

## Parish Council of Balsall

### **Minutes of the Parish Council Meeting held on Monday 18<sup>th</sup> June 2012 at The Village Hall, Chadwick End**

#### **Present**

Cllr Ian Hedley (Chair), Cllr Ritchie (Vice Chair), Cllr Lucas, Cllr King, Cllr Peter Lea, Cllr Thomson, Cllr Hope, Cllr Judy Lea , Cllr Longfield and 5 members of the public

#### **Headings are those set out on the Agenda**

1. **Apologies**

None

Absent

Cllr Douglas Money understood to be away

2. **Declarations of Interest**

None

3. **To approve as a correct record the Minutes of the Annual Parish Council Meeting on Monday 21<sup>st</sup> May 2012**

The Minutes of the Annual Parish Council Meeting held on 21<sup>st</sup> May 2012 were approved as a correct record and signed by the Chair

4. **Matters arising from the Minutes**

None

5. **Public Forum**

The Chair confirmed that the Public Forum item is to be placed high up on the agenda and proposed to suspend the standing orders regarding order of business at meetings for this purpose.

**Resolved that the standing orders are suspended**

A resident of Balsall Common (Mrs Hitchcock) referred to a planning application for the Balsall Common service station. The number for the planning application is 2012/788. The Chair confirmed that the Planning Committee had not dealt with this particular application as it appeared after the Agenda for the last Planning Committee Meeting held on 11<sup>th</sup> June 2012. The resident advised that she did not believe that the plans revealed the full scale of the proposal. She had concerns and requested that the Parish Council inspect the full plans held by SMBC as opposed to the online versions only. The Chair advised that the Planning Committee at the next meeting would consider the matter. Resident to be notified of planning meeting.

A resident of Chadwick End (Mr Allbutt) enquired about replacement of the Notice Board at Chadwick End. He was concerned that the Notice Board should fit in with the Village Environment. Cllr Judy Lea explained the reason for replacing the Notice Board. Notices are becoming wet, as presently there is no cover. A sealed Notice Board will give better protection to Notices.

A resident (Mr Nash) questioned the figures in the accounts. He questioned the amount allowed in the Precept for expenditure on the play areas. Cllr Lucas provided details of the precept figure for play areas.

A resident (Mr Felthouse) asked why there were so many traffic sensors in Balsall Common. Chair was unable to advise who was responsible for carrying out the surveys.

A resident raised concern over the speed of vehicles in Chadwick End. Chair advised that he would make a request to the Police to put Chadwick End on their schedule for Speed Visor.

## 6. Correspondence

6.1. Letter from SMBC with application to enter Solihull in Bloom

**Resolved that Balsall Common enters Solihull in Bloom and the Parish Council shall purchase plants for the planters donated by SMBC up to the value of £250**

6.2. Harper Fields Care Home – Invitation to attend Information Suite Opening on Wednesday 20<sup>th</sup> June 2012

It was agreed that Cllr Judy Lea, Cllr Raymond Ritchie and Cllr Mike Longfield shall attend

6.3. Letter from SMBC regarding consultation on proposed speed hump zebra crossing at Fen End west, Temple Balsall

**Resolved that the Parish Council fully supports the proposal**

6.4. Letter from SMBC giving details of new warning sign on Balsall Street East

**Resolved that the Parish Council fully supports the proposal**

## 7. Report on Joint Public Meeting with Berkswell Parish Council

Chair confirmed that this meeting was well attended and positive. Chair provided an update and the list of areas identified by the residents as being areas of priority

**Resolved that the Parish Council approves a donation to the British Legion of £25.00 for providing the venue**

## 8. Boundary Review- Report on Public Meeting with Chadwick End residents

Chair provided a report of the consultation with Chadwick End residents. Residents requested further information. A meeting with Balsall Common residents is required. It was agreed that the Parish Council must make a decision at the next Parish Council meeting. A group to review the boundaries to be formed. This group shall review the boundaries between Berkswell and Balsall Common and between the East and West Ward.

**Resolved that Cllr Trudi Thomson, Cllr Ritchie, Cllr Lloyd and Cllr Hope shall review the current boundaries together with considerations for possible new boundaries and report to the Parish Council.**

**9. Vacant Position on Parish Council**

Chair proposed that the vacancy remains until the outcome of the boundary review as any change in boundaries might affect the number of Councillors

**Resolved that the vacancy remains until the outcome of the boundary review**

**10. Risk Assessment – To approve the Risk Assessment document**

The Clerk outlined the reason for the document and the risks identified. The Clerk confirmed that the document is a working and live document that required review regularly. Further additional work needed by the Clerk to deal with areas referred to by SMBC. Clerk advised that she is working virtually full time at present and required help.

- a. **Resolved that the risk document is approved**
- b. **Resolved that the Parish Council shall commit an additional £1,000 to deal with risk management**
- c. **Resolved that the Parish Council shall commit £600 for financial assistance for the Clerk to reduce the backlog**

**11. Warning Sign to be placed at the exit of Co-op – Proposal by Councillor Hope to send a letter to the Co-op**

Clerk provided an update of communication with SMBC and confirmed that a meeting with the Highways department will take place on Thursday 21<sup>st</sup> June 2012

Agreed that the Clerk should also approach the Co-op for co-operation with a warning sign

**12. Committee Membership and representation on Outside Bodies**

Agreed that the Clerk shall provide a list of current memberships and agree with Councillors any that require alteration

**13. HS2 – Report from Representatives and proposal to write to Caroline Spelman MP**

Cllr Lucas provided a report and update. Cllr Lucas read out the proposed letter to be sent to Mrs Spelman.

**Resolved that the letter is sent by the Chair**

**14. Birmingham Airport –Report from Representatives**

Cllr Longfield provided a report relating to the runway extension.

**15. Liaison with Local Representative Bodies**

Dealt with under item 12

**16. Purchase of Plants – Proposal to resolve that the Parish Council purchases plants for Planters donated by SMBC**

This item is dealt with at item 6.1

**17. Diamond Jubilee Party – Report by Cllr Judy Lea**

Cllr Judy Lea provided a report of the Celebrations. The Village supported the event and attendance was very good. Coins handed out to the schoolchildren. Clerk to send letter of thanks to The Lions and The Lant Trust

**18. Accounts & Governance**

18.1. Financial Year End - To approve the Accounting Statements for the year ended 31<sup>st</sup> March 2012

**Resolved that the Accounting Statements for the year ended 31<sup>st</sup> March 2012 are approved by the Parish Council**

18.2. To formally approve the Annual Return and Report of Internal Auditor

**Resolved that the Annual Return and Report of Internal Auditor is approved**

18.3. To approve the Annual Governance Statements and that the Chair and RFO sign the declarations in the Annual Return

**Resolved that the Annual Governance Statements are approved and the Chair and RFO/Clerk sign the declarations in the Annual Return**

18.4. To approve list of Payments for Approval and Payments Made

The Clerk read out the list of payments for approval and payments made

**Resolved that the Payments for Approval are made**

19. Date for next meeting – The next Parish Council Meeting shall be held on **Monday 16<sup>th</sup> July 2012 at 7.30pm at the Jubilee Centre, Balsall Common**

There being no further business the Chair thanked everyone for attending and closed the meeting at 9.50pm

Signed..... Dated.....

**Cllr Ian Hedley  
Chair  
Balsall Parish Council**