6th May of his previous question and asked if insurance was the way to go? He trusted the good sense of the committee and felt that instead of the council committing itself to paying insurance premium year after year, he suggested it commit a few pounds per year to an Arden Hall Emergency Fund instead so that with a small reserve the Council could pay compensation, with a monetary limit, on provision of receipts, to a family hirer. The Chairman replied that hire regulations wording would be changed to reflect that all monies paid to the Council would be refunded and thanked him for his suggestion.

The Chairman invited feedback on previous issues and the Clerk reported that the request from Bor. Cllr Richards to address the problem of dog fouling had been raised with the Alison Lush of the Borough Council who had included the problem in the latest Action Plan and discussed the issue with their Public Protection Team. Ms. Lush hoped to speak to the communications team regarding a publicity campaign.

LSC
03/06

13. Communications.

Members noted the information listed. The Clerk informed members that late notification had been received of an open meeting at St. Mary & St. Margaret Church on the evening of 27th May to discuss the new multi-purpose facility room that had been finally approved.

14. Report of the Leisure Services Committee.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED** by Cllr Hiley, with 10 votes in favour, 0 against and 2 abstentions, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 6th May 2009, having been circulated, be received, approved and the recommendations contained therein be adopted.

15. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of the Chairman, **SECONDED** by Cllr Hayes, with 11 votes in favour, 0 against and 1 abstention, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 29th April and 13th May 2009, having been circulated, be received, approved and the recommendations contained therein be adopted.

16. Representatives to Outside Bodies.

Cllr Mrs. Haywood reported that on Saturday 15th May she had attended a meeting of the Dame Mary Bridgeman Trust (incorporating the Richard Knight Charity) which was chaired by Jerry Dutton (Trustee and Secretary/Treasurer) in the absence of both the

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Chairman and Vice-Chair. Unfortunately Rev. Bill Sands was unwell and not able to attend. This was the first meeting that had taken place since the Richard Knight Charity had been incorporated and a draft press release had been prepared for members to agree giving details of the Richard Knight Charity from its beginnings. Several requests for donations had been received, with notes of thanks from previous people who had benefited from the Charity. It was noted that although an earlier press release had publicized the aims of the Dame Mary Bridgeman Trust and application procedures, the take-up had been surprisingly low. This would be discussed at the next meeting to be held on 14th November at Arden Hall.

17. Report of the Officer of the Council.

The Clerk confirmed that the objection of the Parish Council had been posted to Orange regarding the proposed base station mast on the Bradford Road. The Clerk had been alerted by residents of an installation being commenced by T-Mobile, also on the Bradford Road, that was now under scrutiny by Solihull MBC in a location that in 2006 had been refused. An update was awaited. The new Saturday evening Fusion football project would be commencing on 30th May from 6 pm in the playing fields. Members were reminded that some replies were still outstanding to confirm their preferred communication options and to the extra meeting that would be held on either 9th or 11th June. Additional suggestions for guest speakers had been received and this would therefore be an agenda item at the next meeting.

Some cllrs
asap

Clerk
17/06

18. Report of the Chairman.

The Chairman reported that on Tuesday, 12th May he had the honour to represent this Parish Council at the investiture of the new Mayor of Solihull for the municipal year 2009-2010, which had been held in the Solihull Council Chamber. He was sure he spoke for the Council in saying members looked forward to meeting him and the Mayoress in this parish. Everyone was reminded of the forthcoming Civic Service on Sunday 14th June at St. Mary & St Margaret's Church at 6.30 pm when a warm welcome would be given to everyone able to attend. The service would be followed by the Civic Reception in the Spencer Lounge at Arden Hall.