



# Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

## Minutes of the meeting of

### Kingshurst Parish Council, Full Council

Held on 14<sup>th</sup> July 2022 at 7.00pm  
at the Seeds Of Hope, Overgreen Drive, Kingshurst

**Council Members:** D Cole (chair), A Follows (Vice Chair), L Cole, S Daly, M Dawson, B Follows, M Frampton, J Kimberley, P Sultana, T Williams, D Woolley, M Brain

**Council Members Present:** D Cole (chair), A Follows (Vice Chair), L Cole, S Daly, B Follows, M Frampton, J Kimberley, T Williams, D Woolley,

**In Attendance:** Clerk – Lee Browning  
1 Members of the public

*Paula Coyle*

Paula Coyle  
Clerk to Kingshurst Parish Council

<u>Item</u>		<u>Action</u>
1.	<b>Welcome and Housekeeping:</b> Chair Cllr D Cole welcomed everyone to the meeting of Kingshurst Parish Council and went through housekeeping rules	
2.	<b>To receive and approve apologies for absence:</b> Paula Coyle (Personal) Cllr M Dawson (Personal) Cllr M Brain (Personal) Cllr P Sultana (Personal)  <b>Resolved:</b> That all the above absences are approved.	
3.	<b>Declarations of disclosable (pecuniary and other) interests:</b> None	

4.	<b>Dispensation requests:</b> None	
5.	<b>To approve the minutes of the last meeting</b>  <b>Resolved:</b> That the minutes be signed by the Chairman as a correct record of the meeting.	
6.1	<b>Finance :</b>  Approve payments for July and August 2022  Approved payments for July £3170.82 and for August of £3250.00, as the F & GP committee do not again meet until October then to email if there any finance issues outside of this.  <b>Resolved:</b> Payments have been approved  6.2 To approve any other Payments that may fall due on the previous list Events is still under Budget.  6.3 Reserves Policy/ Financial Risk assessment 22/23 (Clerk)  <b>Resolved:</b> The policy is now on the website.  6.4 External Audit  <b>Resolved:</b> All draft accounts approved and to be made available for public viewing and will be sent to internal /external audit with the signed AGAR document.  6.5 <b>Resolved:</b> Internal Audit – approval to access accounting system and manual accounts Annual Audit and accountability statement. Approval given for internal Audit to access accounts  6.6 <b>Resolved:</b> Cheque Signatories: No change of Chair and Vice chair whom are both authorised signatories. Approval to continue with this arrangement  6.7 <b>Resolved:</b> End of year Accounts  All draft accounts approved and to be made available for public viewing and will be sent to internal /external audit with the signed AGAR document.  6.8 <b>Resolved:</b> The receiving of Members allowances. Once a year the	

6.9	<p>Council make a resolution to carry on receiving the members allowance in retrospect. This was unanimously approved by Full Council</p> <p>Cllr Training dates to be arranged on a range of courses to be determined.</p>	
7.	<p><b>To receive reports/proposals</b></p> <p>7.1 <b>Borough Councilors: Apologies</b> Cllr M McLoughlin, Cllr B Donnelly</p> <p>All members expressed serious concerns at the lack of engagement and representation from the Borough Councillors on behalf of residents in Kingshurst. A recent green leaflet was produced as an example of lack of actions for Kingshurst residents which represent 20% of the Smith'swood ward.</p> <p>DC/JK to draft a letter to express our concerns on lack of representation</p> <p><b>West Midlands Police: Apologies:</b> Charlotte French</p> <p>JK asked that we still ask for a report even if they are unable to attend. Clerk to email.</p> <p>7.2 <b>SCH/SMBC</b> Community facilities/ Community Space, <b>progress to date</b></p> <p>DC advised on the current progress in the area:</p> <ul style="list-style-type: none"> <li>- Co-op move is delayed</li> <li>- Mountford has been cleared</li> <li>- Punch bowl to be 10 houses – All members approved that we write to SMBC expressing that we approved this development</li> </ul> <p>7.3</p> <p>TW advised that she had a briefing paper from Alison M (SMBC) on plans for the area – DC to share with members and invite to next meeting.</p> <p>DC to invite Ian Courts to next meeting to give a talk on the Parade and ask the local MP to join us.</p> <p><b>Community Garden project proposal</b> Allocated 5 minutes</p> <p>Apologies from Rob and Charleen who are overseeing this project. to be put onto next agenda.</p>	<p>DC/JK</p> <p>Clerk</p> <p>Clerk/ DC</p> <p>DC</p> <p>DC</p>

7.4		
8.1	<p><b>Events: To receive and approve reports from KPC Events Committee and make decisions as appropriate.</b></p> <p>Commonwealth Queen's baton relay Tuesday 26th July 9am, Babbs Mill Park</p> <p>DC advised that there will be a rolling roadblock on the day with several road closures.</p>	
8.2	<p>Christmas Tree/Lights/ Christmas party/ Christmas school event. Evaluate the total cost and compare last year's cost.</p> <p><b>Resolved:</b> Additional lights are to be purchased costing £5196, the tree of £1700 is in addition to this. The library has been booked for this year's event. Tree will be on display from 01.12.2022 and the lights turn on from 11.12.2022.</p>	
8.3	<p>Remembrance Sunday</p> <p><b>Resolved:</b> The Bugler has been booked.</p>	
9.1	<p><b>Allotments and Jubilee Community Garden: To receive and approve reports from KPC Allotment Committee and make decisions as appropriate</b></p> <p><b>Resolved:</b> Request for a skip was approved by members as two allowed per year.</p>	Clerk
9.2	<p>Chair: verbal report,</p> <p><b>Resolved:</b> The minutes of Allotment committee been noted</p> <p>Food from the gardens is been distributed to a number of food bank outlets. JK asked if Smithswood Foodbank could be looked at as they are a registered charity. MF to review list</p> <p>BF raised that the community gardens should remain as Jubilee gardens . Members agreed that the official name should be, this is to confirmed and agreed at the next Allotments meeting.</p>	MF MF

<p><b>10</b></p> <p><b>10.1</b></p> <p><b>10.2</b></p> <p><b>10.3</b></p>	<p><b>Parish Councillors' reports and items for future agenda:</b> Parish Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</p> <p>Litter Pickers/ Clean and Green update (PS) – move to next meeting</p> <p>Community Walkabout update (DC) DC gave an overview of walkabout that took place and outlined issues in the area, DC to send a letter to SMBC on areas of concerns including road/ drainage in Gilson Way and the crossing at St Anthonys School which is need of repair as poses a potential Health and Safety risk.</p> <p>Parish Councillor's and Committee Minutes/Reports: Airport Cllr (MD) – move to next meeting WALC Cllr (AF&amp;MD) – no report received Allotments and community Garden <b>Committee Minutes (M/F),</b> <b>Resolved:</b> The minutes of the allotments meeting have been noted</p> <p>Environmental committee Committee Meeting 16th August Events Committee Committee Meeting 16th August</p>	<p>DC</p>
<p><b>11.</b></p>	<p><b>Grants</b></p> <p><b>Request</b> for £1,000 Upkeep of the football field at the Pavilions.</p> <p><b>Request</b> to sponsor 9 community football teams kits at a cost of £3,000</p> <p>Deferred until the next meeting so that further investigation can be carried out.</p>	
<p><b>12.</b></p>	<p><b>Public Participation</b></p> <p>Alison reported on costs and roles of the Kingshurst Pavilions football teams and outlined the reasons for asking for a grant as per point 11.</p> <p>DC asked that she complete a grant form and we will explore what funding can be provided. AF advises that for the whole year we normally have a grants fund of £2000.00 which is for all requests. Clerk to send Grant form.</p>	<p>Clerk</p>
<p><b>11.</b></p>	<p><b>Date of the next meeting</b> Thursday 9<sup>th</sup> September at 7.00pm at the Seeds of Hope</p> <p>Agenda items to be received by 3<sup>rd</sup> September 2022</p>	
<p><b>12.</b></p>	<p><b>Exclusion of public and press</b> To consider the exclusion of the public and press from the discussion of confidential items under section 1 Public Bodies (Admission to Meetings) Act 1960</p>	

	Pavillions	
	Meeting closed at 8.30pm	

Signed (Chair)

Date: