Tuesday 17th May 2022
The Trinity Centre
7:30pm

Present
Cllrs Wood, Allen, Briggs, Cairns, Cooper, Cummins, Griffin, Hatton, Mackey, Millichope, Mosson, Parmar, Pears, Perks, Puri, Raut, Scott, K Ward, S Ward and Yip.

In Attendance
Olive O'Sullivan–Chief Executive Officer, Mary Watkins-Finance Manager and Natalia Gorman-Senior Projects Officer.

There were 19 members of the public and 2 members of the press present.

Members of the public were invited to ask questions.

Frances Heywood asked Council to consider including a section for 'implications for the environment and climate change' at the bottom of reports and if the Town Council would consider meeting to discuss ways to help the electorate through the home fuel price crisis.

The CEO responded that implications for the environment would be added to future reports and that Frances would be invited to discuss her ideas regarding the fuel crisis with the CEO and Councillors.

Liz Parry asked Council to consider establishing a network for small businesses and traders to support them to develop in Sutton Coldfield and to consider developing a plan with specific targets to help residents reduce their impact on the environment.

Cllr S Ward responded that the Town Council has an active role on the Chamber of Commerce and Sutton Coldfield BID and would work with these partners to support small businesses. Cllr S Ward used the work of the Active Travel Plan as an example of the Town Councils commitment to reduce a negative impact on the environment.

Pat Brown asked for a task group for residents to be engaged on important issues and explore communication with residents, for example through a newsletter.

Cllr S Ward reported that a Newsletter had been distributed to all households in March, detailing work of the Town Council and advertising the Annual Meeting. He proposed that a similar newsletter be circulated to households every six months.

Pat Line had submitted a question in advance, this was read out by the CEO in her absence. Pat Line asked for a pamphlet, issued on a regular basis to be made available to all residents to be updated on the work of the Town Council.

The CEO responded that Cllr S Ward had committed to a bi-annual newsletter and that a simplified document could also be made available in strategic locations (i.e libraries) more frequently for residents that do not have access to social media.

Cllr Wood reflected on his year as Mayor and thanked all for their support (attached).

1 Election of Mayor

Resolved to elect Cllr Cairns, Mayor of the Royal Town of Sutton Coldfield for the period ending with the Annual Meeting of the Town Council in 2023.

Cllr Cairns read and signed the Declaration of Acceptance of Office and took an Oath of Allegiance to the Queen. After she received the Mayoral chains she thanked Cllr Wood and presented his past Mayor pendant.

Cllr Cairns reported she was honoured to be elected Mayor and looked forward to representing Sutton Coldfield for the forthcoming year.

2 Election of the Deputy Mayor

Resolved to elect Cllr Mosson, Deputy Mayor of the Royal Town of Sutton Coldfield for the period ending with the Annual Meeting of the Town Council in 2023.

Cllr Mosson read and signed her Declaration of Acceptance of Office and took an Oath of Allegiance to the Queen.

3 Appointment of the Leader and Chairman of Strategy and Resources Committee

Resolved to appoint Cllr Simon Ward as Leader of Royal Sutton Coldfield Town Council and Chairman of the Strategy and Resources Committee.

4 Apologies for Absence

The CEO reported apologies from Cllrs Allan, Parkin, Pocock and Roberts.

Resolved to accept the apologies

5 Elected Councillors 5th May 2022

The CEO confirmed that all Councillors had completed their Declaration of Acceptance of Office.

Resolved to note the list of elected Councillors.

6 Declarations of Interest

No declarations were made.

7 Appointment to Committees

Nominations to Committees and Sub-Committees were received as per below:

a) Strategy and Resources Committee
Cllrs Cairns, Cooper, Mackey, Parkin, Pears, Pocock, Raut and S Ward

b) Amenities, Leisure and Community Services Committee
Cllrs Cummins, Griffin, Hatton, Mosson, Scott, K Ward, Wood and Yip.

c) Planning and Highways Committee

Cllrs Allan, Allen, Briggs, Millichope, Parmar, Perks, Roberts and Puri.

d) Human Resources Sub-Committee
Cllrs Allan, Cooper, Mackey, Pears, Pocock and S Ward

e) Sutton Coldfield Allotments Sub-Committee
Cllrs Briggs, Cooper, Griffin, Hatton, K Ward and Wood

Resolved to appoint Councillors to Committees and Sub-Committees as listed above.

8 Appointments to Outside Bodies

Nominations to outside bodies were received as below:

a) Birmingham City Council Standards Committee
Cllr Wood

b) Community Sports and Physical Activity Network (CSPAN)
Cllrs Cairns and Scott

c) Langley SUE and Peddimore SPD Consultative Group
Cllrs Briggs, Cooper, Griffin, and Wood

d) Royal Sutton Coldfield Community Town Hall Trust
Cllrs Cairns and K Ward

f) Sutton Coldfield Business Improvement District (BID)
Cllrs Cummins and Roberts

g) Sutton Coldfield Chamber of Commerce
Cllr K Ward

h) Sutton Coldfield Charitable Trust
Cllr S Ward

i) Warwickshire Association of Local Councils (WALC)
Cllr Millichope

Resolved to appoint Councillors to outside bodies as listed above.

9 Mayoral Cadet

The CEO confirmed that Mayoral Cadets would be rotated between Sea, RAF and Army each year.

Resolved to appoint a Mayoral Cadet Sutton Coldfield Sea Cadets to accompany the Mayor to Civic Events during their term of office.

10 Minutes of the Previous Meeting

Resolved that the minutes of the meeting held on Tuesday 26th April 2022 be signed as a true record.

11 Matters Arising

No matters arising were reported.

12 Questions from Members

No questions were submitted from members.

13 Minutes of Committees

a) Planning and Highways held on 3rd May 2022

Resolved to note the minutes of the Planning and Highways Committee that took place on 3rd May 2022.

14 Corporate Governance

The CEO reported that the Standing orders reflected changes in section 18c, to bring in line with the procurement changes, post Brexit. The Scheme of Delegations had been updated to include the Sutton Coldfield Allotments Sub-Committee.

The Mayor stated that the Standing Orders will 'lay on the table' for a month and will be on the agenda for Full Council in June, for approval. There was one further small amendment to the Financial Regulations circulated with the agenda, in section 1.8 to remove the words 'Town Clerk'.

Resolved to approve the Financial Regulations with the amendment detailed above.

Resolved to approve the Scheme of Delegations.

15 Appoint Bank Account Authorised Signatories

Resolved to approve that Cllrs Allan, Griffin, Mackey, Pears, Pocock, Raut and S Ward be authorised signatories for the Council.

16 Appoint Councillors for Checking Bank Reconciliations

Resolved to approve that Cllrs Parmar and Wood will review and note the Council's bank reconciliations.

17 Adopt the General Power of Competence

Resolved to approve that the Town Council continue to use the General Power of Competence.

18 Use of Chief Executive Officer's Delegated Powers

The CEO reported use of delegated powers, in consultation with the Leader, to approve the design and manufacture of four willow features that are due to be installed on islands and verges over the next two weeks, at a cost of £9,410.

19 Accounts for Payment

Resolved to note the delegated payments, approve the accounts for payment and appoint Cllrs Mackey and Raut complete authorisation.

20 Future Meeting Dates

The CEO informed Council that the proposed Full Council meeting date of 28th February 2023 potentially clashes with a Birmingham City Council Full Council meeting and asked Council to consider moving the Town Council meeting to Wednesday 1st March 2023.

Resolved to approve the future meeting dates with the amendment as detailed above.

The meeting ended at 8:14pm.