

and is not seeking to identify any further sites. The Council continues to work closely with the NEC to provide the evidence to justify their ambitious vision for the site that would see the delivery of more than 2,000 new homes by 2036.”

12 Fulford Green: A new zero carbon community for Solihull

- 12.1 There were no further updates, however, this matter is highly reliant on the outcomes of the Draft Solihull Local Plan.

13 Village Hall

- 13.1 As detailed in the February 2022 Minutes “Upon arriving at the Parish Council meeting, it was noted that large lettering had been painted at the front of all nine parking spaces, eight of which read TGS and the other HT. The PC believe that this means Tidbury Green School and Head Teacher. As per the Village Hall Lease the PC understand that that 8 of the 9 parking spaces are specifically for visitors to the Village Hall. Given that Solihull MBC is the freeholder of this site, we assume that this action has been taken by or with the approval of the Council. This action will have significant detrimental effects on Village Hall usage, as the signage will deter Village Hall users from parking by the Village Hall.” Despite two letters and an invoice to claim compensation for lost income, being sent to Solihull MBC, no response has been received. It was agreed that Cllr.C.Ferguson would seek some quotes for removing the painted letters from the parking bays and draft a letter to Solihull, for Councillors consideration.

14 Queen’s Diamond Jubilee

- 14.1 As agreed at previous meetings, the Parish Council have made £1,000 available to support celebrations in Tidbury Green for the upcoming Queen’s Diamond Jubilee. Volunteers were sought to arrange the event. Whilst a few willing volunteers kindly came forward, the support offered from the community was limited. With the amount of volunteers available it would be unfeasible to arrange an event to celebrate the Queens Jubilee. However, Woodbourne Sports & Social Club, which is within the Parish of Tidbury Green are planning to hold an event on the 3rd June 2022. An option is to support the club in providing a quality event for the local community. After discussions it was proposed by Cllr.M.Reohorn, seconded by Cllr.A.Higgins and **agreed unanimously** that the Parish Council will sponsor and support the Woodbourne Sports & Social Event. The £1,000 will be used to purchase items for the event, which will aim to enhance the enjoyment of those from the community who attend the celebrations. For example options could include a bouncy castle, dress up characters for the children, the running of a tug of war completion etc. It was agreed that invoices relating to any items/activities that the Parish Council are providing should be sent from to the Clerk, who will pay the supplier direct. **Action:** Cllr.M.Reohorn and Cllr.A.Higgins to liaise with Woodbourne Sports & Social Club, to update them on what was agreed by the Parish Council and to discuss any relevant matters.

15 Parishioner of the Year Award

- 15.1 Nominations received were discussed. It was proposed by Cllr.G.Thomas, seconded by Cllr.M.Reohorn and **agreed unanimously** who the prizes from the allotted, previously approved budget of £225 should be awarded. **Action:** Clerk to invite the winners to the 2022 Annual Parish Meeting.

16 Financial Matters

- 16.1 Payment of the items listed in the April 2022 Agenda Appendix 1 were discussed, including pay for hours worked by the Clerk. Extra hours were worked due to various matters, including general workload, sorting CIL returned questionnaire written comments and PAYE end of year requirements. It was proposed by Cllr.M.Reohorn, seconded by Cllr.A.Higgins and **agreed unanimously** that payment of the items should be made.

Payments Received

- 16.2 £15,500.00 – 1st Instalment 2022-23 Parish Council Precept.

Income and Expenditure Budget Year to 31 March 2022.

- 16.3 The Responsible Financial Officer talked through the Income and Expenditure to 31 March 2022. The RFO had also produced an End of year summary, detailing expenditure versus budget and any resulting variances. This was circulated and discussed.

Banking mandate in relation to account signatories

- 16.4 The Parish Councils (HSBC) banking signatory mandate, which was updated, approved and signed at the April 2022 meeting, was hand delivered to HSBC by Cllr.G.Thomas. He was advised that the update will take approximately 3 weeks to action.

17 Gov.Uk Email Addresses

- 17.1 It was **agreed unanimously** that the Parish Council should obtain Gov.UK email addresses. **Action:** Cllr.M.Reohorn and the Clerk to liaise with the Parish Council's "Hosting & Domain" Manager to request that he provides a quote for undertaking the required works and fees for obtaining Gov.UK email addresses.

18 External Audit 2021/22

- 18.1 The Clerk advised that over the coming weeks she will be focussing her efforts on the 2021/22 External Audit requirements, which includes completing the Annual Governance & Accountability Return (AGAR) 2021-22 and other relevant documents. The Clerk aims to have the AGAR ready for submission to the May 2022 meeting, to enable the relevant sections to be considered and if appropriate, approved.
- 18.2 It was **agreed unanimously** that the public inspection period for Annual Return will run between Monday 6th June – Friday 15th July 2022, providing that the Governance and Accountability sections of the AGAR are approved at the May 2022 meeting.

19 Allotment Association

- 19.1 Cllr.A.Higgins advised that she will be meeting with the Allotment Association, during the coming weeks. Following this she will provide an update to the Parish Council.
- 19.2 The clerk advised that a tree survey at the allotment site needs to be undertaken later this year, as four years will have expired since the previous one was completed. Previously tree surveys were undertaken every five years, however since September 2021 the Parish Council agreed that they should now be completed every 4 years, meaning that a survey is due October 2022. The Clerk advised that there are restrictions regarding when any tree works can be undertaken. **Action:** Clerk to research when tree nesting season ends and when tree works should be undertaken. The Clerk will then liaise with Cllr.A.Higgins.

20 Duke of Edinburgh

20.1 It was recognised that our recent local DofE volunteer had undertaken a range of quality work for the benefit of the community. The Parish Council agreed that she had gone above and beyond and had completed some excellent work, including developing the CIL Parishioners survey, delivering newsletters and carrying out litter picks. It was proposed by Cllr.M.Reohorn, seconded by Cllr A.Higgins and **agreed unanimously** that a an appropriate gift voucher, up to the value of £50, should be purchased and presented to the DofE volunteer on the evening of the Annual Parish Meeting.

21 Nuisance bonfires

21.1 This matter had been raised by a couple of Parishioner's. It was agreed that the Parish Council will put a request in the newsletter, to ask people to be considerate of their neighbours, when lighting fires in their gardens. However, there is no law which prevents people from burning garden rubbish and the Parish Council do not have any powers to deal with the matter. Solihull Council do produce guidance and manage nuisance caused by neighbours on a number of issues including bonfires and a bonfires code of conduct is available on their website. In certain circumstances, where criteria is met, Solihull MBC recognise that a bonfire can cause a statutory nuisance. Where this occurs Solihull MBC provides a mechanism for people to report nuisance bonfires. Again this can be found on the Solihull MBC website.

22 Annual Parish Meeting

22.1 It was **agreed unanimously** that the Annual Parish Meeting, will be held on the 25th May 2022 between, 6:30 and 7:30pm, prior to the Annual Parish Council Meeting. The draft agenda was considered and **approved unanimously** by the Parish Council. The Clerk advised that she would circulate the approved agenda and add it to the Parish Council website. Cllr.M.Reohorn will print and sign five copies of the agenda and arrange for these to be added to the noticeboards.

23 Update from April 2022 SAC Meeting

23.1 Chairman M.Reohorn, provided an update from the April 2022 SAC meeting, that he attended.

24 Christmas 2022 Celebration

24.1 Consider event(s) that should be subsidised/delivered for the community.

25 20's Plenty For Warwickshire

25.1 Update from Cllr.Reohorn from session he attended regarding reducing speed limits in Villages.

26 Community Infrastructure Levy (CIL) Funding

- 26.1 114 Parishioners completed the CIL questionnaire / Survey to provide their views of what the available CIL money should be spent on.
- 26.2 The Clerk circulated the findings, which were considered and discussed by Councillors. It was clear from findings that Parishioners would like more bins installed in Tidbury green. **Action:** Clerk to inform Cllr.D.Edwards so that he can progress this matter. It was agreed that the Parish Council will consider which other projects should be delivered, based on the consultation finding and by whom, at the May 2022 meeting.
- 26.3 It was agreed that the findings should be added to the Parish Council website.

27 Newsletter

- 27.1 It was agreed that the Clerk will liaise, with Cllr.M.Reohorn regarding images that can be used for future newsletters.

28 Review of documents for Chairman's Black Box

- 28.1 The clerk advised that she will undertake this task within the next few months
- Update Calendar of Actions**
- 28.2 The updated Calendar of actions were reviewed. It was proposed by Cllr.G.Thomas and seconded by Cllr.M.Reohorn that the Calendar of Actions be adopted. This was **agreed unanimously.**
- Carry out independent review of bank reconciliations**
- 28.3 Cllr.G.Thomas agreed to carry out the latest independent review of bank reconciliations.
- Reconfirm Clerk's payments under Standing Order arrangements**
- 28.4 It was proposed by Cllr.G.Thomas and seconded by Cllr.M.Reohorn that the Standing Order arrangements, for the Clerks pay, should remain. This was **agreed unanimously.**
- Review Internal Controls, Risk Assessment documents and Asset Register**
- 28.5 Having previously been circulated the amended draft Internal Controls document, was discussed. It was proposed by Cllr.G.Thomas and seconded by Cllr.M.Reohorn that the Internal Controls be adopted. This was **agreed unanimously.**
- 28.6 The amended draft Risk Assessment, having previously been circulated was discussed. It was proposed by Cllr.M.Reohorn and seconded by Cllr.G.Thomas that the Risk Assessment be adopted. This was **agreed unanimously.**
- 28.7 The updated Asset Register, having previously been circulated was discussed It was proposed by Cllr.G.Thomas and seconded by Cllr.M.Reohorn that the Asset Register be approved. This was **agreed unanimously.**
- Review Clerk's pay**
- 28.8 No information has been circulated regarding the proposed Local Government NJC pay rise.
- Review document retention policy**
- 28.9 The document having been previously circulated was reviewed and no changes were required. It was proposed by Cllr.G.Thomas and seconded by Cllr.M.Reohorn that the document retention policy be re-adopted. This was **agreed unanimously.**
- Review "Actions taken against Objectives" for the previous year**
- 28.10 Actions taken against objectives for 2021/22 were reviewed. The majority of targets were either met or they are ongoing work in progress.

29 Flooding

- 29.1 There were no updates to report.

30 Litter Picking in Tidbury Green

30.1 There were no updates to report.

31 Crimes/ Anti-Social Behaviour in Tidbury Green

31.1 There were no updates to report.

32 Neighbourhood Watch / Street Watch

- To receive any relevant updates.
- Discuss and agree any further action to be taken.

33 Update from Parish Clerk

33.1 There were no further updates to report.

34 Correspondence

34.1 All items on the correspondence list were considered. All other items of concern or interest were dealt with as separate agenda items, or flagged as of interest to Councillors.

There being no further business the Chairman closed the meeting at 21:30

Date of the next meeting: Wednesday 25 May 2022

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practices when making decisions at the meeting.

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

TIDBURY GREEN PARISH COUNCIL

April 2022 Agenda Appendix 1

Invoices Received

Invoice & Cheque No.

- | | |
|--|--|
| 1. Clerk's Pay – March 2022 (C Kirby) - £855.35
Standard Contracted Hours
(Excluding SO) - £648.80
Additional hours worked/pay Dec 2021- £206.55 | Invoice No: 2022/5
Cheque No: 100625 |
| 2. Clerk's costs (C Kirby) March/April 2022
£39.62– Stamps, Land Registry Search,
Phone & Mileage. | Invoice No: 2022/5
Cheque No: 100627 |
| 3. HMRC - £1,133.88 (£729.47- Employee Tax & NI -
Deducted from Clerk's pay -£404.41 Employers NI
(Paid in advance of meeting as a result of due date) | Invoice No: Quarter 4
Cheque No: 100626 |
| 4. Clerks Holiday Pay £879.96
50% April | Invoice No: N/A
Cheque No: 100628 |
| 5. WALC - £607.00
WALC/NALC -Annual membership | Invoice No: SUBS-2022-085
Cheque No: 100629 |
| 6. M Reohorn – Mileage – April 2022 £23.85 | Invoice No: 2022/6
Cheque No: 100630 |

Payments received

Cheque & Bank Credit No.

- | | |
|---|------------------------------------|
| 1. First instalment of 22/23 Precept - £15,500.00 | Cheque No:
Payment Ref: 2228000 |
|---|------------------------------------|

April 2022 Appendix 1 invoices and payments approved as correct:-

Signed..... Date.....

Chairman

Minutes of Tidbury Green Parish Council Ordinary meeting held on Wednesday 27th April 2022

Signed Date.....