



01/07/22025

To all committee members

You are summoned to attend a
Full Council Meeting

on Monday 7th July 2025 at 6pm

Medium activity room at Elmwood Place Family hub, Burton's Way, B36 0SZ

Committee Members: Chair Cllr S Bray, Vice-Chair Cllr M Phillips, Cllr KS Paul, Cllr W Bray, Cllr D Ramsey, Cllr M Rashid, Cllr M Caddick, Cllr S Nasreisfahany, Cllr E Grayson, Cllr J Morton

Shenda Harvey

S. Harvey

Clerk to Smiths Wood Parish Council

Agenda.

1.	Welcome and Housekeeping
1.1.	General housekeeping General housekeeping & reminder to turn off/silence mobile phones Before SWPC proceeds to the first item of business on the agenda <i>"All members this meeting will be conducted under SWPC Standing Orders and Code of Conduct".</i>
2.	To receive and approve apologies.
3.	To receive members' declarations of disclosable (pecuniary and other) interests.
4.	To receive and consider member's dispensation requests, if any.
5.	Confirmation and signing of the minutes of the Full Council meeting held on Monday 9th June 2025
5.1.	That the Minutes be accepted and signed as a true record 09/06/2025

6.	Public Participation. To adjourn to allow public participation for 15 minutes. Members of the Public are invited to speak in Public forum for a maximum of 5 minutes on any subject covered by the agenda and should give their name and subject to the Clerk before the meeting commences. Councillor's will not comment on agenda items in the Public forum any items brought to Council not on the agenda may be considered for future meetings on written application to the Clerk or Chairman. Total time allocated to Public forum will not exceed 15 minutes in accordance with Standing Orders). Members of the public are welcome to stay for some or all of the meeting. Members of the public may not take part in the Full Council Meeting
7.	Finance 7.1. Finance :To receive and approve Bank Statements for June 2025. Bank Statement (attached) has been sent to all councillors. 7.2. Finance :To receive and approve Bank Reconciliation for June 2025. Bank Reconciliation (attached) has been sent to all councillors. 7.3 To Discuss and Approve: Grant Application for funding for Lilys Tea Parlour, Application for Financial Assistance and Impact Report (attached) Application and report have been sent to all Councillors 7.4. To Note : Email received from West Midlands Pension Fund - In accordance with the admission agreement, the Fund's Actuary has calculated the termination position. They have calculated a surplus of £31,000 payable to Smiths Wood Parish Council, confirmation of the bank details to send the payment to, is required on letterheaded paper and duly signed by two bank signatories.
8.	Parish Council and Committee Reports 8.1 To Note : SMBC Highways Quarterly Teams Meeting – To receive a verbal or written update from Smith's Wood Parish Council representatives who attended the recent SMBC Highways Quarterly Teams Meeting. 8.2 <u>Committee minutes to be noted</u> A. HR & Staffing Committee Minutes from meeting held on 16/6/25 emailed to all committee members on 01/07/25 B. Environment Committee Minutes from meeting held on 16/6/25 emailed to all committee members on 01/07/25

9.	Information items: To receive and discuss items for information and comment/action if appropriate												
9.1	To receive and discuss an update regarding proposed changes to polling station arrangements within Solihull. A six-week public consultation is now open, running from Monday, 2 June to Monday, 14 July 2025. Residents are invited to provide feedback on the proposals via the Solihull Council website: www.solihull.gov.uk/pollingreview. Further Information: A copy of the email detailing this consultation was circulated to all councillors on 9 June 2025.												
9.2	To Note: Notification of New Warding Arrangements for Smith's Wood Parish Council <i>The Solihull (Electoral Changes) Order 2025 has been laid before Parliament. This Order proposes changes to the warding arrangements for Smith's Wood Parish Council, which will take effect from the May 2027 parish council elections, subject to no objections during the 40-day parliamentary sitting period. These changes are part of the Local Government Boundary Commission for England's review of electoral arrangements in Solihull. The draft legislation can be viewed on the UK Parliament website</i> <i>The new warding structure for Smith's Wood Parish Council will be as follows:</i> <table> <tr> <th>Parish Ward</th><th>Number of Councillors</th></tr> <tr> <td>Bosworth</td><td>3</td></tr> <tr> <td>Buckingham Road</td><td>1</td></tr> <tr> <td>Burton</td><td>3</td></tr> <tr> <td>Chester</td><td>2</td></tr> <tr> <td>Smith's Wood</td><td>3</td></tr> </table> The current warding arrangements will remain in place until May 2027. This information was circulated to all councillors via email on 12 June 2025	Parish Ward	Number of Councillors	Bosworth	3	Buckingham Road	1	Burton	3	Chester	2	Smith's Wood	3
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Bosworth	3												
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9.3	Upcoming NSVCA Network Meeting To note : That the next NSVCA (North Solihull Voluntary and Community Action) Network Meeting will take place on Wednesday, 9 July 2025 at 1:00pm, at Seeds of Hope.												
10.	Incident at the Youth Club – 25 June 2025												
10.1	To Note: An incident was reported to the Clerk at Smith's Wood Primary Academy involving a child who was found unsupervised in the small hall during a youth club session. CCTV footage confirmed the child was repeatedly kicking a football, causing a ceiling tile—recently replaced in accordance with insurance audit requirements—to dislodge and fall to the floor.												

	Concerns Raised by the School: • The ceiling tiles are metal and present a serious safety risk when dislodged. • The school had spent over £1800 on ceiling tile replacement; further repair may now be needed. • A formal request has been submitted for the Parish Council to cover the repair costs. • The Headteacher is reporting the incident to the Local Authority due to safeguarding concerns. Further Notes: • An email has been sent to Winnr Sports advising them of the incident and requesting that they cover the cost of the damage. • Email correspondence has also been sent to Austin Rodriguez. • Emma McKay (SMBC) has confirmed a meeting is being arranged with them and Winnr Sports to investigate the matter, and they will update the Parish Council in due course.
11.	Hall Hire – Confirmed Programme Bookings at Smith’s Wood Primary Academy.
11.1	HAF (Holiday Activities and Food) Programme – Summer Holidays 2025 To Note: The confirmed dates and times for the Summer 2025 HAF Programme, delivered by Winnr Sport - Week 1: Tuesday 29 July – Friday 1 August 9:00am – 3:00pm - Week 2: Tuesday 5 August – Friday 8 August 9:00am – 3:00pm - Week 3: Tuesday 12 August – Friday 15 August 9:00am – 3:00pm - Week 4: Tuesday 19 August – Friday 22 August 9:00am – 3:00pm
11.2	Super SEN CIC Youth Club – Autumn 2025 Session Dates To Note : The confirmed dates and times for the youth club sessions run by Super SEN CIC: - Thursday 11th September 2025 5:30pm – 7:30pm - Thursday 25th September 2025 5:30pm – 7:30pm - Thursday 9th October 2025 5:30pm – 7:30pm - Thursday 23rd October 2025 5:30pm – 7:30pm - Thursday 6th November 2025 5:30pm – 7:30pm - Thursday 20th November 2025 5:30pm – 7:30pm - Thursday 4th December 2025 5:30pm – 7:30pm - Thursday 18th December 2025 5:30pm – 7:30pm

12.	Planning Applications
12.1	To receive and discuss the following planning application: • Proposal: Two-storey front extension and single-storey rear extension • Location: 12 Windsor Road, Smith's Wood, Solihull, B36 0JN • Consultation Expiry Date: 16 July 2025 Note: A copy of the email outlining the planning application was forwarded to members of the Planning Committee on 25 June 2025 for their comment and consideration
13.	Date of the next meeting Monday 8th September 2025 at 6pm
	Meeting Finished at *****