



# Minutes

## Ordinary Meeting of Chadwick End Parish Council

**Held on:** Tuesday 8<sup>th</sup> January 2019 at 2.30pm

**Place:** Chadwick End Village Hall

**Present:** Cllrs Rob Horsfield (Chair), Jeff Davies and Marjorie Walsh

**In attendance:** Kerry Finlayson (Parish Clerk) Mike Playdon (Prospective Councillor)

**Members of the public:** 0

### 1/19 WELCOME and APOLOGIES

Councillors **received** and **accepted** apologies from Cllr Burrows. The Chair welcomed Mike Playdon to the meeting as he was interested in becoming a co-opted Councillor.

### 2/19 DECLARATION OF INTEREST

There were no interests declared in any item of business on the agenda.

### 3/19 CONFIRMATION OF MINUTES

The minutes of the Extra Parish Council meeting held on 11<sup>th</sup> December 2018 were **confirmed** and **signed**.

**Proposed Cllr Horsfield      Seconded Cllr Davies      All in favour**

### 4/19 INFORMAL PUBLIC PARTICIPATION SESSION

Mr Playdon asked about the expected income from pub quizzes etc. and was advised that this would be discussed under the proposed budget plan.

### 5/19 FINANCIAL MATTERS

#### i. Payments & Receipts

Payee	Invoice No	Cheque	Payee	Details	TOTAL
11/12/18	Inv Dec 1	DD	DD	Fortress Nov	<b>56.16</b>
18/12/18	Inv Dec 2	230	230	Mark Emms	210.00
01/12/18	Inv Dec 3	231	231	Fairways	305.50
08/12/19	Inv Dec 4	DD	EON	Electric Dec	<b>109.79</b>
31/12/18	Inv Dec 5	232	K Finlayson	Monthly Invoice	108.24
31/12/18	Inv Dec 6	233	K Finlayson	Salary	
31/12/18	Inv Dec 7	234	M Walsh	Choir/Mulled Wine	351.18

**Proposed Cllr Davis**

**Seconded Cllr Horsfield**

**All in Favour**

#### ii. Bank reconciliation

As of 31<sup>st</sup> December 2018 the bank statement was reconciled with a balance of £ 22026.82

#### iii. Budget

Councillors **received** the **tabled** proposed budget plan and **noted**:

- Expected income
- Potential new regular hire of Village Hall
- Expenditure had been budgeted exclusive of VAT

- A precept of £12,450 would result in a Band D precept of £36.83 per household which equated to a 1.8% increase compared to the 2018/19 charge of £36.19

**Proposed Cllr Davis**

**Seconded Cllr Horsfield**

**All in Favour**

The Chair thanked Cllr Davis for an excellent job in putting the budget together.

Cllrs **agreed** that following the election they would review stipend payments to Cllrs to cover costs incurred in the role.

#### **6/19 PLANNING UPDATE**

Appeal Ref: APP/Q4625/W/18/3208605 Off Cuttle Pool Lane, Knowle, Solihull, B93

Cllrs **noted** that the appeal had been dismissed.

The Chair **reported** that there was an on-going query at The Barns in relation to a car port that had been erected. This had been referred to SMBC.

#### **7/19 CORRESPONDENCE**

##### **i. Grant application**

Cllrs received and noted an application for £104.06 funding for the Neighbourhood Watch scheme within Bakehouse Lane. The applicant had also spoken to the local police for signs to go throughout the village and had sought permission from SMBC.

The application was **approved** subject to the invoice being sent in the name of Chadwick End Parish Council directly to the RFO.

**Proposed Cllr Davis**

**Seconded**

**Cllr Walsh**

**All in Favour**

**N.B** Following the meeting Cllrs were advised that the actual invoice would be for £111.36 as an item had been missed off the grant application.

The Clerk sought approval from Cllrs for the additional cost to be **approved**.

#### **8/19 WEBSITE UPDATE**

The Clerk had met with the website developer that morning and had received training to update the site. The Clerk would now do this over a period of time.

#### **9/19 PLAYGROUND INSPECTION**

Cllrs received and noted the two quotes and approval was given to award the contract to RoSPA.

**Proposed Cllr Horsfield**

**Seconded**

**Cllr Walsh**

**All in Favour**

**N.B** Following the meeting it was found that the RoSPA price was only for September when they were in the area and would be more expensive at this time of year therefore the Clerk sought **approval** to appoint the other provider that had quoted for the contract.

#### **10/19 PREVIOUS ACTION POINTS**

AP1 DEC COMPLETED

AP2 DEC COMPLETED - bulbs would be distributed to residents at coffee morning

AP3 DEC COMPLETED

**11/19 DATE OF THE NEXT MEETING**

- Thursday 21st February 6.30pm

Councillors **agreed** that future meetings would take place on the first Tuesday of each month.

**12/19 CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

The meeting was closed at 2.33

**13/19 CONFIDENTIAL and PERSONNEL MATTERS**

- i. Key Safe - the number would be changed from 9<sup>th</sup> January
- ii. Clerk's absence  
The Clerk would be having surgery on 25<sup>th</sup> January and expected to be absent for up to 3 weeks. The Chair would cover the emails during her absence.