

**MINUTES OF THE MEETING OF
 CASTLE BROMWICH PARISH COUNCIL
 HELD IN ARDEN HALL, CASTLE BROMWICH
 ON WEDNESDAY 29TH JULY 2009
 AT 7.30 PM**

Those present:

Chairman: Cllr J Riordan

Councillors:	Cllr Mrs. P Allen	Cllr E Knibb	Cllr A Terry
	Cllr Mrs. A Haywood	Cllr Mrs. T Knibb	Cllr Miss J Ward
	Cllr N Harris	Cllr M Rashid	Cllr Mrs. B. Wilkins
	Cllr I Hiley	Cllr Mrs. J Smith	

[Items 1- 12 only]

Officer: Mrs. C Tibbles

Public: 5 members of the public for part of meeting [Only 1 attending for Items 1-24]

1. Apologies.

The apologies from Cllr R Amos and Cllr M Hayes were accepted for the reasons given. The apologies from Cllr Mrs. Knibb and Cllr Rashid were withdrawn as they were present.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Haywood, with 11 votes in favour, none against and 1 abstention, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 24th June, 2009 be accepted as a true and correct record of the Meeting.

4. Questions from Councillors.

The Chairman invited members to ask their questions.

a) Cllr E Knibb asked that following the sad announcement of the death of Castle Bromwich Rifleman Joseph Murphy in Afghanistan on Friday 10th July, would members give consideration as to how his sacrifice could be honoured and remembered by the community among which he lived? At the request of the Chairman, members agreed that the Clerk should send a letter of condolence and send a wreath to the funeral when arrangements were known. The Chairman referred this matter to the Finance and General Purposes Committee to consider if a policy was required.

b) Cllr Mrs. Knibb asked how the workload of the staff of the Parish Council Office had increased over the past two years necessitating the employment of a part-time Assistant Clerk and a part-time book-keeper and how has the community benefited as a result of the increased costs? Members noted the response from the Clerk explaining the workload was generated by the land and buildings owned by the Parish Council, by the services provided by the Parish Council to the community and often by the work load generated by members (for example website, committee meetings and working party meetings) and new legislation.

c) Cllr E Knibb asked when the Council would be co-opting a new Councillor to fill the position vacated by Cllr Mrs Baker when she resigned in March and why had there been such an excessive delay in advertising this vacancy and bringing the matter to Council? He was personally aware of two people who had expressed an interest in filling it and had noted from the Residents' Concerns that a third person had also requested a co-option

ACTION

Clerk
July/August
FGP
Sept. 09

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

form? Members noted the response from the Clerk detailing the email sent by Cllr Harris in early May advising that he would be resigning by the end of the first week in May. Also, at the Youth Council Meeting on 5th May 2009 Cllr Knibb advised the Clerk that two resignations had been made. In the light of his declaration, she had delayed issuing the vacancy notice so that 3 vacancies could be advertised at the same time and she remained unsure of the current position.

d) Cllr Mrs Knibb asked as the Council was indicating that it wished to work in partnership with other organisations, would members give consideration to CRB checks being undertaken on all Councillors? If this was to happen, members could all be involved in consultations and activities that included vulnerable adults and children without the need for excessive supervision or delay whilst checks were made. Could members also be informed of which Councillors had already been CRB checked by the Parish Council? Members noted the response from the Clerk explaining that when members were appointed as representatives which required a CRB check, dependant on the position, it was usual for the relevant organisation (for example Solihull MBC for governor appointments) to undertake their own CRB check at the required level.

Current practice at the Parish Council was for park wardens and the Hall Manager to be CRB checked. No members had been CRB checked by the Parish Council.

e) Cllr E Knibb asked how the Chairman of the Council or the Chairs of the various Committees determined whether an item was to be discussed under confidential terms?

Members noted the WALC Good Practice note circulated with the agenda.

5. 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 and to clearly say if they objected to their identity appearing in the minutes, prior to asking their question.

Mr. Woodhouse, Blandford Avenue, commended Park Hall School's Open Day and asked that a letter of thanks be sent to the school on behalf of all residents. He had been very impressed with the school, high standard of pupils and work, with good start made on discipline, the outstanding hospitality and number of people visiting. The Chairman agreed entirely with Mr. Woodhouse. Mr. Siviter, Blandford Avenue, asked if the council had made progress with advertising Arden Hall yet and why Castle Bromwich Women's Institute had met in Shard End? The Chairman replied that Arden Hall's future was an agenda topic later in the meeting and the Clerk confirmed the Castle Bromwich WI still met fortnightly at Arden Hall. Mr. Holland, The Green, commended the Parish Council and the parish councillor for voicing objections to the Planning Committee for the latest telephone mast application in 'antennae alley' and was pleased that Solihull MBC had refused the applicant. He asked that the issue should be raised in Westminster as the spirit of the law was not being applied in Castle Bromwich and felt that mast sharing must be enforced. The Chairman referred this request to the next Finance and General Purposes Committee meeting. Cllr Mrs. Smith thanked Mr. Holland for attending the planning meeting with her as she had campaigned strongly against the mast applications. She reminded everyone that the T Mobile mast had been erected on the Chester Road due to the Borough Council's failure to object within 56 days of their application, which she was raising with the Ombudsman. Mr. Holland then asked if Solihull MBC restricted the use of the Bickenhill tip and took vehicle registrations/addresses, as this new policy was operated by Birmingham Council at the Tameside Drive tip to prevent Solihull residents using its facilities. He felt it environmentally preferable to use the nearest tip and worried

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

that flytipping would increase as a result, concerns which Cllr Harris shared.

Mr. Young, Faircroft Road, asked that as parishioners in Band D homes paid more than £1 per week to the Parish Council could it be better promoted so that they would know where to turn for help when situations arose? He referred to both out of date notices and others displayed too high to read from the pavement. Cllr Mrs. Allen said she had been regularly checking boards when at Arden Hall, although she did not have access to the display boards in the Manager's Office. Mr. Woodhouse added that 90% of the parish did not pass the notice boards and the issue of parish information being printed was discussed and explored. As feedback to a previous item requested by a member of the public, the Clerk reported that arrangements had been made with the Borough Council for an assessment of the playground equipment in the park for the following week.

6. Communications.

Members noted the information listed.

7. Working Parties.

Members noted the calendar of meetings. Cllr Harris said he could not attend meetings at 6.30 p.m. Cllr Mrs. Knibb asked now that she was back if arrangements could be made to meet by mutual agreement? There were no objections to this and the Clerk asked to be informed of changes to arrange staff and meeting rooms. Cllr Mrs. Haywood reported that the Buildings Working Party had met and made recommendations, although with due regard to an imminent booking and following complaints from regular hirers about decor, the Clerk under her delegated powers, (section 3.4 of financial regulations) had sanctioned the decorating of the foyer, after consulting with 3 chairmen, by accepting the quote from Parkfield Building Services at a cost of £1180.75 (copies tabled).

TK

8. Future of Arden Hall – Community Engagement and Input.

The chairman reminded members that there were approximately 4 months to canvass public opinion. Cllr Harris asked that there should be more vigour and clearer understanding than last time, including telling parishioners what Arden Hall was costing them, what it was losing and ask if people wanted different things. Cllr Mrs. Smith thought it could be expensive to put information in the Gazette and wondered if a flyer would be cheaper to insert in the Gazette. Cllr Mrs. Knibb thought the last consultation had led people down a route and that the council needed to be open to all possibilities and should ask why people don't use Arden Hall. The Chairman referred to the 2001 Community Appraisal summary reports that had been circulated and the views on sport and leisure facilities. Cllr Harris suggested distributing flyers, with a questionnaire, at the forthcoming carnival and Castle Bromwich fete. Cllr Mrs. Allen said she would have a stall at the CBC&SC Fun Day and would help promote the Parish Council, Arden Hall and its users. The Clerk reminded members of the exhibition for Hob Farm and, if given assistance, offered to prepare information on a similar basis to give facts and options to be used during the Macmillan coffee/open morning on 25th September. Cllr Hiley suggested distributing flyers door-to-door and Cllr Mrs. Smith thought this could be achieved with members doing their own wards. With no objections from members, the public added their suggestions: sending flyers home with children of local primary schools; keeping the shell of Arden Hall, which had been confirmed as structurally sound, and altering the internal layout as necessary. Cllr Mrs. Haywood suggested the leaflet should also publicise the parish council website and Cllr Hiley asked for replies to include email addresses to establish a mail database. Cllrs Mrs. Smith, Riordan and Terry offered to help the Clerk prepare information.

9. Flag Flying Policy.

The Chairman invited members' views. Cllr Hiley commented that the flag should be kept in good condition. Members raised no objections, providing that when events occurred that needed the flag to be flown at half-mast this could be achieved. [Clerk's note: The Finance and General Purposes Committee recommendation was later ratified when accepting the relevant minutes.]

10. Policy Review.

ON THE PROPOSITION of Cllr Hiley, **SECONDED** by Cllr Mrs. Wilkins, with 9 votes in favour, 0 votes against and 3 abstentions, **IT WAS RESOLVED** that the Public Complaints Policy be accepted.

11. Fun Day on Sunday 30th August – Castle Bromwich Cricket & Sports Club.

After consideration, **ON THE PROPOSITION OF** Cllr Mrs. Smith, **SECONDED** by Cllr Hiley, with 12 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that Castle Bromwich Cricket and Sport Club **on this occasion only** be given permission for an ice-cream van to trade on the car park, suspending byelaw no 12; to have a barbecue when the park was closed at 8 pm, suspending byelaw no 31; and to pay for an extended hire period until 1 am (bar to close at 12.30 am). A member of the public left the meeting during this item.

Clerk
30/7

12. Standing Committees – Proposal to be debated at the September meeting.

The proposal was tabled in the absence of Cllr Hayes: "members consider that as currently both committees have a maximum of 10 councillors appointed at the start of the council year, the maximum number be removed thus allowing any councillor willing to volunteer to serve on both committees to do so. Any councillors who wants to serve on both committees must understand that the committee they volunteer to serve on is in addition to the one they are already appointed to and they must give written confirmation that they understand and accept this. Cllr Hayes proposes this system be put into effect as soon as possible and be reviewed in May 2010 when the committee appointments are set for 2010/2011. A change to Standing Orders would be required." In accordance with Standing Order 80, the Chairman referred members to Standing Orders 42 paragraph (c), and 36 which he read, and repeated at the request of Cllr Harris. Cllr Harris suggested the maximum number on committees could be altered to one less than full Council but felt this would not be changing the Committee. Cllr Knibb questioned the Chairman's understanding of the standing orders. Cllr Mrs. Wilkins recalled the maximum number of members changing from 9 to 10 some years ago in order to include the Vice-Chairman serving on both standing committees. Membership of committees changed annually each May but the number of members did not vary, except when accommodating vacancies. However, she did understand the opposing views being expressed. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED** by Cllr Harris, the matter stood adjourned until the September council meeting. **IT WAS RESOLVED** that the Clerk seek advice from WALC on the interpretation of Standing Orders and the correct procedures prior to the September meeting. 2 members of the public left the meeting during this item.

Clerk
Aug.09

13. Park Hall School – working in partnership.

In the absence of Cllr Hayes, the Clerk informed members that a valuable meeting with Dr. Browne and Mr. Barber had taken place on 13th July when possible ideas of ways to work in partnership with students were discussed (pupil work on display in Arden Hall; art project on community features / local history for Spencer Hall; woodcraft projects for

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

internal signage; gardening opportunities. The school wished to undertake more visible projects in the community and would welcome suggestions for younger students - ideas from members for projects to consider could be co-ordinated by the Clerk in readiness for the next meeting when it took place. The award made by the school for service to the community, in the name of the Parish Council, had been discussed and details of the preferred plaque shown to members. **ON THE PROPOSITION OF** Cllr Harris, **SECONDED** by Cllr Miss Ward, with 10 votes in favour, none against and no abstentions, **IT WAS RESOLVED** that the order be placed in readiness for the award. It was suggested that the recipient also be invited to the Parish Council meeting after the schools ceremony in November to give further recognition and to receive details of what community work had been undertaken by the recipient.

Members
Sept.09

Clerk
Sept.09

14. National Minimum Wage.

Members noted with interest the new legislation coming into effect on 1st October 2009 which would increase the standard hourly rate from £5.73 to £5.80.

Clerk
Sept.09

15. Solihull MBC Planning Committee – North Solihull Working Party.

The Chairman invited volunteers for this new appointment. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Mrs. Haywood, with 11 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Terry be appointed as representative of the Parish Council to the new North Solihull Working Party of Solihull MBC Planning Committee. The Clerk supplied contact information to Cllr Terry. 1 member of the public left the meeting during this item.

Clerk
Aug.09

16. Payments.

ON THE PROPOSITION OF Cllr Mrs. Haywood, **SECONDED** by Cllr Hiley, with 10 votes in favour, none against and no abstentions, **IT WAS RESOLVED** that the payments as listed, be approved.

17. Copyright Issues.

Cllr Harris felt it was important to proceed and Cllr Mrs. Haywood was also strongly in favor of the Council taking ownership of pertinent matters. **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Knibb, with 10 votes in favour, none against and no abstentions, **IT WAS RESOLVED** that an application be instigated at a cost of £70 for 10 years registration to protect the copyright of Parish Council designs and website.

Asst. Clerk
Aug.09

18. Summer Playscheme.

ON THE PROPOSITION OF the Chairman, **SECONDED** by Cllr Mrs. Allen, with 10 votes in favour, none against and no abstentions, **IT WAS RESOLVED** that the request of 'Playing Out' North Detached Scheme to operate in the playing fields on Friday afternoons be approved from 30th July to 28th August. On the advice of the Clerk, members requested that feedback be supplied at the conclusion of the scheme.

Clerk
30/7

19. Report of the Leisure Services Committee.

ON THE PROPOSITION OF Cllr Mrs. Haywood, **SECONDED** by Cllr Hiley, with 8 votes in favour, 0 votes against and 2 abstentions, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 1st July 2009, having been circulated, be received, approved and the recommendations contained therein be adopted.

20. Report of the Finance and General Purposes Committee Meeting.

ON THE PROPOSITION OF Cllr Terry, **SECONDED** by Cllr Mrs. Allen, with 9 votes in favour, no votes against and 1 abstention, **IT WAS RESOLVED** that the Minutes of the Meetings held on Wednesday 24th June and 8th July 2009, having been circulated, be received, approved and the recommendations contained therein be adopted.

21. Report of the Staffing Panel.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED** by Cllr Terry, with 8 votes in favour, no votes against and 2 abstentions, **IT WAS RESOLVED** that the Minutes of the Meeting held on Thursday 18th June 2009, having been circulated, be received and noted. Cllr Knibb and Cllr Mrs. Knibb reported they did not have their copies of these minutes.

22. Representatives to Outside Bodies.

The Chairman reported that he had attended the AGM of the WALC Solihull Area Committee on Thursday 2nd July at Meriden, when officers and representatives were decided. Talks were given by two guest speakers: Sarah Barnes, SMBC Project Manager gave a presentation on the Neighbourhoods Project (to be distributed by the Clerk as there were questions for parish councils to answer at the September meeting); Mr. Lloyd Williams, SMBC Director of Corporate Governance talked about his role within the Borough Council and his interaction with parish councils. As Monitoring Officer he wished to set up meetings twice yearly between himself and clerks and secondly between the Standards Committee/clerks/chairs and vice-chairs of parish councils.

The Chairman reported that on Wednesday 22nd July he had attended the WALC County Committee meeting at Warwick, when a guest speaker from Warwickshire County Council, Mr. Andrew Savage, gave a presentation on the Highways Maintenance Programme. The WALC year end accounts were approved and various reports presented and if members wished to see the accounts or reports, they could be obtained from the Clerk.

23. Report of the Officer of the Council.

Members noted that the Clerk had arranged for emergency repairs to the damaged tennis court fence with additional timber reinforcing to prevent unauthorized entry, costing £600.37. The advice requested from NALC regarding short-term business lease opportunities had been received and duly forwarded to members of the Building working party for their consideration. The Clerk asked if any members were available to accompany her on site visits to 5 locations in the parish to assess cleansing and maintenance by the Borough Council and Cllr Mrs. Allen volunteered. Seasonal football allocations would shortly be confirmed, with delays again being caused by teams not complying with deadlines. As requested, the Clerk had checked the resolution passed on 25th February - although it had previously been suggested to place bins by benches at the Village Green the decision made only included installation of benches. Members agreed that provision of bins be placed on the next Leisure Services Committee agenda. Castle Bromwich Hall Gardens had suffered problems with posters going missing and members had no objection to Arden Hall displaying large posters, subject to availability. The Clerk distributed copies of residents' concerns and requested some members to complete their communication preferences issued in February.

24. Report of the Chairman

The Chairman reported that on Sunday, 28th June he had been privileged to represent the Parish Council at the Civic Service held in Solihull Parish Church attended by the Mayor of Solihull, Councillor Norman Davies. The Service was followed by a reception in the Civic Suite and he thanked the Mayor for his kind invitation to this event. On Thursday, 9th July he and other councillors attended a Summer Garden party at Park Hall School which included a tour of the new school which was very impressive. He thanked the Park Hall Governors, staff and students for a most enjoyable afternoon. The Clerk was asked to write a letter of thanks to the school on behalf of the local community.

25. Land Matters.

Under confidential terms, members considered the professional advice received. After discussion, the Clerk was asked to instruct the solicitor to draft the covenant wording to cover the issues previously highlighted to him.

Clerk
Sept.09

LSC Agenda
Sept.09

Clerk
30/7

Some
members
asap

Clerk
Aug.09

Clerk
30/7/09

