



KINGSHURST PARISH COUNCIL

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**Minutes of the meeting of Kingshurst Parish Council
held on Tuesday 8th July 2008 at 7.15pm at
St Barnabas Church**

Cllrs present : K Evans
A Follows
B Mulready
D Evans
T Williams
D Cole
D Woolley
D Evans
S Daly
G Carter
B Follows
D Davis
L Brunger

In attendance : Mrs L Baudet (Clerk for the meeting)

1. Apologies and acceptance of apologies

An apology for absence was received and accepted from Mr D Wheeler (RFO) who was absent on holiday.

2. Declaration of Interests in items on the Agenda

The following personal interests were declared :

Cllr D Davis (Fun Day), Cllr B Mulready (Allotments), Cllr D Cole (Regeneration), Cllr G Carter (Events), Cllr A Follows (Regeneration), Cllr L Brunger (Regeneration), Cllr B Follows (Regeneration), Cllr T Williams (Allotments/Events/Regeneration), Cllr D Woolley (Regeneration).

3. To approve minutes of the meeting held on 10th June 2008 (public section only).

RESOLVED : that the minutes of the meeting held on 10th June

2008, having been circulated and read, be signed as a correct record subject to :

- the amendment to the list of those present to read D Davis and T Williams

- the amendment of Minute No 18.2 to refer to Cllr D Woolley obtaining a quotation for a large plaque
- the amendment of Minute No 18.3 to read ‘Badge of Office’
- the amendment of Minute No 22/08 to read “... to order the 2nd and final skip for the allotments as previously agreed by Full Council.”

Cllr Brunger referred to his letter tendering his apology for the meeting held on 10th June which also referred to the new mileage rates. The Clerk confirmed that this had been reported by the RFO under Minute No 17.2.

4. Matters Arising

4.1 Parish Council Notice board

Concerns were raised regarding the visibility of the Minutes and Agenda on the Parish Council Notice board which is situated behind railings making readability difficult. Following a discussion it was agreed that Debbie and Alvin would obtain prices for an external notice board and that it would be placed as an item on the next Agenda.

4.2 Trophies for local schools

The Chairman reported that he had received a quotation from ‘Eaglesfield’ and the trophies would cost £10 plus VAT each. Following a lengthy discussion it was unanimously agreed that the Parish Council purchase 9 trophies (3 trophies for each of the 3 local Junior schools to be awarded for Numeracy, Literacy and Citizenship). The trophies would be engraved with Kingshurst Parish Council and Councillors would be involved in presenting the awards and related publicity. In addition pupils would receive a Certificate from the Parish Council which they could keep, although the trophies would be handed back to the school to be presented to other children.

4.3 Notice board for the Allotments

Cllr A Follows reported that he was still looking into adapting an existing board for use on the Allotments and that this item be placed on the next Agenda.

5. Reports from Borough Councillors

5.1 Cllr D Evans reported on the following :

- problems with Quad Bikes in the Kingshurst area and subsequent liaison with the Police
- The Court case with regard to appeal hearing re the Mountfort Pub will take place in September
- Liaison with Solihull Community Housing regarding local housing needs
- Monitoring of the CCTV in the Parade (1 youth caught damaging flower beds)
- Recent praise given at a Regeneration meeting by Caroline Spellman, MP to described Kingshurst Parish Council as “one of the most proactive Parish Councils which has come on leaps and bounds”

5.2 Cllr Nash reported on the following :

- the success of the recent Fun Day and subsequent publicity in the Solihull Times
- Housing issues – ‘right to buy’ and ‘decent homes’
- Alcohol Free Zones – requesting police to prosecute offenders

Concluding, Cllr Nash praised the Parish Council for its involvement in the community through financial grants.

5.3 Cllr Robert Hall reported on the following :

- Anti-social behaviour in the area, including Quad Bike problem
- Meetings being held regarding Babbs Mill Park
- Access to residential homes by emergency services
- The need for quicker response times from the Police
- Neighbourhood Watch meeting – disappointed Police did not attend

6. Public Participation

6.1 Mr Hampton suggested that the Parish Council also obtain costs for the School Trophies from J B Sport, a local business in Kingshurst. The Chairman agreed that he would do so.

6.2 Cllr Cole raised concerns regarding the difficult access to the houses in Eileen Gardens by Emergency Services due to the parking problems in the road. A general discussion followed about the visibility of signage indicating the location of the fire hydrants and also residents' understanding about what the signs related to. It was noted that the same problem existed in Corinne Croft. Cllr Nash and Cllr Evans agreed to investigate the issues raised in more detail and report back at the next meeting.

6.3 Mr Hampton raised concerns about the surface of the path in the park, near to the basketball area, which had very large rough stones. It was suggested that the path be resurfaced and Cllr D Evans agreed to make further investigations.

6.4 Cllr Williams asked if the Disabled Sign at Babbs Mill could be lowered. Cllr D Evans agreed to look into this.

Public participation closed.

7. Proposal to amend the name of the Finance and General Purposes Committee to the Finance Committee

The proposal to amend the name of the Finance and General Purposes Committee to the Finance Committee was considered and approved.

8. Review membership of Events Committee

8.1 Councillors were informed that Cllr S Daly had resigned from the Events Committee and it was agreed that Cllr D Evans would fill the vacancy.

8.2 It was agreed that Cllr D Evans be elected Chair of the Events Committee and Cllr B Follows be elected Vice-Chair of the Events Committee.

9. To receive reports from Parish Council Committees

9.1 Finance Committee

Cllr A Follows reported on the Committee meeting that evening including:

- the account balances for the current account and deposit account
- authorisation granted to transfer £2100 to the current account to cover expenditure
- Internal Auditors report
- Authorisation to purchase a new Hoover for the office – including authorisation for Cllr Follows to purchase on the internet using a personal credit card

It was agreed that the RFO would meet with Cllr A Follows, Cllr S Daly, Cllr K Evans and Cllr D Follows to authorise and sign cheques during August.

Cllr D Woolley asked if the RFO had provided a breakdown of the income and expenditure for the Fun Day. Cllr A Follows agreed to chase this up.

RESOLVED : that the Parish Council accept the report of the Finance Committee, including any recommendations

9.2 Allotments Committee

Councillors received a copy of the draft minutes of the previous meeting. It was noted that a further meeting with the Warwickshire Wildlife Fund had been arranged for 15th July to which all Councillors were invited.

RESOLVED : that the Parish Council accept the report of the Allotments Committee.

9.3 Events Committee

Councillors received a copy of the draft minutes of the previous meeting.

RESOLVED : that the Parish Council accept the report of the Events Committee.

10. To receive reports from representatives on outside bodies

- CARA – this would be reported under 12a (confidential items)
- NSVCA – Councillors were informed that the Board had met the previous week
- Sustain Service – Councillors felt that the service tended to focus upon the needs of the South of the Borough, which was disappointing. Cllr D Evans reported that Sustain would be replacing Colebridge which ceases in 2009.
- WALCSAC – Cllr K Evans reported that SMBC Standards Committee had discussed the need for Parish Councillors to be CRB checked as they were involved within the community

Cllr B Follows raised concerns about the overhanging trees at the Allotments. Following a meeting with Mr I Mills (Solihull MBC) a request has been made at Endeavour House for the trees to be cut down. It was agreed to monitor the situation and report back at the next meeting.

11. To consider requests for Parish Council approval :

The Parish Council gave approval for surveyors from Fusion to conduct the annual inspection of the Pavilion. Councillors asked for checks to be undertaken to ensure the maintenance work from the previous year had been completed.

The Parish Council agreed that the Kingshurst Fun Day Event should be trademarked as the Parish Councils. The Clerk agreed to investigate the procedures and costs.

12. To receive an update on the Freedom of Information Act

Cllr A Follows provided Councillors with an update on the Freedom of Information Act and confirmed that the Parish Council has been implementing the Act since 2004. He then outlined the procedures for interested parties obtaining copies of Parish Council documentation and the costs involved (£25 per hour up to a maximum of £450 plus photocopying costs at 10p per sheet).

13. Grant Aid

It was agreed that the Parish Council would consider Grant Aid requests for presentation at the Christmas Lights Switch-on on 13th December 2008. Cllr Brunger asked for the application form to be amended to include a requirement for applicants to provide proof of expenditure. This request was agreed. An advertisement for applicants would be placed during August with a deadline of 30th September 2008. Applications would then be considered by the Grant Aid Working Party on the 17th October 2008 and cheques would be authorised by the Finance Committee in November.

14. Correspondence

Councillors received details of communications received by post and email. The Chairman reported that he had received a request from Cllr G Carter for a regular lift to Parish Council meetings. Cllr B Mulready asked if Taxis or the cost of could such be supplied by Council, following a discussion and vote it was agreed that the request could not be supported. Cllr G Carter tendered her resignation from the Parish Council and left the meeting.

15. Date and time of next Full Council meeting

The next meeting of the Parish Council would be held on 9th September 2008 at 7.15pm. Deadline for Agenda items 12 noon on Friday 29th August 2008.

16. Termination of meeting

The public meeting closed at 9.10pm.

Signed (Chairman)

Date

Section 12a – Confidential

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held on Tuesday 8th July 2008 at 7.15pm at
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Cllrs present : K Evans
A Follows
B Mulready
D Evans
T Williams
D Cole
D Woolley
D Evans
S Daly
G Carter
B Follows
D Davis
L Brunger

In attendance : Mrs L Baudet (Clerk for the meeting)

1. To approve the 12a section of the minutes of the meeting held on 10th June 2008

RESOLVED : that the 12a section of the minutes of the meeting held on 10th June 2008, having been circulated and read, are signed as a correct record subject to :

- the amendment of Minute No 30/08 to state that Mr Jagers was on holiday and to state in the second paragraph that Cllr A Follows, along with Cllr K Evans and Cllr L Brunger would be in attendance
- the amendment of Minute No 32/08 to reflect that Cllr D Davis did not accept the minutes of 4th April 2008 as a correct record
- to reflect that Cllr A Follows had declared a personal and prejudicial interest

Councillors discussed which meeting they had discussed the Parish Councils purchase of a desk from Cllr A Follows. The Clerk confirmed that it had not been at the Full Council meeting, but at the Finance and General Purposes meeting on 10th June 2008. The minutes from that meeting had not been circulated, so Cllr A Follows agreed to check and report back to the next meeting.

2. Matters Arising

There were no matters arising from the minutes.

3. Update on Grievance from Mrs M Zizzi

The Chairman reported on a meeting held between Mrs Zizzi, Mrs D Weir (her representative) and Mr B Robinson at which she had been advised that it was unlikely she would win her claim for constructive dismissal. Following on from this meeting Mrs Zizzi had revised her request for an out-of-court settlement figure of £6250, which has subsequently been considered by Steve Stewart (Parish Council Solicitors). The legal advice being given to the Parish Council is to agree a settlement of £6250 to be paid without prejudice, rather than incur additional legal and court costs. Councillors discussed the matter at length and it was

RESOLVED : that a payment of £6250 be paid to Mrs Zizzi
without prejudice as termination of her contract of employment,
and that a cheque be raised for this amount.

4. Advertisement for new Clerk

A draft advertisement for the post of Parish Council Clerk was considered and agreed following a vote, to be placed in the Birmingham Evening Mail, Job Centre and through Alison Hodge. Approval was given for Cllr A Follows to use his personal credit card to pay for advertisements where this was necessary.

5. Arrangements for drafting job description

It was agreed that the new job description would increase the hours to 20 hours per week, Monday to Friday from 10.00am to 2.00pm.

6. Interview Panel and Timescales

It was agreed that the Chairman, Cllr A Follows, Cllr D Cole and Cllr T Williams would form the interview panel. Mrs P Ross would also attend as an independent advisor.

7. Disclosure of Personal Details

Councillors agreed to the publication of their names and home telephone numbers (but not addresses). Cllr S Daly asked for her mobile telephone to be included instead of her home number.

8. Kingshurst Parish Council v Mr B Carter

Cllr A Follows informed the Parish Council that Mr Carter had requested Parish Council minutes for the last 3 years. He has been advised of the costs relating to this request which total £785 (30 hours at £25, 300 photocopies and £5 delivery charge).

9. Any Other Business

The Cllr D Cole reported that a key member of personnel at CARA was on long-term illness and would be retiring.

10. Closure of meeting

The meeting closed at 10.10pm

Signed (Chairman)

Date