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Balsall Parish Council Meeting

Approved Minutes of Parish Council Meeting held on Wednesday 13 December 2017 at 7pm in the Westlake Room, The Village Hall, Station Road, Balsall Common CV7 7FF

Minutes

Present: Councillor Mark Tattum (Chairman), Councillor Judy Lea, Councillor Will Heard, Councillor Marie-Louise Marsden, Councillor Helen Dean, Councillor Lionel King (from 7.05), Councillor Richard Lloyd, Councillor Sheila Cooper, Councillor Lee Quinney and 7 members of the public including Keith Tindall of BVCRA and Dave Felthouse of the Communicator.

1. Apologies: Apologies were received and accepted from Councillor Christina O'Sullivan.
2. Declaration of Interests: There were no declarations of interest.
3. To approve the Minutes of the Parish Council Meeting held on 15 November 2017 as a true record.
The Minutes of the Parish Council Meeting held on 15 November 2017 were signed as a true record.
Councillor Lionel King joined the meeting at this point.
4. To receive an update on the progress of resolutions of the last meeting.

Councillor Mark Tattum provided an update on item 14 in relation to the Parish Council's position on night flights at the airport. It was felt that the community representatives in meeting with Andy Holding (Airport) had been productive in coming to an understanding over support with the ACC:

- That the 5% night flights limit will be retained for the next three years until the next review however the 4% limit (£106) remains the objective,
- Aircraft over quota limit above QC1 will be restrained during the night time,
- Noise violation limit will be reduced from 85DbA (the limit before fining is incurred) to 83DbA, 81 DbA limit will be reviewed by the airport after the current noise-abatement trials. The outcome of these trials will be reported to the ACC in November 2018,
- Scheduled departures will be capped at the current level between 23.30 and 05.00.

Councillor Helen Dean provided an update on the NDP Household Questionnaire. It was stated that the number of returned questionnaires was 1270 which exceeded the 850 target for a statistically good level of return. Late requests for lost/misplaced/not supplied questionnaires were supplied by Stratford upon Avon DC as far as possible. Comments are being analysed by the Unit for a report expected in January 2018.

Update on correspondence 16.2 – request to contribute information to feed into the Terms of Reference being constructed by SMBC as part of the Community Governance Review process has been completed by the Clerk. Subsequently, SMBC Governance Committee met on the 28th November and delegated the completion of the TOR and reconsideration of the initial consultation period to a Steering Group of members and SMBC officers. Suggestions and ideas were sought on the most appropriate methods of consulting with residents and the Clerk has responded to SMBC on this, indicating what resources could be put at their disposal for promotion and to run events.

As an update on the removal and replacement of the tree outside the ex-HSBC, the Clerk has requested of SMBC an indication as to when and where the replacement tree will be provided.

5. Accounts:

(5.1) Accounts

Proposal to approve the list of Payments for Approval and Payments Made for the month of November 2017.

The list of Payments for Approval and Payments made for the month of November 2017 was approved.

(5.2) Bank Reconciliation

To sign off Bank Reconciliations for the period 01.11.17 – 30.11.17.

The bank reconciliation for the period 01.11.17 – 30.11.17 was approved.

6. Planning Matters

(6.1) 03017

Brook Farm, Meer End Road, Meer End, Solihull

Erect a replacement dwelling (Resubmission of PL/2017/01500/MINFDW)

Resolved to make no comment.

(6.2) 03022

175A Kenilworth Road, Balsall Common, Solihull CV7 7ES

Two storey side extension

Resolved to make no objection but state that the extension should be subservient to the existing dwelling. It is understood that there is a large oak tree close to the extension which may be affected, SMBC requested to have regard to any TPO that might be in place.

(6.3) 02767

15 Asbury Road, Balsall Common, Solihull CV7 7QN

Convert one side of garage into habitable space with walk-in shower converting downstairs toilet. Garage door replaced with wall and UPVC window, plus doorway to main house.

Resolved to make no comment.

- (6.4) 02963
Dorene Farm, Meer End Road, Meer End, Solihull
Demolition of part converted agricultural barn and formation of one bedroom granny annexe for use in connection with the main dwelling house.
Resolved to ask for more information with regard to compliance with the existing planning consent.
- (6.5) 03046
24 Greenfield Avenue, Balsall Common, Solihull CV7 7UG
Reconstruction of existing conservatory with new flat roof, glazed lantern, part brick boundary wall and squaring off ends of building.
Resolved to make no comment.
- (6.6) 02983
The Old Hayloft, Fen End Lodge, Fen End Road, Fen End, Solihull
Change of use of holiday let to non-restricted dwelling with associated parking and curtilage.
Resolved to not object to the proposal but request that there is a condition that removes permitted development rights.
- (6.7) 03096
97 Station Road, Balsall Common, Solihull CV7 7FN
Two storey side extension, single storey rear extension and minor internal alterations.
Resolved to make no comment.
- (6.8) 03141
221 Kenilworth Road, Balsall Common, Solihull CV7 7EL
Two storey garage, bedroom, office & kitchen extension.
Resolved not to object to this proposal on the basis of a statement by a representative of the applicant made at the council meeting, that the extension will be reduced in size away from the side boundary, an amendment which was welcomed.
- (6.9) 03144
6 Speedwell Drive, Balsall Common, Solihull CV7 7AU
Crown reduce in height by 2m and reduce spread by 2m 1 No. oak tree (T4).
Resolved to not object to this proposal but to request that the Tree Officer is involved in agreeing the extent of crown and spread reduction of the tree.
- (6.10) 03075
384 Kenilworth Road, Balsall Common, Solihull CV7 7ER
Ground floor rear extension of the premises 384/384a Kenilworth Road, Balsall Common, CV7 7ER
Resolved to support the proposal to expand the business premises but express concerns in relation to parking and service vehicle access. As it is not completely clear how parking and vehicle access and turning is to be dealt with, it is requested that SMBC satisfy themselves in relation to these issues.
- (6.11) 03155
Jaromere, Balsall Street, Balsall Common, Solihull
New tiled roof extension to the rear elevation to replace existing conservatory.
Resolved to make no comment.
- (6.12) 03094
Land on the south west side of Fen End Road, Fen End, Solihull

Variation of condition No. 1 on planning approval PL/2017/00813/PPFL to allow for the creation of an additional access track to the south of the existing polytunnels, creation of an irrigation reservoir instead of 5 surface water tanks, non-implementation of hardstanding to accommodate approved water tanks and formation of service yard to the south of the glasshouse and alteration to south east gable end.

Resolved to make no comment.

7. Public Forum

Residents of the parish are invited to make representation, answer questions and give evidence in respect of the business on the agenda.

There were no representations from the public forum.

8. Proposal to agree to the stage 1 list of works for Willow Park improvements.

This item was adjourned as not all the works quotations had been received.

9. Proposal to accept the recommendation of Finance and General Purposes Committee concerning the lease of Willow Park.

Resolved to accept the recommendation of Finance and General Purposes Committee concerning exploring the extension of the Willow Park lease.

10. Proposal to accept the budget principles as recommended by Finance and General Purposes Committee to be used in setting the 2018/19 budget.

It was resolved to amend principle A to read "Earmarked reserves for HS2 in 2017/18 will be maintained into 2018/19".

It was resolved to amend principle B to read "General reserves should be returned to the residents of Balsall Parish when those reserves exceed a level of 100% of annual expenditure".

It was resolved to add "or other suitable provider" to follow "AECOM" as an amendment to the NDP budget rationale.

It was resolved to agree the above amendments.

It was resolved to agree the budget principles as recommended by Finance and General Purposes Committee to be used in setting the 2018/19 budget as amended above.

The budget principles approved are attached as Appendix A.

11. Proposal to update the account mandate authority for the NatWest bank as follows:

That the authorised signatories in the current mandate, for account number 04206398 sort code 516126, be changed in accordance with sections 5 and 6 of the account mandate request and the current mandate will continue as amended.

It was resolved to update the account mandate authority for the NatWest bank as follows: That the authorised signatories in the current mandate, for account number 04206398 sort code 516126, be changed in accordance with sections 5 and 6 of the account mandate request and the current mandate will continue as amended.

The significant contribution of Ian Hedley to the work of the parish council at a particularly difficult time was acknowledged. His work in re-establishing the sound functioning of the council was recognised.

12. Proposal to undertake an inspection of assets.

Resolved to undertake an inspection of assets.

13. **Proposal to commission Nourish Social Ltd to deliver social media services for the NDP Community Engagement and Involvement Plan stage 2.**
Resolved to commission Nourish Social Ltd to deliver social media services for the NDP Community Engagement and Involvement Plan stage 2.
14. Proposal to accept the offer of 15 trees of native species from the Solihull Free Tree Scheme for planting and subsequent maintenance at Temple Balsall Cemetery.
Resolved to accept the offer of 15 trees of native species from the Solihull Free Tree Scheme for planting and subsequent maintenance at Temple Balsall Cemetery.
15. Correspondence
(15.1) Notification of formal consultation on the draft Knowle, Dorridge and Bentley Heath Neighbourhood Plan 2018-2033. The Plan has now been published for consultation by the Knowle, Dorridge and Bentley Heath Neighbourhood Forum. The consultation period runs for seven weeks from 25th November 2017 to midnight on the 12th January 2018. The draft Plan can be viewed and downloaded from the Forum’s website: www.kdbh-np.org
This item was noted.
(15.2) Notification of a residents survey currently being conducted by the Civil Aviation Authority. The deadline for responding is 5 January 2018. Residents affected by Aircraft Noise from Birmingham Airport can provide their views via the link: <https://consultations.caa.co.uk/policy-development/aviation-noise-impacts/>
This item was noted.
(15.3) Response from SMBC to advise that a questionnaire sent to businesses in Balsall Common centre has been sent out by the Planning Team at SMBC as part of their response to the consultation phase of the Draft Local Plan.
This item was noted.
(15.4) Email from Solihull SUSTAIN providing notification of Solihull Together small grants for voluntary and community organisations. <http://solihull-sustain.org.uk/services/solihull-together-fund/>
This item was noted.
16. **Date and Venue of Next Meeting:**
Wednesday 17 January, 7.00pm in the Westlake Room, Village Hall, 112 Station Road, Balsall Common CV7 7FF

SIGNED Mark Tattum (Chairman) **DATE**

Principles adopted

- A. Earmarked reserves for HS2 in 2017/18 will be maintained into 2018/19.
- B. General reserves should be returned to the residents of Balsall Parish when those reserves exceed a level of 100% of annual expenditure.
- C. Aim to maintain at 2017/18 rate or lower the 2018/19 precept as a result of prudent budgeting of operating costs and use of reserves. Earmarked reserves not spent in 2017/18 will be returned to residents by further reducing the precept in 2018/19.

Rationale

Cemetery income is anticipated to grow by 10% due to increased awareness of the facility. The balance of a historic legacy for the Cemetery will be spent on remaining improvement works. The use of garden volunteers to complement the existing maintenance contracts will continue.

NDP expenditure will be funded from reserves and grant. It is assumed that a further Locality grant application of £6,000 will be made and in kind professional expertise from AECOM, or other suitable provider, received from Government on the same basis as offered in 2017/18. The expenditure will cover review of evidence, issues and options, drafting of the plan and community engagement and involvement at draft stage.

Willow Park will be allocated £25,000 from reserves to complete park remodelling. The decision to improve the playground safety inspection regime will help to secure the new investments made in 2017/18 and 2018/19.

Budget heading 'Road Safety and Rights of Way' to be renamed '**Street Scene**'

Village centre costs will remain as per the 2017/18 level, with a nominal increase in the annual costs of the Christmas lights (largely storage and maintenance and repair) due to the increased investment in 2017/18.

Grants budget will provide for a 6 month programme of small grants, no allocation for further larger capital grants.

Administration costs will be subject to a general inflation increase.

Salary costs will be budgeted on the basis of the average hours worked by the Clerk in 2017/18 to date and appropriate annual increase as advised by WALC.

Professional fees budget will contain a nominal amount for HS2, other professional fees and planning matters. There will be provision for fees in relation to Solihull Local Plan and Balsall NDP within the NDP budget above.