



# Kingshurst Parish Council

c/o The Library, Marston Drive, Kingshurst, Birmingham B37 6BA

☎ 07865294345

Email [kingshurstparishcouncil@gmail.com](mailto:kingshurstparishcouncil@gmail.com)

Clerk to the Council: Paula Coyle

## Minutes of the meeting of

### Full Parish Council

on Thursday 18<sup>th</sup> September 2025 at 6.00pm,

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

**Council Members:***(chair) Cllr D Cole (chair), (Vice-Chair)Cllr M Brain 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 S Golby.*

**Council Members Present:** *D Cole (chair), L Cole, M Frampton, J Kimberley, Cllr L Browning, Cllr J Edwards, Cllr L Baillie,*

**In Attendance:** 1 Members of the public

Paula Coyle  
Clerk to Kingshurst Parish Council

### Minutes

<u>Item</u>		<u>Action</u>
1.	<b>Welcome and Housekeeping:</b> Chair Cllr D Cole welcomed everyone to the meeting of Kingshurst Parish Council and went through housekeeping rules	
2.	<b>To receive and approve apologies.</b>  Apologies were received from, Cllr M Asante, Cllr M Brain  <b>Resolved:</b> That all the above absences are approved.  <i>‘Cllrs are reminded that Members who cannot attend a meeting should tender apologies to the clerk’</i>	
3.	<b>Declarations of disclosable (pecuniary and other) interests:</b> None	

4.	<b>Dispensation requests:</b> None	
5.	<b>To approve the minutes of the last meeting 15<sup>th</sup> May 2025</b>  <b>Resolved:</b> That minutes of the last Full Council meeting held on 12 <sup>th</sup> June 2025 were approved, and signed by the Chair as a true record.	
	<b>Public Participation</b>  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. Councillors 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	
6.	<b>Finance to receive reports from the Finance committee.</b>	
6.1	<b>Finance report - Approve Bank Statement and Reconciliation Reports for June, July and August 2025.</b> Bank Statement and Bank reconciliation have been sent to all councillors. <b>Resolved:</b> Finance report has been approved	
6.2	<b>Internal Auditor Report -</b> No actions arising from the Internal Audit report <b>Noted:</b> Members Noted Internal Audit report  It was confirmed that Cllr Kimberley received the Internal Audit Report on 12th June. The Council noted with concern that unfounded accusations to the contrary were made by Cllr Kimberley during a Full Council meeting <b>This has been formally recorded in the minutes to prevent any repetition of this inaccurate allegation.</b>	

6.3.	<p><b>The Public Inspection of the Accounts</b>, has now been completed on 28th July 2025.  <b>No viewings were made.</b></p> <p><b>Noted:</b> Members Noted there was no viewings from residents</p>	
7.	<p><b>Parish Council and Committee Reports</b>  <b>Committee Reports:</b></p> <p>7.1. <b>To Be Noted:</b></p> <ul style="list-style-type: none"> <li>● Allotment Committee Minutes - 21/06/25</li> <li>● Events Committee Minutes - 26/06/25</li> <li>● Environment Committee Minutes - 26/06/25</li> </ul> <p><b>Committee Minutes have been received</b></p> <p>7.2. <b>Community Open day success - Saturday 16th August</b>  <b>Allotment</b> <i>'The Community Day had a high turnout of residents. A huge thank you to everyone who attended our Open Day! It was fantastic to see so many people enjoying the fresh, free, organic fruit and vegetables grown in the garden'.</i></p> <p><i>During the event, we discussed the garden's future and the voluntary group becoming a Charitable Incorporated Organisation (CIO)'.  A number of residents were asked to complete the residents questionnaire about this proposal, and all responses received were supportive. (Residents questionnaire is available)</i></p> <p><b>Noted:</b>  The Chairman Cllr D Cole, thanked everyone involved in the community day, with special thanks given to the hardworking Councillors who attended the event.</p> <p><i>Cllrs were invited to view a paper copy of(The residents questionnaire.)</i></p> <p>7.3. <b>Kingshurst Community Garden Association - Lease Agreement - To Note</b>  The Chairman, Cllr D. Cole, has provided members with a historical background report regarding the Allotment Association.</p> <p>Members are asked to note that a rolling 12 month lease agreement will be put in place with the Kingshurst Community Garden Association.</p>	

<p>7.4.</p> <p>7.5.</p>	<p>All relevant documentation relating to the Community Garden CIO, including the proposed lease agreement, has been made available to councillors for review prior to this meeting.</p> <p><b>Resolved: The Kingshurst Community Garden Association has been granted a rolling lease agreement.</b> This provides the group with the right to use the land, apply for insurance cover, and continue its community work.</p> <p>Furthermore, the Volunteer constituted group has successfully secured funding from the National Lottery Community fund, for a new solar project at the community garden. Clerk has drafted a financial risk assessment for this project's funds, which the Parish Council will be overseeing.</p> <p>A report addressing the legal standing of Kingshurst Parish Council in relation to applying for and overseeing funding for community groups. <b>(Attachment A).</b></p> <p><b>To Note:</b></p> <p>It has been confirmed that no statutory law prevents a Charitable Incorporated Organisation (CIO) from holding an allotment lease. The lease agreement is a simple plot holder's lease <b>and does not involve the transfer of any land or assets.</b></p> <p>Cllr Kimberley has not presented any evidence to the contrary. This can only be seen as a tactic to cause disruption.</p> <p>Cllrs Kimberley, Daly, and Frampton disagreed with the decision to grant the lease agreement to the group which has overseen the gardens for over 2 years and achieved recognition through competitions and award nominations.</p> <p>Given the Parish Council's duty to support volunteer run groups, The named Cllrs have not explained their specific objections to the Kingshurst Allotment Group having a lease agreement.</p> <p><b>Airport Meeting Update - Cllr Cole</b></p> <p><b>To Note:</b> Councillor Cole delivered a verbal report on the Airport Meeting.</p> <p><b>WALC/ SAM Meetings Update - Cllr Frampton</b></p> <p><b>To Note:</b> Cllr Frampton provided an update on the WALC/SAM meetings via email to all councillors just before the meeting started. No further detail was given at the full council meeting, and the Clerk confirmed she had not seen the email prior to the meeting.</p>	
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<p><b>8.</b></p> <p><b>8.1.</b></p> <p><b>8.2.</b></p> <p><b>8.3.</b></p>	<p><b>Information items:</b> To receive and discuss items for information and comment/action if appropriate</p> <p><b>Communication with Residents</b> Under Kingshurst Parish Council protocol, any meetings or appointments with residents in relation to council matters must be communicated to the Clerk in advance. <b>This ensures:</b> Avoidance of any misunderstanding that individual councillors are making decisions or commitments on behalf of the council outside of formal meetings. Please make sure the Clerk is informed prior to arranging or attending any such meetings.</p> <p><b>To Note:</b> Under Kingshurst Parish Council protocol, any meetings or appointments with residents related to council matters must be communicated to the Clerk in advance. Please make sure the Clerk is informed prior to arranging or attending any such meetings.</p> <p><b>Kingshurst Park Enhancements project.</b> <b>Haystoun Construction Ltd.</b> Have been appointed to undertake the work which will commence on <b>Monday 8 September</b> and is expected to last up to 12 weeks. The park will remain open throughout the works; however certain areas will need to be sectioned off as the work progresses. A bulletin will be placed on the Library and Co-op notice boards and sent out digitally</p> <p><b>Noted:</b> If questioned, Cllrs please inform residents that the works are expected to last up to 12 weeks.</p> <p><b>Youth Offer Review - Councillors input</b> <b>Solihull Council is reviewing its Youth Offer.</b> Councillors to consider whether there are any specific questions or points they would like raised on behalf of Kingshurst and North Solihull during this process. (<i>Residents Meeting is to be held on the 23rd September, 1pm at Elmwood Place</i>)</p> <p><b>Resolved:</b> Cllr Kimberley has offered to attend the residents meeting regarding the Solihull Youth Offer.</p> <p><i>'He questioned what Solihull Council was doing for the youth in North Solihull, given the lack of visible interaction from youth groups in Kingshurst for many years;.</i></p>	<p><b>Cllr J/K</b></p>
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8.4.	<p>It was noted that Kingshurst Parish Council is the only organisation that has been supporting the local young people for the past few years. The meeting is specifically about Smiths Wood, which has been deemed the area of greatest need in the whole of North Solihull.</p> <p>It was agreed that Cllr Kimberley's questions are not unreasonable to ask about the North Solihull youth offer.</p> <p><b>Remembrance Sunday</b> - Bugler has been book for St Barnabas church <b>Resolved:</b> The Chairman Councillor D. Cole, will be representing Kingshurst Parish Council at the Remembrance Sunday service. All other councillors who are able to attend are asked to inform the Clerk so she can arrange seating.</p> <p>The bugler for the service has been booked</p>	
9.	<p><b>Date of the next meeting</b> Thursday 11th December 2025 at the Seeds of Hope, at 6pm</p>	
10.  10.1.	<p><b>Private and Confidential:</b> <b>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.</b></p> <p><b>Employment Tribunal Case - 6015667/2024.</b> A hearing will take place on 15<sup>th</sup> September by video.</p> <p>“The Parish Council can confirm that the recent Tribunal hearing has now taken place.</p> <p>The judge has reserved their decision, and a written outcome is expected within the next few weeks.</p> <p>The clerk will provide a further update once the decision is received.”</p>	
	<p>Meeting closed at <b>7:45pm</b></p>	

Signed (Chair)

Date: