

## Parish Council of Balsall

**Minutes of the Parish Council Meeting held on Wednesday 18<sup>th</sup> November 2015 at 7.30pm at The Westlake Room, Village Hall, Station Road, Balsall Common**

### **Present**

Cllr Will Heard (Chair, Cllr Richard Lloyd, Cllr Elizabeth Macdonald, Cllr Marie-Louise Marsden, Cllr Mark Tattum, Cllr Lionel King, Cllr Raymond Ritchie and 1 member of the public

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

#### **1. Apologies**

Received and accepted from Cllr Sheila Cooper and Cllr Judy Lea

#### **2. Declarations of Interest**

**Pecuniary – None**

**Non-Pecuniary**

**Item 9-** Cllr Sheila Cooper and Cllr Richard Lloyd have been granted a dispensation to take part in this item but not vote

**Item 10 -** Cllr Mark Tattum and Cllr Sheila Cooper have been granted a dispensation to take part in this item but not vote

#### **3. To approve as a correct record the Minutes of the Parish Council Meeting on 16<sup>th</sup> September 2015**

Resolved – That the Minutes of the Parish Council Meeting on 16<sup>th</sup> September 2015 are approved and the Chair signed these as a true and accurate record

#### **4. Matters arising from the Minutes**

None

#### **5. Public Forum**

Member of the public requested that the Parish Council advertise changes to meeting dates more widely. It was agreed that this should be the case and the Clerk will look into ensuring this for future meetings

#### **6. Correspondence**

6.1. Complaint to Chief Executive at SMBC regarding Kenilworth Road Consultations

6.2. HS2 – Bill Deposit of Additional Provisions 4

6.3. E-mail regarding Adopt a Station

6.4. Various e-mails with developer (Pegasus) concerning Kenilworth Road developments

6.5. Message from Inspector Green relating to closure of offices

- 6.6. Confirmation of consultation process for Application to designate area for Neighbourhood Development Plan
- 6.7. Report of Damage to Willow Park play area

Clerk read out and provided details of correspondence

- 7. **Delegated Powers** – Clerk to have delegated powers to submit responses to public Consultations on behalf of the Parish Council after consultation with Councillors

**Resolved** – That the Clerk shall have delegated powers to submit a response to any public consultation except for planning matters following consultation with Councillors.

- 8. **Parish Council Vacancy** – update from Clerk

Clerk advised that the formal notice has been advertised. The vacancy was open to be filled by Co-option. Clerk has advertised the vacancy

- 9. **HS2**

*(Cllr Richard Lloyd is granted a general dispensation to take part in this item but may not vote)*

- 9.1. Update – Petitions to oppose the Additional Provisions submitted to House of Commons
- 9.2. Date for appearance before Select Committee – To agree and approve representation before the Select Committee **and to agree that:-**
  - 1.1.1. The Parish Council is to be represented before the Select Committee by Annabel Graham Paul of Francis Taylor Building
  - 1.1.2. The Parish Council to instruct solicitors to act for this purpose and become official agent if this is the case
  - 1.1.3. A maximum of 3 people from the Parish Council to present evidence to the Select Committee
  - 1.1.4. The 3 members and Clerk to be reimbursed all reasonable out of pocket expenses incurred in attending before the Select Committee and presenting evidence
  - 1.1.5. Clerk to attend the meeting in the capacity of official with delegated powers on behalf of the Parish Council
  - 1.1.6. The presentation is prepared by the Working group on behalf of the Parish Council
  - 1.1.7. Working group to co-ordinate with other local petitioners regarding presentation and any other relevant matters

Details of Petitions submitted to the House of Commons in respect of AP2 and Ap4 were provided. These petitions would be heard by the Select Committee and representation is to be agreed.

**Resolved** that :-

- 1.1.1. The Parish Council is to be represented before the Select Committee by Annabel Graham Paul of Francis Taylor Building
- 1.1.2. The Parish Council to instruct solicitors to act for this purpose and become official agent if this is the case

- 1.1.3. A maximum of 3 people from the Parish Council to present evidence to the Select Committee
- 1.1.4. The 3 members and Clerk to be reimbursed all reasonable out of pocket expenses incurred in attending before the Select Committee and presenting evidence
- 1.1.5. Clerk to attend the meeting in the capacity of official with delegated powers on behalf of the Parish Council
- 1.1.6. The presentation is prepared by the Working group on behalf of the Parish Council
- 1.1.7. Working group to co-ordinate with other local petitioners regarding presentation and any other relevant matters

## 10. Airport

*(Cllr Mark Tattum is granted a general dispensation to take part in this item but not to vote)*

### 10.1. Update from Cllr Mark Tattum

Cllr Mark Tattum advised that he has attended several meetings with the Airport and SMBC following the Noise Report. The information has been received positively by the Airport and they are analysing the data to understand what is causing the noise. The Airport have a monitor in Hampton In Arden and will be analysing the results in Balsall Common against the results in Hampton In Arden to understand the planes causing the noise. Cllr Tattum will report back once the Airport has further details.

As for SMBC, Cllr Tattum has met with the Environmental team and a letter will be sent to follow up the report.

Cllr Mark Tattum also provided an update of the Airport Consultative Committee meeting. The Airport are keen to understand how we spread information to the community and receive feedback.

Cllr Raymond Ritchie thanked Cllr Tattum for all his hard work and effort.

## 11. Website – to receive an update from Cllr Raymond Ritchie

Cllr Raymond Ritchie provided an update

## 12. Review of Planning Committee Membership

- 12.1. Planning Committee
  - Remove Cllr Marie-Louise Marsden
  - Add Cllr Mark Tattum to Committee

Resolved that Cllr Marie-Louise Marsden is no longer a member of the Planning Committee and Cllr Mark Tattum becomes a member of the Planning Committee

## 13. Neighbourhood Development Plan

- 13.1. Confirmation that Application for Area Designation submitted to Solihull MBC on 19<sup>th</sup> October 2015
- 13.2. Details of consultation process

- 13.3. To approve the Scope of NDP
- 13.4. Review and approve action set out in Minutes of the NDP Steering Committee dated 24<sup>th</sup> October 2015

Cllr Liz Macdonald provided an update of the last NDP Meeting. Chair confirmed that the Application for Area Designation has been submitted to SMBC and the consultation period has begun. Details of the consultation process were given. The consultation is advertised by both Parish Councils. Details of the Scope of the NDP were provided. Minutes of the last NDP meeting were circulated to all Councillors.

**Resolved** that the Scope of the NDP is approved and appended to these minutes

ACTION – Minutes to be considered by Councillors for review at the next meeting

ACTION – Clerk to place on the agenda at the next meeting for Cllr Mark Tattum to become a member of the NDP Steering Committee as representative for Balsall Parish Council

#### 14. Reports from Representatives & Committee members

##### 14.1. Airport

Report provided above

##### 14.2. Neighbourhood Development Plan Steering Committee

Report provided above

##### 14.3. Planning Committee

Clerk provided a report in the absence of Chair and Vice Chair of Planning Committee. Clerk confirmed the position regarding the Kenilworth Road site developments. Clerk also advised upon the consultation response submitted to the CIL levy change.

##### 14.4. Finance Committee

Clerk advised that a meeting is to be arranged to discuss the Precept

##### 14.5. Residents Association

Chair provided an update. Police shop closure has dominated the Residents Association. A petition is being circulated. Police have also formally advised that they will no longer provide a report on local incidents due to resources.

ACTION – Clerk to investigate and write to Sergeant and Inspector to request that reports are provided in the future

##### 14.6. Lant Trust

Cllr Marie-Louise Marsden advised that the next meeting is due to take place on the 8<sup>th</sup> December. A report will be provided at the next Parish Council meeting

14.7. Balsall Common Village Hall

No report as representative, Cllr Judy Lea was not present at the meeting

14.8. Willow Park Working Group

Chair provided details of recent incident of vandalism. This has now been cleared up. A report will be provided once the Group have met

14.9. Parking on Pavements and Verges Working Group

Chair advised that a meeting is being arranged. Discussions between members were taking place to look at providing information and notices to make the public aware of the regulations

**Accounts & Governance**

**15. Training** – Update of training events booked by Councillors

Clerk advised that Bill Robinson has agreed to provide training to Councillors. She will now agree topics for training and a mutually convenient date and get this booked

**16. Accounts**

16.1. **PROPOSAL** - To approve list of Orders to be placed and Payments for Approval and Payments Made

16.2. **Resolved** that a sum of £50 is donated to Royal British Legion Poopy Appeal under Section 137 LGA 1972. All orders listed are approved and Clerk is duly authorised to place the orders. All payments are approved

17. **Date for next meeting** – The next Parish Council Meeting shall be the Parish Council meeting to be held on Wednesday 27<sup>th</sup> January 2016 at 7.30pm at the Westlake Room, Village Hall, Station Road, Balsall Common

There being no further business the Chair thanked everyone for attending and closed the meeting at 21.10pm

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

**Cllr Will Heard**

**Chair**

**Balsall Parish Council**

# Purpose of NDP for our Parish Council

(Scope of NDP plan in accordance with Annex A of TORs)

- **Identify and plan for**

- specific local housing needs not defined in LDP

- non housing local development needs not defined in LDP

- **Help SMBC plan for meeting our share of Borough wide housing needs**

- ensure maximum use of brown field/PDL sites to protect the greenbelt using local knowledge and achieve a Government planning objective.

- The Community identifies the priority order for where development on green field sites could take place using objective criteria

- **Maintain the vibrancy of Balsall Common Centre**

- **Maintain a thriving & sustainable community in Berkswell village**

- **Set design, nature and scale parameters for future developments**

- **Provide objectives for the use of the CIL to meet the needs for community infrastructure**

(note local in this slide means within the Balsall & Berkswell Designated NDP area)

## Accounts for Payment 18.11.15

### For year end 2015/2016

Transac	Amount	Cheque
No:		Number
50. HMRC (PAYE & NI) (Sept)	£292.12	003471
51. Rotherham & Co (legal fees)	£72.00	003472
52. S .Kauser (see expense form NDP)	£14.00	003473
53. Cllr Lionel King (see expense form)	£52.45	003474
54. Y A Domestic Services (refuse collection – rec grounds)	£200.00	003475
55. Grant Thornton (Audit fees)	£480.00	003476
56. CPRE (Annual membership Countryside protection)	£36.00	003477
57. SLCC (Cilca portfolio)	£60.00	003478
58. Andrew Burrow (see NDP Steering Committee expense form)	£40.79	003479
59. Ian Richards (strim crematorium area - cemetery)	£200.00	003480
60. Ian Richards ( cutting back dangerous branches Willow Park)	£75.00	003481
61. Ian Richards (furniture removal and disposal from office)	£50.00	003482
62. Ian Richards ( mowing cemetery lower part)	£540.00	003483
63. Viking (laser mono printer & paper)	£187.08	003484
64. Sage (payroll software)	£162.00	003485
65. Ian Richards (removal of waste from cemetery)	£20.00	003486
66. Solihull Community Housing (removal of graffiti and damage		

at Willow Park)	£200.00	003487
67. Y A Domestic Services (waste collec – rec grounds Oct)	£200.00	003488
68. Y A Domestic Services (waste collec – cemetery Oct)	£ 50.00	003489
69. Royal British Legion (s.137 LGA 1972) donation	£25.00	003490
70. Fairways (supply of 2 Christmas trees)	£276.00	003491
71. S.Kauser (see expense form)	£20.00	003492
72. Acorn Printing (supply and install signs for rec grounds)	£671.83	003493
73. Ian Geddes (website)	£56.88	003494
74. HMRC (PAYE & NI Oct)	£292.12	003495
75. Ian Piper (domain renewal)	£30.00	003496
76. HMRC (PAYE & NI Nov)	£292.12	003497
77.		

#### **Direct Debits/Standing Orders**

78. Fortress (waste collec Cemetery & rec grounds Oct)	£123.70	
79. S.Kauser (salary Oct)		£
80. West Midland Pension Fund contributions Oct)		
81. Mainstream Digital (inv 710395 –cctv line rental 08/10 – 07/01)		£55.10
82. Mainstream Digital (inv 710394 – call charges)		£1.21
83. Fortress Waste collection Cemetery and rec grounds Nov)	£123.70	
84. S.Kauser (salary Nov)		£
85. West Midland Pension Fund (contributions plus deficit - Nov)		£369.90



86. Fortress (waste collection Cemetery & rec ground Dec)	£123.70
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**Invoices Raised**

Cemetery - invoices 5 - 12	£1,360.00
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**Orders Placed**

Take down and remove old fencing at Willow park and clear vegetation	£1133.33
New fencing and entrance gate at Willow Park	£2,998.00
Remove existing gate at children's play area entrance and replace with New gate	£1154.78
Oakley park – replace damaged entrance gate	£640.55
Above work to be carried out by Secure-a-field as per quotation	
Repair and Treat planters in Village – Newland Bishop	£TBA
Remove existing notice board at Willow Park (Solihull Park Rangers)	£TBA
New signs for recreation grounds pursuant to recommendation in Inspection report -Acorn Printing	£671.83
Christmas lights for new tree (Solihull MBC)	£TBA

**Income Received**

Cemetery	£680.00
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