

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 15TH JULY 2024 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

Councillor: Cllr S Bray, Cllr Mrs W Bray, Cllr M Caddick, Cllr G Craig, Cllr K S Paul.

Councillors absent: Cllr A Duffen, Cllr H Hendry, Cllr Mrs J Lloyd, Cllr Miss S Nasreisfahany, Cllr Ms D Ramsey, Cllr M Rashid.

Officer: Mrs K Woods.

1. Apologies.

Apologies were received and accepted from Cllr H Hendry and Cllr Mrs J Lloyd.

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 3rd June 2024 be approved as a true and correct record.

3. Matters Arising.

a.) Minute number 4.b.) Smith's Wood DocSpot Actions Update.

Members were informed that Solihull Active wish to take 4 hours from the current DocSpot hours and use these hours to put on different activities within the Smith's Wood area. These activities could include sit down exercises, circuit training, walking.

b.) Minute number 6.) Dog Show / Fun Day.

Members were informed that the dog show/fun day had raised £175 for the food bank and that the stall holders had donated three crates of food, which was delivered to the food bank at Auckland Hall. Members were informed that planning for next year's event will start sooner, and that craft fairs could be held once a month in the school hall/halls.

4. Correspondence.

a.) Paul Tovey - Re: Request to meet with Parish Council either in person or via Teams meeting.

It was **RECOMMENDED:** That the Clerk contact Paul Tovey and enquire what choices/options are available to the Parish Council to resolve this issue.

b.) Lee Stevenson (Solihull MBC) - Re: Birmingham Airport Consultative Committee - draft minutes and dates of next meeting.

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

c.) Charlene Horrocks (Cars Area Together) - Re: Minutes of last meeting and reflections.

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

d.) Solihull MBC - Re: Visit Solihull July 2024 Newsletter.

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- e.) Warwickshire Wildlife Trust - Re: Warwickshire's Local Nature Recovery Strategy - Have Your Say.

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

- f.) Solihull MBC - Re: Latest News.

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

- g.) Solihull MBC - Re: CAVA Newsletters.

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

- h.) Solihull MBC - Re: Community Development Team - community updates.

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

- i.) West Midlands Police - Re: Neighbourhood Alerts.

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

5. Planning Applications.

- a.) Solihull MBC - Re: Planning Application - 32 Guernsey Drive - single storey side extension with flat roof.

It was **RECOMMENDED:** That the Parish Council have no objections to the above planning application, subject to the views of local residents.

6. Membership of NALC/WALC.

A vote was taken with 6 for, no against, motion carried.

It was **RECOMMENDED:** That the Parish Council take up membership of NALC and WALC. That there is no fundamental change to the Standing Orders until the draft document has been read and discussed.

7. Minutes of Marketing Strategy Sub-Committee

It was **RECOMMENDED:** That the Minutes of the Marketing Strategy Sub-Committee meeting held on Monday 8th July 2024 be approved as a true and correct record and the recommendations contained therein be adopted. That the Clerk ask Theo Thompson to contact Simon Upson, the Head Steward, regarding any changes made to gym pricing.

8. Community Gym Matters.

- a.) Members were presented with gym figures for the month of June 2024.

- b.) Members were informed that British Telecom were phasing out analogue telephone lines and replacing them with digital lines in 2025, so the Parish Council have to make a decision on upgrading their gym telephone line with BT or getting a mobile telephone.

- c.) Members were informed that their payroll software provider are updating their service from online to cloud in March 2025, and instead of a one-off payment and additional monthly charges, it will be down to how many payslips are produced each monthly, with a possible saving of £3 per month.

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9. Accounts Presented, Bank Reconciliation and Precept.

a.) Expenditure.

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

Direct Debit, Bill Payments and Standing Orders		Amount £
04/06/2024	HMRC - Inland Revenue p.a.y.e.	254.26
04/06/2024	GALLIERS DAIRY - milk-in-schools	266.00
04/06/2024	NATIONAL PEN - gym promotional key rings	199.19
06/06/2024	BRITISH TELECOM - 2 x telephone line, 2 x broadband	152.74
06/06/2024	INFORMATION COMMISSIONERS OFFICE - data protection	35.00
06/06/2024	LDC STORES - cleaning materials	135.74
06/06/2024	ANDREWS AIR CONDITIONING - service	349.82
06/06/2024	S/WOOD PRIMARY ACADEMY - electric, gas, water and refuse collection for May	1597.90
06/06/2024	S/WOOD PRIMARY ACADEMY - emergency lighting repairs in gym	460.00
06/06/2024	S/WOOD PRIMARY ACADEMY - shared maintenance - Site manager services	26.79
07/06/2024	RENSHAW SOLUTIONS LTD - 2 x portaloos	360.00
10/06/2024	NEST PENSIONS	24.91
10/06/2024	HSBC - bank charges	39.50
10/06/2024	SITE MAINTENANCE SERVICES - 2 x gang mowing, litter pick, grass cut at corner of Buckingham Road	300.00
10/06/2024	PPL/PRS - music licence	1088.98
11/06/2024	UK SAFETY MANAGEMENT - PAT testing	240.22
13/06/2024	NEST PENSIONS	25.91
17/06/2024	W/MIDLANDS PENSION SCHEME	422.33
18/06/2024	STRIPE - till software	34.80
18/06/2024	AMAZON - ink cartridges for gym printer	41.99
20/06/2024	NARKEDESIGN - website domain name charges	350.00
24/06/2024	IRIS BUSINESS SOFTWARE	16.33
24/06/2024	IRIS PAYROLL SOLUTIONS	8.06
25/06/2024	NEST PENSIONS	158.93
25/06/2024	OFFICE DEPOT - bottled water for gym	83.88
01/07/2024	SOLIHULL MBC - business rates	1297.00
01/07/2024	GALLIERS DAIRY - milk-in-schools	280.00
01/07/2027	HMRC - Inland Revenue p.a.y.e.	1068.07
03/07/2024	TANSHARE LTD - sunbed cream bottles and sachets	342.60
04/07/2024	NEST PENSIONS	54.83
05/07/2024	S/WOOD PRIMARY ACADEMY - shared maintenance - Site manager services	28.20
05/07/2024	S/WOOD PRIMARY ACADEMY - electric, gas and refuse collection charges for June	1450.38
08/07/2024	BRITISH TELECOM - 2 x telephone line, 2 x broadband	154.31

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Direct Debit, Bill Payments and Standing Orders		Amount £
10/07/2024	SITE MAINTENANCE SERVICES - 2 x gang mowing, litter pick, grass cut at corner of Buckingham Road	300.00
15/07/2024	CARTRIDGE SAVE - 2 x xerox toner	138.88

- b.) Precept.
It was **RECOMMENDED:** That the first quarter breakdown of the precept budget balances be received and noted.
- c.) Bank Reconciliation.
It was **RECOMMENDED:** That the Bank Reconciliation for June be received and noted.
- 10. **Members Requests at the Chairman’s Discretion.**
There were no requests received.
- 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.

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