

ROYAL SUTTON COLDFIELD TOWN COUNCIL

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Mayor & Chairman **Cllr Jan Cairns**

Leader **Cllr Simon Ward** | CEO **Ms Olive O'Sullivan**



22nd September 2022

TO: All Members of the Town Council

Dear Councillor,

You are summoned to a meeting of Royal Sutton Coldfield Town Council on Tuesday 27th September 2022 at The Trinity Centre, starting at 7pm.

Councillors, officers and members of the public must adhere to any venue guidelines when meeting in person.

The meeting will consider the items set out below.

Olive O'Sullivan

Chief Executive Officer

7pm Public Question Time

Up to 20 minutes may be set aside for public participation.

Due to capacity restrictions within the venue, places are limited. To reserve your place please email enquiries@suttoncoldfieldtowncouncil.gov.uk or telephone 0121 663 1765.

Before the meeting there will be a public session to enable residents to ask questions of or make comments in respect of the business on the agenda. All questions must be submitted, in writing, to Olive.OSullivan@suttoncoldfieldtowncouncil.gov.uk before 5pm on Monday 26th September 2022.



33 Her Majesty Queen Elizabeth II

The Mayor will lead the Council in a one minute silence in remembrance of Her Majesty Queen Elizabeth II.

34 Apologies for Absence

Members to receive apologies for absence.

35 Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct. (NB this does not preclude any later declarations.)

36 Mayors Announcements

The Mayor will give a short verbal update on her activities and engagements since the last meeting.

37 Minutes of the Previous Meeting

To confirm and sign the minutes of the meeting of Royal Sutton Coldfield Town Council held on Tuesday 28th June 2022

- [Draft minutes](#)

38 Matters Arising

39 Questions from Members

To receive any questions from members, submitted in advance of the meeting, regarding items that are not on the agenda.

40 Minutes of Committees

Council to receive the minutes and approve the recommendations from the committees.

a) Planning and Highways held on 5th July 2022

- [Draft minutes](#)

b) Planning and Highways held on 2nd August 2022

- [Draft minutes](#)

c) Planning and Highways held on 6th September 2022

- [Draft minutes](#)

d) Strategy and Resources held on 20th September 2022

- [Draft Minutes](#)

e) Amenities, Leisure and Community Services held on 22nd September 2022

- [Draft Minutes](#)



41 Festive Lights Scheme

Council to approve commissioning a new festive lighting scheme for Sutton Coldfield and approve the festive lighting scheme for 2022.

- [Festive Light Scheme](#)

42 Survey of Sutton Coldfield Library's Archives and Local Studies Collection

Council to consider a report on the report findings of the report produced by the Archive-Skills Consultancy Ltd and consider its implications for the future of the Sutton Coldfield Archive and Local Studies Collections.

- [Sutton Coldfield Archive and Local Studies Report](#)
- [Archive-Skills Report](#)

43 Members Allowances Panel

Council to nominate and approve Councillors to the Members Allowances Panel.

44 Use of Chief Executive Officer's Delegated Powers

45 Accounts for Payment

Council to approve payments as per the schedule and to appoint two members to complete online banking authorisation for these and any further payments throughout the month.

Members to note delegated payments made since the last Full Council meeting.

- [Accounts for Payments](#)
- [Delegated Payments](#)

46 Date of the Next Meeting

The next meeting is scheduled to take place on Tuesday 18th October 2022 at the Trinity Centre.