

At a meeting of the New Frankley in
Birmingham Parish Council held at the
Parish Council Office, 12 Arden Road,
Frankley, on Monday, 19th July 2021, at
1930 hours

Present: Councillor Ian Bruckshaw (Chairperson)

Councillors Sue Baker, Linda Coates, Sam Goodwin, Alarra Cowie, Sue
Baker, Eric Carter BEM, Ray Price and Joanna Walker.

Also, in Attendance Sarah Whittaker (Clerk), Rachael Anstey (Assistant Clerk),
Roger Griffiths (Responsible Financial Officer)

Members of
the Public 0

MINUTES

APOLOGIES AND REASONS FOR ABSENCE

5912 Apologies were received from Councillor Pitt (Covid) and Councillor Tammy Clayton (Family problems). The apologies were accepted.

DECLARATIONS OF INTERESTS (EXISTENCE AND NATURE) WITH REGARD TO ITEM ON THE AGENDA

5913 No Declarations of Interest were made at this point in the meeting.

PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA.

5914 No items were raised by the Members of the Public with respect to items on the agenda.

MINUTES OF THE PARISH COUNCIL MEETING

It was proposed by Councillor Linda Coates, seconded by Councillor Joanna Walker, and, with none dissenting, was-

5915 **RESOLVED:** That, the Minutes of the meeting of the Parish Council held on 21st June 2021, having previously been circulated, were taken as read, confirmed and signed.

MINUTES OF THE FINANCE AND MANAGEMENT COMMITTEE MEETING

(Interleaved Document No.1)

5916 The Minutes of the F&M Committee meeting held on 28th June 2021 were noted.

CHAIRPERSON'S ANNOUNCEMENTS

(Interleaved Document No.2 & 3)

5917 The Chairperson referred herewith to a letter from Penny Moore of the Balaam's Wood Group requesting that the Council give favourable consideration to an extension of the Grant made to the group by the Council from Penny Moore of the Balaam's Wood Group. The Chairperson explained that normally the conditions of grant funding would be that the funding would have to be spent in the 12 months following the approval of the application or, if unspent in that time, returned to the Parish Council. However, due to circumstances beyond the Group's control, the funding remained unspent, the Group were therefore requesting that the Council grant an extension to the funding so as to allow the Group to undertake the outstanding work. The extension was granted, and the Penny Moore be advised accordingly.

5918 The Chairperson asked if Councillors could cover his work in the Parish Office over the next two weeks, Monday to Wednesday and if possible, advise him of those Councillors willing to undertake Ian's duties for the next two weeks.

5919 The Chairperson provided a schedule of running costs for the Forum to show what money had been spent on, such as newsletters and Street Champions, and would continue to do so in a monthly format.

QUESTIONS

5920 There were no questions raised at this point of the meeting.

SCHEDULE OF PAYMENTS

The following Schedule of Payments was submitted –

(Interleaved Document No.4)

It was proposed by Councillor Goodwin, seconded by Councillor Linda Coates, and, with none dissenting, was –

5921 **RESOLVED:** That the payments, as set out in the Schedule now submitted, be approved.

PETTY CASH SCHEDULE

(Interleaved Document No.5)

5922 The following Schedule of Petty Cash was noted.

NEW CLERK SALARY AND WORKING HOURS

Following the recommendations of the F&M Committee of a new salary and working hours for the Assistant Clerk who will be undertaking a new role as Clerk.

It was proposed by Councillor Price, seconded by Councillor Goodwin, and, with none dissenting, was –

5923 **RESOLVED:** That, a new salary and working hours of 60 per month for the Assistant Clerk who will be undertaking a new role as Clerk, of £12.98 per hour paid from 1st July 2021; additionally, the new Clerk undertake the training of the new Administrative Assistant, so from September an increase in the Clerk's hours of 48 hours per month and that the Administrator's rate of £9.46 per hour, during this period.

APPOINTMENT OF ADMINISTRATION ASSISTANT

(Interleaved Document No.6)

The attached Part-Time Administrative Assistant Job Description and Person Specification was noted.

On the recommendations of the F&M Committee for the recruitment of an Administration Officer for 12 hours per week to support the front office.

It was proposed by Councillor Price, seconded by Councillor Goodwin, and, with none dissenting, was –

5924 **RESOLVED:** That, the starting salary of the Administrative Assistant, would be £9.46 rising to £9.84 after training. An Interview Committee be established comprising Councillors Goodwin, Linda Coates, Joanna Walker, and with the Councillor Sue Baker as substitute Member

Due to a large amount of interest in the role the Chairman, RFO and Clerk would filter applications to form a shortlist which could be further narrowed down by the Committee.

PLANNING APPLICATIONS

5925 There were no planning applications for consideration.

DECISIONS MADE ON PLANNING APPLICATIONS

5926 The following decision on planning application was noted -

(Interleaved Document No.7)

Application Number: 2021/04756/PA
Site Address: 7 Prince Charles Close, Birmingham, B45 0NB
Description: Erection of 6-metre-deep single storey rear extension. Maximum height 3.5 metres, eaves height 3 metres.
Decision: No prior approval required

TRANSPORT ISSUES

5927 The issue was raised that whenever buses got diverted there was no prior warning to the public who might have been waiting for long periods of time. The Chairperson suggested the Clerk contact Kier Highways to find out when any future road works were scheduled that will have a knock-on effect to bus journeys.

ITEMS FOR INFORMATION ONLY

5928 Balaam's Wood Group

Councillor Linda Coates had been in contact with Nadine, from Housing Liaison Board, about funding compost and topsoil, via Cofton Nurseries, for various projects that they were involved in and now the library's beds needed doing, which those involved had agreed would be on a one-off basis. The Chairperson would look at the options of who could continue with looking after the beds moving forward, initially he would approach the library as they had expressed an interest in setting up a gardening group with their customers.

5929 Update on Events in Frankley

The new Councillor Alarra Cowie had touched base with a lot of different groups to find out what was going on in the area and had been amazed how much was being done in the community, she had suggested providing a schedule of events taking place over the summer to advertise as a brief overview now things were starting to open up again.

5930 REPORT OF THE DISTRICT WARD COUNCILLOR

There was no report from the District Ward Councillor.

LOCAL ISSUES RAISED BY MEMBERS OF THE PUBLIC

5931 The were no members of the public present.

AUTHORITY TO CHAIRPERSON AND OFFICERS

It was proposed by Councillor Linda Coates, seconded by Councillor Price, and, with none dissenting, it was -

5932 RESOLVED: 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.

MEETING ENDED AT 20.00 HOURS

Chairperson.....

Date.....

Subject to Council's Approval