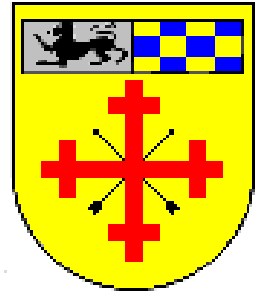


# Castle Bromwich Parish Council

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## Finance and General Purposes Committee

**Chairman:** Cllr. S Beechey **Vice-Chairman:** Cllr. A Haywood  
Cllr. J MacDonald, Cllr. R Shaikh, Cllr. A Shaikh-Ahmed  
Ex-Officio: Cllr. P Allen, Cllr. K Shaw

Dear Councillor,

You are summoned to attend an online meeting of Castle Bromwich Parish Council's Finance and General Purposes Committee at 6.30pm on **Wednesday 10<sup>th</sup> March 2021** via Zoom using the following dedicated link:

<https://us02web.zoom.us/j/82030860797?pwd=bDhqY2Zpc00rL3pNdS9zQ2lPUExqQT09>

**Meeting ID:** 820 3086 0797

**Passcode:** 888421

**Members of the press and public are cordially invited to attend.**

The agenda includes 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](mailto:counciloffice@castlebromwichpc.gov.uk). The meeting may be recorded for scribing purposes.

Gemma Burgess  
Clerk to the Council

dated this 4<sup>th</sup> March 2021

## AGENDA

- F21-014**      **Chairman's Welcome**
- F21-015**      **Apologies:** To note apologies for absence.
- F21-016**      **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.
- F21-017**      **Minutes:** To approve the minutes of the previous meeting held on Wednesday 10<sup>th</sup> February 2021.
- F21-018**      **Public Question Time:** An opportunity for the public to address the Committee.
- F21-019**      **Borough Councillors:** An opportunity to address the Committee.

**F21-020 Planning & Licencing:** To provide comment on the following applications:

Reference	Address	Proposal
PL/2021/00223/PPFL	13 Chestnut Drive Castle Bromwich Solihull B36 9BH	Replace existing rear conservatory and patio with a long brick building split into two rooms. A room to replace the conservatory and an extra room with its own en-suite shower room.
PL/2021/00128/PNCOU	329A Chester Road Solihull B36 0JG	Prior notification for a change of use from beauty/holistic to offices.
PL/2021/00238/MINFHO	17 Marlborough Road Castle Bromwich Solihull B36 0EH	Single storey rear extension, two storey front extension and alterations to front elevation
PL/2021/00231/LBC	The Coach House Castle Bromwich Hall Chester Road Solihull B36 9DE	Listed building consent for change of use of a vacant office building (Use Class B1) to residential (Use Class C3) forming sixteen 1, 2 and 3 bedroom flats with associated works.
PL/2021/00230/PPFL		Change of Use of a vacant office building (Use Class B1) to residential (Use Class C3) forming sixteen 1, 2, 3 bedroom flats with associated works

**F21-021 Finance:**

- a) To approve the bank reconciliations for February.
- b) To note that employees have opted to claim tax relief for periods of working from home.
- c) To approve the remaining reimbursement of £50 to the Chair for funds lent 31.10.19 for bar float.
- d) To authorise the list of payments for March – payment run 2021-03-12.
- e) To note the discrepancies in closing debtors 19-20 and the actions taken to correct.
- f) To note the aged-debtors report and consider action, including writing off debt.

**F21-022 Financial Regulations:** To direct the working party in revising the current regulations.

**F21-023 Internal Auditors Draft Report:** To note the report and consider actions needed to address recommendations.

**F21-024 Risk:** to review and update the risk schedule

**F21-025 Action Log:** to report progress on outstanding items:  
 \*Costs/terms for external bid writer  
 \*Changing membership numbers of Council

**F21-026 Councillors' reports and items for future agendas**  
 Councillors may use this opportunity to:  
 (i) Report minor matters of information not included elsewhere on the agenda;  
 (ii) Raise items for future agendas

**F21-027 To confirm the time and date of next meetings:**  
 Wednesday 14<sup>th</sup> April at 6:30pm on Zoom.  
 Wednesday 19<sup>th</sup> May – location and time dependent on restrictions.