



Kingshurst Parish Council

The Library, Marston Drive, Kingshurst, Birmingham B37 6BA

Mobile: **07484 057258**

Email www.kingshurstparishcouncil@gmail.com

Members of the public wishing to record this meeting in any format should notify the Clerk before the meeting so that suitable arrangements can be made for members of the public who do not wish to be filmed

10th November 2022

To all Council members

You are summoned to attend a meeting of the

Full Parish Council

On Thursday 17th November 2022 at 7.00pm,
Seeds of Hope, Overgreen Drive, Kingshurst, B37 6EY

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

Paula Coyle

Paula Coyle

Clerk to Kingshurst Parish Council

Agenda

1.	Welcome and Housekeeping
1.1	General housekeeping & reminder to turn off/silence mobile phones
2.	To receive apologies
3.	To receive members' declarations of disclosable (pecuniary and other) interests
4.	To received and consider member's dispensation requests, if any
5.	To approve the minutes of the last meeting held on 29th September 2022. That the Minutes be accepted and signed as a true record.
6.	To receive reports/proposals:
6.1	SCH/SMBC: Andy Duke to give a progress report on the Kingshurst village project
6.2	Borough Councillors: Cllr B Donnelly
6.3	West Midlands Police: Cuppa with a coppa on 1st December 2022 @7pm (Connections Church)
6.4	Cricket club: To receive a verbal proposal from Lee Brooks of the possibility of launching junior cricket at Kingshurst Pavilions during Spring/Summer 2023.

7.	Finance:
7.1.	To approve the payment list for November/ December 2022.
7.2..	To Provisionally agree to the Precept and budget 22/23.
7.3.	To approve Assets list amended (8/11/22).
7.4.	Clerk salary increment SPC 26 to SPC 29, To be backdated to April 22.
7.5.	To approve Christmas Tree Invoice <i>Simply plants</i> £2,160.
7.6.	To approve the quote from LGs Property services for the maintenance work at the allotments £1,200 (4 invoices)
7.7	Pavilions Dilapidated survey Item 6.6.Full Council (29th September).Cllr Follows to give update
7.8	Youth project: DJ workshop for the youth in the community six week project beginning November 17th 2022.
8.	School Governors Report.
	Confirmation that the three schools,kingshurst, Yorkswood and St Anthonys, have been given notice that the milk provisions (under section 137 in previous years) will be stopping in the next Financial year 2023.
9.	Pavilions:
9.2	Pavilions club, Management takeover (27/10/22).
9.3	Meeting arranged 16th November 1pm, Pavilion Management and Parish Council Chair (D.C) - Vice Chair (A.F).
10.	Events Committee
10.1	Remembrance Sunday 13th November 22. Lesley Jenkins, will be performing the Last Post.
10.2	Christmas event: Parish Council community christmas party, Pavilions booked Sunday 18th December 12-6pm.
11.	Remembrance:
11.1	Councilor Sultana will be discussing a proposal of incorporating a permanent commemoration for armed forces into Kingshurst village plan.

<p>12.</p> <p>12.1</p> <p>12.2</p> <p>12.3</p> <p>12.4</p> <p>12.5</p> <p>12.6</p>	<p>Parish Councilors' reports and items for future agenda: Councilors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future Agendas. Councilors are respectfully reminded that this is not an opportunity for debate or decision making.</p> <p>TPO: Cllr Brain to give an update on the progress of a silver disk on the Pavilions Oak tree. case no TPO/ 01213</p> <p>Parish Council and Committee Minutes/Reports</p> <p>Airport Cllr (M.D) WALC /NALC Cllr (AF& MD) Meeting 27th October 22</p> <p>Allotments & Community Garden Committee Meeting 13th October. Minutes attached.</p> <p>Environmental committee Committee Meeting 13th October. Minutes attached.</p> <p>Events Committee Committee Meeting 13th October. Minutes attached.</p>
<p>13.</p>	<p>Public Participation To adjourn to allow public participation for 15 minutes. Residents are requested to give their views and question the Parish Council on items 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 Full Council Meeting itself.</p>
<p>14.</p>	<p>Date of the next meeting Thursday 12th January 2023, at 7pm at Seeds of Hope</p>
<p>15.</p>	<p>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> <p>None</p>

Minutes of the meeting of Allotment committee

on Thursday 13th October 2022.6.00pm,

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

Council Members: (Chair) M Frampton, S Daly, P Sultana, M Brain

Member: Co-op J Edwards

Council Members Present: M Frampton, M Brain

In Attendance: Paula Coyle - Clerk, Co-op J Edwards

3 Members of the public

3 Plot holders

Paula Coyle

Clerk Paula Coyle

Minutes

1.	Welcome and Housekeeping	
1.1	General housekeeping.	
2.	To receive apologies. Cllr Daily, submitted apologies (Personal) Cllr Sultana, submitted apologies (Personal) Resolved: That Cllr Daily and Cllr Sultana absence be approved	
3.	To receive members' declarations of disclosable (pecuniary and other) interests. None	
4.		
5.	Elect Vice Chair of the Allotment Committee Resolved: To be deferred to next meeting Thursday 8 th December 2022	
6.	Items for consideration at Committee Meeting	
6.1	Derelict plots Resolved: New plot holders to be contacted and offered plots. Resolved: Plot 20, to be given further time to tidy up the plot. Under terms 2a of the Tenancy agreement, work to commence on plot 20, Saturday 15 th October.	Clerk Clerk
6.2	Depositing of rubbish on plot Resolved: Letter to be sent to all plot holders. (Letter attached)	

6.3	Date for skip Resolved: 12th November	
6.4	Maintenance of hedge. Resolved: Maintenance booked in for the last cut of the year. The damaged fence will be repaired.	Clerk
6.5	Clearance of end plot. Resolved: Quotes have been arranged	M/F
6.6	Removal of trees from the community garden Resolved: Clerk to get a quote for trees to be removed, this will be ongoing as a large number have been suggested for removal. Cllr Frampton to check TPOs.	M/F Clerk
6.7	Agreed at Full Council 29/09/22, for consideration, the installation of toilet facilities, at the community garden. Resolved: M/F to research toilet facilities for allotment garden, Clerk to email links to all plot holders, other ideas and solutions are welcome Waterless Toilet facility at Kingshurst community garden. Estimated price with fitting is about £15,000. https://www.waterlesstoilets.co.uk https://natsol.co.uk/examples/allotment-and-garden-toilets/	M/F
6.8	Fire scheduled Resolved: Saturday 5th November, clerk to email all plot holders M/F to alert the fire brigade	
7	Draft Allotment Terms and conditions “Guidelines” Document.	Clerk
7.1.	To arrange plot holders meeting Resolved: Venue Pavilions, date to be confirmed.	
7.2.	Draft Terms and conditions: Item 3.9, Sheds and other structures, sheds should not exceed in height 8ft x 6ft, 2.4m x 1.8m Resolved: agreed to implement dimensions in terms and conditions	
7.3.	Draft Terms and conditions: Item 3.10, unsafe structures. Resolved: Agreed to implement in terms and conditions	
8.	Community garden:	
8.1	To receive report from Cllr Frampton Verbal report was received Resolved: Cllr Frampton, (Chairman's report attached)	
8.	Public Participation	

	<p>1) A shed has been removed from an unused plot and has been placed on the community garden, the clerk has had permission from the previous plot holder to donate the shed to the community garden.</p> <p>2) Lock having to be replaced again J/E, suggests maybe we go back to having keys.</p> <p>J,Edwards will research locks and report back to plot holders meeting</p> <p>Cllr Brain will research electronic card locks and will report back to the plot holders meeting</p> <p>New combination lock has been purchased,to replace the damaged one, and has been fitted to the Allotment gate.</p> <p>Meeting closed at 6.55pm.</p>	<p>J/E</p> <p>M/B</p>
<p>9.</p>	<p>Date of the Next Meeting: Thursday 8th December 2022,6.00 pm at the Seeds of Hope, Overgreen Drive.</p>	

Minutes of the meeting of Events committee

on Thursday 13th October 2022. 6.00pm,

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

Council Members:*Cllr D Cole,Cllr L Cole,Cllr P Sultana,Cllr S Daily.Cllr B Follows*
Member:*Co-op L.Browning*

Council Members Present:*Cllr D Cole,Cllr L Cole*
In Attendance: Paula Coyle - Clerk,*Co-op L.Browning*

Paula Coyle

Clerk Paula Coyle

Minutes

<p>1. 1.1</p>	<p>Welcome and Housekeeping General housekeeping</p>	
--------------------------	---	--

2.	<p>To receive apologies: Cllr Daily,submitted apologies (Personal) Cllr Sultana,submitted apologies (Personal) Cllr Follows, submitted apologies (Personal) Resolved: That Cllr Daily, Cllr Follows and Cllr Sultana, absence was approved</p>	
3.	<p>To receive members' declarations of disclosable (pecuniary and other) interests. None</p>	
4.	<p>To receive and consider members' dispensation requests, if any</p>	
5.	<p>Appointment of Committee members for 2022-2023</p> <p>5.1 Chair</p> <p>Resolved: It was resolved that Councillor David Cole be appointed Chair for 2022/23. Vice Chair: Resolved: It was resolved that Councillor Linda Cole be appointed Vice Chair 2022/23.</p> <p>5.2</p>	
6.	<p>Establish,time and venue for meetings throughout the year: Resolved:Times and venue, arranged by Parish chair at the AGM.</p> <p>6.1 Review the Terms of Reference Resolved: Reviewed Terms of Reference,signed and dated by chair D/C</p> <p>6.2 Agree on an action plan for the year.22/23. Resolved: To meet in January to arrange 2023 events, to include 2 fun days during the school summer holidays (2023).</p>	
7.	<p>Events:Christmas Event</p> <p>7.1. Christmas lights:Resolved to go ahead at Full Council (29/09/22). Resolved: Confirmed,10 lights to be installed. Position Marston Drive,Lampposts.Date 10th December 22</p> <p>7.2. Christmas tree:Resolved to go ahead at Full Council (29/09/22). Resolved: D/C provisionally booked the Christmas tree,to follow up email and to arrange delivery.</p>	D/C

7.3.	<p>Resolved: D/C, to follow up email previously sent to Alson Mcgraw regarding the position of Tree. Date for christmas tree installment 10th December 22</p> <p>Christmas Community event, ideas and plan of action.</p>	D/C
7.4	<p>Resolved: To arrange a Christmas party for the children of the Parish. Due to phase two of the Regeneration taking place at Kingshurst parade.venue will be held at Pavilions.Clerk to book a function room. Dates to be considered 10th December and 17th December</p> <p>Resolved: Committee meeting regarding the Christmas event may be called at short notice.</p>	Clerk
8.	<p>Public Participation To adjourn to allow public participation. Residents are requested to give their views and question the Parish Council on items 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 Full Council Meeting itself.</p> <p>Meeting closed at 7.35pm</p>	
9.	<p>Date of the next meeting: Thursday 8th December 2022, at 7.30pm at the Seeds of Hope, Overgreen Drive</p>	

Minutes of the meeting of Environment committee

on Thursday 13th October 2022. 6.00pm,

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

Council Members: Cllr D Cole, Cllr L Cole, Cllr P Sultana, Cllr M Frampton. Cllr M Brain
Member: Co-op L. Browning

Council Members Present: Cllr D Cole, Cllr L Cole, Cllr M Frampton, Cllr M Brain
In Attendance: Paula Coyle - Clerk, 1 member of the public

Paula Coyle

Clerk Paula Coyle

Minutes

<p>1. 1.1</p>	<p>Welcome and Housekeeping General housekeeping</p>	
<p>2.</p>	<p>To receive apologies Cllr Sultana Resolved Cllr Sultana absence was approved</p>	
<p>3.</p>	<p>To receive members' declarations of disclosable (pecuniary and other) interests none</p>	
<p>4.</p>	<p>To receive and consider members' dispensation requests, if any</p>	
<p>5. 5.1 5.2</p>	<p>Appointment of Committee members for 2022-2023 Chair Resolved It was resolved that Councillor David Cole be appointed Chair for 2022/23. Vice Chair Resolved: Deferred to next meeting to be held 8th December 22</p>	
<p>6. 6.1 6.2</p>	<p>Establish, time and venue for meetings throughout the year. Resolved: Times and venue, arranged by Parish chair at the AGM. Review the Terms of Reference Resolved: Reviewed Terms of Reference, signed and dated by chair D/C Agree on an action plan for the year. Resolved: To meet in January to arrange 2023 events.</p>	
<p>7.</p>	<p>Public Participation To adjourn to allow public participation. D/C mentioned he has been in liaison with SMBC about the blocked drains in the Parish. D/C will organise a community walk about, dates and times to be arranged Clerk to use social media (FB) to promote residents participation in the community walk about Meeting Closed 7.45pm</p>	<p>D/C</p>
<p>8.</p>	<p>Date of the next meeting: Thursday 8th December 2022, at 7.30pm at the Seeds of Hope, Overgreen Drive</p>	

**Minutes of the meeting of
Finance and General Purpose Committee Meeting**

on Thursday 13^h October 2022 at 6.30 pm,
at the Seeds of Hope, Overgreen Drive

Committee Members Cllr S Daly, Cllr A Follows, Cllr J Kimberley, Cllr D Woolley Cllr D Cole. Cllr L Cole Cllr M Brains

Paula Coyle

Paula Coyle
Clerk to Kingshurst Parish Council

Minutes

1. 1.1	Welcome and Housekeeping General housekeeping.	
2.	To receive apologies. Cllr Daily, submitted apologies (Personal) Cllr Brains Resolved: Cllr Daily absence was approved	
3.	To receive members' declarations of disclosable (pecuniary and other) interests. None	
4	To receive and consider members' dispensation requests, if any None	
5	To approve the Minutes of the last Finance and General Purpose Committee Meeting held on 14th July 22 Resolved: That the minutes of the last meeting held on 14 th July 2022, was approved and signed by the Chair as a correct record	
6. 6.1 6.2	Items for consideration at Full Council Meeting Internal/External Reports Resolved: Reports have been received, still awaiting external reply Precept and Reserves Resolved: meeting to be held on 3rd November, with chair/vice chair and clerk to discuss further and report back to the committee. A/F suggested clerk to resend the Precept and Parish Basic Allowances for 2022-23	Clerk A/F,D/C

	Documents attached	
6.3	<p>Budgets for Allotments/Events and Environmental (remainder of 22/23 and planning for 23/24) Resolve: Further discussion 3rd November and report back to the committee</p>	Clerk, A/F, D/C
6.4	<p>Review of Budgets and Grants Policy Resolved Grant Policy to be amended and to be sent to Full council for approval Resolved;Finance committee, under the Terms of reference Approved a small grant of £125.00 each to two community groups who use Kingshurst Library.Email was sent to all councilors on 21st September,from (SMBC) requesting grant.</p>	
6.5	<p>Milk Provision – Email and talk to Schools. Resolved; To send letters to schools Governors and arrange meetings to meet Chair/Vice Chair.</p>	
6.6	<p>VAT Resolved: report accepted</p>	Clerk
6.7	<p>Assets – Surveyor/Lease Resolved: Survey / valuation to be arranged for the Pavilions, clerk to look into who pays for the survey. Clerk to contact Aitchison Raffety for a quote. Resolved:Clerk and Finance chair A/F to arrange a date to amend the assets list</p>	Clerk Clerk/A/F
6.8	<p>To approve payments Sep/Oct Resolved: Approved at Full Council 29th September 22</p>	
7.	<p>Public Participation</p> <p>Member of the public thanked KPC for leading the way, in helping with the current food crisis in our community,by donating money to Lilly's tea parlor,other Parish Councils have also followed our lead and kindly donated.</p>	
8.	<p>Date of the Next Meeting:</p> <p>Thursday 8th December 2022, at 6.30pm at the Seeds of Hope, Overgreen Drive</p>	