



**287/289 Kenilworth Road, Balsall Common CV7 7EL**

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## **Balsall Parish Council Meeting**

**Approved Minutes of Parish Council Meeting held on Wednesday 21 February 2018 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 Lionel King, Councillor Christina O’Sullivan, Councillor Richard Lloyd, Councillor Sheila Cooper, and 12 members of the public including Keith Tindall, Dave Felthouse and Malcolm Hickin of BVCRA. Councillor David Bell also attended.

On opening the meeting, the Chairman invited comments from the public. Malcolm Hickin, Lorraine Horlor, Gerrard O’Reagan, Keith Tindall and a resident to speak on item (11.3) indicated they would like to speak.

Malcolm Hickin commented in relation to his complaints contained in two letters received by the council. These are being dealt with by the clerk within the council’s approved complaints procedure. Malcolm Hickin agreed that any points of clarification made would be subsequently put in writing.

A member of the public spoke on item 11.3 PL/2018/00184/MINFHO to confirm that revised plans had been submitted to SMBC in relation to a boundary change and that first floor had been amended to be further set back from the boundary.

Lorraine Horlor raised a question that had already been submitted to the clerk in writing and was being dealt with.

The Chairman suspended the meeting for two minutes whilst he left the room.

Once the Chairman had returned the meeting proceeded with the business on the agenda.

- 1. Apologies**  
**Apologies were received and accepted from Councillor Helen Dean and Councillor Lee Quinney.**

2. Declaration of Interest  
**There were no declarations of interest.**
  
3. To approve the Minutes of the Parish Council Meeting held on 17 January 2018 as a true record.  
An Amendment was proposed regarding a review of the Code of Conduct, item 9. Minute 9 was amended to read made "Code of Conduct is going to be examined for the lawfulness of excluding councillors from proposing a motion on matters where there is a non-pecuniary interest"  
**The Minutes of the Parish Council Meeting held on 17 January 2018 as amended were approved as a true record.**
  
4. To approve the Minutes of the Extraordinary Parish Council Meeting held on 8 February 2018 as a true record.  
**The Minutes of the Extraordinary Parish Council Meeting held on 8 February 2018 were approved as a true record.**
  
5. To receive the Unapproved Minutes of the Neighbourhood Development Plan Committee of 25 January 2018 for noting.  
**The Unapproved Minutes of the Neighbourhood Development Plan Committee of 25 January 2018 were noted.**
  
6. To receive the Minutes of the Finance and General Purposes Committee of 6 December 2017 Committee for noting.  
**The Minutes of the Finance and General Purposes Committee of 6 December 2017 Committee were noted.**
  
7. To receive the Unapproved Minutes of the Finance and General Purposes Committee of 9 January 2018 Committee for noting.  
**The Unapproved Minutes of the Finance and General Purposes Committee of 9 January 2018 Committee were noted.**
  
8. To receive an update on the progress of resolutions of the last meeting.  
There were no updates.
  
9. **Accounts:**  
**(9.1) Accounts**  
Proposal to approve the list of Payments for Approval and Payments Made for the month of January 2018 and invoice payments as listed below.

Date	Budget	Gross £	VAT £
8.01.18	Personnel/Training	30.00	0
8.01.18	Personnel/Training	110.00	0
11.01.18	Administration/IT	360.00	60.00
11.01.18	NDP/Professional services	800.00	0
19.01.18	Grants/GPC	6,200.00	0
24.01.18	Personnel/Training	3.50	0
24.01.18	Personnel/Staff/Salaries/Pension	-	-
24.01.18	Administration/Admin Printing & Stationery	280.26	44.96

24.01.18	Personnel/Councillors Expenses & Administration/Admin Printing & Stationery	64.94	0
24.01.18	Road Safety & Rights of Way/Xmas	360.00	60.00
26.01.18	Personnel/Staff/Salaries/Pension (HMRC)	1,282.81	0
<b>Total</b>		<b>9,491.51</b>	<b>164.96</b>

**The list of Payments for Approval and Payments made for the month of January 2018 was approved.**

**(9.2) Bank Reconciliation**

To sign off Bank Reconciliation for the period 01.01.18 – 31.01.18

**The bank reconciliation for the period 01.01.18 – 31.01.18 was approved.**

**10. Public Forum**

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

This item was taken at the opening of the meeting.

**11. Planning Matters**

**(11.1) PL/2018/00104/MINFHO**

17 Saracen Drive, Balsall Common, Solihull CV7 7UA

First floor extension over an existing family room & garage

**Resolved to support the neighbour's view; to comment that the extension at first floor level is required to be subservient to the house and that the extension would seem less imposing if the roof was hipped.**

**(11.2) PL/2018/00072/PNCUDW**

Land adjacent to Brownley Barn, Oldwich Lane East, Fen End, Solihull

Prior notification for a change of use from agricultural building to a dwelling house.

**Resolved to query whether the proposal is appropriate under permitted development rights particularly in relation to its suitability for residential conversion.**

**(11.3) PL/2018/00184/MINFHO**

221 Kenilworth Road, Balsall Common, Solihull CV7 7EL

Two storey garage, bedroom, office & kitchen extension

**Resolved to make no comment.**

**(11.4) PL/2018/00190/MINFHO**

17 Wootton Green Lane, Balsall Common, Solihull CV7 7EZ

Two storey rear extension and basement

**Resolved to make no comment.**

**(11.5) PL/2018/00107/MINFHO**

Green Acres, Oldwich Lane East, Fen End, Solihull

Single storey rear extension and two storey side extension

**Resolved to make no comment.**

**(11.6) PL/2018/00238/MINFHO**

1 Priors Close, Balsall Common, Solihull CV7 7FJ

Re-submission of PL/2017/2373/MINFHO a single storey extension to the side, detached garage and new dropped kerb – design now amended to relocate the garage closer to the house and change new dropped kerb to an extension of the existing, not new.

**Resolved to make no comment.**

**(11.7) PL/2017/03187/MINFHO**

Trevallion Stud, Wootton Green Lane, Balsall Common, Solihull  
Removal of pole barn and erection of garage

**Resolved that this proposal is inappropriate development in the Green Belt, the very special circumstances have not been demonstrated.**

**(11.8) PL/2017/03375/PPF**

Fernhill Barns, Fernhill Lane, Balsall Common, Solihull

Conversion of existing barns to form 3 dwellings including partial rebuilding of Unit 2, and access drive to serve the dwellings

**Resolved to not object to the proposal but request that subsequent permitted development rights are removed.**

**(11.9) PL/2018/00410/MINFHO**

54 Balsall Street East, Balsall Common, Solihull CV7 7FT

Ground floor rear extension; first floor terrace erected over existing ground floor rear extension; new access doors (to replace existing window) from first floor rear bedroom onto terrace area.

**Resolved to make no comment.**

- 12.** Proposal to accept the recommendation of the Neighbourhood Development Plan Committee to adopt the Youth Engagement Strategy produced by Councillor Lee Quinney. The NDP Committee will identify what will be useful to the NDP process and the NDP Focus Interview Working Groups will take account of this strategy.  
**Resolved to debate this item at the next full council meeting when Councillor Quinney can present the material.**
- 13.** Proposal to consider for approval a request from Burton Green Parish Council for a £1,000 contribution for professional consultancy work in relation to HS2.  
**Resolved to delegate to the clerk a request for more information in relation the consideration of the report to the establishment of a haul route, benefits to Balsall residents and the hoped for impact in the light of contractors now being in place.**
- 14.** Proposal to consider a response to the Solihull Metropolitan Borough Council Community Governance Review Terms of Reference.  
It was confirmed that SMBC had already been apprised of the potential impact of the outcome of the Community Governance Review on the Balsall Neighbourhood Development Plan. It was also noted that SMBC had also been already advised by Balsall Parish Council that it wished the Terms of Reference to incorporate a wide choice of governance options.  
**Resolved to agree the submission of the response to Solihull Metropolitan Borough Council on the Community Governance Review Terms of Reference.**
- 15. Correspondence**

**(15.1)** Notification from The Planning Inspectorate regarding an appeal made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission (PL/2017/01318/MINFHO). The appeal is dismissed. The correspondence was noted.

**(15.2)** Notification from The Planning Inspectorate regarding an appeal made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission (PL/2017/01275/MINFHO). The appeal is dismissed. The correspondence was noted.

**(15.3)** Email from SMBC Resources Directorate, attaching a 'myth busting document' on the position of Data Protection Officer in schools and academies for use by Parish Councils. The correspondence was noted.

**(15.4)** Solihull Area Committee meeting notes 16 January 2018. The notes are from a meeting held with the SMBC Chief Executive Nick Page and cover discussion on Data Protection Officer, Local Development Plan Review, Charter and Fly Tipping. The correspondence was noted.

In addition a request by a resident of Needler's End Lane for the council to consider supporting his position in relation to two large trees on public land opposite his property was considered. An assessment by Councillor Richard Lloyd had been made and it was agreed to write to the resident explaining that the council could neither support nor not support the resident's position as the other residents views needed to be taken into account.

**16. Date and Venue of Next Meeting:**

**Wednesday 21 March 2018, 7.00pm in the Westlake Room, Village Hall, 112 Station Road, Balsall Common CV7 7FF**

**SIGNED ..... Mark Tattum (Chairman)    DATE .....**