

NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council which will be held on **Monday, 15th May 2017**, at the Parish Office, 12 Arden Road, Frankley, following the meeting of the Parish Assembly **but no earlier than 1930 hours** to transact the business shown on the Agenda below.

R A S Griffiths

Clerk

8th May 2017

AGENDA

1 Election of Chairperson

To elect a Chairperson for the period ending with the Annual Meeting of the Council in May 2018.

2 To Receive the Chairperson's Declaration of Acceptance of Office

3 Election of Vice-Chairperson

To elect a Vice-Chairperson for the period ending with the Annual Meeting of the Council in May 2018.

4 Apologies and Reasons for Absence (if any)

5 To Appoint Representatives to Outside Bodies

All appointments/nominations, unless otherwise stated, are for the period ending with the Annual Meeting of the Parish Council in May 2018.

- i) City Council's Standards Committee
(Last year Councillor Bruckshaw)
- ii) Northfield District Committee
(Last year Councillor Pitt)
- iii) Longbridge Consultative Group
(Last year Councillors Grey and Keating)
- iv) Longbridge Transportation Visioning Workshops

(Last year Councillor Grey with Councillor Bruckshaw as substitute Member)

v) Balaam's Wood Management Committee

(Last year Councillors Linda Coates and Joanna Walker)

vi) Northfield Constituency Flood and Emergency Planning Committee

(Last year Councillor Bruckshaw)

vii) Frankley Carnival Committee

(Last year Councillor Linda Coates)

viii) Liaison Body with Balaam Wood School

(Last year Councillors Bruckshaw, Linda Coates, Keating, Muddyman and Pitt – attendance of the above appointees to meetings of the liaison body to be at the discretion of the Chairperson)

6 Dates of Meetings of the Council for the 2017/2018 Municipal Year

To set the dates of Parish Council Meetings for the period ending with the Annual Meeting of the Council in May 2018.

It is recommended that the Council meets on the following Mondays at 1930 hours:-

2017

19th June; 17th July; 21st August; 18th September;

16th October; 20th November; 18th December

2018

15th January; 19th February; 19th March; 16th April

with the Annual Meeting of the Council and the Annual Parish Assembly on 21st May, 2018

7 Planning, Environmental, Highways and Public Transport Committee for the 2016/2017 Municipal Year

To appoint the members and the Chairperson (a maximum of 7) of the Planning, Environmental, Highways and Public Transport Committee for the period ending with the Annual Meeting of the Council in May 2018. [The Chairperson and Vice Chairperson of the Council are ex officio members of the Committee and, accordingly, the Council needs to appoint a further **FIVE** members].

(Last year – Councillors Carter, Goodwin (Chairperson), Linda Coates, Hollis and Muddyman together with the Chair and Vice-Chair as ex-officio Members)

8 Dates of Meetings of the Planning, Environmental, Highways and Public Transport Committee for the 2017/2018 Municipal Year

It is recommended that meetings of the Planning, Environmental, Highways and Public Transport Committee be convened at the call of the Chairperson as and when there is business to transact.

9 Staffing Committee for the 2017/2018 Municipal Year

To appoint the members and the Chairperson (a maximum of 3) of the Staffing Committee for the period ending with the Annual Meeting of the Council in May 2018 (Note that the same Members cannot serve on both the Staffing and Appeals Committee) [Last year the Chairperson and Vice-Chairperson of the Council did not exercise their right to be ex officio Members of this Committee]

(Last year Councillors Carter, Linda Coates and Joanna Walker)

10 Dates of Meetings of the Staffing Committee for the 2017/2018 Municipal Year

It is recommended that meetings of the Staffing Committee be convened at the call of the Chairperson as and when there is business to transact.

11 Appeals Committee for the 2017/2018 Municipal Year

To appoint the members and the Chairperson (a maximum of 3) of the Appeals Committee for the period ending with the Annual Meeting of the Council in May 2018 (Note that the same Members cannot serve on both the Staffing and Appeals Committee) [Last year the Chairperson and Vice-Chairperson of the Council did not exercise their right to be ex officio Members of this Committee]

(Last year Councillors Bruckshaw, Grey and Goodwin.)

12 Dates of Meetings of the Appeals Committee for the 2017/2018 Municipal Year

It is recommended that meetings of the Appeals Committee be convened at the call of the Chairperson as and when there is business to transact.

13 Audit Committee for the 2017/2018 Municipal Year

To appoint the members and the Chairperson of the Audit Committee for the period ending with the Annual Meeting of the Council in May 2018. It is recommended, so as to ensure that meetings are quorate, that 4 Members be appointed. [Last year the Chairperson and Vice-Chairperson of the Council did not exercise their right to be ex officio Members of this Committee]

(Last year Councillors Bruckshaw, Goodwin, Pitt and Joanna Walker)

14 Dates of Meetings of the Audit Committee for the 2017/2018 Municipal Year

It is recommended that meetings of the Audit Committee meet as and when there is business to transact subject to the proviso that it must meet at least once during February or March 2018.

15 Declarations of interest (existence and nature) with regard to items on the agenda

Members are reminded that the Council's Code of Conduct requires that any Member, having a Pecuniary or a Non-pecuniary interest in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is discussed.

If a Member declares a non-pecuniary interest then that Member may remain in the meeting, take part in the discussion and vote on the matter.

If a Member declares a pecuniary interest then he/she must not take part in any discussion of the matter at the meeting and must NOT vote on the matter. Members need not withdraw from the meeting but any participation by the Member at the meeting in respect of the matter in which they have a pecuniary interest is a criminal offence for which the Member may be prosecuted as well as referred to the City Council's Standards Committee.

16 Public participation session with respect to items on the Agenda

[No decision on the matter before the Council shall be made at this point in the meeting]

Where a Member has a pecuniary interest in the business of the Council that Member must declare that interest but may speak at the meeting for the purpose of making representations, answering questions, or giving evidence relating to the business providing the public are also permitted to attend the meeting for the same

purpose. Any representations relating to the business contained on the agenda in which a member has a pecuniary interest or members of the public wish to speak on, should be made at this point of the meeting.

17 Chairperson's Allowance

Members will recall at the meeting of the Council in April 2016, the recommendation of the City's Independent Remuneration Committee in respect of Parish Council allowances was approved.

It is therefore recommended that the Chairperson's Annual Allowance be set at £800.00 p.a. to be paid in 10 instalments starting with the payment at the end of May.

Attached 18 Minutes

To approve and authorise the signing of the Minutes of the meeting of the Council held on 10th April 2017.

Attached 19 Minutes of the Planning, Environmental, Highways and Public Transport Committee held on 4th April 2017

To note the Minutes of the meeting of the Planning, Environmental, Highways and Public Transport Committee held on 4th April 2017

20 Chairperson's Announcements

To receive the Chairperson's announcements and any such communications as the Chairperson may wish to place before the Council.

21 Questions

In accordance with Standing Order 9, Members of the Council may ask the Chairperson any question concerning the business of the Council.

Attached 22 Internal Auditor's Report

To receive the report of the Internal Auditor and to approve any recommendations contained therein and, in particular, the recommendation regarding declarations of Interests.

Attached 23 Annual Return for the Year Ending 31st March 2015

A Annual Governance Statement

To approve the attached Annual Governance Statement and to authorise the signing thereof by the Chairperson and the Clerk.

B Statement of Accounts

To approve the attached Statement of Accounts and to authorise the signing thereof by the Chairperson and Responsible Financial Officer.

Attached 24 Parish Council Annual Accounts

To approve the attached accounts and to authorise their signing by the Chairperson of the Council and the Responsible Financial Officer.

Attached 25 Report of Action Taken under Authority to Chairperson and Officers

To note the attached report detailing the actions taken by the Chairperson and Officers in accordance with Resolution No. 4709.

Attached 26 Schedule of Payments

To approve the payments as set out on the attached schedule.

Attached 27 Grant Application

A. 12 month Running Costs for Tipper Truck

An application for funding of £3,000 for 12 month running costs for the Tipper Truck has been submitted by Frankley Street Champions.

The Grant, if approved, will be paid under the provisions of Section 137 of the Local Government Act 1972.

B. Older Peoples Hub

An application for funding of £500 toward the provision of an older people's hub to help reduce social isolation and offer increased support to vulnerable and isolated older people and carers living in South West Birmingham.

The Grant, if approved, will be paid under the provisions of Section 137 of the Local Government Act 1972

28 Planning Applications

There are no Applications for comment.

29 Decisions Made on Planning Applications

Application for an "I" Board to be sited in front of the Office

The city's Planning and Regeneration Department has advised that, following careful consideration of the Parish Council's application

for Advertising Consent, the decision has been reached that the Consent is not required for the "I" Board and, accordingly, the application has been withdrawn and the Application Fee of £55.00 has been returned.

Attached 30 Carnival Committee, Housing Liaison Board, Street Champions, Balaam's Wood Management Committee, Frankley Neighbourhood Forum and the Community Watch Co-ordinators.

To receive the report of Councillor Pitt advising of the activities of the various voluntary bodies.

31 Transport Issues

To receive a verbal update.

32 Items for Information Only

Members may raise items not on the agenda under this heading as long as they involve no more than an exchange of information.

33 Outstanding Minutes

To receive a verbal report from the Clerk to update Members regarding the schedule of outstanding minutes which will be laid on the table at the meeting

34 Reports of District Councillors

The Councillors for the Longbridge Ward are invited to report of any matter pertaining to the activities of the Parish Council which are not included in the foregoing agenda.

(Note: No decisions can be made on matters raised under this item. If necessary, a report can be requested for a future Council meeting.)

35 Local Issues Raised by Members of the Public

To allow members of the public to raise matters of local concern

(Note: No decisions can be made on matters raised under this item. If necessary, a report can be requested for a future Council meeting.)

36 Authority to Chairperson and Officers

Chairperson to move:-

"That the Chairperson (or in his absence, the Vice Chairperson, if appropriate) is hereby authorised to act until the next meeting of

the Parish Council except in respect of the Council's functions in which case the appropriate officers are hereby authorised to act in pursuant of the powers delegated to them in consultation with the Chairperson or Vice-Chairperson; further, that a report of all action taken under this authority be submitted to the next meeting of the Council and that such a report shall explain why this authority was used."

Roger Griffiths, Clerk

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