



Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

Minutes of the meeting of

Full Parish Council

on Thursday 14th September 2023 at 6.00pm,

at the Seeds of Hope, Overgreen Drive, Kingshurst, B37 6EY

Council Members:

*Cllr D Cole (chair), Cllr B Donnelly (Vice-Chair) Cllr L Cole, Cllr S
Daly, Cllr M Frampton, Cllr J Edwards, Cllr M Asante, Cllr J
Kimberley, Cllr L Baillie, Cllr L Browning, Cllr M Brain, Cllr B
Craythorne*

Council Members Present: *D Cole (chair), B Donnelly, L Cole, S Daly, M Frampton, J Edwards,
M Asante, J Kimberley, L Browning, M Brain,*

In Attendance: 10 Members of the public

Paula Coyle

Paula Coyle
Clerk to Kingshurst Parish Council

Minutes

<u>Item</u>		<u>Action</u>
1.	Welcome and Housekeeping: Chair Cllr D Cole welcomed everyone to the meeting of Kingshurst Parish Council and went through housekeeping rules	
2.	Apologies: Apologies were received from Cllr L Baillie, Cllr B Craythorne Resolved: That all the above absences are approved.	

3.	Declarations of disclosable (pecuniary and other) interests: None	
4.	Dispensation requests: None	
5.	To approve the minutes of the last meeting 13th July 2023 Resolved: That minutes of the last Full Council meeting held on 13 th July 2023, were approved, and signed by the Chair as a true record.	
6.	To receive reports/proposals:	
6.1	SCH/SMBC Andy Duke to update the community and the Parish Councillors on the Kingshurst village regeneration. Andy Duke, is on annual leave, the clerk will send an invitation to attend the next full council meeting. <u>Road closure Overgreen drive</u> The initial phase of the road closure will come into effect on Monday 25th September and will remain in place for 4 weeks Full road closure details were recently shared via: [Kingshurst Village Centre Regeneration Update, 8 September 2023](https://lnks.gd/.../eyJhbG.../s/1023640941/br/226604762645-l) Transport for West Midlands (TfWM) has now published the diversion routes for the 95 and 71 services on their website: Disruptions - Transport for West Midlands (tfwm.org.uk) Cllr D Cole discussed with SMBC a shuttle bus service being provided to residents while the inconvenience is taking place, waiting to hear further on this idea Cllr Cole updated the Parish Council regarding house building work has started in Kingshurst to build 25 new sustainable social rented homes. The houses are being built on the site of the former Mountford pub.	
6.2	Parish councillor report <u>Meriden drive residents working party</u>	

	<p>Cllr Asante was assigned to lead the working party Under section 151 Delegated powers. Cllr Asante delivered to full council his report on actions required by the Meriden Drive residents to resolve issues that were discussed at the Parish Meeting on 30th May 2023.</p> <p>The report identified recommendations for the residents to undertake to address any issues that they experience. Mr Morgan, the licensee, is also eager to collaborate with local residents and has offered his personal number to address complaints in real time. This would be best practice for the residents to follow.</p> <p>This new trained Parish Council is committed to ensure that it continues to fulfill its duties and responsibilities to residents professionally</p> <p>Resolved: The Meriden drive issues that were raised at the Parish Meeting May 30th.</p>	
<p>7.</p>	<p>Public Participation.</p> <p>Topics were raised:</p> <ul style="list-style-type: none"> - Pavilions Report item 6.2 - Meriden drive residents concerns that nothing will change - Council apologized to a resident who said that her complaint had not been dealt with but assured her, the complaint is been dealt with. - Residents mentioned the tremendous work volunteering groups in the area are doing and wanted HR issues to be discussed in public. - Residents enquired if the Parish council have a business plan for 2023/24 and future years. 	<p>Clerk</p>

<p>8.</p> <p>8.1</p> <p>8.2</p>	<p>Members to confirm they have read all policy documents.</p> <p>Parish Members/Employee relationship Protocol: Resolved: Parish/Employee relationship Protocol has been adapted and approved, 2023.</p> <p>Confirm Parish councillors email accounts. Resolved: All councillors going forward will use the parish council email account for all correspondents</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.5</p> <p>9.6</p>	<p>Finance.</p> <p>Finance report To approve July and August payment report Resolved: payment report approved</p> <p>Internal Audit report: all member have received a copy Finance chair L/B: To propose a motion for a formal resolution. Resolved: Internal audit report 22/23 has been approved</p> <p>Additional Audit testing undertaken by Roberts extra costs incurred by the Council. Defer to Private and confidential (Item 14.1). Resolved: Deferred to private and confidential</p> <p>Cllr Donnelley HR Internal report will be discussed in private and confidential, due to being related to staffing issues (item 13.3) Resolved: Report to be delivered in private and confidential, due to it being related to staffing matters.</p> <p>Councilors allowance. Resolved: Under section 151 Delegated powers. to set up a Working party Cllr Donnely, Cllr L Browning (F&G Chair), Cllr M Brain, Cllr J Kimberley Working party has been set up to discuss Cllr allowance; any decision made will come back to the full council for approval.</p>	

<p>10.</p> <p>10.1</p> <p>10.2</p>	<p>To receive reports/proposals:</p> <p>Councillors Training: WALC Training: Tue 19 Sep 23, 6.30pm - 8.00pm Zoom meeting. Resolved: seven Cllrs are able to attend this training</p> <p>Chairs training Tue 3rd October 2023, 6.30 - 8pm Zoom meeting. Resolved: Cllr Cole has been booked onto Chair training</p>	
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>Council and Committee Reports Consideration of the recommendations made by a committee</p> <p>Allotments & Community Garden - Chair Cllr J Edwards, gave an oral report on the community garden Resolved: Allotment committee report received</p> <p>Events Committee - Chair Cllr S Daly to give an update on KPCs community events Resolved: Cllr Daily shared events report with all councilors regarding the two successful community pantomime events.</p>	
<p>12.</p>	<p>Date of the next meeting Thursday 9th November 2023, 6pm at the Seeds of Hope.</p>	
<p>13.</p> <p>13.1</p>	<p>Exclusion of public and press</p> <p>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> <p>Cllr Browning - Internal audit/additional testing payment Resolved: Cllr Kimberley to pay the additional costs incurred by the Parish council for the additional testing.</p> <p>Individual councillors do not have, and cannot be given, powers to make decisions on behalf of the parish council</p>	<p>Clerk</p>

	<p>The code of conduct covers areas of individual behavior such as members not abusing their position and not misusing their authority's resources.</p>	
13.2.	<p>Staffing Committee notes Presented to the full council.</p>	
	<p>Resolved: Staffing notes received</p>	
13.3	<p>Cllr Donnelly - Internal audit HR report: To propose a motion for a formal resolution.</p>	
	<p>The HR/Staffing independent review report and evidence pack was presented along with the full internal audit report.</p>	
	<p>Resolved: The Internal audit report (HR) has been approved</p>	
	<p>All information and evidence has been received and discussed in full.</p>	
13.4	<p>Staff appraisal conducted 18/08/23.</p>	
	<p>Resolved: Cllr Donnelly has conducted then clerk appraisal on 18/08/23, the Increment has been approved</p>	
13.5	<p>Pension contributions.</p>	
	<ul style="list-style-type: none"> ● Will the current Parish Council Committee grant you admittance to the West Midlands Pension Fund back to 04/01/2022 should the Fund permit this? ● Will you be able to provide documentary evidence of this above approval? ● Will the Parish Council agree to make payment of all employer contributions due to date should your admittance be permitted? ● Will you be happy to make payment of your member contributions due to date? 	
	<p>Resolved: Action to implement clerks pension contributions</p>	
	<p>Resolved: All the above pension contribution payments have been approved</p>	
	<p>Resolved: All costs to be covered that the clerk will entail</p>	
13.6	<p>ACAS (1). Date 9th February 2023. -This internal governance matter may take several weeks to conduct properly. Cllr Asante should not be restricted by a set completion date.</p>	

<p>13.7.</p>	<p>Resolved: Meeting with Cllr Asante and with Cllr D Cole, to be arranged Cllr D Cole to bring back all information regarding the case. A decision for mediation to be resolved.</p> <p>a) ACAS 2. Date 14th June 2023. Due to confidentiality to be discussed with the delegated committee b) ACAS 3. Date 21st June 2023. Due to confidentiality to be discussed with the delegated committee.</p> <p>Resolved: Staffing committee to oversee ACAS 2/3 Meeting to be arranged, Cllr Brain, with his experience with ACAS cases to assist the staffing committee.</p>	
	<p>Meeting closed at 8:15pm</p>	

Signed (Chair)

Date: