



Kingshurst Parish Council

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 Clerk to the Council: Denise Milne

**Minutes of the virtual meeting of
 Kingshurst Parish Council Full Council
 held on 8th April 2021 at 7pm
 hosted online using Zoom**

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

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

In Attendance: Borough Councillors Mr M Brain, Ms J Hamilton
 Solihull Community Housing Mr A Duke
 Clerk D Milne
 Members of the public Ms J Cole, Mr J Milne
 West Midlands Police PCO's C French, L Luckman

2104.01	Welcome and Housekeeping: Chair A Follows welcomed everyone to the virtual meeting of Kingshurst Parish Council.	<u>Action</u>
2104.02	Apologies: Cllr R Whiskens, Cllr M Frampton, Borough Councillor Nash, Member of the Public Mr L Browning	
2104.03	Declarations of disclosable (pecuniary and other) interests: None	
2104.04	Dispensation requests: None	
2104.05 2104.05.1	To Receive reports/proposals: Borough Councillors: Cllr D Cole: reported that graffiti is increasing across the borough to let him know if you see any that needs removing. Some of the green cable boxes are covered in graffiti and believes it is the general public's responsibility to clean them. Advised that refuse collectors Urbaser should have taken over the refuse collection service as from Saturday 3 rd April but this has fallen through. Amey will continue to collect the refuse. The Code of Conduct for Councillors has been revised; Deborah Merry (SMBC) will contact Clerk to advise Council on the revisions made. Borough Cllr J Hamilton: reported that the green cable boxes are being cleaned by the cable box contractors and will let us know who to make contact with from the company.	JH

<p>2104.05.2</p>	<p>Reported that Police Impact Week was very well received by everyone in the North of the borough, who requires more of these initiatives, more police presence and that neighbourhood Police is easily contactable.</p> <p>Cllr J Kimberley asked for an update on the Kingshurst Post Office, Cllr J Hamilton has advised that Chemist will be relocating to what was Martins Newsagents and there will be a refurb to include the new Post Office. Once refurbished the Chemist and Post Office will remain open whilst the regeneration work takes place in the Parade.</p> <p>Cllr D Cole has advised that contracts have been signed and it will be three to four weeks before the Post Office is open.</p> <p>West Midlands Police, SMBC Community representatives, any other statutory bodies and voluntary organisations:</p> <p>WMP gave Council an update on Impact Week that took place recently which was well received and had good community engagement. The Warwickshire off road team are trying to utilise drones in traffic, for the off road bikers, which was also greatly received by the social media community and would like it to continue. They are hoping to use the drones in traffic a lot more and are focusing on issuing warrants for drugs and off road bikers.</p> <p>Cllr D Woolley reported the roll bars by the bridge on Babbs Mill have been left open following construction work and bikers and scramblers are racing through. WMP has advised that they have spoken with Park Rangers who will be looking at access points.</p> <p>Cllr P Sultana has suggested if borough Councillors could make a request to SMBC to ask these contractors to lock the roll bars every evening when they have finished work.</p> <p>Cllr D Cole reported on a recent Ward meeting where SMBC has asked WMP to make checks on Cooks Lane for overloaded lorries that are overweight. Cllr D Cole has asked WMP when the survey will take place. WMP to get back to Cllr Cole with this information.</p> <p>Cllr P Sultana reported that following a recent incident with one of his community volunteers, who on social media was approached by someone as he was critical of a child who had his quad bike taken off him. This was reported to the Police which resulted in the quad bike rider having a stern warning and will be followed up with a view to prosecution upon further investigation. He was very happy with the way the Police dealt with this matter. It's reassuring to know that if we can pass to the Police as much intel as possible in order for the Police to take action, as they need the evidence.</p>	<p>WMP</p>
<p>2104.05.3</p>	<p>Solihull Community Presentation - Lakeside</p> <p>Project Manager Andy Duke (SCH) reported on a proposal for the re-development of the Lakeside in Townsend Grove. It is currently an Adult Social Care provision. The building is under used, not energy efficient, unsuitable and coming to the end of its life. It is more cost effective to knock it down and re-build.</p> <p>Four current residents need to be decanted to more suitable accommodation.</p> <p>The provision will be for new, similar type two bedroom accommodation for adults with supported needs. The building will move closer to the road and will be one storey higher. The building will be managed by SCH. There will not be a demand for many residential parking spaces but some will be provided and</p>	

	<p>some for staff and visitors. The build will aspire to net zero standards. The start of this project will be for approximately this time next year subject to approval of the Tender process and planning permission.</p> <p>Cllr D Cole has asked if the old, disused car park on the corner of Dunton Road and Fordbridge Road can be used for this project. A. Duke to look into this.</p> <p>Cllr J Kimberley has requested an update from SMBC staff who will be dealing with the future residents of the block. A Duke to arrange.</p>	AD AD
2104.06	<p>Public Participation <i>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.</i></p> <p>Mr J Milne asked if any Councillors knew anything about the vacant flats next door to his house in Gilson Way, which will be leased to Spring Housing Association. He would like to know what kind of people would be residing there as it used to be for homeless residents. Cllr D Cole said he knows of three blocks of flats run by Spring HA on the corner of Cooks Lane and the Chester Road and they are mainly for elderly persons.</p> <p>Ms J Cole gave Council an update on the work of the Kingshurst Rainbow Alliance, who is still delivering care packages to residents, who are very grateful for this service. Lots of residents are suffering from hardship and we need to look out for vulnerable residents and look after our neighbours. With support from other voluntary organisations things like paint and mattresses can be delivered to residents facing hardship in the community and we can let her know of anyone who would like this kind of help.</p> <p>Cllr P Sultana said the volunteers are working tirelessly and thanked them for doing such a marvellous job for our vulnerable residents. Cllr B Follows also thanked the Kingshurst Rainbow Alliance for all they do. Cllr A Follows also thanked J Cole for all of her good work.</p>	
2104.07 2104.07.1	<p>Minutes: That the minutes of the Full Council Meeting held on 10th December 2020 be approved as a true record and accordingly be signed by Chair A Follows.</p> <p>Motion agreed unanimously.</p>	
2104.07.2	<p>That the Minutes of the Extraordinary Meeting held on 2nd December 2020 be approved as a true record and accordingly be signed by Chair A Follows.</p> <p>Motion agreed unanimously.</p> <p>Cllr J Kimberley wanted it noted that he was opposed to item 2012.05.01</p>	
2104.07.3	<p>That the minutes of the Full Council Meeting held on 11th March 2020 be approved as a true record and accordingly be signed by Chair A Follows.</p> <p>Motion agreed unanimously.</p>	
2104.08 2104.08.1	<p>Matters Arising from the last meeting Allotment letters – Clerk has sent letters/Invoices for the year 2021.</p>	
2104.08.2	Missing litter bins, Babbs Mill – deferred to the next meeting.	
2104.08.3	Regeneration Plans for The Parade – Yellow lines in roads. Cllr D Cole	MF

2104.08.4	reported this is still being looked into for yellow lines and traffic wardens. Quotes for Pavilions fencing – deferred to the next meeting.	MF
2104.08.5	Access to Pavilions for fencing repairs – Cllr A Follows made contact with Pavilions and access was arranged. Left message for Cllr M Frampton to attend.	MF
2104.08.6	Two taps in Allotments need repairing (not deemed urgent) – deferred to the next meeting.	
2104.08.7	Clerk is looking into providing a circular bench for the Remembrance Tree – deferred to the next meeting.	Clerk
2104.08.8	Events Committee has held a meeting regarding the Christmas Tree and lights. Member of the Public Lee Browning has been appointed a Co-opted member of the Events Committee. Cllr T Williams has reported Jacks stores are making donations to good causes. Clerk to send link to the Events Committee to arrange a meeting.	Clerk
2104.08.9	Risk Assessment for working from home/DSE has been completed for Clerk.	
2104.09	Finance	
2104.09.1	AdvantEdge financial reports/bank statement/audited accounts	
2104.09.2	Approve payments for April 2021 As we have received no information from Select Payroll with this month's payroll amounts, the amounts have been estimated and taken from the Gross amounts. When we received the payslips the amounts given today should be reduced. Resolved to accept the report of the RFO and approve the payments to be made for April 2021 as recommended by the Finance Committee. Cllr A Follows proposed to accept and Cllr S Daly seconded, all agreed.	
21.4.09.3	School Meals/Milk Cllr A Follows reported that we have not paid for school milk since January 2020. To look at what the schools have paid for milk since then and reimburse them. To contact the schools Business Manager and see when we last made a payment and how much we paid. Kingshurst Junior School will need to be re-assessed as it has increasing numbers by up to 50%. And how many of the population fall into the milk contribution? Cllr D Cole to check.	AF DC
2104.10	Progress report for information/action and make decisions as appropriate	
2104.10.1	Kingshurst Post Office Updates received in item 2104.05.01 Cllr M Brain has clarified that the Post Office is being relocated and should take approximately three to four weeks; the Contract was signed over ten days ago. It will take more time due to the logistics of the decant and refurb from one site to another.	
2104.10.2	Allotments and Jubilee Gardens Deferred to the next meeting.	MF
2104.10.3	Internal Audit	

	<p>Cllr Kimberley has proposed a motion that given the lack of clarity about auditing arrangements for 2019/20 we agree to use the following procedure each year, which will cover us for future internal audits:</p> <ol style="list-style-type: none"> 1. Have an internal audit carried out by WALC's recommended auditors. 2. The Clerk to liaise with the Chair of the Council to complete the Annual Audit and Accountability Statement to be approved by the Council. 3. The completed Annual Audit and Accountability Statement to be sent for external audit. <p>Motion agreed unanimously.</p> <p>Cllr A Follows reported that Roberts Chartered Accountants were used in the past for internal audits and proposed to contact them for a quote.</p> <p>Motion agreed unanimously.</p>	AF
2104.10.4	<p>Financial Regulations That the current Financial Regulations be reviewed by the F&GP Committee in 2021/22.</p> <p>Motion agreed unanimously.</p>	
2104.10.5	<p>WALC's Risk Assessment Guide Proposal that the F&GP Committee brings the Council up-to-date on any outstanding risk assessments and carries them out as a matter of urgency.</p> <p>Motion agreed unanimously.</p>	
2104.10.6	<p>Grant Application Form and Policy That the current grant application form and policy continue to apply for the financial year 2021/22.</p> <p>Motion agreed unanimously.</p>	
2010.10.7	<p>The Perception of KPC by the Public Cllr P Sultana has reported that he has received a poor response with regards to asking three Kingshurst Community Facebook groups their thoughts and experiences they have with KPC and what changes would they like to see. Out of 4,000 members/residents very few people responded. 10 people didn't know we existed, 4 people gave negative comments and 2 people gave positive comments.</p> <p>In general the people that know of us do not have a great perception of us and many people do not know that we exist.</p> <p>Social Media might help with sharing what we do and engage more with the community. We used to have a Facebook page but the only comments left were abusive and needed monitoring. Clerk volunteered to police Facebook and update pages.</p> <p>We need to advertise what we do with a questionnaire and newsletter and advertise these on our website, which could help with explaining what we do and where to get relevant information from. Cllr P Sultana to draft a copy and send to Clerk. Cllr D Cole to send Clerk an example of a newsletter we have previously produced.</p>	Clerk
2010.10.8	<p>Help to Support a Local Community Project see item 10.10</p>	

2010.10.9	<p>Standards of care in Babbs Mill Parks and green spaces have had a lot of use and suffered wear and tear over the last 12 months. Footpath left is a poor state following work. Bin collections have been poor, Chris Barr (SMBC) have taken this up with contractors Amy. Amy have reassured him that they have had staff shortages and other problems related to Covid but will now put more staff on, particularly over Babbs Mill and a much better service will be given.</p>	PS/DC
2010.10.10	<p>The Big Lunch Cllr P Sultana has reported that under the Eden Project on 5th & 6th June, a yearly, national campaign will take place to get communities together in the way of a picnic. It is a good way of communicating with the community.</p> <p>There may be restrictions to the number of people gathering due to Covid. It may not be possible to do a large gathering but perhaps we can do a post Covid celebration Big Lunch when restrictions have been removed? Asda may donate food. The mobile food bank could attend. This could be a treat to our community and a welcome end to lockdown.</p> <p>Cllr A Follows has asked if the Pavilions playing field could be used when Covid restrictions are lifted.</p> <p>Cllr P Sultana has proposed a motion to work with the Events Committee to start planning a post lockdown Big Lunch type event/fund day with free food for the community to be held on Babbs Mill or the Pavilions playing field.</p> <p>Motion agreed unanimously.</p>	
2010.10.11	<p>The Space Cllr B Follows has reported that the Blood Donor Service is looking for venues and has suggested they use The Space. Seeds of Hope and the Pavilions also suggested for use. Cllr D Cole has reported that we may need permission from SMBC to use. Cllr B Follows to contact Alison McGrory (SMBC). Seeds of Hope may have already been assessed for this service before Covid took place.</p> <p>Cllr. S Daly has reported that the street lighting in Wheeley Moor Road is flashing intermittently. Cllr J Kimberley has reported to SMBC several times. More lights at the bottom of the road have also been reported. Cllr D Cole to report again.</p>	PS/Events Committee DC
2104.11	<p>Councillors reports and items for future agenda: Cllr J Kimberley has highlighted the yearly AGM meeting and the Annual Parish meetings are due to take place next month. For the Chair's annual report would it be best to give a report over the last two years instead as not a lot has happened (due to Covid restrictions) over the last year. We could perhaps advertise these meetings on the Notice Board outside the Library and the Library window and our website. The next meeting is due on 13th May but we may hold it earlier than that date. Meeting may be held face to face with Covid restrictions lifting. Clerk to check with Deborah Merry/WALC.</p> <p>Cllr P Sultana gave a community update and reported that graffiti and fly tipping and littering has got worse as our parks are getting more use. Clean and Green have 450 voluntary members, the largest community environment voluntary organisation in Solihull. Litter pickers get together on a monthly basis and report back to SMBC with a tally of how many bags of rubbish they have collected. 1,374 bags have been collected in a month along with shopping</p>	Clerk

	<p>trolleys from Kingshurst Brook and the River Cole. Cllr P Sultana was interviewed on Central TV last Friday regarding trolley and recycling collections.</p> <p>An Indian Restaurant in Marston Green has provided 100 Indian meals, which were delivered by a local voluntary organisation to residents in care homes of Saxon Court in Chelmsley Wood and Arran Court in Tile Cross as a treat.</p> <p>The forum Talking Rubbish reports to SMBC with a monthly tally of all the bags of tin cans collected for recycling.</p> <p>Cllr A Follows has reported that an email of resignation has been received from Cllr R Whiskens. Clerk to respond to email and find out the official procedure for resigning and for advertising a new vacancy.</p>	Clerk
<p>2104.12</p> <p>2104.12.1</p>	<p>Private & Confidential:</p> <p><i>In accordance with the Public Bodies (Admission to meetings) Act 1960, the council will resolve to be excluded members of the public and the press to allow for discussion of confidential matters relating to any staff, legal or contractual matters</i></p> <p>The Pavilions</p> <p>Cllr J Kimberley has asked if the Pavilions are making regular payments. Cllr A Follows has reported that a payment was made in March and is due around 15th/16th of every month.</p> <p>To email Councillors when payments are made.</p> <p>Cllr J Kimberley there are other organisations such as Landlords Associations he could have a look at for information on Landlords duties and responsibilities. For a small membership fee we could get up to date information on Landlords responsibilities, for a close reading of the agreement we have. To liaise with Clerk with updates.</p>	Clerk
	Meeting Closed at 9.05pm	
	<p>Date of next meeting: Thursday 6th May 2021 by Zoom</p>	

Signed(Chairman)

Date: