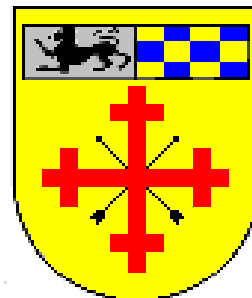


Castle Bromwich Parish Council

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Chairman: Cllr. P Allen, **Vice-Chairman:** Cllr. K Shaw

Cllr. A Ahmed-Shaikh, Cllr. S Beechey, Cllr. A Haywood, Cllr. J Macdonald, Cllr. M Rashid,
Cllr. J Riordan, Cllr. R Shaikh, Cllr. M Strong, Cllr. J Ward + 4 vacancies

Dear Councillor,

You are summoned to attend an online meeting of the Council at 6.30pm on Wednesday 25th November 2020 via Zoom.

<https://us02web.zoom.us/j/89366916077?pwd=aGI5WUF6Zkc5cmN4elgrYlFKSjg2dz09>

Meeting ID: 893 6691 6077

Members of the press and public are welcome to attend.

Those wishing to join the meeting should contact the Clerk in advance for the meeting password and the telephone number if joining by phone. The agenda includes at item 5 the opportunity for members of the public to ask questions and comment on items to be discussed subject to the Chairman's discretion for up to a maximum of three minutes. Members of the public are asked to submit their questions in advance via email to counciloffice@castlebromwichpc.gov.uk

Gemma Burgess
Clerk to the Council

Dated this 19th November 2020

AGENDA

- C20-029** Welcome from the Council Chairman.
- C20-030** **Apologies for Absence:** Members are required to notify the reason for absence.
- C20-031** **Declarations of Interest** – Councillors are reminded to, when applicable:
a. Register of Interests: keep their register of interests updated.
b. Declare Disclosable Pecuniary Interests in items on the agenda and their nature.
c. Declare any Other Disclosable Interests in items on the agenda and their nature.
d. Members' written requests for the grant of a dispensation (S33 of the Localism Act 2011) are to be submitted to the clerk in advance of the meeting.
- C20-032** **Co-option:**
a. To receive and consider any applications for co-option onto the Council.
b. To agree a timescale for receiving a Declaration of Acceptance of Office, should a member be co-opted.
- C20-033** **Public Question Time:** Anyone attending this meeting who is not a parish councillor for Castle Bromwich PC may take the opportunity to speak and/or ask questions about items on this agenda and/or ask for issues to be considered at future meetings.
Guests: Saqib Bhatti MBE MP, MP for Meriden
Lizzy Quiney, Community Development Team SMBC
SMBC Councillors

- C20-034 Minutes:** to approve the minutes of the Council meeting held Wednesday 28th October 2020.
- C20-035 Planning:**
- a) To note decisions on application PL/2020/01424/MINFHO
 - b) To consider comments on applications PL/2020/02640/PPFL, PL/2020/02616/CLOPUD, PL/2020/02522/PNH & PL/2020/02557/PNH
- C20-036 Budget:**
- a) To review draft budget proposals from committees.
 - b) To consider the next steps in budget planning.
- C20-037 Finance and General Purposes Committee:**
- a) To note the draft minutes of the meeting held 11th November 2020.
 - b) To note the bank reconciliations and the current financial position as of 30/10/20.
 - c) To note the payments list for November and approve over-budget spend.
 - d) To consider the recommendation for streamlining bank accounts.
 - e) To consider the Chairman's Allowance for 21-22 for budget setting purposes.
 - f) 18/19 AGAR: To note the External Auditors Report.
 - g) To consider applying for COVID-19 relief from the SMBC Grant Fund.
- C20-038 Leisure Services Committee:**
- a) To note the draft minutes of the meeting held 4th November 2020.
 - b) To consider festive decorations for the hall, including getting a real Christmas Tree.
 - c) To approve refunds from hire cancellations.
- C20-039 Staffing Committee:**
- a) To note the draft minutes of the meeting held 18th November 2020 (if available).
 - b) To agree the contract for the existing Assistant Clerk.
 - c) To agree to payment of additional hours worked by the Assistant Clerk in September and October so as not to leave the Council short-staffed by a Time Off In Lieu request.
 - d) To agree for Cllr. S Beechey to deal with any urgent matters relating to the Clerk's employment, such as annual or sick leave, where the Staffing Committee may not be able to meet and for Cllr. S Beechey to deal with Peninsula regarding the Clerk's appraisal.
 - e) To agree a trial Christmas Shutdown at the Council for employees as follows:
The park to be closed on 25th, 26th, 28th December and 1st January.
Arden Hall to be closed from 24th December to 4th January (except for function on 27th December)
The Council Offices to be closed from 24th December until 4th January.
- C20-040 Council office report:** The Clerk will report on current Council Business.
- C20-041 Councillors' Reports from Outside Bodies:**
- a) Castle Bromwich Hall Gardens
 - b) Dame Mary Bridgeman
 - c) Solihull Area Committee (SAC)
- C20-042 In accordance with** the Public Bodies (Admission to meetings) Act 1960, the council may 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.
- C20-043 Date and time of next meetings via Zoom:**
- Leisure Services Committee: 2nd December 2020.
 - Finance and General Purposes Committee: 9th December 2020.
 - Staffing Committee: TBC
 - Parish Council: 16th December 2020.