



# Kingshurst Parish Council

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## Minutes of the meeting of

### Annual General Meeting followed by Full Council Meeting

on Thursday 18<sup>th</sup> May 20223 at 6pm, at the Seeds of Hope Church, Overgreen Drive

**Council Members:** D Cole (chair), B Donnelly (Vice Chair), L Cole, S Daly, M Frampton, J Kimberley, J Edwards, L Baillie, B Craythorne, and L Browning

**Members non-attendance:** M Brain

**Members of the public:** 5

*Paula Coyle*

Paula Coyle

Clerk to Kingshurst Parish Council

## Minutes

1.	<b>Welcome and Housekeeping</b> General housekeeping	<b>ACTIONS</b>
2.	<b>Chair's End of Term report</b> <b>Chairman's report please see Appendix 1</b>	
3.	<b>PUBLIC FORUM</b> Members of the Public are invited to speak in Public Forum for a maximum of 3 minutes on any subject covered by the agenda and should give their name and subject to the Clerk before the meeting commences.	

	<p>Councillors will not comment on agenda items in the Public Forum members of the public are welcome to stay for some or all of the meeting. Any items brought to Council but not on the agenda may be considered for future meetings on written application to The Clerk. Total time allocated to Public Forum will not exceed 15 minutes in accordance with Standing Orders).</p> <p>No items were discussed</p>	
4.	<p><b>Confirmation and signing of minutes of AGM Meeting 12th May 22</b></p> <p>Those minutes of the last Full Council meeting held on 12<sup>th</sup> May 2022, were approved, and signed by the Chair as a true record.</p>	
	<p><b>A 15 minute recess took place and then proceeded with the Annual General Meeting for the new term.</b></p>	
	<p><b>Commencement of new Elected Council 2023</b></p> <p><i>To note the completion of the declaration of acceptance of office forms by the parish councillors</i></p> <p>Chairman D Cole asked all Councillors to confirm they had read all the paperwork in preparation for the meeting.</p> <p>Confirmed by all councillors present except Councillors J Kimberley and S Daly.</p>	
1.	<p><b>Election of Chairman for 2023-24 &amp; signing of Declaration of acceptance of Office.</b></p> <p>Appointed Chair David Cole</p>	
2.	<p><b>Election of Vice-Chairman for 2023-24 &amp; signing of Declaration of acceptance of Office.</b></p> <p>Appointed Vice Chair Bernadette Donnelly</p>	

3.

**Co-option to Vacancy of Office for Parish Councillor & Declaration of acceptance of Office**

Section 21 of the Representation of the People Act 1985 gives the Parish Council the power of co-option to fill vacancies remaining unfilled following an ordinary election.

There are 4 vacancies

South Ward 2 vacancies North Ward 2 vacancies

**Candidate: John Edwards.**

Qualifications (as provided in the Local Government Act 1972, s79)  
No Disqualifications (as provided reason of any disqualification set out in section 80 of the Local Government Act 1972 or section 79 of the Local Government Act 2000).

**John Edwards confirmed qualification.**

Majority Vote

**Resolved: John Edwards** was elected and asked to sign his declaration of acceptance of office, John Edwards was then declared co-opted to the Parish Council and was asked to join the meeting.

*The successful candidate is a councillor in their own right and is no different to any other member; co-option is a legitimate form of election as part of the election process.*

**Candidate: Lee Baillie**

Qualifications (as provided in the Local Government Act 1972, s79)  
No Disqualifications (as provided reason of any disqualification set out in section 80 of the Local Government Act 1972 or section 79 of the Local Government Act 2000).

**Lee Baillie confirmed qualification**

Majority Vote

**Resolved: Lee Baillie** was elected and asked to sign his declaration of acceptance of office, Lee Baillie was then declared co-opted to the Parish Council and was asked by the Chairman to join the meeting.

	<p><i>The successful candidate is a councillor in their own right and is no different to any other member; co-option is a legitimate form of election as part of the election process.</i></p> <p style="text-align: center;"><b><u>Candidate: Brett Craythorne</u></b></p> <p>Qualifications (as provided in the Local Government Act 1972, s79)  No Disqualifications (as provided reason of any disqualification set out in section 80 of the Local Government Act 1972 or section 79 of the Local Government Act 2000).</p> <p><b>Brett Craythorne confirmed qualification</b></p> <p><u>Majority Vote</u></p> <p><b>Resolved: <u>Brett Craythorne</u></b> was elected and asked to sign his declaration of acceptance of office, Brett Craythorne was then declared co-opted to the Parish Council and was asked by the Chairman to join the meeting.</p> <p><i>The successful candidate is a councillor in their own right and is no different to any other member; co-option is a legitimate form of election as part of the election process.</i></p>	
<p>4.</p>	<p><b>Code of Conduct: To review</b></p> <p><b>Resolved:</b> To accept and sign the new Code of Conduct, to include bullying and harassment</p> <p><i>Best Practice; Local authorities should include prohibitions on bullying and harassment in codes of conduct, these should include a definition of bullying and harassment, supplemented with a list of examples of sorts of behaviour covered by such a definition</i></p> <p>Councillors J Kimberley, S Daly and M Frampton, declined to sign the amended document</p>	
<p>5.</p>	<p><b>Declarations of Interest</b></p> <ul style="list-style-type: none"> <li>a. Register of Interests: Councillors are reminded of the need to update their register of Interests.</li> <li>b. To declare any Disclosable Pecuniary Interests in items on the agenda and their Nature.</li> <li>c. To declare any Other Disclosable Interests in items on the agenda and their nature</li> </ul>	

	<p><b>Resolved:</b> Any Councillors that have signed this document the clerk shall send their copy to SMB</p>	<b>Clerk</b>
6.1	<p><b>Confirmation of internal auditor</b></p> <p><b>Resolved:</b> Ruth Roberts, appointed</p>	
6.2	<p><b>Confirmation of external auditor</b></p> <p><b>Resolved:</b> Moore external auditor appointed 2023/24</p>	
7.	<p><b>To appoint signatories to sign bank/ cheques on behalf of the Parish Council</b></p> <p><b>Resolved:</b> Chairman D Cole and Councillor L Browning</p>	
8.	<p><b>Appointment of Officers and Committees for 2023-2024</b></p> <p><b>Section 101 (of the Local Government Act 1972) allows a council to delegate the power to make decisions to an officer, a committee, a sub-committee or another council.</b></p> <p><b><u>Finance Committee.</u></b>  <b>Cllr L Cole, Cllr L Browning, Cllr J Kimberly and Cllr J Edwards</b></p> <p><b>Resolved</b> Terms of reference, to be reviewed at the first committee meeting.</p> <p><b><u>Personnel /Staffing committee</u></b>  <b>Cllr J Edwards, Cllr B Donnelly, Cllr S Daly and Cllr M Frampton</b></p> <p><b>Resolved:</b> Terms of reference, to be reviewed at the first committee meeting. Cllr J Kimberley has requested that WALCs, terms of reference be considered. Cllr Kimberley to send the WALC document to all councillors to consider before the next meeting</p> <p><b>Resolved:</b> Cllr J Kimberley to seek further advice from the Monitoring officer before he takes his seat as a member of this committee.</p> <p><b><u>Planning Committee</u></b>  <b>Cllr L Browning, Cllr J Kimberley and Cllr B Donnelly</b></p>	<b>J/K</b>

	<p><b>Resolved:</b> Terms of reference to be reviewed at the first Committee meeting.</p> <p><b><u>Events Committee</u></b>  <b>Cllr L Cole, Cllr D Cole, Cllr L Browning, Cllr Donnelly</b></p> <p><b>Resolved:</b> Terms of reference to be reviewed at the first Committee meeting</p> <p><b><u>Allotments/ Community Garden Committee</u></b>  <b>Cllr J Edwards, Cllr L Baillie and Cllr L Browning</b></p> <p><b>Resolved:</b> Terms of reference to be reviewed at the first Committee meeting</p> <p><b><u>Environment Committee</u></b>  <b>Cllr Baillie, Cllr Frampton, Cllr Donnelly, Cllr Daly</b></p> <p><b>Resolved:</b> Terms of reference to be reviewed at first Committee meeting</p> <p><b><u>To decide and action any working parties for projects in the year ahead 23/24</u></b></p> <p><b>Working Parties at this moment:</b></p> <ol style="list-style-type: none"> <li>1. Community all access children's park Environment Committee to set up at first Committee meeting</li> <li>2. All access toilet facility at KPC Community Garden Allotment Committee to set up at first meeting</li> <li>3. Community Hub at KPC, at KPC Community Garden Environment Committee to set up at the first meeting</li> <li>4. Community Volunteer involvement. Family craft group, Knit and Natter</li> </ol> <p><b>Resolved:</b> Relevant Committees will set up advisory working parties</p>	
<p><b>9.</b></p>	<p><b>To decide and elect councillors to represent KPC on outside bodies,</b></p>	

	<ul style="list-style-type: none"> <li>• Birmingham Airport consultative committee</li> </ul> <p><b>Resolved:</b> <u>Cllr D Cole</u>, will temporary fill the role at meetings and report back to full council</p> <ul style="list-style-type: none"> <li>• WALC/ NALC</li> </ul> <p><b>Resolved:</b> <u>Cllr J Kimberly</u> will represent Kingshurst Parish Council at meetings, and report back to full Council</p> <p>School Governors in Local Primary Schools</p> <ul style="list-style-type: none"> <li>• School Governors for Kingshurst primary schools, Yorkswood, Kingshurst <u>Cllr D Cole Governor</u> St Anthonys</li> </ul>	<p>D/C</p> <p>J/K</p> <p>D/C</p>
<p>10.</p>	<p><b>Any other parish matters</b></p> <p>“Big Clean ” Thursday 25th March, at 1pm Kingshurst Community garden. in connection with the Enforcement team and our regular community garden volunteers, Kerry, Jamie, Denise and David</p> <p>To agree: Maintenance (LGs Property), to clear Community garden Surrounding borders. Date 24 and 25th May</p> <p><b>Resolved:</b> Allotment committee meeting, Community garden maintenance of the far area, commence date 24.05.23</p> <p>Risk assessment: Clerk and appointed Allotment Chairman, in preparation for more involvement with volunteers (Health and safety)</p> <p>Clerk to arrange an inspection as soon as possible.</p> <p><b>All councillors are invited to attend the community garden 1-3pm Thursday 25th May</b></p>	<p>Clerk</p>
<p>11.</p>	<p><b>Date of next AGM meeting: May 16<sup>th</sup>, 2024, Location to be confirmed</b></p>	



# Kingshurst Parish Council

## Minutes of the meeting

### Full Council Meeting

on Thursday 18<sup>th</sup> May 20223 at 7pm, at the Seeds of Hope Church, Overgreen Drive

**Council Members:** D Cole (chair), B Donnelly (Vice Chair), L Cole, S Daly, M Frampton, J Kimberley, M Brain, J Edwards, L Baillie, B Craythorne, and L Browning

**Members non-attendance:** Cllr M Brain, L Bailey,

**Members of the public:** 11

Paula Coyle

*Paula Coyle*

Clerk to Kingshurst Parish Council

## Minutes

	<b>Full Council Meeting commenced after the AGM.</b>	
1.	<b>Apologies and Absences</b> Marcus Brain and Cllr Baillie <b>Resolved:</b> That all the above absences are approved. <b>Resolved:</b> That Marcus Brain, signed his acceptance of office form at a later date .	
2.	<b>Confirmation and signing of minutes of Full Council Meeting</b> Thursday 9th March 2023	



	<p><b>Agreed:</b> That the minutes from the Meeting 9th March 2023, be brought back before the next Full Council for approval. (15/06/23)</p> <p><b>Resolved:</b> J/K, to seek further advice from WALC, and submit his findings regarding changing the minutes of the meeting held on 9th March 23, before the next full Council (Thursday 15th June 2023)</p> <p><b>Resolved:</b> Clerk can only amend the clerical error on minutes, agreed that the minutes be brought back before the next full Council for approval, Under standing order 3.2(a). if council resolves to strike some wording from the minutes, clerk shall minute the resolution but the old minutes will exist with a footnote</p> <p><i>The clerk reminded all members the circulation of draft minutes does not give individual members any entitlement to rewrite them and substitute their own version</i></p>	J/K
3	<p><b>Members allowances:</b> To agree to adopt the Local Authorities (Members Allowances) (England) Regulations 2003 for the payment of a Basic allowance</p> <p><b>Members Allowance.</b> To discuss and agree to raise the members allowances, Allowance will increase from effect 1st April 2023</p> <p><b>Resolved:</b> Agreed payments for Members allowance 23/24. Accepted that All councillors agreed to receive the “members allowance” payment 2023.</p>	
4.  4.1	<p><b>Finance to receive and approve reports from Finance committee and make decisions as appropriate</b></p> <p>RFO Report year ending 2022/23.</p> <p><b>Resolved:</b> Cllr Browning talked through the RFO report and explained the expenditure, that previous budgets were set wrong, and rolled over year after year with regards to Allotments, Events and Salary</p> <p>To agree <i>Approve payments for May/June 2023.</i></p> <p><b>Resolved:</b> To pay the approved payments May/June</p> <p>Outgoings for May,2023 to be agreed at a finance Committee meeting. This will accommodate new councillors</p>	Clerk

<p>4.2</p> <p>4.3</p> <p>4.4</p>	<p><b>Resolved:</b> Clerk to arrange meeting with new committee at earliest date</p> <p><b><u>To note the following receipts:</u></b> £27470.00 - Precept I - 2023/24</p> <p>Payment was noted by Full Council</p> <p>AGAR – to publish the AGAR Notice paperwork online and have accounts available for public viewing (by appointment) at the library from 04/06/2023 to 14/07/2023.</p> <p>Cllr J Kimberley asked that it not be by appointments (even though reasonable notice needs to be given to the clerk) and the agreement was that it will be open sessions with invoices and receipts being made available. (we must be mindful that personal information must not be displayed).</p> <p>Full Council, was reminded that this has been the first time in over the past 4 financial years that Kingshurst Parish council have had the AGAR completed on time.</p> <p>Cllrs were also reminded that this has been the first time over the 4 year term that the accounts have been ready and on time for the internal audit</p> <p><b>Resolved:</b> Chairman D Cole to sign AGAR</p> <p>● <b><u>Standing orders and Financial Regulations</u></b></p> <p>To agree on one of two following options</p> <p>(a) to adopt the council's standing orders and financial regulations  (b) to agree to review standing orders and financial regulations through the finance committee.</p> <p><b>Resolved:</b> (b) Standing orders to be reviewed at the finance committee, any amendments that have been considered, will need to be approved at Full Council.</p>	
<p>5.</p> <p>5.1</p>	<p><b>Information items: To receive and discuss items for information and comment/action if appropriate</b></p> <p>Correspondence and emails</p> <p>(a)To confirm: Clerks email address <a href="mailto:kingshurstparishcouncil@gmail.com">kingshurstparishcouncil@gmail.com</a></p> <p>(b)To Confirm Clerks Number 07865294345.</p>	

	<p><b>Resolved;</b> All Councillors have received the correct clerk email address</p> <p><b>Resolved</b> All Councillors have received the correct clerk telephone number</p> <p>Discuss new Cllrs email address and the best practice, data protection</p> <p><b>Resolved:</b> New email address to be set up for all Kingshurst Parish Councillors</p>	<p>clerk</p>
<p>5.2</p>	<p><b>Media policy: To review and agree</b></p> <p><b>Resolved:</b> Cllr Kimberley requested KPC adopt his version of the media Policy model, Cllr Kimberley to share Policy before next Full Council meeting.</p> <p><b>Resolved:</b> Until a resolution has been passed that KPC, will change to the tabled media policy, Cllrs will be asked that all Councillors, abide by KPCs Media Policy available from the website <a href="http://www.kingshurstparishcouncil.org.uk/">http://www.kingshurstparishcouncil.org.uk/</a> Councillor Kimberley advised that he would not abide by this</p>	<p>J/K</p>
<p>5.3</p>	<p><b>Policies to be reviewed by relevant committees</b></p> <p>KPC policies: to agree to review at the next Full Council, this will accommodate new councillors and committees.</p> <p>KPC Policies available on our website: <a href="http://www.kingshurstparishcouncil.org.uk/">http://www.kingshurstparishcouncil.org.uk/</a></p> <p><b>Resolved:</b> Clerk will email all policies, Councillors asked to read all documents, to be reviewed before the next Full Council Meeting(15/06/23)</p> <ul style="list-style-type: none"> <li>● <b><u>Councillors' induction Training event</u></b></li> </ul>	<p>Clerk</p>
<p>5.4</p>	<p>A number of WALC training sessions are available to KPC and it is important that councillors attend them as policies and procedures have changed over the years.</p> <p>WALC, Councillors Induction training <b>Off to a Flying start:</b> 24<sup>th</sup> May, 5<sup>th</sup> June &amp; 21<sup>st</sup> June</p> <p><b>Resolved:</b> Best practice for all councillors to attend an induction training session provided by WALC, and any relevant training regarding their committees, as policies and procedures have changed over the years</p> <p><b>Resolved:</b> Clerk, will email all Cllrs to book a convenient date for their Induction training</p>	<p>Clerk</p>

<p><b>6.</b></p> <p><b>6.1</b></p>	<p><b>Reports – to consider reports from:</b></p> <p>Councillors Report:</p> <p>Cllr Browning, gave a short report regarding the community Coronation event, Photos are on our website.</p> <ul style="list-style-type: none"> <li>● Great Event – approx. 800 people over the day.</li> <li>● Thank you to everyone that helped set up and clean up on the day.</li> <li>● The food court was a great idea and all our vendors (inc Pavilions said day was a success)</li> <li>● The fair and inflatables were a success even though we had to scale back a number of items due to the bad weather/HS. (no sports or assault course)</li> <li>● Soft play quite area/SEND area, was provided</li> <li>● 16 bags of litter collected by <b>Clean and Green Volunteers</b> throughout the day. Ruth, David and Graham</li> <li>● No Complaints, cones were put out to tackle car parking</li> <li>● Scouts attended and set up a number of stalls (archery etc)</li> </ul>	
<p><b>6.2</b></p>	<p><b>Public participation</b></p> <p>Members of the Public are invited to speak in Public Forum for a maximum of 3 minutes on any subject covered by the agenda and should give their name and subject to the Clerk before the meeting commences. Any items brought to Council but not on the agenda may be considered for future meetings on written application to The Clerk. Total time allocated to Public Forum will not exceed 15 minutes in accordance with Standing Orders).</p> <p>Member of the Public raised several question, the chair agreed for it to be minuted rather than bullet points:</p> <p><i>Members of the public asked a finance question mentioning the reply to the FOI requests that resident received. The resident was happy with the reply, yet shared the contents with all..</i></p> <p><i>The reply was It was confirmed that the clerk’s salary was private and confidential (and to be part of HR/Staffing Committee), however as clerk was keen to be transparent and open, the clerk was happy to show the member of the public the information on a one-on-one basis but would not accept been singled out/humiliated in public on the matter.</i></p> <p><i>A resident passed Congratulations to the New Parish Council members and asked that they be more transparent and open than the councillors that served in the previous terms</i></p> <p><i>Member of the public asked a finance questions</i></p>	

	<p><i>Cllr L Browning gave a satisfactory answer in that we have donated and supported a lot of community groups over the past year and that the clerks salary would be part of the annual accounts for all to view from 04/06/2023</i></p>	
7.	<p><b>Matters arising from the last meeting</b></p> <p>7.1 HR Staffing Issue.</p> <p><i>Resolved March 13th,2023, that the New Staffing Committee under their Terms of reference to deal with Staffing HR issue as an agenda item,at the First meeting of the Committee</i></p> <p><b>Resolved:</b> Agreed for the Staffing Committee to have delegated functions of power to form a working party,that fully represent the appeal role and are nonpartisan with clear and unambiguous terms.Aims to reach a consensus agreement and deliver a robust and defensible outcome.</p>	
	<p><b>Annual Meeting of the Parish</b> to be held on Wednesday 31st May, at 6pm held at the Seeds of Hope.</p> <p><b>Full Council Meeting, Thursday 15th June 2023.</b></p> <p><b>Meeting closed at 8.30pm</b></p>	

8.	<p>Confidential minutes are separate minutes not to be left on public minutes</p> <p>Under the council's Disciplinary and Grievance procedures appoint an appeals panel</p> <p>Staffing Committee to set up an unbiased working party to deal with the current HR issue,and the allegations of bullying and harassment</p> <ul style="list-style-type: none"> <li>● Media release Read Media Policy out to all Cllrs</li> </ul>	
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|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | <ul style="list-style-type: none"><li>● 2x FOI Clerk will report back on this</li><li>● ACAS HR/Staffing committee have been delegated to deal with HR Issue. in an unbiased and fairness review with clear and unambiguous terms.</li></ul> |  |
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## **Appendix A**

Chairman's Report 2022-2023.

May 2023.

My report reflects the Councils year 2022-23

First of all I wish to thank my fellow councillors for their service during the last year and to thank the Clerk for her work.

2023 saw the sad loss of Councillor David V/ooley and ex-councillor David Hinsley Councillors Alvin Follows and Beverley Follows both left the council. Alvin and Beverley were long standing Parish Councillors and I wish them all the best for the future.

The end of the council year there was an election and we say farewell to Ex-Councillors Pablo Sultana, Maxine Dawson and Tina Williams.

2022 was the year we celebrated Queen Elizabeth's II Platinum Jubilee, we celebrated this by Kingshurst becoming the first parish council in the North of Solihull to hold an official Beacon Lighting Ceremony, which involved our local community groups, choir, Scouts, Girls Brigade, Army Cadets, Piper and Bugler. The public turn out was much bigger than expected, the Parish Council put on a three day community event to celebrate the Queens Jubilee and over 3000 residents joined us over the weekend.

The Parish Council was involved in the Commonwealth Games and I would like to

thank Solihull Council for their support on this, it was a pleasure to have Kingshurst included in the Baton Ceremony

As Parish Council Chairman I took a lead in getting a proposed telecommunications

mask rejected which was to be placed in the centre of Kingshurst-

Our Remembrance Day Service held at the Parish Church was another success for the

Parish Council and I wish to thank the Vicar Many for her help.

The Community Christmas tree was placed outside the front of the Parade this year and was an enormous success. Children from our Primary Schools were taken to look at the tree. The streetlights we also increased this year for the Christmas Period.

The Parish Council championed the communities projects i.e. Media V/workshop, Knit and natter group and Community Arts and Craft Group in Kingshurst Library.

The Parish Council helped to tackle a spate of antisocial behaviour in the area but I admit that a lot more needs to be done.

It has been agreed that the Parish Council needs to spend more on community grants

Some of our parish councillors led in community walkabouts and I would like to thank Pablo Sultana for his lead on this not to mention his litter picking organising.

Realised the potential the community Garden has for the well-being of the community and the support made to bring it up to a decent standard, thanks to all who participated.

'We

have plans to support a community project plan to support the Children's all



access play area, a the first of its kind in North Solihull. There is still some considerable work to be done on this but I am sure we have the frill support of all of our councillors.

I am pleased to state that our accounts are published on time and are available for public inspection.

Regeneration of Kingshurst Parade is well underway, Stage 2 Demolition will be complete by the end of May, development is on time.

One final point, I am sure that fellow Councillors and members of the public will share in my regret of the young lives lost in December at Babb's Mill park.

For the Good and Bad it has been one interesting year.

David C Cole.

Chairman of Kingshurst Parish Council

Actions to be completed before the next Full Council meeting, Thursday 15<sup>th</sup> June 2023; 7pm

ACTION for	Description
<b>Clerk – Item 5 (AGM 18.05.2023)</b>	Item 5: Declaration of interest form. <b>Resolved:</b> Any Councillors that have signed this document the clerk will send to SMBC
<b>John Kimberley, Item 8 (AGM 18.05.2023)</b>	Item 8: Staffing /HR committee. <b>Resolved: (a)</b> Terms of reference, Cllr Kimberley to send the WALC document to all councillors to be considered before the next meeting (15/06/2023) <b>Resolved: (b)</b> Cllr J Kimberley to seek further advice from the Monitoring officer before he takes his seat as a member of this committee.
<b>Clerk, Item 10 (AGM 18.05.2023)</b>	<b>Item 10:</b> Allotment risk assessment, Clerk to arrange an inspection to take place as soon as possible
<b>Marcus Brain, Item 1 (Full Council 18.05.2023)</b>	That Marcus Brain, signed his acceptance of office form at a later date
<b>John Kimberley Item 2 (Full Council 18.05.2023)</b>	Item 2: Confirmation and signing of minutes of Full Council Meeting Thursday 9th March 2023. <b>Resolved:</b> John Kimberley, to seek further advice from WALC, and submit his findings regarding changing the minutes of the meeting held on 9th March, needs to take place before the next full Council (Thursday 15th June 2023)
<b>Clerk, Item 5 (Full Council 18.05.2023 )</b>	Councillors email address. <b>Resolved:</b> New email address to be set up for all Kingshurst Parish Councillors

<b>John Kimberley Item 5.2 (Full Council 18.05.2023)</b>	Item 5.2: Media Policy, <b>Resolved:</b> Cllr Kimberley requested KPC adopt his version of the media Policy model, Cllr Kimberley to share Policy for consideration before the next Full Council meeting.(15/06/2023)
<b>Clerk Item 5.3. (Full Council 18.05.2023)</b>	Item 5.3: KPC policies. <b>Resolved:</b> Clerk will email all policies, Councillors asked to read all documents, to be reviewed before the next Full Council Meeting(15/06/2023)
<b>Clerk Item 5.4. (Full Council 18.05.2023)</b>	Item 5.4: WALC, Councillors Induction training called <b>Off to a Flying start is available on 24<sup>th</sup> May, 5<sup>th</sup> June &amp; 21<sup>st</sup> Jun,</b> <b>Resolved:</b> Clerk, will email all Councillors to book a convenient date for their Induction training
<b>Clerk Item 7.1 (Full Council 18.05.2023)</b>	<b>Clerk to arrange a meeting ASAP</b>  Item 7.1: HR Staffing issue. <b>Resolved:</b> Agreed for the Staffing Committee to have delegated functions of power to form a working party, meeting needs to be arranged as soon as possible