



At the Annual General Meeting of the New Frankley in Birmingham Parish Council held on Monday 19th May 2025, at 12 Arden Road, Birmingham, B45 0JA, commencing at 19:00 hours.

Present: Cllr Jo Walker (Chair)
Members Alarra Cowie, Kate Strachan, Marion Kenyon, Phil Johnston, Lee Osborne, Linda Coates.

Also: R Anstey (Clerk), M Fackrell (RFO).
Public: 2
Absent: Cllrs Baker, Bradley, Murphy.

MINUTES

ELECTION OF CHAIRPERSON OF THE PARISH COUNCIL

- 7079 Upon receipt of two nominations, it went to a vote with the majority in favour of Councillor Walker being the Chair. It was-
RESOLVED: That, Councillor Walker be elected Chair of the New Frankley in Birmingham Parish Council for the period 2025-26 (ending at the next Annual General Meeting in 2026). Acceptance of Office form to be signed and retained by the Clerk.

APOLOGIES AND REASONS FOR ABSENCE

- 7080 Apologies for absences were received on behalf of Councillors Murphy, Bradley and Baker. The reasons for absences, due to personal circumstances, were accepted.

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

- 7081 No Declarations of Interest were made with regards to items on the agenda.
It was regarded as good practice for members to keep their Declarations of Interest updated. Upon the Chair's recommendation, new forms were issued for completion

along with a copy of the Code of Conduct, council has agreed to undertake and observe, it must be read.

- 7082 It was noted that the new Councillor Osborne had completed his Declaration of Interests form.

PUBLIC PARTICIPATION SESSION

(Interleaved document 1)

- 7083 No representations by members of the public in respect to items on the agenda were made.

ELECTION OF VICE-CHAIR OF THE PARISH COUNCIL

- 7084 Upon receipt of a nomination, it was proposed by Councillor Walker, seconded by Councillor Cowie, and with none dissenting was-

RESOLVED: That, Councillor Coates be elected as the Vice Chair, for the period 2025-26 (ending at the next AGM in 2026).

APPOINTMENT OF INTERNAL COMMITTEE MEMBERS

- 7085 **It was RESOLVED:** That, the new appointed members, for the period 2025-26 (ending at the next Annual General Meeting in May 2026), were:

(i) Resilience Team & Flooding

2 Councillors: Johnston, Murphy

(ii) Finance & Management Committee

6 councillors: Coates, Bradley, Strachan, Cowie, Kenyon, Walker

(Chair exercised her right as ex officio member).

Cllr Kenyon requested if it could be held on Wednesdays at 1pm giving as much notice as possible for and with Cllr Osborne as backup/consultee.

(iii) Planning, Environmental, Highways & Public Transport Committee

5 Councillors: Osborne, Johnston, Strachan, Murphy, Coates (Vice-chair exercised her right as ex officio)

(iv) Appeals Committee

3 Councillors: Cowie, Kenyon, Baker

(v) Staffing Committee

3 Councillors: Strachan, Johnston, Coates (Vice-chair exercised her right as ex officio)

vi) Street Champions

Administrators: Sam Goodwin, Margarita Fackrell.

The meetings of parish council committees were to be convened, by the call of the Chair of each committee, subject to there being business to transact.

Committees' Terms of Reference were available to review on the website.

REPRESENTATIVES APPOINTMENT ON EXTERNAL BODIES

(vi) BCC's Standards Board

Councillor Kenyon, if she can't make meeting then a representative can go in her place.

(vii) Balaam's Wood Management Committee

2 Councillors: Coates, Walker

(viii) Frankley Carnival & Events Committee

3 Councillors: Coates, Walker, Cowie.

(ix) Frankley Library

Councillor Baker

DATES OF MEETINGS OF THE PARISH COUNCIL FOR THE YEAR 2025-26

- 7086 It was **RESOLVED**: That, meetings of the Parish Council dates for the forthcoming Municipal Year be held monthly, falling on the third Monday of month and subject to there being business to transact, commencing at 19:00 hours in the parish office, and noting that there would be no meeting in the month of August due to recess, were scheduled for:

2025

16th June,

21st July,

16th September,

20th October,

17th November,

15th December.

2026

19th January,

16th February,

16th March,

20th April,

18th May at 6pm for Annual Parish Assembly.

18th May at 7pm for Annual General Meeting.

HEREON, THE CHAIRPERSON WITHDREW FROM THE MEETING, FOR CONSIDERATION OF THE FOLLOWING ITEM, AND IN THE ABSENCE OF THE CHAIR, THE VICE-CHAIR TOOK THE CHAIR. COUNCILLOR COATES IN THE CHAIR

CHAIRPERSON'S ALLOWANCE

It was proposed by Councillor Coates, seconded by Councillor Strachan, and with none dissenting, was -

- 7087 **RESOLVED:** That, the Chairperson's allowance be set at £800.00 per annum for the forthcoming Municipal Year 2024-2025 and that the payment thereof be paid in 10 equal monthly instalments commencing in May 2025.

It was taken into consideration the level was set by the principal council's independent remuneration panel had remained unchanged over the years. Ahead of next year, the suggestion was to approach about a possible raise.

HEREON, THE CHAIR, COUNCILLOR WALKER RESUMED THE CHAIR.
COUNCILLOR WALKER IN THE CHAIR.

POLICIES

(Interleaved Documents 2-3)

- 7088 It was too arduous a task to review all existing policies in one go so it was decided to review each policy at a time, aiming for one or two per month and a devise a schedule of review, policies were accessible ahead of meetings on the [website](#). It was **RESOLVED:** That, existing policies listed below be re-adopted, to meet audit checklist criteria, and a schedule of policies review circulated to give notice. A request was made to give priority to mandatory policies (top four as an example), and Internal Controls Policy, continuing to work through the list:

(I) Standing Orders (June)

(II) Financial Regulations (June)

(III) Code of Conduct (July)

(IV) Freedom of Information Act Publication Scheme (July)

(V) Internal Controls Policy (July, in lieu of no meeting next month)

Privacy Policy,

Social Media Policy,

Health & Safety Policy,

Safeguarding Policy,

CCTV Policy,

Complaints procedure,

Disciplinary Policy

Grievance Policy

Lone Worker/Home Working Policy.

Reserves Policy.

- 7089 It was **RESOLVED:** That, the NALC's latest recommended version of the Equal Opportunities Policy and Data Protection Policy be adopted.

Furthermore, the Data Protection Officer was nominated as Councillor Kenyon.

MINUTES

(Interleaved Documents 4-5)

- 7090 It was proposed by Councillor Strachan, seconded by Councillor Coates, and with none dissenting-
- RESOLVED:** That, the minutes of the parish council meeting on 28th April 2025, be approved and signed.
- 7091 An Acceptance of Office form was read aloud and signed by new Councillor Osborne. He thanked everyone for the opportunity and hoped to help offering his assistance to the benefit of the parish council.
- 7092 Minutes of the latest Finance & Management Committee meeting held on 15th May 2025 were noted.

FINANCIAL REPORT

(Interleaved Documents 6-7)

- 7093 Due to only 3 members present at last month's meeting, when yearly figures were explained. The overview was last year's annual budget set at £100,757.00 included precept of £57,575 and with localised grant £40,899 with the interest accrued, only spent £88,088.92. Savings were taken into consideration. This year added to the budget, precept request was much lower this year at £48,656, on council tax bill the parish council was on a minus figure this year.

Last year parish council took over the truck due to administration issues, was budgeted to spend £15,500. Of that, £8,000 spent on liability insurance due to age of drivers over 80 years of age, and the other £8000 spent on repairs, which kept

truck for 6 months off the road. Adding on to that the running costs totalled £13,700 which was offset against a receipt of £12,000 from previous Forum.

Truck's expenditure last year was only £1,680.

Expenditure schedule for month of April, actual spending was £8,347.22. and VAT £127.89 would be reclaimed so actual spending was £8219.33 which consisted of £88 petty cash, etc.

Annual defibrillator inspection was £135.00

Accounting software was £70.80 and other regular outgoings on utilities, etc.

Very little spent on the budget as its beginning of the financial year.

Current account received half of precept and localised grant totalling £47,777.50

Total funds in bank accounts by 30 April 2025 was £144,803.75

It was proposed by councillor Kenyon, with none dissenting was-

RESOLVED: That, the payment schedule, bank reconciliation, budget analysis, be approved.

- 7094 Insurance quotations for cover of the office and truck were reviewed by the F&M Committee at their meeting held on 15th May 2025. Following their recommendations to go with the cheaper quote from Zurich. It was proposed by Councillor Coates, with none dissenting was-

RESOLVED: That, the renewal quote on the truck be authorised for payment of £3,135.69 to Howdens, along with Zurich's one year proposal of £1115. The RFO was authorised to secure a 3 year contract at that amount but would renegotiate if it could be fixed rate just below or/at £1000 a year.

- 7095 The Risk Review Log approved by F&M Committee meeting on 15 May 2025 along with a review of the Grants Application's Criteria, without change, was noted on website. It was proposed by Councillor Kenyon, seconded by Cllr Strachan, and with none dissenting was-

RESOLVED: That, the latest Risk Log and Grants Application Criteria be approved.

- 7096 The annual PAT test on electrical equipment was scheduled for 28th May 2025.

- 7097 It was noted review of the Grants Application's criteria, undertaken by F&M Committee at their meeting on 15 May 2025, approval without change. Section 137 Expenditure Limit, announced for the 2025/26 financial year by the Ministry of

Housing, Communities and Local Government, informed an increase to £11.10 per elector, up from £10.81 last year.

PLANNING

- 7098 A new planning consultation, Planning Reference: 2025/00816/PA, received and circulated to members on 6 May 2025, due its short notification period with a deadline to comment which fell between meetings.

Site address: Premier Inn, Ashbrook Drive, Birmingham, B45 9PF
Proposal: conversion of existing hotel restaurant into additional bedrooms, building and associated works.
Comments by: 17 May 2025
Comment: No Objection

Comments made by members of the Planning, Highways, Environment & Transport Committee forwarded onto the Chair of that Committee to deal with on 12 May 2025. It transpired the planning consultation was out of the parish. Even so, the loss of the restaurant's soft play would be felt by mothers on the Frankley estate who used it.

A request for planning consultations go directly to the Planning Committee. BCC's Planning needed to change over the name of the addressee on consultations from 'Frankley Neighbouring Forum' to 'Planning Committee' as the right consultee. It had taken months just to get a simple address changed over to the parish council's, previously being sent to the home address of a councillor who had since left the parish council.

- 7099 The following planning decision was noted.

Reference: [2024/06370/PA](#)

Site address: 95 Lysander Road Birmingham B45 0EN

Proposal: Change of use from dwelling house (Use Class C3) to children's care home (Use Class C2) for up to three children.

A member of the public residing there was of the opinion, it was sensible not to re-open, going on previous track record was closed down.

- 7100 **REPORT OF THE DISTRICT COUNCILLOR**

There was no District Ward Councillor present.

ITEMS FOR INFORMATION ONLY

- 7101 Three members of the public that had attended the previous meeting(s) would be returning next month. Their mission was to visit different parish councils to bring about awareness of the perceived corruption and deception cited 'Cestui Que Vie

Act 1666, a copy of which had been provided. A word of warning to be careful with any response given by the parish council, and to be aware that councillors may be recorded, in case of implications or repercussions.

7102 Regarding the truck proposal, Councillor Osborne offered to be on hand to offer his help, from sourcing a replacement tipper vehicle to getting insurance, etc. and options to buy on a hire purchase or lease agreement. It required careful consideration at a meeting to discuss in further detail.

7103 It was noted that Chair was hereby authorised to act in between meetings, except in accordance with council's functions.

In which case, it was the Proper Officer authorised to act in pursuance of the council's functions, in conjunction with the Chair.

Further, that a report would be submitted, to the next meeting of the parish council, outlining why this authority was used.

Meeting closed at 20:18pm

Chairperson.....

Date.....

