

## 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, 20<sup>th</sup> August**, at the Parish Council Office, 12 Arden Road, Frankley, at 1930 hours to transact the business shown on the Agenda below.

*R AS Griffiths*

Clerk

13th August 2018

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### AGENDA

**1 Resignation of former Parish Councillor Bill Hollis**

Due to his continuing ill health, former Parish Councillor Bill Hollis has decided to resign from the Council with immediate effect. Members might like to take this opportunity of formally recording the Council's appreciation of Bill's work on behalf of the Council.

**2 Death of former Parish Councillor Gareth Griffiths**

Members are advised of the death of former Parish Councillor Gareth Griffiths on 20<sup>th</sup> July 2018. Members may like to take this opportunity of formally recording the Council's appreciation of Gareth's work on behalf of the Council.

**3 Procedure for dealing with Apologies**

In order to clarify as to how apologies for absence submitted on behalf of absent Members are to be dealt with, it is suggested that the following procedure be adopted.

The first thing for Members to be aware of is that Councillors have a duty to attend meetings of the Parish Council (hence the Summons received 7 days prior to the meeting) but it is accepted that there are occasions where things crop up and the Member is unable to attend the meeting. In that case the Member should contact the clerk/chair with an apology together with a reasonable explanation for the absence.

At the meeting, when the Chair calls for apologies, only those apologies received by the Chair or Clerk can be presented by the Clerk together with the reason submitted for absence. The Clerk will record the absence/reason for subsequent inclusion in the Minutes.

In determining whether the apologies should be accepted, the Council must consider each apology individually together with the reason given for that apology. As part of that consideration Members consider whether or not the reason given is acceptable as well as taking into account the past history of the apologies submitted by that Councillor. The apology is then put to the vote and the result of that vote recorded in the Minutes.

It is important to note that should a Councillor not attend a meeting of the Council or of its Committees for a period of 6 months without an acceptable reason which has been accepted by the Council, then that Councillor will be disqualified from office and cease to be Councillor.

Recommended: That the procedure to deal with Apologies submitted by absent Members, as outlined in the foregoing preamble, be adopted by the Council with immediate effect.

**4 Apologies and Reasons for Absence (if any)**

**5 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 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 proposed to be 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.

**6 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.

**Attached 7 Minutes**

To approve and authorise the signing of the Minutes of the meeting of the Council held on 16<sup>th</sup> July 2018.

**8 Chairpersons announcements**

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

**9 Questions**

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

**Attached 10 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 5122.

**Attached 11 Upgrade of Telephone System**

At the request of the Clerk, Midshires have submitted a quotation for the upgrading of the Council's Telephone system which sets out the equipment to be installed and monthly rental (see attached documents). Given that the Council currently incurs telephone bills from BT in the order of £250 to £300 per quarter it is suggested that upgrade not only provides value for money but also the installation of modern communications equipment. Included in the package are 7,000 minutes of calls per month (5,000 minutes to land lines, 2,000 to mobiles). However, calls to the geographical numbers (0345, 0845 etc.) are not included in this package and will therefore be charged.

The Council's instructions are requested.

**Attached 12 Schedule of Payments**

To approve the payments set out on the attached schedule.

**Attached 13 Grant Application**

**Reaside Community Centre**

An application for funding of £2350.00 to refurbish the area at the rear of the Centre to make it a safe place to sit and play for the

elderly and young.

The Grant, if approved, will be made under the provisions of Sections 137 and 139 of the Local Government Act 1972.

**Attached 14 Proposed Change of Polling Station venue from Holly Hill School and Church Centre, New Street to B45 0EU to Frankley Community Library, Balaam Wood School, New Street, B45 0EU.**

To note that due to building work at Holly Hill School and Church Centre which will result in a change to the layout of the building which it is felt would cause safeguarding issues, it is proposed to use the Community Library situated in Balaam Wood School as the replacement venue for Polling District Frankley Great Park Ward FGP2 (see attached map).

**Attached 15 Planning Applications**

**Frankley Industrial Estate – Unit 22**

Planning Application	2018/05664/PA
Location	Frankley Industrial Estate, Unit 22 Tay Road, Birmingham B45 0LP
Proposal	Display of 1 no. externally illuminated fascia sign, 2 no. non-illuminated totem sign and 2 no. non-illuminated danger sign.

The Planning Application is submitted for the consideration of Members

**16 Decisions Made on Planning Applications**

There are no decisions to be reported related to planning application that the Council has considered.

**17 Longbridge Consultative Committee**

To receive a verbal report.

**18 Transport issues**

To receive a verbal report.

**19 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.

**20 Outstanding Minutes [To be laid on the table]**

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.

## **21 Reports of District Councillor**

The Councillor for the Frankley Great Park Ward is 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.)

## **22 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.)

## **23 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

Roger Griffiths, Clerk

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