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Balsall Parish Council Meeting

Held on Wednesday 8th February 2023

at 7:30pm in the Village Hall

Present - Chairman Cllr Liz Macdonald, Cllr David Slatter, Cllr Richard Drake, Cllr Sara Kirby, Cllr Marion Keeley, Ward Cllr A Burrow & Clerk

3 members of the public attended.

MINUTES

1. **Public Forum**

(1.1) Residents are invited to make representation on items on this agenda and these will be invited by the Chairman immediately before the meeting considers that item.

(1.2) Residents of the parish are invited to make representation on any issue. The council will respond in one of the following ways:

- Complaints will be referred to the Clerk for action,
- Councillor(s) may undertake to follow up the issue,
- Agree an agenda item for the next meeting.

2. **Apologies**

Cllr K Tindall, Cllr R Lloyd, Cllr M Ellender, Cllr K Howles, Ward Cllr D Howell

3. **Declarations of Interest**

Cllr Macdonald Item 10d

4. Minutes of the Parish Council Meeting held on Wednesday 11th January 2023 were approved.

5. **Ward Councillors to provide an update on items of interest**

Cllr A Burrow updated council on the following issues:

- Stoneton Crescent/Tidmarsh Close park area clearance partially completed
- Dropped kerb completed

- Encourage residents to use Cov/Warwick on demand bus service
- Disabled parking space revised proposal under consideration in Balsall Common centre
- Gypsy Lane/Gypsy Close flooding issues being investigated
- Solihull Local Plan SMBC is considering the Planning Inspector's response in light of the levelling up and regeneration Bill reforms to national planning policy consultation

6. Communications with External Organisations Resolutions

6a Council to receive a verbal update on the quarterly Solihull Area meeting held on 26 January

Council received a verbal update on the quarterly Solihull Area meeting held on 26th January when the main points of the two speakers (flood / drainage /street lighting and Solihull Connect) were summarised

6b Council to note the latest information circulated by SMBC on Local Elections on 4 May 23
Council noted the latest information and agreed the information to be emailed to the Communicator

Clerk to order Election posters from Election Office

6c Council to consider whether to make a formal response on the Pre-Submission Draft - Hampton in Arden Parish Neighbourhood Plan (email 5.02.23)

Council resolved to make no comment on the Plan

6d Council to note the growth and work of the Balsall Common Litter Picking Group, now over 50 members who in the last 4 months have picked up over 350 large green sacks of rubbish and over 250 NO canisters. Council to authorise the Clerk to write to the organiser to thank them for their efforts on behalf of the community.

Council noted, Clerk to write a thank you letter to the organiser

6e Council to agree to write to SMBC street cleaning teams to raise concerns on rubbish and vegetation in the area and obtain a copy of their schedule for street (highways and footways) cleaning in Balsall Common and Balsall Parish

Council accepted Ward Cllr Burrow's offer to liaise with the Street Cleaning Team to establish work to be carried out in Balsall Common

7. Highways Resolutions

7a Council to note the Proposed Traffic Regulation Order - Station Road, Balsall Common to move the disability space.

Council noted, Ward Cllr Burrow already covered

8. Administration Resolutions

8a Council to note the Clerk and Cllr Slatter attended the SLCC conference.

Council noted the feedback received

8b Council to approve the Terms of Reference for the Cemetery Committee it established at its meeting on 11 January item 8b.

Council approved the Terms of Reference for the Cemetery Committee

8c Council to approve the change to the Temple Balsall cemetery rules and regulations to recognise that the Cemetery Committee now has the responsibility for deciding when the residential rate can be applied. Council to authorise the Clerk to update the rules and regulations and publish them on the website and cemetery noticeboard.

Council approved rule change that agreed to modify it replacing "up to" with "at least"

8d Council to approve enhancing its Hive Social Media consultancy from Pro to Premium for one year. This is important for the initial set up of all the social media channels and their effective link to the new website. The additional budget cost for one year is £600.

Council approved upgrade

8e Council to review progress on its resolutions (paper)

Council reviewed and agreed progress

9. Environment & Parks Proposals

9a Council to note that Fairways have started the tree work in Willow park and Temple Balsall cemetery. Council to approve the proposal from the Clerk to request Fairways Contracting Ltd to include tree T60 at Temple Balsall Cemetery for felling. The tree is a Lawson cypress which is growing too close to graves and has completely obscured others.

Council noted the start of work and approved the additional T60 tree work

Clerk to ask Fairways to ensure clearance of debris left from recent tree works

9b Council to note that the first 10 fruit trees for the Community orchard in Willow Park were planted on 3 February with assistance from Love Solihull and Park Rangers, Friends of Willow Park and 5 Year 4 pupils and teachers from Balsall Primary School. Council to authorise the Clerk to write to all those who volunteered and delivered this first phase of the project.

Council noted and authorised thank you letters to be sent to project volunteers

9c Council to approve the Clerk seeking quotes for a three-monthly operational inspection and repair of playground equipment (including the MUGA), play surfaces and pedestrian gates at Willow Park and Oakley children's playground. The contractor would report on repairs required and the costs thereof.

Council approved

9d Council to note that WCV will be undertaking further clearance in Willow park on 8th February and Friends of Willow Park and volunteers will be doing their annual litter pick on Sunday 12th February at 11am for an hour.

Council noted

10 Accounts Resolutions

10a Council to approve bank reconciliations (Unity Trust and Santander) and Cashbook for January 2023

Council approved

10b Council to:

- approve closing the Santander account as after 18 months of trying they have still not set up the Clerk to operate the account nor changed our address

Council approved bank account closure

- authorise the Clerk to write a letter of complaint to Santander on their poor customer service

Council approved Santander complaint letter

- Set up a Working Group to identify a new bank account provider by April 2023. The change of account (Bank switching service) to be deferred until the May Annual Meeting when bank signatories are agreed for the new account

Working group consists of Cllr R Drake and the Clerk to identify alternative new bank account

10c Council to note the payments approved at the January meeting were made

Council approved

10d Council to approve the February 2023 payments listed below

Council approved

Payee	Description	Gross
Pied Piper	Cemetery Mole Control	102.00
Fairways	Grounds Maintenance	1400.00
J Parry-Evans	Temp Clerk	1756.25
Edge IT	Accounting/Epitaph/Heritage Annual	905.76
SLCC	Practitioner's Conference DS	204.00
SLCC	Practitioner's Conference TC	144.00
DM Services	Payroll Process Oct - March	76.00
Village Hall	Room Hire	32.00
L Macdonald	Tree planting pipes	29.04
T Carpenter	Salary	
Breakthrough Comms	Premium Hive Upgrade	720.00
Fairways	Cemetery Tree Works	3840.00
Smart Pension	Account service charge dd	18.00
Lloyds Bank	Payment Card dd	93.11
Conquira	Office rent so	600.00
Vodafone	Phone/internet	25.23

11. Consultations

11a Council to approve the Working Group's proposed draft a response to the Government's Levelling-up and Regeneration Bill: reforms to national planning policy consultation (ref email 3.01.23) and agree it can be submitted in its name

Council approved working group's response to be submitted

11b Council to note the Solihull Connected Strategy limited consultation timescale and approve submitting a late response based on the draft circulated

Council noted that the consultation deadline had been extended – Council approved draft points circulated for its response to the consultation and agreed that the Chairman and Clerk to submit response

11c Council to note the Solihull Economic Strategy 2023-2032 Consultation launched 31 January with responses by 15 March. Council to set up a Working Group to draft response to the consultation

Council noted – working group consists of the Chairman and the Clerk to draft response

11d Council to note the Berkswell Battery Electric Storage System public consultation held on 2nd Feb in the Village Hall

Council noted

11e Council to note the HS2 Balsall Common Viaduct Consultation on Thursday 16 February 2pm to 7pm in the Village Hall (email Chr 31.01.23 and Cllr Lloyd objections). Council to consider a late response to the planning application submitted before the public consultation

Council noted the consultation – Council approved submitting objections in support of the Berkswell Parish Council response

12. Planning Applications

Council to consider and agree responses to the following Planning Applications:

PL/2023/00021/MINFHO 43 Balsall Street East, Balsall Common CV7 7FQ Two storey rear extension with alterations to internal kitchen wall and two bedrooms to include addition of en-suites. Expiry Date 7 Feb 2023

No Objections

PL/2023/00025/MINFHO 66 Stoneton Crescent CV7 7QS Single storey side and rear extension. Expiry date 7 February 2023

No Objections

PL/2023/00034/PN Spikes Meadow House Barston Lane B92 OLD Prior Notification for the erection of a new all purpose store. Expiry Date 13 February 2023

Council Noted

PL/2023/00093/MINFHO Orchard Cottage Oldwiche Lane East, Fen End CV8 1NR Formation of a new detached garage block with a small home office within the roof space. Expiry date 16 February 2023

No Objections

PL/2023/00133/PNCUDW Magpie Farm Magpie Lane CV7 7AW Prior notification for a change of use of 5 agricultural buildings to 3 No. dwellings. Expiry date 20 February 2023

Council to submit objections based on class Q conditions

PL/2023/00198/MINFHO 637 Kenilworth Road CV7 7DX Rear single storey extension to form improved kitchen/dining space and ancillary utility space. Expiry date 2 March 2023

No Objections

13. Communications Resolutions

13a Council to consider whether to accept the invitation to meet with Barwood Land to discuss their proposals for Land at Pheasant Oak Farm, Balsall Common; site allocation BC4

Council declined invitation

13b Council to note that Berkswell Rugby Club emailed to thank the Council for its generous grant of £2,000

Council Noted

14. Date and Venue of Next Meeting

Wednesday 8 March 2023 @ 7:30pm

Meeting ended at 9:00pm.

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Councillor E Macdonald
Chairman

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Date

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practices when making decisions at the Meeting.

The Right to Record, film and to Broadcast Meetings of the Council, Committees, and Sub-Committees is established following the Local Government and Audit and Accountability Act 2014.

This Council may Photograph, Film or Record or Broadcast Meetings and can Retain, Use or Dispose of such Material in Accordance with its Retention and Disposal Policies. The Council's record is the Definitive Record of the Meeting. The Written Approved Minutes are the Legal Record.

Regulation 4 of the Openness of Local Government Bodies Regulations 2014 has brought Section 40 of the Local Government Audit and Accountability Act into force.

UNAPPROVED