

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 14TH OCTOBER 2024 AT 4.30PM.

Those present:

Chairman: Cllr D Cornock.

Councillor: Cllr S Bray, Cllr Mrs W Bray, Cllr M Caddick, Cllr H Hendry, Cllr Ms D Ramsey, Cllr M Rashid.

Councillors absent: Cllr A Duffen, Cllr G Craig, Cllr Mrs J Lloyd, Cllr Miss S Nasreisfahany, Cllr K S Paul.

Officer: Mrs K Woods.

1. Apologies.

Apologies were received and accepted from Cllr G Craig 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 16th September 2024 be approved as a true and correct record.

3. Matters Arising.

There were no matters arising from the Minutes of the previous Finance and General Purposes Committee meeting held on Monday 16th September 2024.

4. Correspondence.

a.) Amanda Malley (Zurich Insurance) - Re: Buckingham Road fencing.

It was **RECOMMENDED:** That the Clerk contact the home owner and inform them of the request for information from Zurich.

b.) Rural Payments Agency - Re: School Milk Scheme 2024/2025 Annual Information Request.

It was **RECOMMENDED:** That the Clerk contact the school to find out their views if the Parish Council were to cancel the milk scheme.

5. Planning Applications.

a.) Solihull MBC - Re: Planning Application - 33 Jersey Croft, single storey front extension.

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

b.) Solihull MBC - Re: Planning Application - 6 Burtons Park Road, reduce overhanging lateral branches of Oak tree back from 4 and 6 Burtons Park Road by maximum of 2m.

It was **RECOMMENDED:** That the Parish Council have no objections to the above application.

Chairman's Initials:.....

SMITH’S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 14TH OCTOBER 2024 AT 4.30PM.

6. Financial Assistance Requests.

- a.) Smith’s Wood Alliance Football Club - Re: Financial assistance request for storage shed.
It was **RECOMMENDED:** That the Clerk enquire with the school if they would accept the shed being sited on the school premises. It was proposed that, if the school have no objections, that £360.00 be donated for the shed. A vote was taken with 5 for and 1 against. Motion carried.

7. Minutes of Marketing Strategy Sub-Committee

It was **RECOMMENDED:** That the Minutes of the Marketing Strategy Sub-Committee meeting held on Monday 7th October 2024 be approved as a true and correct record and the recommendations contained therein be adopted.

8. Community Gym Matters.

- a.) Gym Figures.
Members were presented with gym figures for the month of September 2024.
- b.) Ladies Gym Group.
Members were informed that Theo Thompson had found a personal trainer that was looking to use the gym for ‘ladies only’ sessions with a possible reduced rate.
It was **RECOMMENDED:** That the Clerk find out what time and day, number of people attending training sessions.
- c.) Youth Sessions.
 - i.) October Half Term.
Members were informed that Solihull MBC have approached Winnr Sports, Urban Heard and Fitcap to hold ‘pilot’ youth sessions in the October half term - 28th October to 1st November 2024, and if a discount could be considered.
It was **RECOMMENDED:** That the Parish Council have no objections to the facilities being used during the October half term, but that more information was needed to make a decision on the charges. The Clerk is to invite Louis Farrell to the next Full Council meeting to discuss further.
 - ii.) Christmas HAF.
Members were informed that Winnr Sports would like to hire the facilities for Christmas HAF on the following days: Monday 30th and Tuesday 31st December 2024 and Thursday 2nd and Friday 3rd January 2025.
It was **RECOMMENDED:** That the Clerk find out if any member of staff is willing to cover the Monday and Tuesday before a decision can be made.
- d.) Door at bottom of stairs.
Members were informed that the mechanism on the door at the bottom of the stairs is faulty. Members were informed that, when the school was built, ADT installed a closed system, which does not allow for third party access and that a new system, Packman, would need to be installed by Patrol Alarms, which is an open system.

Chairman’s Initials:.....

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 14TH OCTOBER 2024 AT 4.30PM.

It was **RECOMMENDED:** That a quotation for the works be sought.

e.) Draft Lone Worker Policy.

Members were informed that currently two employees are lone workers. Cllr Hendry stated that the Parish Council need to discuss the draft Lone Worker Policy to decide what they need to do as employers to assist staff and cover themselves as responsible employers.

It was **RECOMMENDED:** That councillors take home the policy and read it and discuss at the next Full Council meeting.

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 £
15/09/2024	S/W PRIMARY ACADEMY - insurance	1714.38
16/09/2024	W/MIDLANDS PENSION SCHEME	422.33
18/09/2024	STRIPE - till software	34.80
19/09/2024	J P LENNARD - anti-bacterial liquid	98.52
20/09/2024	OFFICE DEPOT (Viking Direct) - bottled water, copier paper, 1 st class stamps, 1 st class large letter stamps	270.47
20/09/2024	AMAZON - replacement drum for Xerox printer	29.59
23/09/2024	GUARDIAN FIRE - fire extinguisher service	505.20
24/09/2024	IRIS BUSINESS SOFTWARE	16.33
24/09/2024	IRIS PAYROLL SOLUTIONS	8.06
25/09/2024	S/WOOD PRIMARY ACADEMY - cold water booster pump, sprinkler system, fault on heating, repair to door by downstairs gym office, repair to lift	520.09
26/09/2024	NEST PENSIONS	187.79
30/09/2024	GALLIERS DAIRY - milk-in-schools	280.00
30/09/2024	HMRC INLAND REVENUE - p.a.y.e.	1223.31
30/09/2024	S/WOOD PRIMARY ACADEMY - alarms service	310.25
01/10/2024	TV LICENCE	169.50
01/10/2024	SOLIHULL MBC - business rates	1297.00
01/10/2024	TANSHARE - sunbed cream sachets and bottles	509.40
03/10/2024	NEST PENSIONS	27.34
04/10/2024	THOMAS FATTORINI - engraving of chairman names and clean and polish of badge	586.53
07/10/2024	BRITISH TELECOM - 2 x phone line, 2 x broadband	170.44
07/10/2024	SOLIHULL SUNDRY (LDC Stores) - cleaning products	38.20
10/10/2024	SITE MAINTENANCE SERVICES - 2 x gang mowing, 1 x litter pick, 1 x corner Buckingham Road - August	300.00
10/10/2024	SITE MAINTENANCE SERVICES - 2 x gang mowing, 1 x litter pick, 1 x corner Buckingham Road - September	300.00
10/10/2024	S/WOOD PRIMARY ACADEMY - gas, electric, water and refuse collection - September	1300.97

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10/10/2024	S/WOOD PRIMARY ACADEMY - shared maintenance	29.61
11/10/2024	HSBC - bank charges	8.00

- b.) Bank Reconciliation.
It was **RECOMMENDED:** That the Bank Reconciliation for September 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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