

**SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 10<sup>TH</sup> JULY 2023 AT 4.30PM.**

**Those present:**

**Chairman:** Cllr D Cornock.

**Councillor:** Cllr G Craig, Cllr H Hendry, Cllr Mrs J Lloyd, Cllr K S Paul.

**Officer:** Mrs K Woods.

**1. Apologies.**

Apologies were received and accepted from Cllr Miss S Nasreisfahany.

**2. Minutes of Previous Finance and General Purposes Committee Meeting**

It was **RECOMMENDED:** That the Minutes of the previous Finance and General Purposes Committee meeting held on Monday 12<sup>th</sup> June 2023 be approved as a true and correct record.

**3. Matters Arising.**

a.) Minute number 3.a.) Smith's Wood Alliance.

Members were informed that the Football Foundation had listed the Parish Council funding request as 'Grant to be accepted'.

b.) Minute number 4.a.) SASS - Booking facilities.

Members were informed that SASS had contacted Cllr Miss Nasreisfahany regarding the changes the Parish Council have made to the booking system. The Clerk informed Cllr Nasreisfahany, who was not at the previous meeting, that the decision was made to bring SASS and other groups that had paid for hall hire via invoice, in line with other hall users and that all monies are paid through the till as they have been in the past.

**4. Correspondence.**

a.) Site Maintenance Services - Re: Quotation for tree work on 2 Oak trees on corner of Buckingham Road/Windward Way.

It was **RECOMMENDED:** That the Clerk ask the grounds maintenance contractor if the trees are diseased, as this will affect which quotation the Parish Council opt for.

b.) Darron Allen (Solihull MBC) - Re: Quotation for Christmas Tree and Christmas Decorations.

It was **RECOMMENDED:** That the Parish Council do not fund the installation of a Christmas tree for this year. That the local shop keepers be asked if they would part fund 4 Christmas lights, with the Parish Council funding 50%.

c.) UK Safety Managements - Re: Quotation for Fire Extinguishers.

It was **RECOMMENDED:** That the Clerk contact the Parish Council's current contractor and ask if they can match this quotation.

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- d.) R T Electrical - Re: Quotation of replacement hall lights.  
It was **RECOMMENDED:** That the quotation be accepted.
- e.) SASS - Re: Request to waive hire fees.  
It was **RECOMMENDED:** That the Parish Council put a hold on the June Youth Club Sessions invoice, but expect it to be paid at a later date. That the Clerk remind SASS of the criteria that the Parish Council require for financial assistance requests, including a copy of their latest finance accounts. That the Clerk inform SASS that the Parish Council support the organisation and will assist where they can, but are not in a position to fund all that was on their list and that funding should be sourced from other organisations such as HS2, Solihull MBc and Birmingham Airport.
- f.) WALC - Re: Solihull Area Committee Agenda for meeting scheduled for Thursday 27<sup>th</sup> July, 7.15pm at Arden Hall, Castle Bromwich Parish Council.  
It was **RECOMMENDED:** That this item be received and noted.
- g.) Solihull MBC - Re: Visit Solihull - Jazz Festival; July Newsletter.  
It was **RECOMMENDED:** That this item be received and noted.
- h.) Solihull MBC - Re: Solihull Active Newsletter - July 2023.  
It was **RECOMMENDED:** That this item be received and noted.
- i.) Solihull MBC - Re: Stay Connected: Solihull Town Centre Public Realm Strategy; Festival 36; Latest Vacancies; Latest News - 22 June, 23 June, 29 June, 30 June, 6<sup>th</sup> July, 7<sup>th</sup> July.  
It was **RECOMMENDED:** That these items be received and noted.
- j.) West Midlands Police - Re: Neighbourhood Alerts: 21 million scam emails reported; Only 35 days to help us reach our fundraising goal for youth work; Your weekly update from the Smith's Wood Neighbourhood Team; West Midlands Fire Service Consultation 2023; Protect your home from burglars during the summer months; Weekly update; Our News.  
It was **RECOMMENDED:** That these items be received and noted.
- k.) Solihull MBC - Re: Community Development Team - Community Updates.  
It was **RECOMMENDED:** That these items be received and noted.
- l.) Solihull MBC - Re: C.A.V.A. Solihull Bulletins.  
It was **RECOMMENDED:** That these items be received and noted.
- 5. Planning Applications.**
- a.) Solihull MBC - Re: Planning Application - Bedford House - Back-up diesel generator external to the tower block that will provide electricity to a fire suppression system within Bedford House in the case of an emergency, should there be a mains electricity power cut. A 2.4m fence around the generator is part of the application.  
It was **RECOMMENDED:** That the Parish Council have no objections to the above application.

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- b.) Solihull MBC - Re: Planning Application - Newnham House - Back-up diesel generator external to the tower block that will provide electricity to a fire suppression system within Newnham House in the case of an emergency, should there be a mains electricity power cut. A 2.4m fence around the generator is part of the application.  
It was **RECOMMENDED**: That the Parish Council have no objections to the above application.

**6. Accounts Presented, Bank Reconciliation and Budget.**

a.) Expenditure.

It was **RECOMMENDED**: That the following accounts be approved.

| <b>Direct Debit, Bill Payments and Standing Orders</b> |                                                                               | <b>Amount £</b> |
|--------------------------------------------------------|-------------------------------------------------------------------------------|-----------------|
| 14/06/2023                                             | SPECTRUM FIRE - emergency lighting                                            | 348.00          |
| 15/06/2023                                             | NEST PENSIONS                                                                 | 25.75           |
| 15/06/2023                                             | W/MIDLANDS PENSION SCHEME                                                     | 440.17          |
| 19/06/2023                                             | NARKED LTD - website domains                                                  | 200.00          |
| 21/06/2023                                             | LDC STORES - cleaning materials                                               | 114.60          |
| 21/06/2023                                             | OFFICE DEPOT - stationery (including copier paper)                            | 267.61          |
| 21/06/2023                                             | OFFICE DEPOT - stationery (including printer toners)                          | 292.21          |
| 22/06/2023                                             | NEST PENSIONS                                                                 | 143.71          |
| 23/06/2023                                             | IRIS BUSINESS SOFTWARE                                                        | 15.16           |
| 26/06/2023                                             | IRIS PAYROLL SOLUTIONS                                                        | 7.10            |
| 26/06/2023                                             | NEST PENSIONS                                                                 | 30.73           |
| 03/07/2023                                             | SOLIHULL MBC - business rates                                                 | 1297.00         |
| 03/07/2023                                             | UK SAFETY MANAGEMENT - PAT testing                                            | 308.38          |
| 03/07/2023                                             | GALLIERS DAIRY - milk-in-schools                                              | 237.50          |
| 05/07/2023                                             | S/WOOD PRIMARY ACADEMY - gas, electric and refuse charges for May             | 1116.54         |
| 05/07/2023                                             | S/WOOD PRIMARY ACADEMY - gas, electric and refuse charges for June            | 1625.61         |
| 05/07/2023                                             | S/WOOD PRIMARY ACADEMY - shared maintenance. Work carried out by Site Manager | 31.02           |
| 06/07/2023                                             | BRITISH TELECOM - 2 x telephone, 2 x broadband                                | 165.98          |
| 06/07/2023                                             | NEST PENSIONS                                                                 | 44.46           |
| 06/07/2023                                             | HMRC - Inland Revenue p.a.y.e.                                                | 1102.82         |
| 10/07/2023                                             | SITE MAINTENANCE SERVICES - removal of fallen tree branch                     | 180.00          |

b.) Bank Reconciliation

It was **RECOMMENDED**: That the bank reconciliation as at 30<sup>th</sup> June 2023 be accepted.

**11. Exclusion of Public and Press.**

It was **RECOMMENDED**: That in accordance with Schedule 12a of the Local Government Act 1972, the public and press be excluded from the following Agenda items: Staff Matters and Wages; Health and Safety; Security.

**Chairman's Initials:**.....