

Chadwick End Parish Council

Minutes of Parish Council Meeting held on 10th May 2018 at the Village Hall, Warwick Road, Chadwick End, Solihull, West Midlands.

Attending: Cllrs Horsfield; Davies; Walsh

Clerk: Hilary Goodreid

Residents: 3 residents

SMBC: Cllr Potts; Cllr Holl-Allan (part)

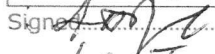
Min No		Action
18/01	Apologies and Acceptance of Apologies All councillors were in attendance but apologies were noted from Lara Cartwright, Clerk and Tony Albutt, resident.	
18/02	Declarations of Interest None were declared.	
18/03	Chairman to close the meeting for public session	
18/04	Minutes of bi monthly parish council meeting held 15th March 2018 and any matters arising to note The Minutes were read and agreed. Proposed: Cllr Davies; Seconded: Cllr Walsh The Motion was carried and minutes were approved as a true and accurate record. All Actions had been undertaken but the following were noted: <ul style="list-style-type: none"> • 419.5 – Electrical Survey of the village Hall – Cllr Horsfield was waiting for the report and would report back at the next meeting. • 421 – Police Surgeries – It was hoped that these would coincide with the monthly coffee mornings in future. • 424 – Tree Work – all the repairs from the incident of the fallen tree have been dealt with. • 430 – National Planning Policy Framework – Cllr Horsfield had responded on behalf of the council. 	
18/05	New Vacancy for Councillor The council noted the resignation of Simon Carter and all thanked him for his work over the past years. A member of public expressed an interest in becoming a councillor during the meeting and would meet with Cllr Horsfield to discuss a formal application.	Cllr Horsfield to meet with Patrick Burrows
18/06	Annual Governance and Accountability Return <u>Internal Audit for 2017/2018</u> All councillors had received a copy of the report and the comments were noted. Consideration would be given to planning applications between the bi-monthly meetings. It was proposed that the Internal Audit be accepted by the parish council Proposed: Cllr Horsfield; Seconded: Cllr Walsh The Motion was Carried	

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18/07	<p>Annual Governance Statement</p> <p>It was proposed to accept the Annual Governance Statement for 2017/2018</p> <p>Proposed: Cllr Horsfield; Seconded: Cllr Walsh</p> <p>The Motion was Carried</p>	
18/08	<p>Accounting Statements for 2017/2018</p> <p>It was proposed to accept the Accounting Statement for 2017/2018</p> <p>Proposed: Cllr Davies; Seconded: Cllr Horsfield</p> <p>The Motion was carried</p>	
18/09	<p>Finance</p> <p>The accounts showed there was currently £27,081 in the bank account. This is on a reduced precept, increased lettings at the village hall, and increased income from lettings at the hall.</p>	
18/09.1		
18/09.2	<p>Councillors noted and approved the increase in salary of the clerk by £0.21 per hour.</p> <p>Proposed: Cllr Davies; Seconded: Cllr Horsfield</p> <p>The Motion was carried</p>	
18/09.3	<p>Councillors proposed approving the payment schedule as recorded in the minutes with the following additional payments:</p> <p>£355.80 to Jeff Davies for drinks purchased for the bar on the quix evening</p> <p>£143.96 to S E Davies for replacement crockery at the village hall</p> <p>£144.80 to S E Davies for food for the quiz night.</p> <p>Proposed: Cllr Walsh; Seconded: Cllr Horsfield</p> <p>The Motion was carried</p>	
18/09.4	<p>It was proposed to write off the following two invoices: INV128 and INV140 as both were for events which had cancelled.</p> <p>Proposed: Cllr Davies; Seconded: Cllr Horsfield</p> <p>The Motion Was Carried</p>	
18/09.5	<p>It was agreed not to write off the two unrepresented cheques as neither were more than 6 months old.</p>	
18/10	<p>Change to Authorised Signatories</p> <p>To resolve that the authorised signatories in the current mandate for NatWest bank account number 67095836 be changed to include Cllr Marjorie Walsh, and to remove the signature of former Councillor, Simon Carter. The current mandate will continue as amended.</p> <p>Proposed: Cllr Horsfield; Seconded: Cllr Davies</p> <p>The Motion Was Carried</p>	
18/11	<p>Village Hall and Playground Maintenance</p> <p>The refurbishment of the kitchen at the village hall was due to start on 8th June 2018 and would last for a week. It was hoped that all classes</p>	Cllr Horsfield to add the
18/11.1		

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	<p>could continue as normal. It was proposed that whilst work to the kitchen was taking place, an outside tap with a locking mechanism be fitted to allow for improved care of the outside of the hall. Proposed: Cllr Horsfield; Seconded: Cllr Davies The Motion Was Carried</p>	outside tap into the contract for the kitchen.
18/11.2	The Playground Inspection had taken place and whilst there were minor areas of work, generally the equipment was still in good shape. It was proposed that small maintenance works be picked up as the year went on, and this was agreed.	
18/11.3	<p>Cllr Horsfield identified a number of maintenance works which could be undertaken to improve the hall for users:</p> <ul style="list-style-type: none"> • Replacement YALE lock on the front door • One of the toilet doors sticks and needs repairing • Toilet seats need replacing • New carpet tiles are needed for the bar area • Bar area needs painting • Storage heaters need removing and walls making good <p>It was agreed that Cllr Horsfield get quotes for the above works and bring back to Council for a decision.</p>	Cllr Horsfield to seek quotes for the works
18/12	<p>Planning Applications</p> <p>No new planning applications had been received. Councillors noted the approvals on previous applications.</p>	
18/13	<p>Chadwick End Coffee Mornings</p> <p>Cllr Walsh reported on the success of the monthly coffee mornings. These were being held on the second Wednesday of every month between 10am and 11.30am. It was agreed to continue with these although the date of the June one would need to change to accommodate the works to the village hall kitchen. Thanks went to La Delicia in Balsall Common for their support in providing cake for these events.</p> <p>Advertising of the coffee mornings was discussed and it was agreed that Cllr Walsh look at the costs of providing an A Board or banner for the event.</p> <p>Cllr Walsh reported that she was looking at possible support of vulnerable people in the village with the help of La Delicia.</p>	Cllr Walsh to seek quotes for advertising
18/14	<p>Fish and Chip Van</p> <p>Cllr Walsh reported on the success of the Fish and Chip Van. The community needs to keep supporting it if it is to continue attending. Future dates being considered include:</p> <p>30th June</p>	

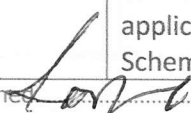
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	<p>28th July 1st September (to coincide with the outdoor cinema)</p> <p>The van would be in the village hall car park from 6pm – 8pm on those occasions.</p>	
18/15	Village Hall Events	
18/15.1	<u>Quiz Night</u> – 90 people had attended the recent quiz night with around £900 being raised for further refurbishment of the village hall.	
18/15.2	<u>Craft Day</u> – it was hoped that either a craft group or the people who attended the coffee mornings could make a village bunting which could be put up for local village events. <u>Wine Tasting</u> – This was being looked at for a November event.	
18/15.3	<u>Open Air Cinema Evening</u> – This was looking to be run on 1 st September but around 100 tickets would need to be sold to make it viable. It was hoped that the fish and chip van could attend and a bar would be available. Cllr Horsfield to develop this proposal.	
18/15.4	<u>Mobile Fishmonger</u> This is being considered as a regular event.	
18/15.5	<u>Peppercorn Healthfoods</u> – it was hoped that this company could attend future coffee mornings.	
18/16	<p>Village Hall Bookings</p> <p>Shirley Davies has taken over the bookings of the hall from the Clerk. There was a healthy number of users in the hall and this was providing a healthy source of income.</p>	
18/17	<p>Purchase of microwave, folding tables, chairs and picnic benches</p> <p>It was proposed that a replacement microwave be bought for the village hall kitchen as the other one had broken during the quiz night. Proposed: Cllr Davies; Seconded: Cllr Walsh It was agreed that Cllr Horsfield be given a budget of no more than £70 to purchase a microwave.</p> <p>It was proposed that 2 folding tables and 8 chairs be purchased to supplement the exiting tables and chairs in the hall Proposed; Cllr Davies; Seconded: Cllr Walsh It was agreed that Cllr Horsfield be given a budget of no more than £300 to purchase these items.</p> <p>It was proposed that new picnic benches be bought for the play area. Proposed: Cllr Davies; Seconded: Cllr Walsh It was agreed that 2 additional picnic benches be bought to supplement the existing units in the play area at a cost of no more than £280.00</p>	<p>Cllr Horsfield to purchase microwave</p> <p>Cllr Horsfield to purchase tables and chairs</p> <p>Cllr Horsfield to purchase picnic tables</p>
18/18	<p>Waitrose Green Token Scheme</p> <p>Cllr Walsh proposed that she approach Waitrose to out forward an application for support for projects to the Waitrose Green Token Scheme. This was agreed as a fundraising activity.</p>	

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18/19	General Data protection Regulations The Chair and the Clerk had both been on recent training for GDPR. Recent notification had been released to say that parish councils no longer needed their own Data Protection Officer.	
18/20	Change to Payroll Services Provider It was proposed that once the WCAVA contract had come to an end, a replacement payroll provider – D M Payroll Services – be appointed at a cost of £84 per annum. Proposed: Cllr Davies; Seconded: Cllr Horsfield The Motion was agreed	
18/21	Correspondence No correspondence had been received outside of that covering the items discussed on the agenda.	

The date of the next meeting will be held on Thursday 26th July 2018 at 6.30pm.

The meeting finished at 8.15pm

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