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Balsall Parish Council Meeting

Wednesday 8th June 2022 at 7:30pm

Balsall Common Village Hall, 112 Station Road, Balsall Common CV7 7FF

Present - Chairman Cllr Liz Macdonald, Cllr Kay Howles, Cllr Keith Tindall, Cllr Richard Drake, Cllr David Slatter (minutes), Cllr Marion Keeley, Cllr Richard Lloyd, Ward Cllr Andrew Burrow (part) and 4 members of the public

MINUTES

1. Public Forum

Malcolm ? - commented that he'd attended the HS2 presentation at the Royal British Legion and had been sent a parking fine. Noted to advise via website, resident's association etc.

Derek Ford - Following up on three previous points made at the meeting on 9th March

i) Bollards on verges for Dengate Drive similar to the ones on Kenilworth Road. Noted

ii) Parking on verges in Needlers End Lane - advised that residents had been written to by SMBC

iii) Comment about the litter collecting volunteers and the lack of visibility of SMBC workers. Advised of work around Commonwealth games and previous visit of the 'Grimebusters' team at the end of 2021

iv) A new point asking why there were two parish councils, namely Berkswell and Balsall respectively. Advised that this was historical and boundary related although it had been discussed in previous years.

Buses - Comment about buses and the new provider, Diamond. Advised that these can be tracked via an app and added to mobile phones.

Lucy Beck - Resident wishing to comment on a planning application, PL/2022/00931/PPFL

2. Apologies Cllr Kirby, Cllr Ellender, Ward Cllr Diccico, Ward Cllr Howells, Clerk

3. Declarations of Interest

Cllr Lloyd - HAAG and Knowle United Charities

Cllr Macdonald, Cllr Howles, Cllr Drake & Cllr Lloyd - Councillor Allowances

4. Minutes of the Parish Council Meeting held on Wednesday 11 May 2022

Approved

5. Ward Councillors

No Ward Councillors at this meeting

13. Item brought forward from Public Forum

PL/2022/00931/PPFL - Vacant Land adjacent to No. 6 The Paddocks

Council agreed to object. Greenbelt development. Cllr Tindall to draft objection.

6. Projects

6a. Temple Balsall Cemetery Memorial Inspection

Resolution Council to approve the recommendations from the Cemetery Working Group:

i) For Category 1 graves (50) where the Clerk has not been able to trace or contact the grave owners after 6 weeks that the parish council take responsibility for remedial work.

Further costing options to be obtained before decision.

ii) For Category 2 (45 unstable but not falling over) place stickers on the graves asking owners to contact the PC and review them again in 2 years. **Approved**

iii) For Category 3 (98 dilapidated) the options are for the PC to arrange for remedial work on the overgrown plots by Fairways or bury them. **Further costing options to be obtained before decision.**

iv) install signs at both ends of the PRow where it crosses the cemetery to keep dogs on leads and off the cemetery grounds. **Further costs to be obtained together with proposed wording.**

v) plant a hedge along the PRow to separate the cemetery from it. **Costs and alternative options to be sought before decision.**

6b. Balsall Common Village Centre

Resolution Council to note that:

i) the Village Centre Design has been shortlisted for the Pineapple award for designs to improve the public realm. **Noted**

ii) Heritage Trail funding has been approved; the Working Group and Clerk have processed the signage orders and these have been put up. **Noted**

7. External Organisations Resolutions

Council to receive verbal updates on meetings with external organisations:

7a Meeting with Solihull Strategic lead for Cultural on 7 June 2022. Cllr Macdonald advised of asking SMBC about the repair of the flagpole and the cleaning of Station Raid ahead of the Baton Relay

7b Report on the work of the Knowle United Charity for the relief of need and the promotion of education, and the benefits to our residents of closer cooperation.

Cllr Lloyd gave an interesting insight in to the history of the Knowle United Charity and it's work in the relief of need and the promotion of education. It was felt this was important for the parish council to retain links to the charity and to identify any potential cases to Cllr Lloyd. It was suggested that Cllr Lloyd writes an article on the Charity for the next edition of The Bugle to publicise its work and the value of bequests.

7c Update on progress in winding up of the Heart of England High Speed Railway Action Group (HAAG). **Cllr Lloyd to pursue.**

7d Council to note that Chairman attended the Balsall Common Primary School Jubilee Picnic on 26 May along with the West Midlands Deputy Lieutenant and President of the Balsall Common Lions Club. **Noted**

8. Highways

8a **Resolution** Council to note the Highways response on ditches. **Noted**

9. Administration Resolutions

- 9a** Council to approve changing its Code of Conduct to be consistent with the SMBC Code adopted in April 2022 **Approved**
- 9b** Council to approve Office 365 training for all Councillors and Clerk to enable file sharing and support the work of the policy review. **Approved. Dates to be circulated**
- 9c** Council to note an insurance claim has been received from a resident for damage caused by tree falling in Willow Park on 21 February 2022 and damaging his property. **Noted**
- 9d** Council to note that a group of Councillors reviewed the council's assets on 17 May. No change to list of assets. Council to note the following requirements: Oakley a programme of replacing play equipment and safety bases; monitor the roof of the Lych gate entrance at Temple Balsall cemetery due to loose tiles; Willow Park undertake tree survey and remedial work and continue to clear vegetation to enable better access to the whole of the park. **Noted**
- 9e** Council to approve the updated risk register. **Noted**
- 9e** Council to note the Internal Audit review is this week; the Council's annual return (AGAR) has to be with the External Auditor by 1 July or additional charges will be incurred. To meet the audit timetable it is proposed to hold an Extraordinary Meeting to approve and sign the Annual Return on Wednesday 22nd June. **Noted**

10. Contracts Resolutions

- 10a** Council to approve an addition to Fairways Grounds Maintenance contract as a one-off item for canopy lifting of overhanging conifers at Oakley Playground at a total cost of £420.00 ex VAT. **Approved**
- 10b** Council to approve quotation and place order for replacement gates at Oakley Playground. **Fairways quote approved in addition to investigating a refurbishment project for funding**
- 10c** Council to approve seeking of quotes for replacement of matting under the slide and replace the slide at Oakley playground. **Approval to obtain quotes**
- 10d** Council to approve seeking of quotes for full tree surveys for Willow Park and Temple Balsall Cemetery. **Approval to obtain quotes**
- 10e** Council to approve quotation and place order for watering of village centre planters. **Approved**
- 10f** Council to approve the order of 2x15 foot Christmas trees from Fairways Contracting Ltd. **Approved**
- 10g** Council to approve the SMBC fee of £5,236 ex VAT from SMBC for installation and removal of Christmas lights 2022. **Approved. Agreed to write to Berkswell Parish Council for contribution.**

11. Accounts Resolutions

- 11a** Council to approve year end accounts for 2021/22. **Approved**
- 11b** Council to approve bank reconciliations for April and May 2022. **Approved**
- 11c** Council to note the payments approved at the May meeting were made. **Approved**
- 11d** Council to approve the May 2022 payments listed below: **Approved**

May 2022 Payments List (gross)

Invoices

AMS Ltd	Weekly playground inspection inv 1372	£495.00
WALC	inv 22165 Training MK Planning 1 of 2	£60.00
BC Bugle CIC	inv S54/009 Summer full page	£185.00
Pied Piper	inv 3280 Mole control April	£102.00
WALC	inv 22204 Training DS Policies	£36.00

WCV	inv BCP22138 Willow Park works 18 May	£100.00
WALC	inv 22221 Training DS Chairmanship	£72.00
SLCC	inv ORD508288-1 Arnold Baker 13 th Ed	£141.80
Acorn Printing Services Ltd	inv 54007 posters CG Flower Festival	£240.00
J Parry-Evans	May invoice – Temporary Clerk	£1,675.00
Fairways Contracting Ltd	Contract charge May	£1,400.00
Liz Macdonald	Councillors Allowance Q1	£420.00
Richard Drake	Councillors Allowance Q1	£210.00
Richard Lloyd	Councillors Allowance Q1	£210.00
Marion Keeley	Councillors Allowance Q1	£210.00
Kay Howles	Councillors Allowance Q1	£210.00

DD/SO/Payment Card

Waterplus	DD	stw-inv06187618	£6.54
Conquira	SO	Office rent May	£600.00
Vodafone	DD	Charges May	£22.00
T Carpenter	SO	Salary June	
Smart Pension	DD	Account Service Charge May	£18.00
Smart Pension	DD	May contribution	£249.72
Lloyds Bank	DD	Payment card May	£226.98

12. Willow Park Resolutions

- 12a** Council to write and thank the Warwickshire Conservation Volunteers (WCV) for the hard work they carried out in Willow Park on 18 May, clearing vegetation and rubbish. Council to approve asking WCV to return and continue the work and approve a budget of £300 to cover 3 additional days support. **Approved**

12b Council to receive the opinion of the Friends of Willow Park on whether public access from the park to footpath M150 would be likely to deter or to worsen anti-social behaviour, and to decide whether to request the Highway Authority to create a public right of way on foot through Willow Park to join footpath M150, on the route previously discussed, using powers under section 26 of the Highways Act 1980. **Resolution amended to - write to the three Ward Cllrs to get this on an SMBC agenda. Also to reply to the Friends of Willow Park and to inform them of the outcome.**

13. HS2/BBV Balsall Common Viaduct Design Proposals - Resolutions

- 13a** Council to agree a response to the HS2/BBV public exhibition on 24 and 26 May 2022 on the proposed design for the viaduct on the basis below:

The Council requests HS2 Ltd to carry out the consultation on the viaduct design mandated by the Commons Select Committee, with alternative designs available for public comment. The alternatives should include (a) piers with reduced mass of concrete at the span support points (b) piers with brick panels on base sections (c) noise barriers with reduced height of concrete topped with an increased height of transparent barrier.

The Council requests HS2 Ltd to have a system for the active management of graffiti including pre-emptive coatings, deterrence and surveillance, and processes for rapid removal or over-painting of any graffiti that occurs.

The Council asks that footpath M191 be reinstated beneath the viaduct and that footpath M196 be upgraded to a bridleway to act as a continuation of the Kenilworth Greenway to Park Lane and northwards.

Council to agree to write to the local MP to ask for his support for a better design such as at the Colne Valley Viaduct as part of the government's "levelling up" investment policy.

Resolution to write to our MP and the West Midlands Mayor.

14. Planning Applications

(12.1) To consider the following Planning Applications;

PL/2022/00967/MINFHO 3 Gypsy Lane CV7 7FW Ground floor front, side and rear extensions & alterations, roof extension **Expiry Date 10 June 2022 - No Comment**

PL/2022/00827/MINFHO Newlands 66 Balsall Street East Rear single storey extension and front remodelling **Expiry Date 10 June 2022 - No comment**

PL/2022/00964/PPFL Pear Tree Farm Meer End Road CV8 1PW Replacement of an existing residential annex (resubmission of PL/2021/03311/PPFL) **Expiry date 13 June 2022 - Note to object as development is on greenbelt**

PL/2022/00931/PPFL Vacant land adjacent to No. 6 The paddocks Erection of a 3 bedroom bungalow under a self build application **Expiry date 14 June 2022 - Note to object. See earlier note on the minutes re: greenbelt development**

PL/2022/01120/MINFHO 14 Runnymede Drive New front porch **Expiry date 17 June 2022 - No comment**

PL/2022/01059/MINFHO 8 Clive Road First floor rear extension & single storey rear extension; replace existing side extension **Expiry date 20 June 2022. -No comment**

PL/2022/01093/MINFHO 63 Balsall Street East CV7 7FQ Two storey rear extension, enlarged entrance porch and garage conversion **Expiry date 20 June 2022 - No comment**

PI/2022/01091/MINFHO 649 Kenilworth Road CV7 7DX Single storey rear extension **Expiry date 22 June 2022 - No comment**

Planning Appeal APP/Q4625/W/22/3294942 Telecoms Mast, Kenilworth Road Balsall Common - Note to object. Contrary to Village Centre Masterplan.

15. Correspondence Resolutions

Council to approve a meeting with Wonderful Homes Ltd following their request and interest in providing "potential Affordable Homes meeting Parish Needs at Greenfield, Holly Lane, Balsall, CV7 7EA". **Note to approve meeting to reiterate that development would be in greenbelt**

16. Date and Venue of Next Meeting:

Extraordinary Meeting proposed for 22nd June 2022 at 7.30pm in the Village Hall

The next Parish Council Meeting will be on Wednesday 13 July 2022, 7:30pm at the Village Hall, 112 Station Road, Balsall Common CV7 7FF

Signed:
Chairman Cllr Liz Macdonald

Date: