



22/09/25

**Minutes of the
Full Council Meeting**

on Monday 15th September 2025 at 6pm

At the Medium activity room, Elmwood Place Family hub, Burtons Way, B36 0UG

Committee Members: *Chairman Cllr S Bray, Cllr K S Paul, Vice Chairman, Cllr W Bray, Cllr D Ramsey, Cllr M Rashid, Cllr M Caddick, Cllr S Nasreisfahany, Cllr E Grayson, Cllr J Morton*
Delegated Member: *Cllr L Browning.*

In attendance :
Members of the public

Paula Coyle
Acting Clerk to Smiths Wood Parish Council

Minutes.

1.	Welcome and Housekeeping.
1.1.	General housekeeping & reminder to turn off/silence mobile phones 'This Full Council Meeting was opened by the Chairman, however, it was closed due to a lack of a quorum of councillors.'
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 minutes of Parish Full Council meeting held on Monday 7th July 2025
5.1.	That the Minutes be accepted and signed as a true record 7/07/25. Confirmation and Signing of the Minutes of the Emergency General (EGM) Meeting held on 21/07/25 That the minutes be accepted and signed as a true record 21/07/25
7.	Youth Offer Review - Councillor Input
7.1.	Solihull Council is reviewing its Youth Offer.Councillors to consider whether there are any specific questions or points they would like raised on behalf of Smith's Wood and North Solihull during this process.
8	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. Councillors 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.
9.	Finance
9.1.	Finance to receive and approve Bank Statement for August 2025 Bank Statement and Bank reconciliation (attached.) Bank statements and reconciliations have been sent to all councillors.
9.2.	End of year accounts -To Note - The dates for the Public Inspection of the Accounts, which commenced on 17th June 2025 and concluded on 28th July 2025 , have now been completed. No viewings were made.
9.3.	External Auditor Report - To Note - Annual Governance and Accountability Return 2024/25, the End of Year Accounts and Accounting Statements for 2024/25, have now been completed by Moore - AGAR Certificate (Attached).
	Information items:

	To receive and discuss items for information and comment/action if appropriate Councillor Training 30th September Budgeting 10-11.30am 14th October Budgeting 10-11.30am 14th October Planning - Dealing with development proposals 6.30- 8.30pm
11. Parish Council and Committee Reports Committee Reports: To Be Noted: 11.1. F&G Committee Minutes - Events Committee Minutes - Environment Committee Minutes - 11.2. Smiths wood Community day in collaboration with winner sports Friday 30th August, Over 60 families attended, this community event, it was funded by John Lewis and was facilitated by Winner Sport 11.3. Christmas lights -To Note for the lampposts along Burtons Way have been purchased. Arrangements are being made for installation in time for the Community Christmas Event and switch on. Community Christmas Tree 2025 To discuss, consider, and approve arrangements for the Community Christmas Tree 2025. Background: The community has never previously had a Christmas tree, and this would be the first year to introduce one for Smiths wood residents. The proposed location is next to the benches facing the Medical Centre, subject to confirmation from the Highways Team. 11.4. In addition, Elmwood Place has expressed an interest in partaking in a Community Christmas event, which could provide an opportunity for wider community involvement.	
12.	Date of next meeting Monday 13thOctober 2025 at 6pm at Elmwood Place Family Hub

	Meeting Finished at 6.05pm
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