



At a meeting of New Frankley  
in Birmingham Parish Council, at  
Parish Office on 12 Arden Road,  
18 March 2024, at 19:00 hrs.

Cllrs present: Linda Coates (in the Chair)  
Joanna Walker,  
Alarra Cowie,  
Kate Strachan,  
Ray Price,  
Mick Murphy,  
Sue Bradley,  
Marion Kenyon,  
Phil Johnston.

In attendance: Rachael Anstey (Clerk),  
Margarita Fackrell (RFO)

Members of  
the Public: 1

Absent: Sue Baker

## MINUTES

### Election of a New Chair

6779 Following the casual vacancy, and in line with the Standing Orders 15.2 (iii) a vote was taken for a new Chair, after receiving two nominees, it was-

**RESOLVED:** That, Councillor Walker be elected as Chairperson.

Cllr Coates left the meeting.

### Chair's Announcements

6780 A councillor resignation had been received from Tammy Clayton with her having less time available with university studies. The Monitoring Officer had been informed of the vacancy, it would be advertised until the end of April.

### Apologies for Absences

- 6781 Two apologies for absences were received, on behalf of Councillors Baker and Coates. The reasons, due to personal circumstances, were accepted.

### **Declarations of Interests**

- 6782 Declarations of interest were received on behalf of Councillors Strachan, regarding electrics, and Councillor Bradley, regarding the Carnival and Events Committee.

### **Minutes**

- 6783 It was **RESOLVED**: That, subject to the wording amended in item 6770 to “only one library in each constituency would remain open,” the minutes of the parish council meeting, held on 19 February 2024, be approved.

### **Finance & Management Committee (internal)**

(Interleaved document 1)

- 6784 The minutes of the F&M Committee meeting, held on 6 March 2024, were noted.

### **Finance**

- 6785 A receipt dated 13 February 2024 of £12,326.72, from the transfer of the Street Champions funds, back into the Unity Trust bank, under truck project.

The rest of the expenditure was for reoccurring payments: gas, electricity, phones, printer. The total expenditure in the payment schedule amounted to £4,771.61.

A budget of £70,000 remained, earmarked for projects, such as: community grants, Street Champions truck and the rest for reserves expenditure. It was-

- 6786 **RESOLVED**: That, the financial reports presented by the RFO, be approved.
- 6787 A request was made that the RFO sets out payments in a table for authorising in the month ahead rather than payments in a schedule authorised in retrospect.
- 6788 Following the F&M Committee recommendation for the purchase of bin bags and a requirement to purchase dog poop bags in readiness for April. It was-
- RESOLVED**: That, total expenditure on more bags totalling £842.50 from Gaz Bags, be approved. This consisted of 50,000 doggie scoop bags at £11.75 per 1000, along with 10,000 black bin bags at £12.75 per 1000 as both were in stock with the cheapest local supplier with no delivery charge.
- 6789 The RFO informed that cards had arrived for stamping when issuing dog poop scoop bags, which would be divided up into smaller quantities of 20 in a pack each time, to

keep track of amount of issued in a period and make them last longer. If capturing data personal data, a reminder was made about following GDPR protocol.

- 6790 Action taken between meetings due to the report of condensation in the container, not only putting the electrical equipment at risk but also being slippery underfoot was identified as a potential hazard, the F&M Committee recommended installing a electric humidifier or heat source to rectify the situation.
- 6791 It was **RESOLVED:** That, the retrospect expenditure for electrical works completed by David Cresswell in the storage container located in the rear yard at a cost of £210.00 included labour and parts, be approved.
- 6792 At the next meeting of the F&M Committee on Wednesday 20 March, it was proposed that they decide a capped limit amount on expenditure be determined in the event of an emergency.
- 6793 Following a recommendation by the F&M Committee at their last meeting, it was - **RESOLVED:** That, the cost of a replacement printer copier that the F&M Committee had opted for a remanufactured Sharp 4301 model cost £44.00 per month over a 3-year period, be approved. It worked out cheaper than the current HP model provided by current supplier, which would be gifted to New Starts for use in the community.
- 6794 Following a recommendation by F&M Committee at their last meeting, it was - **RESOLVED:** That, the total truck's tailgate expenditure amounted to £745.56, the breakdown: inspection fees at £202.20, incl. test at £65.00 plus mileage, and subsequent works to enable it to pass retest, be approved.
- 6795 It was **RESOLVED:** that, the internal auditor's fees from WALC's fee structure for 2024 set at £390.00, was slightly higher than the previously approved amount of £375.00, the new amount be approved with a date requested for April.
- 6796 It was **RESOLVED:** That, the newsletter expenditure for printing and delivery at £590.00, be approved. With a view to move away from printing on glossy paper that couldn't be recycled next time and to become more environmentally friendly, a quote would be sought for non-glossy.

A newsletter brainstorming group would get together to come up with ideas on valuable content formed by interested councillors and external organisations.

Whilst further training was required on Canva to make it possible to produce in-house and establishing whether the parish council had registered for Canva Pro.

### **Administration**

At Gill Lungley's recent training session it was acknowledged that once the Clerk has been in position for two years it was recommended that they could gain powers of competence, via the Certificate in Local Administration, to firstly benefit the parish council as Section 137 was currently capped to £9.93 per elector and it would open

up opportunities for potential income streams and secondly provide services to benefit the community. It was –

6797 **RESOLVED:** That, CiLCA training would be paid for the Clerk.

(Interleaved document 2)

6798 Flag for 80 D-Day celebrations was discussed. Enquiries to be made on the whereabouts of the flag pole to determine flag dimensions.

6799 The mound had a few bricks missing and ready-made cement at £6.99 had been bought for Steve Langston to make the repairs. It was –

6800 **RESOLVED:** That, a budget of up to £100-160 had been authorised to spend on the event on 6<sup>th</sup> June.

(Interleaved document 3)

6801 Parishioner correspondence received about what the parish council doesn't do. The recommendation was to write back focusing on the work that the parish council does do. The RFO reminded on the precept, the council tax for the parish council was set at -0.7% spending this year, good value for money.

(Interleaved document 4)

6802 With reference to Public Open space that BCC was building on, site address land at Boleyn Road, a letter was written to Member of Parliament, Gary Sambrook, on how does the parish council go about claiming the Community Infrastructure Levy money for the local community, which was circa £850,000. A formal request would be made to BCC or a proposal whether the parish council have land transferred to them - on the other side of the General Practice centre for running of events - in lieu of the CIL funds.

6803 A discussion enthused about the Burial ground, where the war graves were dug up and reburied elsewhere, it was not part of the parish.

(Interleaved document 5)

6804 Internal controls visual checks of assets were completed, back-ups onto the One Drive undertaken and submitted risk assessments were noted.

### **Staffing Committee**

6805 The Staffing Committee reported that after advertising for the first councillor vacancy two applications had been received, the applicants would be invited along for interview. The interview panel would get together, consisted of current Staffing Committee members: Cllr Walker, Coates and Cowie. If Cllr Coates was still unavailable, Cllr Strachan agreed to stand in.

### **Planning, Environmental, Highways, Public Transport Committee**

6806 There was no meeting.

### **Street Champions**

- 6807 Administrator provided an update that the current insurance provider had quoted £7,962.92, the excess was £350 recoverable (this is with him on the policy). The problem was cover for the over 80-year-olds and the other that the policy expired on 8<sup>th</sup> April. The broker Jukes Insurance was recommended to try for a quote used by New Starts. Another suggestion obtaining a quote for both under 70's and 60's.
- 6808 The local Job Centre could be approached about providing volunteers, as it did to New Starts, a contact would be forwarded by Cllr Keynon.

If the position of driver couldn't be filled by a volunteer, the F&M Committee recommended employing a driver.

### **Appeals Committee**

- 6809 There was no meeting of the Appeal Committee.

### **Planning, Environmental, Highways, Public Transport Committee**

- 6810 On funding a contractor digger to clear out a deeper channel would require permissions of Rivers & Canal Trust. In the first instance, the Chair recommended getting wellies on and digging out by hand before looking into investing in power tools.
- 6811 Educating residents not to dump rubbish that ends in the river via the newsletter.
- 6812 No dumping or fly tipping signs provided by the Housing Liaison Board, previously came from the BCC, who have stopped providing them now. The cost of them from Amazon isn't expensive. The signs don't work, they dump underneath them and there is no-where to put up the signs.
- 6813 A proposal of implementing an award scheme for the tidiest street in the newsletter like 'Birmingham in Bloom' to encourage pride in the area.

### **Planning**

- 6814 There were no new planning applications or decisions.

### **Report of the District Councillor**

- 6815 There was no report.

**Public Participation Session**

6816 The resident that fired off a complaint recently, had been directing them before to the previous chair. It was acknowledged it wasn't a problem that the parish council could do anything about it should be redirected to BCC.

**Any Other Business**

6817 The new club has been successful with 12 girls attendance, in Unity were excited about its continuation.

6818 The well-being workshops had been running for 5 weeks out of 12, attended mainly by local females. The feedback was attendees were enjoying it and it was going well.

(Interleaved document 6)

6819 Birmingham Erratic Boulders: there were 8 trails available with information available from the office and the Hub - no.4 Arden Road. It had been promoted with posters displayed at New Starts and on the website: <https://erraticsproject.org>

A suggestion of an article in the newsletter.

Meeting closed at 20:33 hours.

Chairperson.....

Date.....