



NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

Dear Councillor,

You are hereby summoned to attend a meeting of the New Frankley in Birmingham Parish Council, for the purpose of transacting the following business, to be held on **Monday, 17 November 2025** at 7pm, in the office, 12 Arden Road, Frankley, Birmingham, B45 0JA.

R. Anstey

Parish Clerk

12 November 2025

AGENDA

1 Apologies for Absence

To receive apologies for absences.

2 Declarations of Interest 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.

3 Public Participation Session with respect to items on the agenda.

This is a timed session limited to a few minutes per representation about matters brought before the council relating to the parish. To note that **no** decision shall be taken at this point of 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 representation, answering questions, giving evidence, provided that members of 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.

4 Minutes

4.1 To approve minutes of the following parish council meetings:

Parish council meeting 15th September 2025,
Parish council meeting 20th October 2025.

4.2 To note minutes of the following committee:

Finance & Management Committee meeting 6th November 2025.

5 Chair's Announcements

6 Finance Update

6.1 To approve up to date asset register and risk assessments.

6.2 To approve the financial reports below:

Payments and Receipts,
Bank reconciliation,
Expenses (and an explanation, if any).

6.3 To approve any retrospect expenditure taken in between meetings:

£280 for truck repairs: water damage to heater, replace oil and filter.
£395 printing of quarterly newsletter charge.
£535.50 auditor fees for finalising last year.
£246 annual RAC and insurance invoices.
£1159.13 HMRC tax and national insurance quarter.

6.4 Budget & Precept for the new financial year 2026-27

To discuss project proposals included the final budget below, before approval, as the precept would be raised and consider how to inform local taxpayers before receiving their new billing.

Salaries

The gardener had been contacted about money owed for services this year. The reason for submitting invoices later provided a steady income stream during quieter winter months, although he was aware that it may cause disruption to RFO for doing it that way but it worked better for him that way.

The cleaner's pay was recommended to be increased by the Finance & Management Committee due to the National Living wage coming into force from 1st April 2025, the minimum was set at £12.21 an hour, and due to it being mandatory it should be paid and backdated to then with immediate effect.

Office Refurbishment

A recommendation by the F&M Committee to repaint the office walls costing up to £1000.

Reserves

To consider setting a budget to hold for contingencies.

Truck

To consider progressing with the recruitment of and to determine the number of employed crew.

7 Administration Update

To note outstanding actions:

Pest control

Awaiting electrician & disinfection yard clean before Dodd Group can regularly monitor, unsure which department raised the jobs to get this completed, via Environmental Health.

Mould appeared in the office cupboard following an old leak reported to Property Services.

Blocked drain outside the rear gate in the back carpark at Arden Road reported to Property Services.

Building Safety Team report focused on the minor external wooden panels issues, when the actual damaged structural walls behind them was the major concern that needed urgent attention to remedy not to just put a 'plaster over the top', was flagged up.

Local matters

Residents do not have access to a GP surgery in New Frankley, within walking distance, the nearest one took two buses to reach at Hollymoor Medical Centre raised with the local MP. Laurence Turner had held a surgery on 7th November in the parish office.

District Cllr Morrall confirmed that a Local Ward Plan was now in place, completed in retrospect, enabled CIL money to go towards traffic measures put in place on Egg Hill Lane.

Also, addressing the need for more litter bins from his regular litter picking with the Rubery Wombles.

Residents raised concerns over flooding as it was the time of year for leaves to block drains, of particular concern was river routes around Princess Diana Walkway. If residents could assist with inspecting and reporting issues to prevent water build up problems.

Events

Police session at 10am on Friday 14th November.

Mobile Recycling Centre would be present in Arden Road (rear car park) at 7:30am - 12:30pm on 14th November.

Remembrance Day & Armistice Day services had been well attended this year. The new Rev Colin Corke at St Leonard's church made his debue.

Attached 8 **Street Champions Update**

8.1 To approve the job advert and to advertise for new employees this month in order interviews are conducted before Christmas.

8.2 Cllr Osborne proposed to look after the running of the truck in the administrator's absent.

8.3 To approve expenditure of £60-80+VAT for a full check diagnostics report includes tail lift inspection.

Attached 9 **Planning**

9.1 To consider a new planning application:

Application Reference 2025/0603/PA

Site Address 5 Glen Devon Close, B45 0DF

Development

Erection of 6 metre deep single storey rear extension. Maximum height 3 metres, eaves 3 m.

9.2 There were no new planning decisions.

10 Report of the City Councillor & Local MP

To receive the District Councillor's report.

11 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.

12 Authority to Act Between Meetings

To note the 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.

Rachael Anstey, Clerk

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