

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 20TH NOVEMBER 2023 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

Councillor: Cllr M Caddick, Cllr A Duffen, Cllr H Hendry, Cllr Mrs J Lloyd, Cllr Miss S Nasreisfahany, Cllr Ms D Ramsey.

Officer: Mrs K Woods.

1. Apologies.

Apologies were received from Cllr G Craig.

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 9th October 2023 be approved as a true and correct record.

3. Matters Arising.

There were no matters arising from the Minutes.

4. Correspondence.

a.) Matthew Rossi (Solihull MBC) - Re: Boundary Review.

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

b.) Jessica Nash (Solihull MBC) - Re: Council Tax Base 2024/2025.

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

c.) Karen Jerome (Solihull MBC) - Re: Elmwood Place.

It was **RECOMMENDED:** That the Clerk contact Auckland Hall, St Clements Church, Smith's Wood Primary Academy for possible room hire for Parish Council meetings throughout January to April 2024.

d.) Solihull MBC - Re: Kingshurst Village Centre Updates.

It was **RECOMMENDED:** That these items be received and noted.

e.) Solihull MBC - Re: Newsletters.

It was **RECOMMENDED:** That these items be received and noted.

f.) Solihull MBC - Re: Leader's Messages.

It was **RECOMMENDED:** That these items be received and noted.

g.) Solihull MBC - Re: Stay Connected: Latest News - 17 October, 18 October, 20 October, 23 October, 25 October, 26 October, 27 October, 31 October, 1 November, 2 November, 3 November, 8 November, 10 November, 15 November, 16 November, 17 November.

It was **RECOMMENDED:** That these items be received and noted.

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- h.) Solihull MBC - Re: CAVA Solihull Bulletins.
It was **RECOMMENDED:** That these items be received and noted.
- i.) Solihull MBC - Re: Community Development Team Updates.
It was **RECOMMENDED:** That these items be received and noted.
- j.) West Midlands Police - Re: Neighbourhood Alerts: National Hate Crime Awareness Week; Preparing for a Safe and Spooky Season; Update on our police buildings in Solihull; Let's keep children safe during Halloween; SimpliSafe offers guidance on protecting your home; Weekly Update 31/10; Smithswood newsletter 1 November; West Midlands Fire Service - November Newsletter; Recruiting Police Officers; Protect Your Property When You're Out and About; Local Crime Update; Nissan Navaras targeted by thieves in Solihull; November edition of OUR NEWS; Safe Travel on Public Transport During the Darker Nights; Crime Update; Crime Update; Weekly Update; Officers support National Operation tackling knife crime and serious violence; Neighbourhood Engagement; Got a delivery you weren't expecting?; Robberies; West Midlands Police Volunteer Cadet Leader Role; Neighbourhood Policing Team Update; Neighbourhood Teams Update.
It was **RECOMMENDED:** That these items be received and noted.

5. Planning Applications.

- a.) Solihull MBC - Re: Planning Application - External wall insulation to the properties: 2, 4, 6 & 8 Daimler Close; 1, 2, 3, 4, 5, 6, 7 & 8 Marcos Drive; 74 & 76 Wolseley Close; 316, 318, 320 & 322 Lanchester Way; 3, 5, 7 & 9 Morris Croft.
It was **RECOMMENDED:** That there are no objections to the above application.

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		Amount £
11/10/2023	HSBC - bank charges	8.00
11/10/2023	S/WOOD PRIMARY ACADEMY - electric, water, refuse collection, security, window cleaning	1405.85
11/10/2023	S/WOOD PRIMARY ACADEMY - shared maintenance	29.61
12/10/2023	C.E.F. COLESHILL - replacement light bulbs	85.02
12/10/2023	CARS AREA TOGETHER - grant aid	150.00
16/10/2023	W/MIDLANDS PENSION SCHEME	440.17
19/10/2023	NEST PENSIONS	169.06
20/10/2023	SITE MAINTENANCE - 2 x grass cutting, litter pick, pitch remark, corner of Buckingham Road	384.00
20/10/2023	GUARDIAN FIRE - fire extinguisher service	480.00
23/10/2023	IRIS BUSINESS SOFTWARE	15.16
23/10/2023	IRIS PAYROLL SOLUTIONS	7.10
26/10/2023	NEST PENSIONS	23.00
27/10/2023	PB SPORTS - staff uniform	199.20
30/10/2023	HMRC - inland revenue	943.25

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Direct Debit, Bill Payments and Standing Orders	Amount £
30/10/2023 GALLIERS DAIRY - milk-in-schools	280.00
31/10/2023 LDC STORES - cleaning materials	58.12
31/10/2023 AMAZON - hand held vacuum	22.99
01/11/2023 SOLIHULL MBC - business rates	1297.00
02/11/2023 NEST PENSIONS	23.00
02/11/2023 OFFICE DEPOT - stationery, bottled water for gym	66.10
06/11/2023 BRITISH TELECOM - 2 x phone line, 2 x broadband	138.32
06/11/2023 MPLC LTD - licence for TV's, music, etc	472.68
09/11/2023 NEST PENSIONS	23.00
09/11/2023 S/WOOD PRIMARY ACADEMY - gas, electric, water and refuse collection	1818.62
09/11/2023 S/WOOD PRIMARY ACADEMY - shared maintenance	31.02
09/11/2023 S/WOOD PRIMARY ACADEMY - CCTV and security maintenance	406.63
10/11/2023 HSBC - bank charges	54.50
14/11/2023 NEST PENSIONS	23.96
14/11/2023 SLCC - membership fees	238.00
15/11/2023 W/MIDLANDS PENSION SCHEME	818.59
16/11/2023 SITE MAINTENANCE - litter pick, 2 x grass cutting, 2 x pitch remark, pitch grass cut, corner of Buckingham Road	564.00
20/11/2023 NEST PENSIONS	223.78

b.) Bank Reconciliation.

It was **RECOMMENDED:** That the bank reconciliation as at 31st October 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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8. Private Section of Minutes.

It was **RECOMMENDED:** That the Private Section of the Minutes of the Finance and General Purposes Committee meeting held on Monday 9th October 2023 be approved as a true and correct record.

9. Accounts Presented, Bank Reconciliation and Budget.

a.) Income:

It was **RECOMMENDED:** That the following receipts be accepted.

Income Banked	Amount £
09/10/2023 SUM-UP PAYMENTS - gym takings	31.59
10/10/2023 HMRC - VAT repayment	1184.49
10/10/2023 SUM-UP PAYMENTS - gym takings	130.92
11/10/2023 SUM-UP PAYMENTS - gym takings	65.24
12/10/2023 SUM-UP PAYMENTS - gym takings	461.15
13/10/2023 SUM-UP PAYMENTS - gym takings	43.05
16/10/2023 SUM-UP PAYMENTS - gym takings	6.52
17/10/2023 SUM-UP PAYMENTS - gym takings	7.90
18/10/2023 SUM-UP PAYMENTS - gym takings	74.45
19/10/2023 SUM-UP PAYMENTS - gym takings	10.47
20/10/2023 SUM-UP PAYMENTS - gym takings	27.26
22/10/2023 HSBC - interest	199.47
23/09/2023 SUM-UP PAYMENTS - gym takings	12.93
24/10/2023 SUM-UP PAYMENTS - gym takings	11.86
25/10/2023 SUM-UP PAYMENTS - gym takings	45.23
26/10/2023 SUM-UP PAYMENTS - gym takings	38.12
27/10/2023 SUM-UP PAYMENTS - gym takings	82.94
27/10/2023 RURAL PAYMENTS AGENCY - milk subsidy	120.65
30/10/2023 GO GIRL BIRMINGHAM - summer HAF	400.00
30/10/2023 SUM-UP PAYMENTS - gym takings	2.96
31/10/2023 SUM-UP PAYMENTS - gym takings	18.76
01/11/2023 SUM-UP PAYMENTS - gym takings	28.35
02/11/2023 SUM-UP PAYMENTS - gym takings	2.57
15/11/2023 SUM-UP PAYMENTS - gym takings	127.48
16/11/2023 SUM-UP PAYMENTS - gym takings	49.37
17/11/2023 SUM-UP PAYMENTS - gym takings	66.96

b.) Precept.

Members were presented with the second quarter budget breakdown and figures for next year's gym staff wage rise.

It was **RECOMMENDED:** That a predicted budget breakdown until the end of March 2024 be presented to the next Finance and General Purposes Committee meeting. That the staff wages for 2024/2025 be increased by 4.5%. That £10,000 be taken from the Building Fund and set aside for the proposed Marketing Plan. That the Building Fund become the General Fund and any reserves used to support the precept be taken from this fund.

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10. Staff Matters and Wages.

a.) Staff Wages.

It was **RECOMMENDED:** That the wages for weeks commencing: 16/10/2023, 23/10/2023, 30/10/2023, 06/11/2023, 13/11/2023 and 20/11/2023 be approved.

11. Health and Safety.

There were no matters to report.

12. Security.

There were no matters to report.

WITH NO FURTHER BUSINESS TO BE DISCUSSED THE MEETING CLOSED AT 5.00PM.