



Minutes

Annual Meeting of Chadwick End Parish Council

Held on: Thursday 9th May 2019 at 6.30pm

Place: Chadwick End Village Hall

Present: Cllrs Rob Horsfield (Chair), Jeff Davies, Pat Burrows and Mike Playdon

In attendance: Kerry Finlayson (Parish Clerk),

Members of the public: 2

49/19 ELECTION OF CHAIR

Rob Horsfield was duly appointed.

Proposed Cllr Davies Seconded Cllr Playdon All in favour

50/19 WELCOME & APOLOGIES

Councillors **received** and **accepted** apologies from Cllr Marjorie Walsh who was unable to attend due to work commitments.

51/19 DECLARATIONS OF INTEREST

There was nothing to declare.

52/19 PUBLIC PARTICIPATION

There was none.

53/19 APPROVAL OF MINUTES

The minutes of the annual meeting held on 10th May 2018 were **approved** and **signed**.

Proposed Cllr Horsfield Seconded Cllr Playdon All in favour

54/19 ACCEPTANCE OF OFFICE

Councillors present confirmed the following:

- Declaration of acceptance - completed by all except Cllr Walsh
- Register of Members' Interests - completed by all except Cllr Walsh

The Clerk would also check with SMBC that all election expense form had been received.

55/19 ELECTION OF VICE CHAIR

Jeff Davis was appointed.

Proposed Cllr Horsfield Seconded Cllr Burrows All in favour

56/19 AREAS OF RESPONSIBILITY

To agree Parish Councillors areas of responsibility:

- Employment/HR - Cllrs Davies & Horsfield
- Neighbourhood Plan - Cllr Horsfield
- Planning - Cllr Horsfield
- Trees - Cllr Davies
- Playground - Cllrs Davies & Playdon
- Playing Fields, Building & Grounds Maintenance - Cllrs Davies & Playdon
- Village Hall & Playground Fortnightly Checks - Cllr Burrows
- Finance - Cllr Davies

- Social - Cllr Walsh
- H& S and Risk Assessments - Cllr Playdon
- Communications - Cllr Horsfield

57/19 TO APPOINT REPRESENTATIVES TO SIT ON OUTSIDE BODIES:

- Knowle Charities Committee - Cllr Davies
- Birmingham Airport - Cllr Walsh
- Solihull Area Council (SAC) - Cllr Horsfield but all other Cllrs agreed to cover his attendance if he was unable to make it
- Independent Advice Group (IAG) - Cllr Horsfield bi monthly
- Speed Watch - Marj Walsh (as a resident)
- Street Watch - Rob Horsfield (as a resident)

58/19 CAPITAL ASSETS AND LIABILITIES VESTED IN THE COUNCIL

Deferred to June - once updated Clerk to advise Insurance company

60/19 GOVERNANCE

The following were all postponed to allow for further updates:

- Standing Orders
- Scheme of Delegation
- Risk Assessment Register
- Publication Scheme
- Financial Regulations

61/19 CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

The meeting was closed at 18.45

Proposed Cllr Horsfield

Seconded Cllr Davies

All in favour