

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 11TH SEPTEMBER 2023 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

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

Officer: Mrs K Woods.

1. Apologies.

Apologies were received from Cllr A Duffen and 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 10th July 2023 be approved as a true and correct record.

3. Matters Arising.

a.) Minute number 4.a.) Site Maintenance Services - Tree Survey.

Members were informed that the decaying Ash tree had been felled on Wednesday 6th September 2023.

b.) Minute number 4.b.) Solihull MBC - Christmas Decorations.

Members were informed that the shop keepers were not keen to contribute towards Christmas decorations for the lamp posts.

4. Correspondence.

a.) Moore - Re: Completion of Audit of Accounts 2022/2023.

It was **RECOMMENDED:** That this item be received and noted.

b.) Smith's Wood Academy - Re: Response to letter sent regarding Ofsted report 2023.

It was **RECOMMENDED:** That the Clerk inform the school that they would like to attend a meeting at their earliest convenience.

c.) Debi-Ann Ramsey (SASS) - Re: Dates for Easter/Summer/Christmas HAF 2024.

It was **RECOMMENDED:** That this item be received and noted.

d.) Cllr Mark Wilson - Re: Complaint regarding the felling of tree at junction of Buckingham Road/Windward Way.

It was **RECOMMENDED:** That the Clerk inform Cllr Wilson that if he, or any other Borough Councillor, had attended Parish Council meetings they would have known the Parish Council's concerns regarding this tree and the actions that they had taken to ensure the safety of Smith's Wood residents. A letter is also to be sent to Mr Moon informing him of the Parish Council's concerns and actions taken regarding the tree and that he is welcome to view the Tree Surgeon's report at the Parish Council's office.

Chairman's Initials:.....

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- e.) Solihull MBC - Re: Kingshurst Village Centre.
It was **RECOMMENDED:** That this item be received and noted.
- f.) Solihull MBC - Re: Solihull Active Newsletter - Sept 2023.
It was **RECOMMENDED:** That this item be received and noted.
- g.) Solihull MBC - Re: Community Development Team - Community Updates.
It was **RECOMMENDED:** That these items be received and noted.
- h.) West Midlands Police - Re: Neighbourhood Alerts - Upcoming Princes Trust Programme; Vehicle Task Force Update; The September edition of OUR NEWS is here; Crime Update
It was **RECOMMENDED:** That these items be received and noted.
- i.) Solihull MBC - Re: Stay Connected - Latest News 8th September.
It was **RECOMMENDED:** This item be received and noted.
- j.) Solihull MBC - Re: C.A.V.A. Solihull Bulletin.
It was **RECOMMENDED:** That this item be received and noted.

5. Planning Applications.

There were no planning applications received.

6. Accounts Presented, Bank Reconciliation and Budget.

a.) Expenditure.

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

Direct Debit, Bill Payments and Standing Orders

11/07/2023	HSBC - bank charges	39.50
17/07/2023	W/MIDLANDS PENSION SCHEME	440.17
17/07/2023	TANSHARE - sunbed creams - sachets and bottles	303.60
17/07/2023	VIKING DIRECT (OFFICE DEPOT) - water bottles, folders wallets	89.78
17/07/2023	ANDREWS AIR CONDITIONING - annual maintenance	349.82
19/07/2023	LDC STORES - cleaning materials	64.62
19/07/2023	SITE MAINTENANCE SERVICES - 2 x gang mowing, litter pick, grass cut corner of Buckingham Road	300.00
19/07/2023	SOLIHULL MBC - Election charges	810.29
21/07/2023	NEST PENSIONS	174.97
25/07/2023	IRIS BUSINESS SOFTWARE	15.16
25/07/2023	IRIS PAYROLL SOLUTIONS	7.10
26/07/2023	NEST PENSIONS	23.53
31/07/2023	SITE MAINTENANCE SERVICES - removal of large broken tree branch from site, corner of Buckingham Road	120.00
31/07/2023	GALLIERS DAIRY - milk-in-schools	187.50

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Direct Debit, Bill Payments and Standing Orders

31/07/2023	HMRC - Inland Revenue p.a.y.e.	1128.49
01/08/2023	SOLIHULL MBC - business rates	1297.00
01/08/2023	PPL/PRS - music licence	1006.24
02/08/2023	OFFICE DEPOT - printer cartridges for gym printer	38.90
04/08/2023	AMAZON - picture frames	104.88
07/08/2023	BRITISH TELECOM - 2 x line, 2 x broadband	144.55
07/08/2023	NEST PENSIONS	25.22
08/08/2023	AMAZON - washroom cleaner	18.00
10/08/2023	NEST PENSIONS	30.81
10/08/2023	HMRC - VAT return	195.08
10/08/2023	HSBC - bank charges	39.50
15/08/2023	W/MIDLANDS PENSION SCHEME	440.17
16/08/2023	AJD DOMESTIC & COMMERCIAL SCAFFOLDING	1440.00
17/08/2023	MOORE - external audit fees	504.00
21/08/2023	D & M GYM SERVICES - annual service	474.00
22/08/2023	R.U.P.D.S. - painting and decorating	3000.00
23/08/2023	IRIS BUSINESS SOFTWARE	15.16
23/08/2023	IRIS PAYROLL SOLUTIONS	7.10
23/08/2023	R.U.P.D.S. - painting and decorating	37.50
24/08/2023	NEST PENSIONS	167.50
01/09/2023	SOLIHULL MBC - business rates	1297.00
04/09/2023	HMRC - Inland Revenue p.a.y.e.	1112.54
04/09/2023	STARBOARD SYSTEMS - accounts software and support	673.92
04/09/2023	AMAZON - replacement telephone downstairs gym office	19.99
04/09/2023	AMAZON - replacement printer Clerk's office	124.75
05/09/2023	R.T. ELECTRICAL - remove and replace faulty lights In halls	996.00
05/09/2023	SITE MAINTENANCE SERVICES - tree survey	960.00
05/09/2023	LDC STORES - cleaning materials	141.71
06/09/2023	BRITISH TELECOM - 2 x line, 2 x broadband	146.11
06/09/2023	AMAZON - USB connector for printer	5.39
07/09/2023	NEST PENSIONS	44.58
10/09/2023	HSBC - bank charges	8.00
11/09/2023	MH Goals Ltd - goal posts for Smith's Wood Alliance F.C.	1448.40

b.) Bank Reconciliation

It was **RECOMMENDED:** That the bank reconciliation as at 31st July 2023 and 31st August 2023 be accepted.

7. **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.

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