



Members of the public wishing to record this meeting in any format should notify the Clerk before the meeting so that suitable arrangements can be made for members of the public who do not wish to be filmed.

15/06/2026

To all committee members:

You are summoned to attend a

Full Council Meeting

Monday 15th June @ 6pm

Medium activity room at Elmwood Place Family hub

Burton's Way, B36 0SZ

Committee Members: *Chairman Cllr S Bray, Cllr W Bray, Cllr D Ramsey, Cllr M Caddick, Cllr J Morton, Cllr M Phillips, Cllr S Harvey*

Present: *Chairman Cllr S Bray, Cllr W Bray, Cllr D Ramsey, Cllr M Caddick, Cllr M Phillips, Cllr D Boyce*

Member of the public:

Sam Andrews

Sam Andrews
Clerk to Smiths wood Parish Council

Agenda.

1	Welcome and Housekeeping
1.1	General housekeeping & reminder to turn off/silence mobile phones
2.	To receive and approve apologies Cllr S Harvey Cllr J Morton

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 11th May 2026
5.1	Amendment: Cllr S Harvey was present added on to minutes.
5.2	That the Minutes be accepted and signed as a true record.
6	Gym Management – Councillors to discuss and approve the proposal for Sam to assume responsibility for the management of the gym and its staff.
7	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.

8	Finance to receive reports from the Finance committee. Finance report - Bank Statement and Reconciliation Reports for May 2026. Bank Statement and Bank reconciliation have been sent to all councillors. Internal audit submitted to auditor 06.05.2026 returned with 3 discrepancies. See attached response from auditor. AGAR 26/27 Commencement: To formally note receipt of the 2026/27 AGAR forms from the External Auditor. Forms ready to be signed for submission Cllr S Bray to sign with S Andrews.
9 9.1 9.2	Parish Council and Committee Reports <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i> Committee Reports: Events & Gym committee meeting to be held Monday 6th July 2026. Review of Public Communications and Social Media Accuracy <i>To discuss the impact of recent public statements regarding the Council's financial position and the Community Gym's performance, and to ensure that information shared with the public aligns with the Council's audited 12 month data.</i>
10	Co-option Vacancy of Office for Parish Councillor & Declaration of acceptance of Office Section 21 of the Representation of the People Act 1985 gives the Parish Council the power of co-option to fill vacancies remaining unfilled following an ordinary election. Ward vacancies <u>Candidate: Denise Boyce</u> Qualifications (as provided in the Local Government Act 1972, s79) No Disqualifications (as provided reason of any disqualification set out in section 80 of the Local Government Act 1972 or section 79 of the Local Government Act 2000). Members noted that, pursuant to Section 21 of the Representation of the People Act 1985, the Parish Council has the power to fill a vacancy by co-option where the vacancy remains unfilled following an ordinary election.

	The Council considered the vacancy within the North Ward. An application for co-option was received from: Denise Boyce Members were satisfied that the candidate met the qualification requirements for office as set out in Section 79 of the Local Government Act 1972. Members further confirmed that the candidate was not disqualified from holding office under Section 80 of the Local Government Act 1972 or Section 79 of the Local Government Act 2000.
11	Parish Council Shed – The currently unused space could be made available to the Scouts for storage purposes. Subject to approval, they would assume full responsibility for waterproofing and securing the shed at their own expense.
12	The Uplift Initiative – A women’s fitness class commenced on Friday, 5 June, and has experienced strong attendance. The hall hire was initially agreed for an 8-week programme; however, the organiser has expressed interest in extending this to a duration of 18–24 weeks. As the organiser does not have hall hire included the venue is currently being provided free of charge.
13	Yoga / Chair Yoga – A qualified instructor has volunteered to deliver a chair yoga class for elderly participants, which is proposed to take place at Burtons Way Surgery. The requirements for the use of the hall include a Disclosure and Barring Service (DBS) check. Could the Parish Council confirm whether they would be willing to cover the cost of the DBS check? All relevant insurance documentation and qualifications have already been provided. The same instructor is also exploring the possibility of hiring a school hall to run evening yoga classes at her own expense.
14	Date of the next meeting (Change to every 3 months after June meeting. Sept, Dec, April etc)
14.1	Finance / Full council Monday 7 th September 2026
15	Private and Confidential: Exclusion of public and press to consider the exclusion of the public and press from the discussion of confidential items under section 1 Public Bodies (Admission to Meetings) Act 1960.

	Meeting Finished @
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