

## Parish Council of Balsall

### **Minutes of the Annual Parish Council Meeting held on Monday 21<sup>st</sup> May 2012 at The Jubilee Centre, Balsall Common**

#### **Present**

Cllr Ian Hedley (Chair), Cllr Ritchie (Vice Chair), Cllr Lucas, Cllr King, Cllr Peter Lea, Cllr Thomson, Cllr Hope, Cllr Judy Lea , Cllr Money and 5 members of the public

Cllr Chesshire had written a letter formally resigning as a member of the Parish Council. Cllr Judy Lea thanked Cllr Chesshire for his services to the Parish Council and wished him all the best. This sentiment was echoed by all Councillors

#### **Headings are those set out on the Agenda**

1. **Address By Inspector Portman** – Present Chair Cllr Judy Lea, advised that Inspector Portman would not be able to attend the meeting and sends his apologies

2. **Election of Chair**

Cllr Peter Lea proposed Cllr Ian Hedley (seconded by Cllr King). No further nominations received

**RESOLVED:** That Cllr Ian Hedley is appointed Chair of the Parish Council (unanimous vote)

3. **Declaration of Acceptance of Office of New Chair** – Cllr Hedley accepted position as Chair and agreed to sign declaration

4. **Handover of Meeting to New Chair** – Cllr Ian Hedley took over position as New Chair

5. **Election of Vice Chair**

Cllr Judy Lea proposed Cllr Ritchie (seconded by Cllr Peter Lea). No further nominations received

**RESOLVED:** Cllr Ritchie is appointed as Vice Chair

6. **Declaration of Acceptance of Office of New Vice Chair**– Cllr Ritchie accepted the position of Vice Chair

7. **Apologies** – Cllr Longfield

8. **Declarations of Interest** – Chair declared an interest in Item 9 on the Agenda

9. **Chair's Allowance**

- a. To set the Chair's allowance in pursuance of Section 15 (5) of the Local Government Act 1972

**RESOLVED:** That the Chair's annual allowance is set at £396.90

10. **To appoint Members to serve on the Under-Mentioned Committees:**

- a. Planning & Grounds Committee

**Cllr Peter Lea, Cllr Longfield, Cllr King, Cllr Lloyd, Cllr Judy Lea, Cllr Hope**

- b. Finance & General Purposes Committee

**Cllr Peter Lea, Cllr Hope, Cllr Lucas, Cllr Hedley, Cllr Ritchie, Cllr Money**

- c. Staffing Committee

**Cllr Lucas, Cllr Judy Lea, Cllr Ritchie, Cllr Thomson**

- d. Communications

**Cllr King, Cllr Judy Lea, Cllr Thomson, Cllr Ritchie**

- e. Chadwick End Village Hall

It was agreed to place this Committee on hold for the present moment

- f. Governance Committee

**Cllr Hedley, Cllr Ritchie, Cllr hope, Cllr Peter Lea**

It was agreed that Chair and Clerk would circulate details of current Committees

Councillor Judy Lea explained to the new chairman that three councillors did not receive some circulated e-mails, but added that she sent separate e-mails as a follow up. Councillors Hope stated that he had not received any such e-mails and was therefore unaware of the content of some e-mails.

Cllr Ritchie stated that all e-mails relating to Parish Council matters have been circulated to all Councillors even though three members of the Parish Council have refused to sign up to the e-mail usage policy

**11. To appoint Members on the Under-Mentioned Bodies or types of Meetings:**

- a. Solihull Champions
- b. Solihull Partnership Forum
- c. HHAG
- d. Heart of England Public Transport
- e. Police Liaison Meetings
- f. Balsall Common Village Hall
- g. WALC and WALC SAC
- h. Lant Trust
- i. Knowle United Charities
- j. Balsall Volunteer Transport Service
- k. Police Consultative Committee
- l. George Fentham Educational Trust
- m. Birmingham International Airport Consultative Committee
- n. Birmingham International Airport Passenger Services Committee
- o. Parish Council's Liaison
- p. Jubilee Trust
- q. Tree Wardens
- r. Local Strategic planning Forum
- s. Balsall Common Residents' Association

**RESOLVED:** The current Members on each of the above Committees shall remain in position and the Committees/Bodies will be considered outside of the meeting today.

Due to Cllr Chesshire's resignation, Cllr Money shall become the Balsall Parish Council representative for the Birmingham International Airport Consultative Committee.

**12. To Approve as a correct record the Minutes of the 16 April 2012**

Cllr Hope referred to Item 3.2 and requested amendment.

**RESOLVED:** Subject to amendment of Item 3.2, the Minutes are accepted as a correct record and signed by the Chair

**13. Matters arising from the Minutes**

None

**14. To Fix the amount of Members' Allowances payable to each Member**

Resolved that there shall be no increase in the Members' Allowances and they shall remain at £315

**15. Public Forum**

Chair of Berkswell Parish Council was present. He looked forward to working together with Balsall Parish Council. He wished to speak in relation to Item 17 on the Agenda. It was proposed that a joint meeting between Berkswell and Balsall is held with all Councillors present. The meeting will address how to progress the Liaison Group.

**16. Responsible Financial Officer**

- a. Proposal to appoint Cllr Paul Lucas to temporary position as RFO until new clerk is in post

**RESOLVED:** That Cllr Lucas is appointed as RFO until new Clerk is in post

**17. Joint Parishes Liaison Group**

- a. Proposal to elect two members to represent Balsall Parish Council on a newly formed group with Berkswell Parish Council to discuss common issues

This item has been overtaken by the decision to hold a joint meeting with Berkswell Parish Council

**18. Proposal to Appoint Clement Keys as External Auditor**

**RESOLVED:** Clement Keys are appointed as External Auditor

**19. Solihull MBC proposed parking restrictions**

- a. Proposal to ask SMBC to address concerns regarding proposed parking restrictions around the schools

Cllr Judy Lea provided details of the parking restrictions. It was agreed that this item shall be added to the Agenda at the next meeting.

## 20. Correspondence

- a) Letter from Cllr Chesshire advising that he intends to resign as Councillor
- b) Letter from the Jubilee Project regarding the Youth Project and request for funds in the sum of £10,000

**RESOLVED:** the payment is approved

- c) Letter from WALC requesting membership fee

**RESOLVED:** that membership is renewed and payment of fee is made

- d) Letter from the Chair of Berkswell Parish Council – Chair read out letter

It was agreed that a joint working party is discussed at the Liaison meeting

- e) Letter from Balsall Common Primary School sending thanks for donation of Jubilee coins and requesting a Councillor to attend to hand out the coins

It was agreed that Cllr Judy Lea attends Balsall Common School to hand out the coins

- f) Letter from G.Dawson providing quote for extra works at Cemetery

- g) Governance review

Chair of Berkswell Parish Council has arranged a meeting with SMBC to discuss the next stage of the Consultation. A meeting has been arranged for 31<sup>st</sup> May at 6pm.

It was agreed that Cllr Peter Lea shall attend on behalf of Balsall Parish Council

## 21. Accounts and General Administration

A schedule of Accounts paid and Accounts for payment was circulated

**RESOLVED:**The accounts are paid

## 22. Date for next meeting

The next Parish Council Meeting will be held on **Monday 18<sup>th</sup> June at Chadwick End Village Hall, Chadwick End at 7.30pm**

