



Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

07/09/ 2023

To all committee members

You are summoned to attend a
Full Council Meeting

on Thursday 14th September 2023 at 6pm
Seeds of Hope
Overgreen Drive B37 6EY

Committee Members: (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.

In attendance: Andy Duke (SCH)

Paula Coyle

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Clerk to Kingshurst Parish Council

Agenda

1.	Welcome and Housekeeping
1.1	General housekeeping & reminder to turn off/silence mobile phones Before KPC proceeds to the first item of business on the agenda “All members this meeting will be conducted under KPC Standing orders and Code of Conduct” “All Councilors to confirm they have read all paperwork in preparation for the meeting”
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 13th July
5.1	That the Minutes be accepted and signed 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.
6.2	Parish Councillor report. Meriden drive Residents working party Cllr Asante, was assigned to represent KPC Under section 151 Delegated powers. Cllr Asante, to give a comprehensive report on the Meriden drive residents issues that were discussed and actioned at the Parish Meeting 30th May. Report to resolve an action plan on the proposed route forward regarding the historical and current residents issues and recommend further action.
7.	Public Participation. To adjourn to allow public participation for 15 minutes. Members of the Public are invited to speak in Public forum for a maximum of 5 minutes on any subject covered by the agenda and should give their name and subject to the Clerk before the meeting commences. Councilors will not comment on agenda items in the Public forum any items brought to Council not on the agenda may be considered for future meetings on written application to the Clerk or Chairman. Total time allocated to Public forum will not exceed 15 minutes in accordance with Standing Orders). Members of the public are welcome to stay for some or all of the meeting. Members of the public may not take part in the Full Council Meeting.
8.	Members to confirm they have read all policy documents.
8.1.	Parish Members/Employee relationship Protocol: Chair staffing committee proposes that KPC accept the protocol document that has been submitted. Appendix 1. (attached)

8.2.	Confirm Parish councillors email accounts.
9.	<p>Finance.</p> <p>9.1. Finance report To approve July and August payment report</p> <p>9.2. Internal Audit report all member have received a copy Finance chair L/B: To propose a motion for a formal resolution.</p> <p>9.3. Additional Audit testing undertaken by Roberts extra costs incurred by the Council. Defer to Private and confidential (Item 14.1)</p> <p>9.4. Cllr Donnelley HR Internal report will be discussed in private and confidential, due to being related to staffing issues (item 14.3)</p> <p>9.5. Councilors allowance.</p>
10.	<p>Councillors Training:</p> <p>To ensure that all Councillors and the Parish Clerk are suitably prepared to serve the Parish for their term as Councillors, Kingshurst parish council is committed to enabling councillors to obtain appropriate training and support</p> <p>10.1. WALC Training: Tue 19 Sep 23, 6.30pm - 8.00pm Zoom meeting. This would be a good refresher for Councillors that have not attended training for some time on up to date practices.</p> <p>10.2. Chairs training Tue 3rd October 2023, 6.30 - 8pm Zoom meeting.</p>
11.	<p>Council and Committee Reports Consideration of the recommendations made by a committee</p> <p>11.1. Allotments & Community Garden - Chair Cllr J Edwards, to give oral report on the community garden.</p> <p>11.2. Events Committee - Chair Cllr S Daly to give an update on KPCs community events that have taken place over the summer holidays.</p>

12.	<p>Date of the next meeting Thursday 9th November 2023, 6pm at the Seeds of Hope.</p>
13.	<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>13.1. Cllr Browning - Internal audit/ additional testing payment.</p> <p>13.2. Staffing Committee notes Presented to the full council.</p> <p>13.3. Cllr Donnelly - Internal audit HR report: To propose a motion for a formal resolution. The HR report and evidence pack will be presented at the meeting.</p> <p>13.4. Staff appraisal conducted 18/08/23.</p> <p>13.5. 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>To note -</p> <p>13.6. 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. 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>

