



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting

Wednesday 8th September 2021 at 7:30pm

MINUTES

Present: Chairman Cllr Liz Macdonald, Cllr Richard Lloyd, Cllr Richard Drake, Cllr Michael Ellender, Cllr David Slatter, Cllr Kay Howles
Clerk Tracey Carpenter

1. Public Forum

There were five members of the public present

2. Apologies

Cllr Keith Tindall, Cllr Marion Keeley, Ward Cllr Ken Allsopp, Ward Cllr Tony Diccio

3. Declarations of Interest

None

4. Council approved as a correct record the Minutes of the Annual Parish Council Meeting held on Wednesday 11th August 2021

5. The update on the management and maintenance on local defibrillators had been deferred to the October meeting

6. Council approved the Cemetery Memorial Safety Policy and Temple Balsall Cemetery Risk Assessment as produced by the Cemetery Working Group

7. Proposal to receive updates on previous resolutions not on the agenda

(7.1) Refer to (12.1) Planning Applications PL/2021/02199/PN Telecommunications Mast Kenilworth Road

(7.2) A meeting on 17th August with Highways SMBC has taken place discussing local road issues – quarterly update meetings have been scheduled in, Berkswell PC to be invited for inclusion

(7.3) Street sign clutter – a meeting and walk about had taken place with SMBC, it was agreed which signs were no longer required, SMBC to arrange removal. A review of additional signs to take place beginning of next year

- (7.4) Potential Closure of Lay-by B4101 Balsall Street – no update received as yet
- (7.5) Potential Prohibition of Driving on Hob Lane between B4101 Balsall Street and Piercil End – SMBC to update once they have received comments from Barston PC
- (7.6) Applying to the HS2/Solihull Road Safety fund to fund a pedestrian crossing between the George-in-the- Tree and Dengate roundabouts – correspondence to be submitted
- (7.7) WM Police Camera Enforcement Unit and inviting them to discuss with the council mobile camera enforcement on Kenilworth Road and Kelsey Lane
- (7.8) Examination of the Solihull Local Plan and making representations – the Clerk has confirmed with the Programme Officer that Balsall Parish Council will be represented and would like to participate by speaking at the following hearings:
Matter 6a – Monday 8th & Tuesday 9th November
Matter 10 – Thursday 2nd December
- (7.9) Air Quality Monitoring – a response has been received from SMBC suggesting a meeting for discussions regarding this subject. Berkswell PC to be invited for inclusion
8. The Central Schools Trust Officer from Balsall Common Primary School attended to explain how they are being supported by Balfour Beatty Vinci (HS2 contractors) by clearing out a large adventure playground plus turning an overgrown veggie patch into a sensory garden. BPC Chairman was invited to view it and attended a photo shoot.
9. The RoSPA Annual Inspections for Willow Park and Oakley will take place September/October. Subsequent reports will be circulated for discussion at a future meeting.
10. PKF Littlejohn have completed their external audit of the Annual Governance & Accountability Return for Balsall Parish Council for the year ended 31st March 2021. On the basis of their review, in their opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
11. **Accounts:**
- (11.1) Council approved Bank Reconciliation for the period 01.08.21 – 31.08.21
- (11.2) The Cashbook and Reserve Movements reports for August 2021 were noted.
- (11.3) The following payments using General Power of Competence for the month of September 2021 were noted
- (11.4) The Councillor Quarterly Internal Audit has been successfully completed for the Q1 period and was noted
Council unanimously voted Cllr Drake to conduct the Q2 Quarterly Internal Check
- (11.5) Council approved changes to the Santander Bank Account ending 4517, confirming the changes by two Councillors. Santander Change of Details form to request the Clerk be added as an account operator, the set up of online banking, removal of previous Chairman as a bank signatory and update change of address.

Invoice Date	Payment	Payee	Budget	Gross £	VAT £
01.09.21	S.O.	Office Rent	Admin/Office Rent	600.00	-
15.09.21	D.D.	Smart Pension TC Aug	Salary/pension/NI	-	-
26.09.21	D.D.	TC September salary	Salary/pension/NI	-	-
21.08.21	D.D.	Vodafone	Admin/Tele & Internet	22.00	3.67
26.08.21	BACS	Viking Direct	Admin/Printing	120.25	20.04
26.07.21	BACS	J Parry-Evans	Cemetery/Records	275.00	-

12.08.21	BACS	A Burrows exhibition printing	Street scene / village improvements	32.00	0.00
18.08.21	BACS	EDGE annual support 01.12.21 – 30.09.22	Admin/IT	507.60	84.60
12.08.21	BACS	EDGE Microsoft 365 27.10.21 – 26.10.22	Admin/IT	608.26	101.38
30.04.21	BACS	W.J.Robinson Int Audit	Pro Services / Audit	218.95	-
13.07.21	BACS	DM Payroll Services	Pro Services / Account	86.00	-
20.08.21	BACS	T Carpenter charger	Admin/IT consumables	16.58	2.76
25.08.21	BACS	Pied Piper Aug Moles	Cemetery/grounds	102.00	17.00
01.09.21	BACS	Fairways August	Willow Park/Grounds	336.00	56.00
01.09.21	BACS	Fairways August	Cemetery/Grounds	707.00	117.83
01.09.21	BACS	Fairways August	Oakley/Grounds	317.00	52.84
31.08.21	BACS	AMS inspec 26.7 -	Recreation/Safety Insp.	-	-
25.08.21	BACS	PKF Littlejohn Auditor	Pro Services/Audit	480.00	80.00
25.08.21	BACS	Personalised Nation 50% deposit office sign	Office Move	304.80	50.80
31.08.21	BACS	HMRC PAYE	Q1 Ee & Er	2699.28	-

12. Planning Applications

(12.1) To consider the following Planning Applications;

PL/2021/02199/PN Telecommunications Mast Kenilworth Road Description of development: Prior notification for a 18.0m Phase 8 monopole c/w wraparound cabinet at base and associated ancillary works – Pre-planning Consultation SOL17066 was considered, comments were submitted as agreed at meeting. WHP Telecoms Ltd have now submitted Planning Application – **objections to be submitted by 23.09.21**

PL/2021/02139/MINFHO 39 Balsall Street East Single storey extension to the rear of a detached private house and internal alterations to the ground floor only – **no objections**

PL/2021/02002/TPO 90 Station Road Description of development: Oak tree (Quercus Robur) - Crown reduction of 2m Lateral branch length reduction of 10m to each of the 3 branches overhanging the driveway – **comments by 01.09.21**

PL/2021/00471/HS2DIS - Planning Appeal under paragraph 22 of Schedule 17 of the High Speed Rail (London - West Midlands) Act 2017 - A452, Kelsey Lane, Waste Lane, Hodgetts Lane and Truggist Lane, Balsall Common – **comments due 06.09.21 – objections submitted**

PL/2021/02180/PPFL Fernhill Farm Fernhill Lane Balsall Common Solihull Coventry CV7 7AN Description of development: Demolition of 2 No Agricultural Barns with Construction of 2 No Dwellings and the Retention/Completion of a Building Referred to as Barn 2 to Form 1 No Dwelling and Associated Works – **comments by 30.09.21**

PL/2021/02223/MINFHO 132 Station Road Balsall Description of Development: Internal renovation and alterations, single storey side extension, second floor rear dormer – **comments due 23.09.21 – objections to be submitted**

(12.2) To note the following Planning Determinations;

PL/2021/01388/MINFHO	Edelweiss Balsall Street Balsall Common	APPROVED
PL/2021/01855/MINFHO	3 Bracebridge Close Balsall Common	APPROVED
PL/2021/01167/MINFHO	662 Kenilworth Road	APPROVED
PL/2021/00776/MINFHO	14 Foxes Way	APPROVED
PL/2021/01621/MINFHO	18 Saracen Drive, Balsall Common	APPROVED

(12.3) Awaiting planning decisions;

PL/2021/02043/MINFHO	Tudor Green Lane Balsall Common	PENDING
PL/2021/02041/TPO	146 Kenilworth Road Balsall Common	PENDING
PL/2021/01444/MINFHO	Balsall Farmhouse Magpie L Balsall Com	PENDING
PL/2021/01901/MINFHO	17 Wootton Green Lane Balsall Common	PENDING
PL/2021/01734/MINFHO	316 Kenilworth Road	PENDING
PL/2021/01465/MINFHO	Forge House Table Oak Lane Meer End	PENDING
PL/2021/01980/TPO	201 Needlers End Lane Balsall Common	PENDING
Shell Waitrose	Premises Licence Application	PENDING
PL/2021/00945/MINFHO	680 Kenilworth Road	PENDING
PL/2021/01360/MAJFOT	Land At 722 Kenilworth Road and Land Adjacent To Harper Fields Care Home	PENDING
PL/2021/01213/TPO	32 Stoneton Crescent Balsall Common	PENDING
PL/2021/01533/MINFHO	108 Needlers End Lane, Balsall Common	PENDING
PL/2021/01541/MINFHO	31 Wootton Green Lane, Balsall Common	PENDING
PL/2021/01584/MINFHO	26 Wootton Green Lane Balsall Common	PENDING
PL/2021/01136/MINFHO	7 Burberry Grove Balsall Common	PENDING
PL/2021/01671/MINFHO	16 Blythe Avenue Balsall Common	PENDING

13. The update report from the Chairman of the Working Group on the progress of the Balsall Common Centre Master Plan project was noted

14. **Correspondence**

- * Discussions took place regarding an email from Balsall Common Street Watch who are asking for assistance in attracting new members to the group along with any help or ideas that might be available – a reply with suggestions will be given
- * A request for information from a resident regarding Hazel Place/Co-op access had been circulated for discussion – due to the parish councils Management and Retention of Documents Policy and the UK GDPR regulations it was not possible to supply the information requested.

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

Parish Council Meeting
Wednesday 13th October 2021, 7:30pm at the Village Hall, 112 Station Road, Balsall Common CV7 7FF

The meeting finished at 8:35pm

Signed: **Date:**
Chairman Cllr Liz Macdonald