



Members reviewed the policy that was adopted in July 2012 and there were no concerns raised about its operation.

**9. Standing Orders.**

Members noted the Chairman’s request that this matter be deferred and the Clerk suggested that Standing Orders 68 & 70 be investigated a little further and compared with NALC SO 1(c) and 1(d) for clarification and/or adoption.**ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that the Standing Orders working party set a date after Easter to meet and review opportunities for public participation at Council and Committee meetings.

Standing Orders WP 4/13

**10. Refurbishment of Windsor Room and re-location of Council Office to the Business Annexe.**

Following discussion, **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager be delegated authority, with support from the Clerk where required, to move forward with the Windsor Room refurbishment, using the Capital Project sum of £17,410 to be initially allocated to commence the cellar roof repair, replacement ceiling lights, heating and air control systems, replacement windows, bar refurbishment and decorating. The Hall Manager should report to the Leisure Services Committee with regular spending updates prior to consideration by the Committee of additional allocation if essential. Cllr Mrs. Allen asked that penalties be applied to contractors for non-completion of work by stipulated dates.

TK Asap

Members considered the longstanding plan to relocate the council office to a ground floor location and the financial implications if the business annexe remained unfinished. **ON THE PROPOSITION OF** Cllr Hiley, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk be delegated authority to use up to £6,000 from the Democratic Services Earmarked Reserves budget to finish the work required to comply with building regulations and make as much progress as possible, reporting back to the Finance and General Purposes Committee.

Clerk Asap

**11. Financial Investment.**

**ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that:

11.1 the previous decision of the Council be reaffirmed and that a Fixed Rate Deposit account be opened with the Co-operative Bank for a 12 month period for £50,000.

Clerk 4/13

11.2 a new investment account be opened with CCLA using funds from the current account, leaving an operating balance of approximately £75,000. The Clerk was delegated full authority, in consultation with three authorised signatories, to transfer funds to maintain the operating balance in the current account when necessary. The Clerk would report to the Finance and General Purposes Committee as necessary and suggested the operation of accounts be reviewed by the Council in the autumn.

Clerk 4/13

**12. Independent Investigation.**

Following recent discussion of the report with the independent investigator into the issues between Castle Bromwich Cricket and Sports Club and the Parish Council, members agreed the importance of finding a way forward. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that: the report be received by the Council; the Club be asked to agree the report be released to the public and consider a joint public statement on moving forward; the Clerk meet with the Club Secretary to establish protocols to find a way forward to overcome the previous difficulties and jointly agree any relevant sanctions; the Council consider the suggestions in the report at the

Club asap

Sec/Clerk asap

**ACTION**

next meeting having received legal advice to clarify the recommended terms of new licence agreement(s); day to day hire issues to be delegated to the Clerk, working with the Open Spaces Supervisor, and consulting with the Chairs of Council and Committee when necessary; that the Clerk prepare responses to the complaints made to the council; that the Clerk inform staff of the outcome of the investigation.

Council  
24/4

Clerk  
Asap  
Clerk  
Asap  
Clerk  
Asap

Members noted the pitch and the pavilion were subject to two separate licence agreements and as the pavilion was owned by the council, any grants for the pavilion should be managed by the Council. Following further discussion, **IT WAS FURTHER RESOLVED** that the meeting of the Council on 24<sup>th</sup> April should commence at 7 pm, with the Finance and General Purposes Committee meeting at 6.45 pm, in order to allow sufficient time for the Parish Plan and the investigation report to be fully considered as the main agenda items.

Council  
24/4  
FGP  
24/4

**13. Solihull MBC Stakeholder Workshop – Hurst Lane Place Project.**

Members noted the event was taking place on Tuesday 23<sup>rd</sup> April at 9.30 am and **IT WAS NOTED** that the available representatives would be Cllr Hayes, Cllr Knibb and Cllr Mrs. Wilkins, accompanied by the Clerk.

Clerk  
3/4

**14. Consultation – Solihull MBC Community Infrastructure Levy.**

Cllr Knibb explained the incentive for parish and town councils. Following consideration, the document was noted with interest but no specific response was forthcoming.

Clerk  
20/4

**15. Annual Parish Meeting – Tuesday 7<sup>th</sup> May 2013.**

Following discussion, **IT WAS AGREED** to revise the format for the meeting to hopefully increase attendance and encourage informal dialogue between parishioners and councillors. Cllr Miss Ward volunteered to design a new flyer, which she undertook to provide quickly for distribution. Local organisations would be invited to book a free table on 7<sup>th</sup> May from 7 pm to showcase the opportunities they provided in Castle Bromwich.

JW asap

Clerk  
10/4

**16. Finance and Payments.**

**ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the payments as listed and discussed by approved. Members noted the cost of the Independent Investigation had been £500. Cllr Knibb asked that a letter of thanks be sent to Mr. Robinson for both his hard work and the generous time he had given to this task.

Asst. Clerk  
2/4

**17. Earmarked Reserves.**

Following consideration, **ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the balances for repairs and maintenance, capital projects, tree maintenance, tree planting, furniture, tennis court maintenance, playground safety work and grant funding for special projects be placed in earmarked reserves.

**18. Report of the Leisure Services Committee.**

**ON THE PROPOSITION** of Cllr Mrs. Allen, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 6<sup>th</sup> March 2013, having been circulated, be received and noted.

**19. Report of the Finance & General Purposes Committee.**

**ON THE PROPOSITION** of Cllr Terry, **SECONDED** by Cllr Whelan, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 27<sup>th</sup> February and 13<sup>th</sup> March, 2013 having been circulated, be received and noted.

**20. Representatives to Outside Bodies.**

Cllr Terry said that on Saturday 2<sup>nd</sup> March he had attended the WALC Annual Briefing Day, although he had been disappointed by the address by the new Police County Commissioner. Cllr Mrs. Haywood reported that on Monday 11<sup>th</sup> March, she had attended a meeting of the full Governing Body of Castle Bromwich Junior School, which in the absence of Mr. Moon, the Chair, was taken by Ted Richards. The minutes of the previous meeting were agreed and signed. The Finance and Curriculum committees had both met and their reports were presented. A report was given on behalf of the Headteacher and the various items noted and a pupil progress report including all subjects was also given. It was agreed that teachers needed to have access to IT expertise on a daily basis in the school, rather than the current half a day per week. As it was deemed necessary that all children should be able to access computers easily which were ready for use, without being reliant on a teacher getting this equipment ready, employing someone on a full-time basis was agreed who would also be able to assist with teaching as necessary. As part of the Unity Collaborative governors were informed that CBJs would be a winner and benefit from being part of rather than being outside so the right decision had been taken to join. It gave "US" the opportunity to have a say in what happened in the future. The committee were informed that Lorraine Dickenson, Child and Family Support, who had worked at the school for the last 7 years, would be leaving at Easter and thanks were extended to her. The updated new Child Protection Policy was presented and adopted. The Leadership Team would be linked to Year Groups. A statement regarding horsemeat in Solihull Schools had been circulated to all parents. A list of Governor Development Centralised Programmes: governor courses was given and it was encouraged that Governors take advantage of these. The national training for Governors covered the characteristics of effective schools; responsibilities of governing bodies in improving schools and the importance of sound working relationships etc. Other courses throughout the year were also available such as E-Safety in Schools which covered the risks and safe use of modern communication technologies. The next meeting of Full Governors would be in April.

#### **21. Report of the Officer of the Council.**

The Clerk reported that the Council's statement on precept changes was displayed as agreed, analysis figures on precept changes in the Borough had been tabled; a Neighbourhood Action Plan had been received and also tabled; and a suggestion that parish councils should write to their MP to stand against possible caps on local council precepts.

#### **22. Report of the Chairman.**

The Chairman invited Cllr Mrs. Haywood to report on the event she had attended on his behalf. Cllr Mrs. Haywood reported that on Saturday 2<sup>nd</sup> March, she had the pleasure of representing the Council at the dedication of the new Community Hall at the Parish Church of St Mary and St Margaret, Castle Bromwich, by the Bishop of Birmingham the Rt. Revd. David Urquhart. During the service all the congregation had been invited to go outside so that the Remembrance Garden (yet to be started) and at the rear of the New Hall could also be dedicated. Although it had taken over 20 years to build, coming up against English Heritage constraints in the latter stages, the Community Hall was well laid out with all "mod-cons". It would be used for services, groups and meetings and he was sure everyone would benefit from this new facility, with a superb new kitchen, for many years to come. The Garden of Remembrance at the moment was a "work in progress" but she looked forward to seeing the end result which she was sure would also be enjoyed by many in the future. After the services, everyone took advantage of the New Hall where they were treated to a glass or wine or, if preferred, a cup of tea/coffee and a buffet, which everyone seemed to enjoy. This new facility added another dimension to the Church and one which she knew would enhance not only their worship, but the community as a whole for many years to come.