

New Frankley in Birmingham Parish Council

Meeting of the Finance and Management Committee

A meeting of the F&M Committee held on Friday 12th June 2026 at 11:00 hours at 12 Arden Road, Frankley, B45 0JA

Chairperson: Cllr Linda Coates
Present: Cllr Marion Kenyon
Cllr Sue Bradley
Cllr Jo Walker
Staff: Margarita Fackrell (RFO)

MINUTES

1 APOLOGISES FOR ABSENCE

The were no apologies received.

2 DECLARATIONS OF INTEREST WITH REGARD TO ITEMS ON THE AGENDA

There were no declarations of interest.

3 MINUTES OF THE LAST MEETING OF THE COMMITTEE

The minutes from the last meeting in May 2026 were approved.

4 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

There were no members of the public present.

5. LOCONOMY LIMITED CHARITY GRANT

To approve the grant application, following a face-to-face meeting with Loconomy who provided a breakdown of the grant requested.

RESOLVED: That, the £5000 grant requested covers the expense of 2 coaches, Patricia White is an experienced advisor who works alongside another coach to help get people back into work. NCP provide free use of premises, who although in partnership with they are independent from. It was noted that 60% of foot fall is from within the boundaries of New Frankley In Birmingham Parish Council and 40% from outside the area. It was made clear to Loconomy that the grant could not be used for any purpose outside of New Frankley In Birmingham Parish Council boundaries, it was noted that the recording of data for reporting purposes will only use Frankley postcodes. Loconomy were keen to do pop-ups around Frankley and not just in the library. It was suggested that we promote the service on social media and noticeboards, it was also suggested that our logo be shared with Loconomy so we can be included in their advertisement showing New Frankley In Birmingham Parish Council are supporting the project. The grant was approved on the following basis that £2500 would be paid immediately and a report should be submitted by Loconomy in October, followed by a final payment of £2500 in November 2026.

Proposed by Cllr Kenyon, seconded by Cllr Walker with all in favour.

6 BLEED KIT

The Parish Council has been asked about funding a community bleed kit to be used by the Street Watchers School Safeguarding Team as discussed at the last Parish Council meeting. Heartbeat Community Trust had been contacted several times regarding defib training and enquiries as to bleed kit services they provide to no avail. Meanwhile, Cllr Coates had contacted the local ambulance station who were more than happy to assist with defib training.

RESOLVED: That, 2 separate training sessions were needed one for defib training and the other bleed kit training. It was noted that First Aid training is NOT a legal requirement in the workplace if less than 25 staff members.

Cllr Coates to make contact with the Ambulance service to organise defib training, discussions can then be made to see if it is necessary to get the defib moved to a more accessible place. It was decided that it would be a good idea to trial a bleed kit outside the Arden Road shops and ask the provider of the kit the best place for it to be stationed. (CBT1) Control the bleed charity were due to make contact next week to discuss bleed kit services

7 CCTV SYSTEM MAINTENANCE AND MONITORING BY THE POLICE

To review the CCTV motion and Objection responses prepared by Cllr Brittain. No progress has been made on the regularity and payment level to contract ATEC for maintaining outside CCTV system again after the last Committee and Parish Council meeting it was not actioned. The Office has been informed by the PCO's That they are willing to monitor CCTV crime but do not know who to approach at Birmingham City Council.

RESOLVED: That, Cllr Gemma Guttridge is currently working on hotspot areas and to await discussions with Gemma once she has more information to share.

Previously Birmingham City Council have refused our request for installation of cameras at hot spot areas.

The Clerk should contact ATEC and state that we previously had a 5yr guarantee on the CCTV system which was paid for in 2021 but was not installed until 2023 meaning we are still within the 5 year contract period.

8 PUBLIC LIABILITY INSURANCE FOR THE PARISH OFFICE

To approve the payment of £1075.32 for Public Liability Insurance to Zurich. The Parish Council agreed on taking 3 years contract with Zurich Town and Parish Council Insurance last year in May. In order to commence a 2nd year in June 2026 a payment is now due. There is only a £25 increase for the included administration cost.

RESOLVED: That this be approved, proposed by Cllr Kenyon , seconded by Cllr Walker, with all in favour.

9. HERON PRESS NEWSLETTER AND LITTER LABELS COMPLETION

For information only that the work submitted by Heron Press by Cllr Strachan for Frankley Litter Busters labels and the newsletter prepared by Sid Grey have been completed and delivered. Newsletter £395.00 and Litter Buster labels £121.20.

11. INTERNAL AUDITOR REPORT & AGAR 2025-26 PUBLIC NOTICE OF INSPECTION

On the Annual Internal Auditors Report 2025/26, during the financial year ended 31 March 2026, this authority had to answer no to the following internal control objectives.

B and C due to Street Champions credit cards

H asset register not fully accurately maintained due to the truck. It was to be included

for insurance purposes.

M and N delay with approving AGAR owing to late receipt of the Internal Audit Report and 30 days commenced after 1st July.

RESOLVED: That due to Frankley Street Champions being unable to open a bank account to get round this a suggestion of using a prepaid card preloaded with funds for the likes of fuel and expenses. Thus, resolving lack of internal controls over credit cards being held by non-council staff. The RFO would make contact with the Internal Auditor to discuss the prepaid cards option and see if this would resolve the issue. Next year, the Street Champions would have to apply for a grant. The agreement will be drawn with the Street Champions to establish clarity to the management of the truck.

12. **METAL FIRE SAFE DOCUMENT STORAGE CUPBOARD FOR OFFICE**

Metal Storage Cupboard with 2 doors and 3 adjustable shelves 170cm lockable Amazon £149.99

RESOLVED: Approved to go ahead but to purchase after the painting of the office

13. **APPROVAL TO DECORATE THE OFFICE AND CLOSING FOR 2 WEEKS**

3 painting quotes obtained and a decision to close office during mid August for 2 weeks. Public needs notifying prior about the closing. Batteries and dog poop bags can be left with NewStarts during that time.

RESOLVED: That the cheapest quotation was chosen at £690.00 due to the location of the business being less than a mile from the office. The quote entailed Preparation and painting of the front entrance, front office, main office, CCTV Office, Back entrance, 2 storage cupboards, toilet all skirting boards ad all door frames.

Meeting ended at 12:15PM

.....
Chairperson

.....
Date