

# AGENDA

## **PUBLIC OPEN FORUM:**

Prior to commencement of the meeting there will a fifteen-minute period for public question time. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council Meeting itself. This period is not part of the formal meeting and will not form part of the minutes.

## **1. APOLOGIES**

To receive and approve apologies for absence.

## **2. DECLARATION OF INTERESTS**

Councillors are reminded of the requirement to update, if required, their Register of Interests.

**2.1.** To declare any Disclosable Pecuniary Interests on the agenda and their nature.

**2.2.** To declare any Other Disclosable Interests on items on the agenda and their nature.

**2.3.** To consider dispensations – written requests for the council to grant a dispensation to a councillor (as per Localism Act 2011), s33) must be with the Clerk before the meeting starts.

Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within Paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items.

## **3. COUNTY COUNCILLORS REPORTS**

To receive reports from County Councillors

## **4. DISTRICT COUNCILLORS REPORT**

To receive reports from District Councillors

## **5. MINUTES OF THE PREVIOUS MEETING**

To receive and approve the minutes of the meetings held on 17<sup>th</sup> October 2019 (to follow)

## **6. MATTERS ARISING FROM THE MINUTES**

To consider any matters arising from the previous minutes not already noted on the agenda.

**6.1.** Purchase of grit bins for Falstaff Avenue, Silver Birch Drive and Hadley Close.

## **7. MINUTES OF COMMITTEE MEETINGS**

To receive and approve minutes of Council Committee meetings and consider recommendations made by the Committees, where necessary.

### **7.1. PLANNING COMMITTEE**

To receive and approve minutes of the Planning Committee meeting held on 11<sup>th</sup> November 2019 (attached).

## **7.2. COMMUNITY SERVICES COMMITTEE MEETING**

To receive and approve minutes of the Community Services Committee meeting held on 7<sup>th</sup> November 2019 (to follow) and consider the following item(s) arising from the meeting.

- 7.2.1. To review and agree prizes and costs for the Christmas Light competition (information to be available at the meeting).

## **7.3. FINANCE COMMITTEE**

To receive and approve minutes of the Finance Committee meeting held on 14<sup>th</sup> November 2019 (to follow) and consider the following recommendations made:

- 7.3.1. Consider **RECOMMENDATION** of the Finance Committee - agree a response to the Prohibition of Parking on Footways and Verges Order on various roads in Hollywood (details attached).
- 7.3.2. Consider **RECOMMENDATION** of the Finance Committee to respond to correspondence received from Wythall Community Association – draft letter to be circulated at the meeting. (WCA correspondence attached)
- 7.3.3. Resolve to approve the payments for November 2019 (attached).
- 7.3.4. Receive the bank reconciliation for October 2019 expenditure against the budget (attached).
- 7.3.5. Consider **RECOMMENDATION** of the Finance Committee to amend the error relating to Allotment fees for the next five-year period. (minutes of the 2<sup>nd</sup> April 2019 Community Services Committee attached, for information) proposed to amend fees to:
- |                   |             |
|-------------------|-------------|
| Year one (2020)   | £29         |
| Year two (2021)   | £30         |
| Year three (2022) | no increase |
| Year four (2023)  | £31         |
| Year five (2024)  | £32         |
- 7.3.6. Consider **RECOMMENDATION** of the Finance Committee to update utility contracts. Current contracts are due to expire on 9<sup>th</sup> December 2019 (costs to be presented at the meeting).
- 7.3.7. Consider **RECOMMENDATION** of the Finance Committee to consider costs for the rental of a photocopier in the Parish Office (costs to be presented at the meeting).
- 7.3.8. To ratify the decision of the Finance Committee regarding the Allotment Appeal – discussion, if required to take place in the confidential section of the meeting.

## **8. WYTHALL PARISH COUNCIL OPEN DAY – DEBRIEF**

To review the open day and consider the feedback received (attached)

## **9. NORTON FOUNDATION**

To consider correspondence from the Norton Foundation and the availability of grants for youth projects (information attached)

## **10. COUNCIL AND COMMITTEE MEETING DATES JANUARY 2020 – MAY 2020**

To agreed the meeting dates for the period January – May 2020 and agreed a date for the Annual Parish Forum which should take place between 1 March and 1 June. (dates attached)

**11. PARISH OFFICE CHRISTMAS OPENING HOURS**

To review and agreed opening times over the Christmas period.

**12. TO RECEIVE COMMENTS FROM PARISH COUNCILLORS**

Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**13. DATE OF NEXT MEETING**

The next Council meeting is scheduled to take place on 23<sup>rd</sup> January 2020, subject to Council approval.

**14. TO CONSIDER THE EXCLUSION OF THE PUBLIC AND PRESS**

In terms of schedule 12A, Local Government Act 1972, the following items are likely to disclose exempt information relating to the establishment and contractual matters and it is, therefore, recommended that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

**15. ALLOTMENT APPEAL**