



Kingshurst Parish Council

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 Clerk to the Council: Denise Milne

**Minutes of the virtual meeting of
 Kingshurst Parish Council's
 Annual General Meeting
 and Full Council Meeting
 held on 6th May 2021 at 7pm hosted online using Zoom**

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

In Attendance: SCH Andy Duke
 SMBC Gemma Thompson
 Clerk D Milne
 Two Members of the public

<u>Item</u>		<u>Action</u>
1. 1.1	Welcome and Housekeeping: Chair A Follows welcomed everyone to the virtual meeting of Kingshurst Parish Council.	
2.	Apologies: Received from Colin Smart	
3.	Declarations of disclosable (pecuniary and other) interests: None	
4.	Dispensation requests: None	
5.	Appointment of Officers and Committees for 2021-2022	
5.1	Chair: Appointed Cllr A Follows as Chair – unanimous vote, no other nominations. Acceptance of Office to be signed.	AF/Clerk
5.2	Vice Chair: Appointed Cllr D Cole as Vice Chair – unanimous vote, no other nominations. Acceptance of Office to be signed.	DC/Clerk
5.3	Finance Committee: Agreed on Cllr S Daly, Cllr A Follows, Cllr D Woolley, Cllr M Dawson as committee members all agreed.	
5.4	Events Committee: Agreed on Cllr J Kimberley, Cllr L Cole, Cllr D Cole, Cllr T Williams, Cllr S Daly, Cllr P Sultana, Cllr B Follows, Mr L Browning co-opted as committee members. All agreed.	

5.5	<p>Events committee meeting to be held on 30th June, time to be advised.</p> <p>Allotments Working Party: Agreed to now be an Allotments Committee: Cllr M Frampton and Cllr T Williams committee members. To look at agreeing to recruiting more members at the next meeting. All agreed.</p>	
5.6	<p>Transport Working Party: Now disbanded, all agreed.</p>	
5.7	<p>Kingshurst Rainbow Alliance: Now Kingshurst Rainbow Alliance Working Party: Cllr D Cole, Cllr P Sultana, Borough Cllr M Brain, Ms J Cole co-opted member. All agreed.</p>	
5.8	<p>Cheque Signatories: No change as Chair and Vice Chair has remained the same as 2020 -2021</p>	
6.	<p>Finance Cllr Kimberley has emailed five auditors on the WALC website for quotes for internal auditors. Will liaise with Chair when he receives three quotes and decide which one to use and arrange for our internal audit to prevent any delays.</p> <p>Cllr D Cole has proposed that if members are happy for Cllr Kimberley and Cllr Follows to make the decision on which internal auditor to use, Cllr B Follows seconded. All in favour.</p> <p>Cllr A Follows to email the quote he has received from Ruth Roberts to councillors.</p>	
6.1	<p>Resolved to approve the payments to be made for May, June and July 2021. (Appendix 1)</p> <p>This includes £300 donation for three charities of former acting Clerks choice (as he received no salary), £500 Royal British Legion Poppy Appeal as there was no Remembrance Sunday event last year.</p> <p>It was established that we need to have a better understanding with our school milk requirements, perhaps a list of numbers that require school milk with an invoice/receipts. Figures are needed to support the requests. To be raised at school Governor meetings.</p>	AF AF/DC
6.2	<p>Motion agreed to accept the payments unanimously</p>	
6.3	<p>Reserve Fund Policy to be discussed at a future meeting.</p> <p>Basic Parish Allowance Cllr A Follows proposed to agree to the basic parish allowance for 2020 – 2021. Cllr P Sultana seconded, all agreed.</p> <p>Cllr A Follows proposed to agree to the basic parish allowance for 2021 – 2022. Cllr B Follows seconded, all agreed.</p>	
7.	<p>To Receive Reports/Proposals:</p>	

7.1	<p>Andy Duke SCH introduced members to Gemma Thompson from SMBC regarding the future use of the building at Lakeside. This accommodation after regeneration will be for young people, aged 18 to 25 years of age who will need support to help and prepare them for independent living. They will live there for a maximum of two years and will be provided with support with a view to moving on to independent SCH accommodation. They will have help with apprenticeships, college, training and employment. Support workers will be on site for a set number of hours per week, approximately 37 – 40 hours per week (not during working hours), evenings and weekends. Adult social care, care packages will be in place.</p> <p>The vacant car park space on Babbs Mill is yet to be looked at and agreed with stakeholders further down the line of the process.</p>	
7.2	Cllr D Cole has reported that the Election campaign ends tonight.	
7.3	Cllr D Cole has reported that Andy Gibbs, WMP is moving on and Dennis Pugh is taking over on 1 st June, to email Clerk with email address.	DC
8.	<p>Minutes</p> <p>That the minutes of the Full Council Meeting held on 8th April 2021 be approved as a true record and accordingly be signed by Chair A Follows.</p> <p>Cllr A Follows proposed to accept, Cllr D Cole seconded, all agreed.</p>	
9.	<p>Matters Arising From The Last Meeting</p>	
9.1	Missing Litter Bins in Babbs Mill – has been reported to SMBC but have not heard back yet as they may have been busy with election duties.	DC
9.2	School Milk as discussed in item 6.1	
9.3	Grant Application Form and Policy applications – recommended to leave the current policy as it is and review annually.	
9.4	<p>Newsletter/questionnaire for website – Members to get together to look at this.</p> <p>Is it worth getting a newsletter done professionally, which has proved expensive in the past? Historic problems have also been finding regular content in newsletters. It was also hard to target most of the community as a high percentage of our residents are not on social media or own a computer, tablet or a mobile phone etc. Most residents require a more personal touch using traditional methods, i.e. hand delivering hard copies. Door to door leaflet drops may be required.</p>	DC/PS
10.	<p>Councillor Resignation</p> <p>Cllr A Follows proposed to declare a councillor vacancy for co-option, all agreed. Clerk to inform Deborah Merry SMBC.</p>	Clerk
11.	Allotments and Kingshurst Jubilee Gardens	

11.1	Two taps need repairing (not deemed urgent) carried forward to future meeting.	
11.2	Fencing quote received for £1300 for Pavilions but two more quotes are required and all need to be on headed paper.	MF
11.3	KPC to draft a written agreement to use the Jubilee Gardens land for five years. Is there a pre-existing guide we can use? To liaise with Cllr M Brain and J Cole and the Allotments Association.	MF
	Member proposed to write to three schools and see if they would make use of KJG and see what their response is. Member advised that KJG have their own Community Gardens Committee and they should get involved and send letters to schools. To contact them and let Cllr D Cole know to bring up at Governors meeting.	MF/DC
11.4	Liability insurance cover - members are not sure if KJG's are covered under the Parish Council insurance. Cllr P Sultana is currently looking into our insurance renewal. To bring up at the next meeting. If KJG is a constituted group then they should have their own liability insurance.	
12.	Progress reports for information/action and make decisions as appropriate:	
12.1	Cllr A Follows approved to accept Denise Milne as role of Clerk after probationary period ends – Cllr S Daly seconded, all in favour.	
12.2	Change email domains (.org or .gov suffix) recommendation by WALC – not resolved. Clerk to look into further.	Clerk
12.3	Cllr A Follows proposed to accept the new Code of Conduct, Cllr D Cole seconded, all agreed.	
12.4	Hazardous waste/fly tipping – Cllr P Sultana has reported that SMBC is relying more and more on voluntary groups to pick up litter. We need to Lobby SMBC and they need to take action against fly tippers. They need more enforcement officers. People from other boroughs are dumping rubbish in our borough as there are no consequences. Cllr P Sultana has raised a motion to write collectively from KPC to SMBC about our concerns and requirements for enforcements and fines for fly tippers and draft a letter, send to Clerk to send to all Councillors for approval. Cllr B Follows seconded. All agreed.	PS
12.5	Copy to clerk to send to Borough Councillors who cover Kingshurst and ask them to do the lobbying as well and ask if they have done anything about this issue over the years. The Great British Spring Clean - (Keep Britain Tidy) are running a campaign from May 28 th to 13 th June which involves schools. Cllr P Sultana would like councillors to get together to litter pick in conjunction with our local schools. Yorkwood school has approached us and are interested and we are hoping to get other schools involved. Cllr P Sultana can arrange litter picking equipment. It will be good promotion for KPC and will show us leading by example. To draft a letter to Clerk to send to Councillors/Schools.	Clerk

Appendix 1

Estimated Costs	Payments for		
	May 2021	June 2021	July 2021
	£		
Councillors Allowance	638.50		
Clerks Salary	750.00		
Clerks Pension	100.00		
Ins for 21/22	1011.00		
WALC Subscription	1100.00		
Internal Auditor		450.00	
School Milk Yorkswold	2400.00		
School Milk Kingshurst	2200.00		
School Milk St Anthony's	2200.00		
MacMillan	100.00		
Cancer Research	100.00		
Marie Curie	100.00		
British Legion Poppy Appeal	500.00		
PKF Littlejohn			360.00
Total	9711.00	450.00	360.00

Appendix 2

Letter from Cllr D Cole 26th April 2021

Dear Councillors,

I attended a Cabinet Portfolio Members Meeting on 22nd April 2021, on the Agenda was West Midlands Cycle Scheme for Solihull.

The Transport for West Midlands (TfWM) team has recently partnered with Serco Ltd to bring forward a cycle scheme for the West Midlands. The scheme is similar to that in London.

The scheme is supported by a five year contract and if KPI indicators are met there is an option for an additional 3 years. The scheme includes provision of equipment, cycles and docking stations, the scheme will be run by TfWM who will be responsible for providing the cycles, running the scheme and maintaining the contract and equipment.

The scheme will operate across all 7 West Midlands Local Authorities.

The scheme is approved and funded by the West Midlands Combined Authority (CA) and is run on their behalf by TfWM.

Solihull Council has given permission to site the cycle bank at the following locations

Solihull Train Station

Station Road near the junction with Lode Lane

Solihull High Street

Knowle Tesco car park

Blossomfield Rd near the college

Load Lane near to Solihull Hospital

Shelly Farm, Hillfields

Moat Lane by the council depot

A41 Warwick Roa at Devonport House Parade Shops

Malvern Park car park.

Councillors, I informed the CPH Chairman that I was disappointed that North Solihull was not included in the roll out and that this decision would be interpreted wrongly in North Solihull. It was agreed that this might be the case and I agreed with officers that they go back to TfWM to put my case forward, I proposed that Chelmsley Wood Interchange be included in the roll out and one of the original sites be taken out. Officers put this forward to TfWM but they refused to change any of the sites stating that they had a business plan to keep too..

It was agreed that if all goes well then a further scheme would be looked at which would include the following sites

N.E.C

Birmingham Airport

Birmingham International Railway Station

Chelmsley Wood Interchange

Martson Green Railway Station.

I was not happy with the outcome and vented my frustrations the CPH committee.

Councillors I would like to propose that KPC write a letter to the West Midlands Mayor and to TfWM expressing our anger that North Solihull yet again misses out on infrastructure that could improve residents lives and wellbeing, I will be talking to other Parish and Town Councils in the North asking for their support by also writing to the West Midlands Mayor and TfWM.

Can we please discuss this at the next Parish Council Meeting.

Thanks

Councillor David C Cole.