

NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

Dear Councillor,

You are hereby summoned to attend the Annual General Meeting of the New Frankley in Birmingham Parish Council, for the purpose of transacting the following business, to be held on **Monday, 19 May 2025** at 7pm, in the office, 12 Arden Road, Rubery, Rednal, Birmingham, B45 0JA.

R. Anstey

Parish Clerk

12 May 2025

AGENDA

1 Election of the Chair

To elect a Chair of the parish council for the year 2025-26, until period ends at the next annual general meeting in May 2026. The nominated Chair to sign a Declaration of Acceptance of Office.

2 Apologies for Absence (if any)

To note an apology was sent on behalf of Cllr Baker's absence, due to personal circumstances. To accept the apology, along with any others.

3 Declarations of Interest (existence and nature) with regards 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 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 they must NOT take part in any discussion of the matter nor vote on the matter.

Members need not withdraw from the meeting but any participation by the member in respect of the matter that they have a pecuniary interest is a criminal offence, for which the member may be prosecuted, as well as referred to Birmingham City Council's Standards Committee.

4 Public Participation Session with Respect to Items on the Agenda.

(No decision on the matter before the council shall be made at his 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 business providing the public are 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.

5 Election of the Vice-Chair

To elect a Vice-Chair of the parish council for the year 2025-26, until period ends at the next annual General Meeting of the parish council. The nominated vice-chair to sign acceptance of office form.

6 Appointment of Representatives on Internal Committees

To appoint representatives on the following parish council's committees for year 2025-26:

5.1 Finance & Management Committee (2024-25: Cllrs Bradley, Cowie, Strachan, Murphy)

To appoint members and a chair of the committee.
[The Chair and Vice Chair of the Council are ex officio members of the Committee and, accordingly, the Council needs to appoint a further **three** members]. It is recommended that meetings of the F&M Committee be convened at the call of the Chair as and when there is business to transact.

5.2 Appeals Committee (2024-25: Cllrs Baker, Kenyon, Cowie)

To appoint the members and a Chair (maximum of 3) of the Appeals Committee for the year 2025-26. (Note that the same Members cannot serve on both the Staffing and

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

5.3 Staffing Committee (2023-24: Cllrs Johnson, Strachan & Coates)

To appoint the members and a Chair (maximum of 3) of the Staffing Committee for the year 2025-26. (Note that the same members cannot serve on both the Staffing and Appeals Committee). [Last year the Vice-Chairperson of the Council exercised their right to be ex officio Member of this Committee]. To note that meetings of the Staffing Committee be convened at the call of the Chairperson as and when there is business to transact.

5.4 Planning, Environmental, Highways & Transport Committee (2023-24: Cllrs Strachan, Bradley, Coates, Murphy)

To appoint members and a Chair (maximum of 7) of the Planning, Environmental, Highways and Public Transport.

[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].

To note the meetings will be convened at the call of the Chair as and when there is business to transact.

5.5 Flood & Resilience (2024-25: Cllrs Murphy, Johnston)

5.6 Street Champions Truck Working Group (2024-25: Sam Goodwin)

To appoint an administrator of the Street Champions.

Appointment of Representatives on External Bodies

5.7 City Council's Standards Committee (2024-25: Cllr Kenyon)

5.8 Balaam's Wood Committee (2024-25: Cllrs Walker, Coates)

5.9 Frankley Carnival Committee & Events (2024-25: Cllr Coates)

5.10 Frankley Library (2024-25: Cllr Baker)

6 Dates of Parish Council Meetings in the Year 2025-26

To set the dates of the parish council meetings for the year 2025-26. It is recommended that council meets on the third Monday of the month, at 7:00pm: -

2025

16th June; 21st July; 16th September; 20th October; 17th November;
15th December.

2026

19th January; 16th February; 16th March; 20th April and
Annual General Meeting of the Council -18th May;
Annual Parish Assembly – 18th May (unless otherwise stated).

7 Chair'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's Chairperson's allowances was approved. It is recommended that the Chair's annual allowance be set at £800.00 per annum, to be paid in 10 instalments, starting with the payment at the end of May.

Attached 8 Polices Review

8.1 To re-adopt all existing policies, available on council's [website](#):

Standing Orders

Financial Regulations

Code of Conduct

Freedom of Information Act publication scheme

Health & Safety Policy

Safeguarding Policy

Privacy Policy

Social Media Policy

Complaints Policy

Internal Controls Policy

Grievance Policy

Disciplinary Policy

Lone Worker and Home Working Policy

8.2 To adopt new policies:

Environmental Policy

Data Protection Policy

Attached 9 **Minutes**

9.1 To approve minutes of the parish council meeting on 28th April 2025.

9.2 To note the minutes of the Finance & Management Committee meeting on 15th May 2025.

Attached 10 **Finance Update**

10.1 To approve financial reports: payment schedule, bank reconciliation, budget analysis.

10.2 To approve insurance for the office's assets and Street Champions truck.

10.3 To approve latest risk assessments log report.

11 Planning

11.1 Planning Reference: 2025/00816/PA

Site address: Premier Inn, Ashbrook Drive, Birmingham, B45 9PF

Proposal: conversion of existing hotel restaurant into additional bedrooms, building and associated works.

Comments: 17 May 2025

11.2 Planning Reference: 2024/06370/PA

Site address: 95 Lysander Road Birmingham B45 0EN

Proposal: Change of use from dwellinghouse (Use Class C3) to childrens care home (Use Class C2) for upto three children.

Decision: Refuse

12 Report of the District Ward Councillor

The District Councillor is invited to report of any matter pertaining to the parish.

13 Items for Information

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

14 Public Participation Session

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

[It is time limited to 3 minutes per representation. No decision shall be made at the meeting].

Rachael Anstey, Clerk

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