



287/289 Kenilworth Road, Balsall Common CV7 7EL

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Extraordinary Balsall Parish Council Meeting

**Minutes of Extraordinary Parish Council Meeting held on
Monday 12th April 2021 at 6.00 pm by video call**

To mark the death of His Royal Highness The Prince Philip, Duke of Edinburgh on 9th April 2021, there was a one minute silence held before the meeting commenced

Minutes

Present: Councillor Elizabeth Macdonald (Vice Chair and Chairman of the meeting), Councillor Marion Keeley, and Councillor Richard Lloyd.

1. Apologies

Apologies from Councillor Richard Drake, Councillor Kay Howles and Councillor Keith Tindall were noted.

2. Declarations of Interest

There were no declarations of interest.

3. Public Forum

(3.1) Residents are invited to make representation on items on this agenda and these will be invited by the Chairman immediately before the meeting considers that item.

(3.2) Residents of the parish are invited to make representation on any issue. The council will respond in one of the following ways:

- Complaints will be referred to the Clerk for action,
- Councillor(s) may undertake to follow up the issue,
- Agree an agenda item for the next meeting.

There were no representations

4. Proposal to agree to move the council office from 287-289 Kenilworth Road to 295-297 Kenilworth Road.

Resolved to approve the proposal

5. Proposal to delegate to the Clerk the negotiations to end the contract with Richard Westwood and enter into a contract with Gary Griffiths.

Resolved to approve the proposal

6. Proposal to agree a budget of £750 for the move of the office to cover requirements necessitated by the move for example moving furniture/equipment, telephone, broadband, office sign etc.

Councillor Macdonald proposed an increase in the budget to £1,000 as the furniture is going to cost £600 this does not leave enough in the budget for additional moving costs.

Resolved to approve the amended proposal

Resolved to approve the proposal as amended

7. **Proposal** to consider and make a decision on the co-option application received.
During an informal chat with Michael Ellender it was felt he would be a valuable addition to the Council.
Resolved to approve the co-option proposal

8. **Date and Venue of Next Meetings:**

Annual Parish Assembly, Tuesday 27th April 2021, 7:00pm to be held remotely by video call.

Annual Parish Council Meeting, Wednesday 5th May 2021, 7:45pm to be held remotely by video call.

The meeting finished at 6:30pm.

Elizabeth Macdonald (Chairman) DATE