

Kingsbury Parish Council Minutes

Meeting of Kingsbury Parish Council held on **Tuesday, 4th May 2021**, via 'Zoom' video media due to the Covid-19 pandemic. This was a shortened agenda to deal with urgent matters before the Zoom deadline expired and before we are allowed to meet face to face.

Present: Councillors: Chair M Moss, A Jenns, J Thomas, I Thomas, B Moss, V Barker, C Ayasamy, H Phillips, and J Whitby

Apologies: Councillor A Simpson

Clerk: S Humphries

746 Declarations of Personal and Prejudicial Interests

- Councillors B Moss, H Phillips and A Jenns declared a personal interest in any Borough Council issues.
- Councillor H Phillips declared a personal interest in any minutes concerning Warwickshire CAVA Local Management Committee.
- Councillor J Whitby declared a personal interest in any minutes concerning Wood End Working Men's Club.
- Councillors J Thomas, A Jenns, I Thomas, and C Ayasamy declared a personal interest in any minutes relating to HS2.
- Councillors I Thomas and J Thomas declared a personal interest in any minutes relating to the Special Management Zone in North Warwickshire.
- Councillor J Thomas declared a personal interest in any minutes concerning Bodymoor Heath Victory Hall Committee and Piccadilly Community Centre.
- Councillor I Thomas declared a personal interest in any minutes concerning Piccadilly Community Association.
- Councillor A Jenns declared a personal interest in any minutes concerning WCC.
- Councillor C Ayasamy declared a personal interest in any minutes relating to Kingsbury and Cliff residents group.
- Councillor H Phillips declared an interest in minutes relating to Woodlands Community Ctre.

747 Minutes to be Approved

It was proposed by Cllr I Thomas and seconded by Cllr B Moss and agreed:

RESOLVED: That the minutes of the Council meeting held via Zoom on 23rd April 2021 are approved as a true record.

748 Accounts 2020/2021

Councillors had been sent the accounts, audit report and information they required to look through prior to the meeting. The Clerk explained the figures and answered any questions raised. The accounts had been received back from the internal auditor and his report did not raise any concerns. The Annual Internal Audit report was received and noted.

749 Accounts 2020/2021 – Section 1 Annual Governance Statement

The annual governance statement was discussed and it was proposed by Councillor I Thomas and seconded by Councillor J Whitby and agreed by all:

RESOLVED:- That the Annual Governance Statement be approved and it would be arranged for the Chair to sign in person.

750 Accounts 2020/2021 - Section 2 Accounting Statements 2020/2021

This was further discussed and proposed by Councillor I Thomas and seconded by J Whitby and agreed by all:

RESOLVED: That the accounts for 2020/2021 be approved subject to external audit, and it would be arranged for the Chair to sign the Accounting Statement in person, on behalf of all Councillors, and this would then be sent to the external auditors before the agreed deadline.

751 Planning Applications/Information

The following Application was brought to Councillors attention.

- **PAP/2021/0122 Wings Family Building, Coventry Road, Kingsbury** – Variation of conditions no 3 and 6 of planning permission PAP2017/0397 relating to class and hours; in respect of change of use to non-residential/assembly and leisure. Councillors raised concerns over noise, traffic and parking issues. A response will be sent from the Parish Council.

752 Correspondence

For any further information on the items below please contact the Clerk, details on website.

- Request from a resident to attend a parish meeting sent via MPs office. We will arrange this as soon as is practical.

753 Kingsbury Parish Policies/Procedures (737)

The newly formed Policy and Procedures Working Party reported back on the following and they were discussed:

- **Code of Conduct** – Advice from WALC is to wait for the local authority Standards Committee to agree their version and then it can be looked at to be adopted by the Parish Council. No further information/update received from NWBC.
- **Working Party Terms of Reference** – These were amended after the discussions at the April meeting and forwarded to Councillors. After discussion it was proposed by Councillor I Thomas and seconded by Councillor A Jenns and agreed:
RESOLVED: That the General Working Party Terms of Reference and the Policy and Procedures Working Party Terms of Reference be adopted.
- **General Reserve Policy** – Recent guidance states that we should have a General Reserve Policy in place as part of changes in Statutory Instruments which govern parish councils. The draft had been further amended following discussions at the April meeting. This was discussed and proposed by Councillor I Thomas and seconded by Councillor A Jenns and agreed:
RESOLVED: That the General Reserve Policy be adopted and reviewed each year to clarify the reserves held by the Council.
- **Delegation of Powers** – This will remain in place due to the uncertainty of the pandemic and when we will be able to resume face to face meetings. To be reviewed when necessary. Proposed by Councillor I Thomas and seconded by Councillor A Jenns and agreed:
RESOLVED: That the Delegation of Powers will remain in place until such time as all restrictions are lifted and it is discussed again at a parish council meeting.

754 Security of Parish Recreation Ground

Councillor I Thomas raised the issue of tighter security and suggested a procedure should be produced in case of a break in at our parish recreation ground. Piccadilly had recently been broken into again by travellers. It would be very useful to have any contact numbers to hand should it ever be needed.

The Clerk and Councillor I Thomas had met with the Crime officer for the Police to discuss security. All that exists at the moment is a padlock on the gate. Councillor Thomas explained about a much stronger type of lock which would cost around £50.00 and the police suggested we should look into a height restrictor to make the grounds more secure. The cost is very high if we ever needed to remove anyone from the site. It was discussed and proposed by Councillor I Thomas and seconded by Councillor A Jenns and agreed:

RESOLVED: That a stronger lock would be purchased as soon as possible and the costs of a height restrictor would be looked into.

755 Zoom Subscription

The subscription for Zoom online meetings will run out early July. Although we cannot hold official council meetings in this format after 6th May 2021, it was discussed that it would be useful to continue with the subscription for another year as it had been helpful for a number of meetings and working party groups to meet in this way and save on the hiring of rooms. There is also the chance that the ruling may get overturned by Government and could be useful to mix the meetings online with face to face in the future. It was proposed by Councillor A Jenns and seconded by Councillor M Moss and agreed:

RESOLVED: That the subscription for Zoom online meetings would be renewed for a further 12 months.

756 Co-option Process Vacancy in office of Councillor – Wood End (743)

The vacancy has been advertised for the required period and no-one had come forward to meet the requirements for an election to be held. We are now able to start the process of co-option to fill the vacancy. The Clerk will produce the relevant forms and advertise on social media and the website. The deadline for applications is 14th June 2021 and these should be completed and sent to the Clerk. Any applicants will then be invited to attend the July meeting as long as we are allowed to hold a face to face meeting at this time.

757 Next meetings

The June meeting will be cancelled due to the uncertainty of Covid restrictions being lifted in time to allow face to face meetings indoors of more than 6.

It is hoped that the 14th July meeting will be able to go ahead in a community centre with covid safety measures in place.

Signed _____

Dated _____