

# Castle Bromwich Parish Council

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## NOTICE OF MEETING

18<sup>TH</sup> DECEMBER 2019, 7.30pm

In the PAVILION, Arden Hall, Water Orton Road, Castle Bromwich

### All Parish Council Meetings are open to the Public and Press

At agenda item 5 members of the public are welcome to ask questions and make comments relating to items on the agenda or for consideration at future meetings.

Any such comments will be recorded as part of the meeting's minutes.

Please note this is not an opportunity to engage the meeting in a discussion.

Recording the proceedings of the meeting by any means is permitted. However as a matter of protocol anyone wishing to do so is asked to indicate their intention to the clerk prior to the meeting.

Any person requiring support to access the meeting is asked to contact the Clerk before the meeting so that every effort may be made to provide access.

### Members of the council are summoned to attend

*Yvonne Smith*

Mrs Yvonne Smith  
Interim Acting Clerk  
13.12.2019

## Agenda

1. Chairman's Welcome
2. To note apologies for absence
3. To receive members' declarations of disclosable interests
4. To receive and consider members' dispensation requests, if any
5. Public Forum: to hear from the following -
  - Members of the public
  - Representatives of the principal authority
  - Representatives of the local policing team
  - Any other representative supporting the Parish Council

6. To consider approval of the minutes of the council meeting held 27.11.2019
7. Chairman's Report
8. Questions from Councillors
9. Clerk's Report including notification of communications received since the previous meeting
  - Promotion of the Parish Council – article published in Castle Bromwich Post
  - Support Officer's observations and progress plan
10. Finance Report – to note the current income and expenditure report and approve the list of payments – to be presented at meeting
11. Finance and Risk
  - F&GP committee recommendation to set the precept at £337,453 which is an increase of 3% on last year.
  - To approve the acquisition of 3 card payment machines for Arden Hall
  - To approve the addition of the Support Officer to the bank mandate as 'administrator' with view and submit permissions
  - To approve the appointment of an independent stock-taker for the bar
  - To approve any work identified as urgent and within budget regarding tree management.
12. To receive committee reports to include:
  - Summary of Leisure Services Committee meeting held 4<sup>th</sup> December 2019 including the report from the Hall Manager
  - Summary of Finance & General Purposes committee meeting held on 11<sup>th</sup> December 2019. Draft minutes attached.
13. To receive reports from representatives to outside bodies
14. To suggest items for consideration at the next meeting of the council
15. In accordance with the Public Bodies (Admission to meetings) Act 1960, the council will resolve to exclude members of the public and the press to allow for discussion of confidential matters relating to any of staff, legal or contractual matters.
16. Date and time of next meetings:
  - Leisure Services Committee will meet on 8<sup>th</sup> January 2020
  - Finance and General Purposes Committee will meet on 15<sup>th</sup> January 2020
  - Parish Council meets on 29<sup>th</sup> January 2020

Parish Council members: Mrs P Allen (Chairman), E Knibb (vice-Chairman)  
A Ahmed, S Beechey, Mrs A Haywood, D Hinsley, J MacDonald, K McCoy,  
M Rashid, J Riordan, Mrs R Shaikh, K Shaw, M Strong, Miss J Ward, 1 vacancy