



# Kingshurst Parish Council

Unity is strength

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Clerk to the Council: Ms Joanne Aske [kingshurstpc@btconnect.com](mailto:kingshurstpc@btconnect.com)

**Minutes of Kingshurst Parish Council  
Full Council Meeting held on the 15<sup>th</sup> November 2016 at 6.30pm  
At the Pavilions Sporting Club  
Meriden Drive, Kingshurst B37 6BX**

Cllrs. present: D.Cole (Chair)  
L. Cole  
P. Cooper-Hinsley  
D. Hinsley  
T. Williams  
D. Woolley  
A. Follows  
B. Follows  
S. Daly  
J. Kimberley  
M. Dawson

Apologies Received From Borough Cllrs Apologies received from Borough Cllrs. D. Evans, R. Hall and Jean Hamilton.

In Attendance: Louise Baudet – Responsible Finance Officer, J Aske – Clerk  
And two members of the Public attended.

1. Welcome and Housekeeping.

2. Apologies: To receive apologies and approve reasons for absence. Cllr. B. Mulready (Vice Chair) – Unwell.

3. **Minutes:** To approve the minutes of the Full Council Minutes held on October 11<sup>th</sup> 2016. All agreed as a true record, passed and signed.

4. **To receive reports from Borough Councillors and West Midlands Police.** Cllr. Evans and Cllr. Hall sent in a combined report. Borough Cllr. F. Nash had nothing new to report. Reports are attached to the Minutes.  
Comments regarding yellow lines in Gilson Way from St Anthonys' to Marston Drive were discussed briefly. This had been passed by planning as busses were finding it hard to get through at peak times.

5. **Finance: To receive and approve reports from KPC Finance Committee and make decisions as appropriate.**

5.1 Report from the RFO Louise Baudet: The RFO gave the Clerk her reports to give to each Councillor a copy of these reports will be attached to these minutes in the minute book.

Louise Baudet firstly read out her RFO report. Agreement to write to The Big Lottery grant was passed with reference to the VAT accumulated after paying invoices received for work carried out in the Gardens. The sum of £1582 could be spent on the Jubilee Gardens. A report within 12 months of receiving the grant will be put in place.

The second report showed payments and income for the expenditure so far in the year. A third report was the bank reconciliation. The RFO asked the Councillors to spend a few minutes looking at the reports. She explained that she needs to know in the next week what to put forward other than the normal monthly outgoings for the precept. She gave an example of Christmas 2017.

A separate meeting on the 6<sup>th</sup> December was motioned and passed for a Precept meeting at 6.30pm. Clerk will make sure the room is available at the Pavilions.

The RFO will pursue a debt which was granted by a County Court Judge to the KPC.

A registry of the Information Commissioner has been actioned by the Clerk to put in place a licence to hold any information and to use on the websites. Payment for this was passed. A letter will be actioned for Lloyds Bank as the new bank account is not a community bank account and this is what the KPC is entitled to.

Cllr. Pauline Cooper-Hinsley requested information on a £30 room hire charge. The RFO explained the charge was for teas/coffees at three meetings.

The account currently held by the KPC is a business account which results in charges each month.

**5.2 To agree and pass payments for November 2016.** The Cheque List was circulated. It was noticeable that the balance was quite low because of no office costs.

Approval for £2979 was agreed and passed.

**5.3 To consider any other items for payment.**

An invoice will shortly be received for £250 for the buffet after the Service at St. Barnabas Church and Fusion Limited for completion of the Pavilion survey costing £1,400.

All passed for payment.

The supply of the Christmas Tree and Lights was mentioned as a possible invoice soon.

**5. 4 To consider the Invoice received from former RFO and the recovery of money.**

Arden Associates had sent in an invoice for work carried out to March 2016, preparation for year ending accounts, finalisation of the PAYE scheme to the 5<sup>th</sup> April, along with the finalisation of the pension scheme to the 5<sup>th</sup> April and general correspondence, his fee had come in at £765.

A letter has been sent to Arden Associates split into two sections as two separate matters.

The RFO asked for the £800 that was taken by Direct Debit to be paid back as it was taken without authorisation and the second point was to request a breakdown of the invoice issued. This she concluded was for just five days work.

Chair said this should be pursued through the small claims department.

**5.5 To Agree to choice an Internal Auditor:** it was agreed to engage Louise Best. Clerk or RFO will write to her as emails were not getting through.

**5.6 To agree to pay for Clerk to take the Power of Competence Certificate.** Clerk is prepared to take the extra module exam. The cost is £30 which was agreed.

Once achieved the Council will have to have very firm guidelines how it is operated.

**6. Events: To receive and approve reports from KPC Events Committee and make decisions as appropriate.**

6.1 Update on Christmas tree Festival. Cllr. T. Williams and the Clerk had a meeting with Rev. Johnson and the St. Barnabas Church Council. 26 forms have been received.

Posters will be available soon advertising the Festival and little performances' by local groups. She asked that the councillors give their times of when they can help out within the week of the festival. Church parishioners are also taking turns to man the Festival in the times open.

6.2 Ideas for Christmas 2017. Cllr. T Williams pointed out that putting an event on in the Parade is not possible as the Councillors are not able to work outside for most of the day in the cold. It was mentioned also that the event is not cost effective.

The KPC is paying for a magician to go into the three schools to entertain the children at their Christmas parties at the end of term.

Other ideas can come up in the year to come.

**7. Allotments: To receive and approve reports from KPC Allotments Committee and make decisions as appropriate.**

7.1 Discuss arrangements to terminate tenants that are not attending their allotments. Cllr. Cooper-Hinsley spoke to the Council regarding the inspection that took place on the 14<sup>th</sup> November. All very much improved. A possibility of halving the plots that allotment holders cannot cope with. This will be put forward.

Clerk mentioned that allotment holders had phoned her regarding some problems they had been having leading up to the inspection.

Gro Organic will be asked for a meeting shortly.

7.2 To agree to order a skip for the allotment site for plot holders to use. Cllr. Cooper-Hinsley said there is no need for a skip.

**8. Pavilions: To receive and approve any reports regarding the Pavilions Sporting Club and make decisions as appropriate.**

8.1 Update on current situation regarding the Pavilions Sporting Club. A survey has been done but at this time of the meeting the Clerk had not received the results. The Solicitor working on our behalf is waiting for the completion of the survey to move forward with the re-assigning.

8.2 To Approve correspondence from Fleurets Estate agents re Sale of the Lease. Nothing further has been received.

**9. M.E.B Lease.** To agree and pass the legalities of increasing the Lease time and rent charges for the use of the land at the Pavilions. An email was sent with the KPC proposal and a reply stating it will be dealt with soon.

**10. To receive reports from members representing KPC on outside bodies**

**10.1** Birmingham Airport Consultative Committee: Cllr. Dawson reported that no meeting is scheduled at the moment.

**10.2** WALC/SAC. Cllr. Hinsley reported that Guest speakers from West Midlands Transport are re considering rescheduling some bus services as first plans were objected too. He went on to mention the January Meeting scheduled for the 12<sup>th</sup> that the KPC were hosting may be re booked another time as WALC were trying to organise a briefing with SMBC regarding their interactions with Parish Councils. A member from each Parish Council would be invited to ask the SMBC representatives questions. He will keep us updated as to whether this will take place.

**10.3** School Governors Reports. Chair Cole stated that the Kingshurst School is running fine and attendance is very good as with the achievement of the results.

Cllr. A. Follows said Yorkswood Primary will take place tomorrow.

**10.4** North Solihull Partnership Forum: Nothing furthermore to add here.

**10.5** Regen: As above. Cllr. Hinsley reported outcomes from a recent regen meeting in the library.

The Caterpillars Nursery are moving into the Kingshurst school. The dance group are looking for new premises. The Youth centre use will be cut down considerable.

David reported that representative of Regen David Mackins said the site of the Youth Centre will be demolished.

Concerns that the empty portions of the building will be left unused would create an eyesaw.

Shop keepers are being advised as to what will be happening and the owners of the shops are starting to become involved and are attending the Parade Meetings.

David Mackins also confirmed the Cafe premises will be opened for use.

Overgreen Hall has now been closed down. David Hinsley mentioned that in his opinion this building could be used as a temporary library.

Chair advised that the Parish Council should be consulted soon with SMBC regarding the New Village Centre of Kingshurst. This would be to formulate a plan on what the residents want in the new Kingshurst Village.

Cllr. Kimberley aired concerns regarding the future plans of demolishing buildings such as the library and youth centre as they are a cost to Solihull Council. He worries they will not be replaced.

Future meetings with the KPC and SMBC will take place shortly to keep us updated.

**10.6** To form a new committee for action against SMBC schedule for site submissions 2026 With Ward Councillors and Parish Councillors, as part of Action for Babb's Mill.

Chair has not heard anything regarding this.

## **11. Progress reports for information/action and make decisions as appropriate:**

**11.1** Publication scheme and website. Cllr. David Hinsley asked that agenda 1 and 3 be together for his report.

He asked to change the name to using .gov.uk. This may be complicated but would be worthwhile. Changes will be made by a working party of Cllr. A. Follows, Cllr. David Hinsley and a member of the public to upgrade the website very shortly.

The name will need to be agreed by the Council.

**11.2** Duty of the Road Sweeper in Gilson Way. Cllr. Woolley had placed this on the agenda but the road sweeper had done his job.

**11.3** Discussed as part of 11.1

**11.4** To discuss the possibility of recording minutes by using recording equipment.

Clerk was asked if it would be easier for her to do the minutes. Concern regarding the recordings and members of the public would need to be aware.

Further information will be gathered.

The purpose came about from a WALC workshop advising that it safeguards the Parish Council from persons recording and editing the tape for their own gains.

At this point Cllr. John Kimberly mentioned that the minutes could be cut down just to motions, decisions and resolutions agreed to.

This was agreed to look into and a copy of Fordbridge Parish Council will be circulated by John.

## **12. Planning: To consider and comment on any planning applications received:**

Nothing had been received.

## **13. Planning: To consider, comment and take action if appropriate on any planning that is being proposed for the future:**

**13.1** Local Development Plan: Babbs Mill. Building work may start in February. Stopping up of a walk way between Larksmeadow and Cooks Lane will have to happen because of Health and safety reasons.

**13.2** Mountfort Public House Site: Any updates that may have been received. No updates to date. Cllr. Hinsley thinks this will become part of the Parade regen.

**13.3** Schedule of Call for sites submissions. This was passed by Cabinet at SMBC. The consultations are scheduled for next year. He mentioned that certain sites have been removed but cannot confirm this.

## **14. Information items: To receive and discuss items for information and comment/action if appropriate.**

**14.1** Correspondence and emails:

Each member of the Council had received emails.

Clerk had received a letter regarding the Airport Consultancy Committee regarding our representative. There had been a misunderstanding and an apology received that they had not recorded that Cllr. Dawson had been attending. Chair Cole would stand in as a backup if Cllr. Dawson cannot make a meeting.

A resident had visited the Clerk in the Library and requested help regarding an issue that is not available for public domain. KPC wrote a letter 18 months ago regarding a issue. The Councillors commented regarding the avenues that were taken. It was agreed that Chair said ask Chris Stow to visit this resident.

**15. Public Participation:**

To adjourn to allow public participation for 15 minutes.

Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

A allotment holder asked the Council regarding the Allotment committees. He was informed that there are no separate meetings.

He expressed concerns that members of the allotments do not know what is going on. It was suggested that they come to the meetings.

The allotments will be dealt with at the full council meeting. It was expressed that maybe one spokesman represent the holders.

Cllr. Daly mentioned she is appalled at the state of the brambles and said the holders do not know who to contact.

Clerk said that each allotment holder had a letter sent to them with names of contacts.

At this point the Clerk mentioned that a plumber is needed to go into the allotments and mend the stop cock. The plumber went in last year and never changed.

All agreed to ask a plumber to mend the stop cock.

The allotment holder asked the Clerk how many are on the list. 20 was the answer.

He suggested that the waste part of the Jubilee gardens turn into further allotments.

The guardianship for the Jubilee Gardens is under Gro Organic at the moment.

Another member of the public wanted to mention anti social behaviour with kids on bikes weaving in and out of the traffic in Kingshurst. He also mentioned the badly repaired ground where the Solihull Council have removed the SeeSaw.

Chair will get in touch with SMBC and mentioned the Health and Safety of this.

Member of the public/allotment holder wanted to urge the councillors to push for a good Kingshurst regenerated Parade.

**16. Councillors' reports and items for future agenda:** 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.

Cllr. Sheila Daly asked the council if it would provide a monitor to aid her to see the councils paperwork as she is registered blind.

**17. Date of next meeting:** To confirm the date of the next meeting which is scheduled for **Tuesday 13<sup>th</sup> December** at The Pavilions Sporting Club, Meriden Drive, Kingshurst at 6.30 pm. Items for agenda to be in by Tuesday 6<sup>th</sup> December 2016

Meeting Closed at 8.10pm

Signed ..... Date.....