



# Kingshurst Parish Council

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[www.kingshurstparishcouncil.org.uk](http://www.kingshurstparishcouncil.org.uk)  
 Clerk to the Council: David Hinsley

## Minutes of the virtual meeting of Kingshurst Parish Council Full Council held on the 15<sup>th</sup> October 2020 at 3pm hosted online using Zoom

**Council members:** Cllrs. D. Cole, L. Cole, S. Daly, A. Follows(Chair), B. Follows, M. Frampton, J. Kimberley, P. Sultana, R. Whiskens, T. Williams, D. Woolley

**Council Members Present:** A. Follows(Chair), B. Follows, S. Daly, M. Frampton, D.Cole, L. Cole, P. Sultana, J. Kimberley, R. Whiskens, D. Woolley, T. Williams

**In attendance:** Clerk D. Hinsley,  
 One member of the public

		<u>Action</u>
2010.01	<b>Welcome &amp; Housekeeping:</b> Chair A. Follows welcomed everyone to the virtual meeting of Kingshurst Parish Council.	
2010.02	<b>Apologies:</b> Borough cllrs F. Nash & M. Brain	
2010.03	<b>Declarations of disclosable (pecuniary and other) interests:</b> None	
2010.04	<b>Dispensation requests:</b> None	
2010.05 2010.05.1	<b>To receive reports / proposals:</b> <b>Borough Councillors:</b> Brough cllr D. Cole <ul style="list-style-type: none"> <li>• Planning permission has been granted demolish part of the Parade so that the new (diagonal) road can be constructed.</li> <li>• Private residents and shops have been issued a Section 21 notice to leave by 11<sup>th</sup> March 2021. SCH residents to move shortly after but no properties currently available.</li> <li>• Library to reopen on Fridays in early 2021</li> <li>• Groups / users have to submit risk assessments etc in order to obtain use of the Space (Borough cllr Marcus Brain working on this for Rainbow Alliance and other groups)</li> <li>• In answer to a question raised by Cllr B. Follows he explained that planning permission has only been granted for access to the site, that is so that roads and junctions can be put in place and that no firm plans relating to buildings has been granted.</li> <li>• Volunteers will be meeting in the Parade on Saturday 24<sup>th</sup> October 2020 to remove graffiti from the site</li> <li>• Right time to invite Ian Courts &amp; Lisa Whitton to explain in detail the new road layout.</li> <li>• Cllr J. Kimberley spoke about raising a list of questions for Ian Courts and Lisa Whitton (see also 2010.09.8 below).</li> <li>• Cllr R. Whiskens raised concerns about what happens to the traders who are intending to stay. It was agreed to incorporate this into the list of questions for IC / LW.</li> <li>• Cllr P. Sultana asked about promised maintenance of the Parade by SMBC. Cllr Cole responded that this would probably not be required with demolition due to start in a</li> </ul>	

	few months time. <b>West Midlands Police:</b> Not in attendance	
2010.05.2	<b>SMBC Community representatives, any other statutory bodies and voluntary organisations.</b> Borough cllr D. Cole	
2010.05.3	<ul style="list-style-type: none"> <li>Stated that he covered most of SMBC considerations in his previous statement</li> </ul>	
2010.06	<b>Public Participation:</b> None	
2010.07	<b>Minutes:</b> Resolved: "That the minutes of the Full Council meeting held on 17 <sup>th</sup> September 2020 be approved as a true record and accordingly be signed by Chair A Follows." Proposed Cllr. B Follows, Seconded Cllr.D. Cole, All in favour	
2010.08 2010.08.1	<b>Finance:</b> AdvantEDGE financial reports / Bank statement The RFO reported that the recent internal audit report highlighted some shortcomings in KPC procedures relating to assets, budget monitoring and risk assessment. The new AdvantEDGE software is now finally 'live' and he had circulated several budget monitoring reports (these are only a small subset of the reports that are available and in the future he will investigate other reports to determine which are most suitable for KPC). With reference to risk assessment the change of banking facilities from Lloyds to Unity has addressed some of the concerns raised in the internal audit report. The bank statement will also be circulated on a monthly basis so that all councillors can monitor bank transactions. Finally, a payments approval list can be produced (circulated) which requires to be signed off and he proposed that this becomes standard procedure in the future. A copy of the payments approval list and bank statement are appended to these minutes.	Clerk
2010.08.2	Approve payments for October 2020. Resolved: "That all payments to be made in October 2020 (totalling £1187.70) be approved". Proposed Cllr. A Follows, Seconded Cllr. D. Cole, All in favour	
2010.08.3	Consider a quotation for the repair of water taps at the parish allotments. The RFO reported that in recent years allotment holders and parish councillors had under taken repairs to damage caused by general wear and tear and vandalism to the water taps and pipes at the allotments, but that now 'professional' repairs were needed. A quotation for the work had been requested but not received and so this item was deferred to a future meeting.	
2010.09 2010.09.1	<b>Progress reports for information/action and make decisions as appropriate.</b> Kingshurst Post Office Cllr D. Cole read out a report from Borough cllr Marcus Brain relating to items 2010.09.1, 2010.09.02 and 2010.09.3 (A copy of that report is appended to these minutes). Discussions the ensued relating to the location of the interim post office. It was agreed that this be a question for IC / LW. A further discussion took place relating to when SMBC knew that the post office was to close and why no action was taken.	DC/ MB
2010.09.2	Christmas tree for the Parade See 2010.09.1 above. Cllr D. Cole suggested that the proposed Christmas event could be cancelled due to the covid pandemic.	DC/ MB
2010.09.3	Marston Green Lions Christmas sleigh. See 2010.09.1 above. Also due to confusion between Marston Green Lions & Meriden Rotarians at previous meetings it was resolved that the £500 pledged to Marston Green Lions for touring Kingshurst with a sleigh be paid instead to Meriden Rotarians.	Clerk
2010.09.4	Parish council office accommodation / Kingshurst Library / The Space. (DH) The clerk reported that following recent discussions with SMBC representatives that	

	<p>the library would reopen in January 2021 for two hours a week (possibly Friday morning) and that until covid restrictions are lifted that he would work from home. Additionally, he reported that he had requested access to the Space to complete the 'archiving' project that had been started before the Space was closed down. Processing this request should take between four and six weeks.</p>	Clerk
2010.09.5	<p>To consider a grant for Seeds of Hope to enable them to continue supporting vulnerable members of the community through the winter months Rather than making a direct grant it was resolved to set aside £2000 and that Soh and other community groups could apply for funding using the KPC grants procedure. The clerk was asked to circulate copies of the KPC Grants Donations policy for review by all councillors. Proposed Cllr T Williams, Seconded Cllr S Daly, Unanimous</p>	Clerk
2010.09.6	<p>To consider a grant to each of the three local primary schools to facilitate the purchase of educational toys for the respective reception classes. Resolved "That the money that would have been used to pay for the Lucy May Animal shows be donated for the purchase of educational toys (£250 per school)." Proposed Cllr J.Kimberley, Seconded Cllr L Cole, Unanimous.</p>	Clerk/ AF/ DC/ MB
2010.09.7	<p>To consider funding christmas presents (chocolates) for the residents of Redwood House. As 2010.09.5 above with a request for funding being made though the KPC Grants Donations policy.</p>	
2010.09.8	<p>To consider inviting SMBC cabinet members and / or officials to a future meeting. Resolved "To invite la Courts and other SMBC representatives to the November or December meeting with a series of questions to be answered to be issued with the invitation" Proposed Cllr J. Kimberley, Seconded Cllr R. Whiskens, Unanimous Councillors to assemble a list of questions.</p>	Clerk/ All
2010.09.9	<p>Remembrance Day service 8<sup>th</sup> November 2020 In view that the normal Remembrance Sunday service has been cancelled it was resolved "That the money normally spent to pay for the bugler and buffet (£500) be donated to the British Legion Poppy Appeal". Proposed Cllr A. Follows, Seconded Cllr S. Daly, Unanimous It was further suggested that a small group of parish councillors lay a wreath outside the church in an unofficial event and then collect the wreath later in the day. Clerk to determine availability of the wreath and the views of the vicar, Reverend Jo Johnson.</p>	Clerk
2010.8	<p><b>Councillors' reports and items for future agenda:</b> Cllr P. Sultana</p> <ul style="list-style-type: none"> <li>Requested that meeting details for and a link to future virtual meetings be posted on the website for public access.</li> </ul> <p>Cllr D. Wooley</p> <ul style="list-style-type: none"> <li>Reported that very early morning deliveries are still being made to Kingshurst Primary School and that these cause disturbance to local residents. Cllr D. Cole to investigate.</li> </ul> <p>Cllr J Kimberley</p> <ul style="list-style-type: none"> <li>Requested that preliminary 2021/22 precept discussions be included on the November agenda..</li> </ul> <p>Cllr M. Frampton</p> <ul style="list-style-type: none"> <li>Raised concerns about flooding at the junction of Gilson Way &amp; Fordbridge Road Borough cllrs to investigate.</li> <li>Provided information about 'Sound walk' project taking place at Babbs Mill</li> </ul> <p>Cllr P Sultana</p> <ul style="list-style-type: none"> <li>Provided an update relating to litter picking activities in the area during covid.</li> <li>Reported on the activities of the Rainbow Alliance</li> <li>Stated that the Wild Life Ways initiative has benefited the parish environment</li> </ul>	Clerk  DC  Clerk/ RFO  DC/ MB

2010.9	<b>Date of next meeting:</b> Thursday 12 <sup>th</sup> October 2020, Zoom virtual meeting Clerk to canvass councillors to determine whether 3.00pm / 7.00pm start	Clerk
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Virtual meeting finished at 4.50pm

**Signed** .....

**Date** .....

### **Addendum**

1. Report from Borough councillor Marcus Brain
2. October Payments Approval list
3. Unity Bank statement

## Report for Kingshurst Parish Council from Councillor Marcus Brain

### Kingshurst Post Office-

As you will be aware the Post Office which has been a fixture of Kingshurst Parade closed on the 24<sup>th</sup> August.

I am currently in negotiations with the local authority and two separate and credible service options. Both Service providers are fully aware that the Post Office as it was, was not economically viable and they both take the view this is about community development and support. It is imperative that a Post Office is back in place asap to support the 1000+ service users although given that Post Office Counters will take several months to reinstall the infrastructure, may not be until the New Year. I am currently writing the Business Plan and costings for the Local Authority to understand what funding may be required from the Local Authority. At this juncture, I cannot advise on who the organisations are because it is still commercially sensitive, although I am keeping the Chair and Clerk updated where possible.

### Christmas Tree,

Again as you will be aware there had been a gap until last year over the provision of Christmas Celebrations where the District Councillors, Cllr Sultana and the Clerk worked together to ensure there was a Christmas celebration on the Parade. This consisted of a Tree, lights, a Santa sleigh and a celebrity to turn the lights on. Over 300 people attended the event and the event was very popular.

The district Councillors have been asked to lobby SMBC for funds to pay for an event this year, A figure of £7000 has been mooted. A meeting with Alison McGrory had been scheduled, which was cancelled due to her workload as per Covid. This has now been rescheduled for next week. I had discussions with AG as early as February 2020 as part of other actions taken to ensure an event was scheduled in a timely fashion. At the moment any discussions can only be in principle as there is now a very strong likelihood that an event will not be able to take place. I would note that SMBC were extremely helpful in getting the event running last year at very short notice and I would urge caution with any negotiations for funding.

Additionally, the Santa Sleigh has been organised with Meriden Rotarians (NOT Marston Green Lions), this was agreed in principle in March at their district committee and the agreement is for the Sleigh to do a 2 hour circuit on two consecutive nights (Thur 17, Fri 18) and a static display at the Parade for the whole of Saturday 20<sup>th</sup>. I would ask that if this does go ahead that the contribution to the Rotarians is of the order agreed at last full council (£500).

# Kingshurst Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/20

October 2020

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
127		£14.39	500/7	10/10/20	Zoom - Monthly Pro Suscription	
112		£64.05	405/1	20/10/20	Cllr R. Whiskens - Members Allowance October 2020	
113		£76.45	405/1	20/10/20	Cllr T.Williams - Members Allowance October 2020	
114		£76.45	405/1	20/10/20	Cllr B. Follows - Members Allowance October 2020	
115		£80.05	405/1	20/10/20	Cllr D. Cole - Members Allowance October 2020	
116		£80.05	405/1	20/10/20	Cllr L. Cole - Members Allowance October 2020	
117		£64.05	405/1	20/10/20	Cllr S. Daly - Members Allowance October 2020	
118		£64.05	405/1	20/10/20	Cllr J. Kimberley - Members Allowance October 2020	
119		£128.10	405/1	20/10/20	Cllr A. Follows - Members Allowance October 2020	
120		£80.05	405/1	20/10/20	Cllr P. Sultana - Members Allowance October 2020	
121		£97.20	500/4	20/10/20	EDGE IT Systems Limited - Upgrade to band 2 (up to £100,000 income)	
122		£64.05	405/1	20/10/20	Cllr D. Woolley - Members Allowance October 2020	
123		£103.20	405/2	20/10/20	HMRC - Councillors Tax & NI October 2020	
124		£25.00	510/3	20/10/20	Select Payroll Solutions - Payroll services October 2020	
126		£60.00	530	20/10/20	Rae Rose Company - Allotments maintenance - September 2020	
128		£80.05	405/1	20/10/20	Cllr M. Frampton - Members Allowance October 2020	
125		£30.51	500/2	22/10/20	BT - Cloud phonre / Website	
Sub Total		£1,187.70				
<b>Total</b>		£1,187.70				

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

# Statement of your account



BANK WITH US. BANK ON US.

10324001 | 01349

Mr David Hinsley  
Kingshurst Parish Council  
3 Marston Drive  
Kingshurst  
Birmingham  
B37 6BA

PO Box 7193, Planetary Road, Willenhall WV1 9DG

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### Contact us

Tel: 0345 140 1000

Email: [us@unity.co.uk](mailto:us@unity.co.uk)

Web: [www.unity.co.uk](http://www.unity.co.uk)

Name of account: Kingshurst Parish Council

Date: 30 September 2020

Statement 009 (page 1 of 1)

Account number: 20422493

Bank sort code: 608301

Type of account: Current T1

Date	Details	Payments	Receipts	Balance
3 SEP 20	Balance brought forward			78,724.37 *
7 SEP 20	SOLIHULL MBC EXP.		24,655.00	103,379.37 *
17 SEP 20	Cheque 300051	277.50		103,101.87 *
18 SEP 20	DAVID HINSLEY		35.00	103,136.87 *
21 SEP 20	B/P to: Cllr T. Williams	57.75		
21 SEP 20	B/P to: Cllr Alvin Follows	92.30		
21 SEP 20	B/P to: Cllr Mark Frampton	57.75		
21 SEP 20	B/P to: HMRC	69.60		
21 SEP 20	B/P to: Cllr David Cole	57.75		
21 SEP 20	B/P to: Rae Rose Company	120.00		
21 SEP 20	B/P to: Cllr J. Kimberley	46.15		
21 SEP 20	B/P to: Cllr B. Follows	57.75		
21 SEP 20	B/P to: Cllr Linda Cole	57.75		
21 SEP 20	B/P to: Select Payroll	13.00		
21 SEP 20	B/P to: Cllr R. Whiskens	46.15		
21 SEP 20	B/P to: Cllr Sheila Daly	46.15		
21 SEP 20	B/P to: Cllr Paul Sultana	57.75		102,357.02 *
22 SEP 20	Direct Debit (BRITISH TELECOM)	30.51		102,326.51 *
28 SEP 20	PAYPAL CODE 6073		0.01	102,326.52 *
30 SEP 20	Service Charge	18.00		102,308.52 *
	Balance carried forward			102,308.52 *

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Abbreviations: \* credit balance DR overdrawn S sub total (intermediate balance)