



Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

06/05/2025

To all committee members

You are summoned to attend a
Full Council Meeting

on Thursday 15th May 2025 at 6pm
Seeds of Hope
Overgreen Drive B37 6EY

Councillors: (Chair) D Cole, (Vice chair) Cllr B Donnelly, Cllr M Frampton, Cllr S Daly, Cllr L Cole, Cllr M Brain, Cllr J Kimberley, Cllr L Browning, Cllr J Edwards, Cllr L Baillie, Cllr M Asante, Cllr S Golby.

Paula Coyle

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Agenda.

1.	To receive and approve apologies.
2.	To receive members' declarations of disclosable (pecuniary and other) interests.
3.	To receive and consider member's dispensation requests, if any.
4.	Confirmation and signing of minutes of Full Council meeting held on Thursday 13th March 2025
4.1.	That the Minutes be accepted and signed as a true record. 13/03/25.
5.	Finance to receive and approve reports from the Finance committee.
5.1.	To approve: Payments for March 2025. Report has been circulated to all councillors.

<p>5.2.</p> <p>5.3.</p> <p>5.4.</p> <p>5.5.</p> <p>5.6.</p>	<p>RFO report year ending 2024/25.</p> <p>Parish Council Accounts - Submission for Internal Audit Noted: The Parish Council accounts have been completed and have been sent to the Internal Auditor for review.</p> <p>AGAR Timeline – To publish the AGAR Notice paperwork online and have accounts available for public viewing (by appointment) at the library from 17/06/2025 to 28/07/2025.</p> <p>To Note Asset register</p> <p>To Note the Council insurance policy</p>
<p>6.</p> <p>6.1.</p>	<p>Kingshurst Parish Council Policies and Procedures</p> <p>To Note: the council's policies, procedures and practices in respect of its obligations. (available on website: http://www.kingshurstparishcouncil.org.uk)</p>
<p>7.</p> <p>7.1.</p> <p>7.2.</p> <p>7.3.</p>	<p>Parish Council and Committee Reports Consideration of the recommendations made by a committee.</p> <p>Community Christmas Lights: 2025.</p> <p>To approve - The voluntary led Community group donations for the year 24/25.</p> <ul style="list-style-type: none"> ● DJ/Media workshop. ● Knit and natter. ● Church youth club. ● Parish Junior Schools ● Caterpillars ● Mental Health group <p>Grant application: Lilys Tea parlour - Please find the attached application for help for this financial year.</p>

<p>8.</p> <p>8.1.</p> <p>8.2.</p> <p>8.2(a)</p>	<p>Information items: To receive and discuss items for information and comment/action if appropriate</p> <p>Training dates: Authorising.</p> <ul style="list-style-type: none"> ● 5 June Councillor Training ● 18 June Chairs' Training ● 24 June Planning Nuts and Bolts ● 10 July Finance for Councillors <p>iPad Purchase for Councillor Daly To agree to purchase an iPad or electronic device for Councillor Daly to support her in accessing Council emails. This follows her request for assistance due to a sight impairment, and the Council recognises the importance of ensuring all members can fully participate in Council business.</p> <p>Supporting Note: In order to ensure all councillors are able to fully carry out their duties and access official correspondence, it is proposed that Cllr Daly receives support in setting up and using her Parish Council email address.</p> <p>“That the Clerk arranges a date with Cllr Daly to implement her official Parish Council email address and provides basic training and guidance on accessing, reading, and sending emails in her role as Councillor.”</p>
<p>9.</p> <p>9.1.</p>	<p>Annual Parish Meeting 2025. The Annual Parish meeting is not a council meeting. It is a meeting of the parish to take place between 1 March and 1 June. In practice these meetings often celebrate local activities and debate current issues in the community. The chairman of the council calls the Annual Parish Meeting and, if present, will chair it.</p> <p>Annual Parish Meeting 2025. Thursday 22nd May 2025, at 6pm to be held at the Seeds of Hope.</p>
<p>10.</p>	<p>Date of the next meeting 12th June 2025 6pm at the Seeds of Hope.</p>
<p>11.</p>	<p>Private and Confidential: Exclusion of public and press 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>

11.1.	<p>Minutes Note - Employment Tribunal Case</p> <p>Date of Hearing: 03 June 2025 (Preliminary Telephone Hearing) Kingshurst Parish Council confirms that Peninsula has been authorised to represent the Council in this matter. The Council's legal support policy agreement with Peninsula remains active and valid until November 2025.</p>
	<p>Meeting Finished</p>