



Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

Minutes of the meeting of

Full Parish Council

on Thursday 9th March at 7.00pm,

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

Paula Coyle

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Clerk to Kingshurst Parish Council

Council Members: D Cole (chair), L Cole, S Daly, M Dawson, M Frampton, P Sultana, T Williams, M Brain, J Kimberley

Council Members Present: D Cole (chair), L Cole, S Daly, M Frampton, M Brain,

In Attendance:

Paula Coyle – Clerk

1 Members of the public – Lee Browning (co-opted)

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<u>Item</u>		<u>Action</u>
1.	Welcome and Housekeeping: Chair Cllr D Cole welcomed everyone to the meeting of Kingshurst Parish Council and went through housekeeping rules Cllr Kimberly made a point	

	<p>That Full Council was to deal with the clerk salary and the Staffing Committee Terms of Reference the clerk has proposed are weak and he could see no reason why they needed to be in Private and confidential</p> <p>Cllr Cole reminded Cllr Kimberly that these issues are to be dealt with in Private and confidential</p>	
2.	<p>Apologies:</p> <p><i>Apologies were received from</i></p> <p><i>Cllr P Sultana</i> <i>Cllr M Dawson</i> <i>Cllr T Williams</i></p> <p>Resolved: That all the above absences are approved.</p> <p><i>Borough Councillors</i> <i>Cllr J Hamilton</i> <i>Cllr B Donnelly</i></p>	
3.	<p>Declarations of disclosable (pecuniary and other) interests:</p> <p>None</p>	
4.	<p>Dispensation requests:</p> <p>None</p>	
5.	<p>To approve the minutes of the last meeting</p> <p>Approved as a true record.</p> <p>Those minutes of the last Full Council meeting held on 12th January 2023, were approved, and signed by the Chair as a true record.</p>	
6.	<p>To receive reports/proposals:</p> <p>6.1 SCH/SMBC: Progress report on the Kingshurst village project Due to the adverse weather conditions a report from Andy Dukes was sent round to all members on email 9/03/23</p> <p>6.2 Borough Councillors: Cllr B Donnelly, to give a verbal report Due to the adverse weather conditions apologies were accepted.</p> <p>Cllr Brain gave a verbal update about the regeneration and the concerns over the funding</p> <p>6.3 West Midlands Police: A report A report from the police was sent round to all members on email 9/03/23</p>	

	<p>Finance :</p> <p>7.1 Approve payments for March and April 2023 (Appendix A) Approved payments for March £3488.35 and for April £1526.96 JK asked that the clerks' salary be published and shared with the Full Council. Full Council voted that they remain private and confidential. Resolved: Payments have been approved,</p> <p>7.2 Kingshurst school milk backdated to May 2021 total £5.228.55 26 invoices received. To be discussed and authorised at the next F and GP Committees Meeting. Full Council agreed that these invoices would appear in 23/24 accounts because of this.</p> <p>7.3 The Community Project All Inclusive Play Park, Plan of the recommended site location and a 3D model with Daniel from Playdale. Meeting arranged for 11am 22 March. Resolved: Clerk to invite SENDS Group, all borough councillors and officers from SMBC a joined up project that will benefit the whole of the North of Solihull Borough.</p> <p>7.4 Allotment Phase 1 – Removal of Trees. MF has received two quotes. Resolved: Payments have been approved for £1080.00</p> <p>7.5 AGAR: Final report and certificate Cllr J Kimberley asked why the delays in completing the 21/22 AGAR. Clerk and Chair re-confirmed (as already previously mentioned in Full Council) the reasons:</p> <ul style="list-style-type: none"> - Clerk did not have access to bank accounts (until April) - Internal Audit was not completed until 17/08/2022 - The AGAR was signed off by Full Council on 14/07/2022, ratified on 29/09/2022. - Explanations had to be provided on accounts been incorrect in previous years <p>LB also confirmed that: The AGAR (Public Notice) was published online on 18/07/2022 (accounts were made available for viewing at library) And that the final AGAR report (Public Notice) was published online for public viewing on 23/01/2023.</p>	<p>Clerk</p> <p>Clerk</p> <p>M/F</p>
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	Both documents are still available on our website. (Agenda and Minutes section)	
8	School Governors Reports:	
8.1	The milk provisions (under section 137) will be stopping in this financial year 2022/2023.	
8.2	To settle all remaining payments. Resolved To be checked at the next Finance Committee.	
9	Pavilions	
9.1	Discussed dog Grooming business and how to advise and guide residents if they have any complaints. JK has requested we arrange a 3 monthly meeting with Pavilions to ensure that we are kept informed of any changes. MB advised that SMBC are doing checks to ensure the practice is above board and correct and to wait for this report before speaking to Pavilions on the Dog Grooming business. Resolved: Meetings to be arranged and Cllr Brain will update the council with the the conclusion from SMBC report	Clerk M/B
10.	Events	
10.1	Coronation Event: Parish Council Community Coronation party. Saturday 6th May 10 - 6pm. Pavilions Field. S/D asked that we consider other options for the event, table-top sale, tombola and Paul Gooch rides. Clerk to provide contact details for S/D to obtain costs. D/C confirmed arrangements for Christmas Tree and Lights for December 2023, first week in December, Tree and second week for Lights and turn-on. DC to arrange tree and lights.	S/D D/C

<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>Community Projects</p> <p>Knitting club event 14th February. (Fundraising)</p> <p>The event raised £61.25, the money will be donated back into the community and given to RE-IMAGINE</p> <p>Arts and craft club meets Monday morning.</p> <p>Club have new members.(Ukrainian families), this group has help with the new families settling into the community.</p>	
<p>12.</p> <p>12.1</p> <p>12.2</p> <p>12.3</p> <p>12.4</p>	<p>Parish Councilors' reports and items for future agenda: Parish Councilors reports and items for future agenda:</p> <p>Councillors 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</p> <p>Parish Council and Committee Minutes/Reports – Emailed and attached to Agenda 02/03/23</p> <p>Allotments & Community Garden Committee Meeting 9th February. Minutes attached Resolved: Minutes have been noted</p> <p>Environmental committee Committee Meeting 9th February. Minutes attached Resolved: Minutes have been noted</p> <p>Events Committee Committee Meeting 9th February. Minutes attached Resolved: Minutes have been noted</p> <p>Finance Committee Minutes attached Committee Meeting 9th February. Resolved: Minutes have been noted</p>	

13.	<p>Public Participation</p> <p>To adjourn to allow public participation for 30 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>	
13.	<p>Date of the next meeting Thursday 11th May 2023, 7pm at Seeds of Hope.at 7.00pm at the Seeds of Hope, Overgreen Drive</p> <p>Agenda items to be received by 4th May 2023</p>	
14.	<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>Private and confidential HR/Staffing</p> <p>To recommend KPC HR File: Staffing Committee Terms of reference,Appraisal policy and a Pay review.</p> <p>The Proposed Staffing Committee Terms of Reference that have been Modelled on NLCs and are Following KPC Standing Orders.</p> <p>Resolved: Cllr Kimberly objected to using this model, as in his opinion they are not appropriate and have a Vagueness about them.</p> <p>Cllr Kimberly proposed WALC model Staffing Committee Term of reference could be used.</p> <p>Cllr Kimberly will forward on the document for all councillors to look over and any decision will be made at the next Full Council in May.</p> <p>Resolved: Recommended by Cllr Kimberly no staffing committee to be set up, until May full Council Meeting, when the Staffing Committee Terms of reference have been decided upon and accepted and approved</p> <p>Matters for delegation to staffing committee</p> <ul style="list-style-type: none"> ● Appoint staffing Committee ● Appoint chairman of staffing committee to initiate a staffing meeting ● Members to deal with the current HR issues <p>Matters for delegation</p>	J/K

	<p>Under the council's Disciplinary and Grievance procedures appoint an appeals panel</p> <ul style="list-style-type: none">● Appoint an appeals panel● Appoint a chairman to innate a panel meeting● Panel to deal with complaint <p>Resolved: Recording from confidential part of the meeting will be sent to all councillors</p>	
	<p>Meeting closed at 8:10pm.</p>	

Signed (Chair)

Date:

Finance 6.1 (Appendix A)

2. Approval for Payments March



Members Allowance TW		65.63
Members Allowance DC		131.35
Members Allowance LC		65.63
Members Allowance SD		52.43
Members Allowance JK		52.63
Members Allowance MF		65.63
Members Allowance PS		65.63
Clerk's Salary		
HMRC		918.33
Bank charges (<u>monthly</u> for bank account)	DD	7
DD <u>Paypal</u>	DD	36.48
Smarty Sim (Paula Phone)	DD	7
SPS (Payroll)		21.15
Google Play (extra storage)	DD	1.59
BT – Cloud, website, phone	DD	36.48
<u>Kingshurst Primary School Milk</u> (Johal)		743.75
<u>Yorkswood Cool Milk</u> (Cool Milk)		17.64
<u>Pardys Dairy St Anthony's School</u>		0
Allotment provisions for Volunteer days and Tree Maintenance		c1200
Total Payments		3488.35
Receipts		
Allotment Holder Fees		?
Pavilions		-1000

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NO MILK TO SCHOOLS		
Total Payments		1526.96
Receipts		
Pavilions		-1000