

BERKSWELL PARISH COUNCIL – ORDINARY MEETING 11 JANUARY 2018

Clerk to Berkswell Parish Council
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TO ALL PARISH COUNCILLORS

Sir/Madam

You are hereby summoned to attend the Ordinary Meeting of the Parish Council of Berkswell to be held in the Balsall & Berkswell Hornet's Clubhouse, Lavender Hall Lane, Berkswell on 11 January 2018 at 7.15pm for the purpose of transacting the following business.

Mr R Wilson
Clerk to Berkswell Parish Council

5 January 2018

Agenda

1. **Evacuation Procedure** – the Chairman will instruct those in attendance of the evacuation procedure
2. **Open Forum**
Parishioners of Berkswell are invited to address the Council on any relevant matter for a maximum of three minutes.
3. **Attendance**
4. **Apologies for Absence**
5. **Acceptance of Apologies**
6. **Declarations of Interest**
 - a. To receive declarations of interest from Councillors on items on the agenda
 - b. To receive written requests for disclosing pecuniary interests
 - c. To consider any requests for dispensations as appropriate
7. **Confirmation of Minutes**
Ordinary Meeting of the Council held on 07 December 2017
8. **Matters arising from the previous meeting for attention**
9. **Borough Councillor's Report and Parish Councillor's Opinion**
10. **Committee Appointments** – nothing to report
11. **Planning Applications**
 - a. a list of planning applications received since the last meeting is detailed below. Council to note that the response dates for the first 3 of these applications have passed at the time of this meeting.

Ref	Location	Proposal	Response Date
2017/03232	Truggist Hill Truggist Lane Berkswell Solihull	Erect tree house to rear right of main house	03.01.18
2017/03225	Land Adjacent To 140 Meeting House Lane Balsall Common Solihull CV7 7GE	Variation of condition No. 1 on planning approval PL/2016/00527/PPFL for 1 new dwelling and attached garage and access to amend position and size of window and door openings and re-position of garage	08.01.18

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2017/03203	Reaves Green Barn Tanners Lane Berkswell Solihull	Retention of new garage	10.01.18
2017/03348	Ashridge 106 Meeting House Lane Balsall Common Solihull	New boundary treatment to front garden area. Erect new gates, wall and laurel bushes to rear of wall.	25.01.18

12. Financial Matters

- a. The following invoice payments for approval have been examined, verified and certified by the RFO to confirm that the work, goods or services to which each invoice relates has been received, carried out, examined and represents expenditure previously approved by the Council:
- b. Council to note that by agreeing the payment of the grants to Balsall & Berkswell Hornets and the Heart of England school, the Grants budget will be over spent by £4,750. Consequently, Council to agree the following motion: “Council approves the reallocation of £4,750 from General Reserves into the Grants Budget for 2017/18”

Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
R Wilson - Clerk's Salary January 2018	Admin		562.20	0
Balsall & Berkswell Hornets Football Club	Grant		2,643.00	0
Heart of England School	Grant		2,540.00	0
Caroline Joyner – reimbursement of costs re Winter Planting Scheme	Admin 7/12/17 Item 22c		128.00	21.33
WALC – Cllr training	Admin		30.00	0
A Burrow – Reimbursement of costs re Plum tree and Xmas tree accessories	Admin 12/10/17 Item 17k; 12/10/17 Item 20c; & 07/12/17 Item 22c		113.95	7.70
GR Dawson – Churchyard contract	Contract		752.40	125.40
Total			6,769.55	154.43

- c. Payments received - none
- d. Grant Applications - none

13. Clerk's Salary Progression Scheme - Council to approve the salary progression scheme for the Clerk to meet the commitment to provide a scheme to recognise exceptional performance.

14. Budget and Precept Setting 2018/19 - Council to note that an Extraordinary Meeting of the Council will be held on 18 January to discuss and agree the budget and precept for 2018/19

15. Risk Management

- a. Council to discuss any new finance and risk events
- b. Risk Framework – update

16. Actions from Previous Meetings

- a. Council to discuss the status of agreed actions from previous meetings as circulated (a copy is available on the Council website)

17. Ongoing References

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- a. Review of inventory of land and assets – Council to note that enquiries have commenced into the current status of the Village Green and Well area. Also, Council to note that the Clerk has commenced discussions with HM Land Registry regarding the Registration of The Pound.
- b. Neighbourhood Development Plan
 - Council to agree the following motion: " Council gives its approval for the Clerk to spend £250 on a historical environment report from Warwickshire CC for the NDP"
 - Council to note the "All responses report" for the residents Issues and Options survey.
 - Council to note the Business summary report for the Issues and Options survey
 - Council to note and approve the basis for the creation of a draft NDP recommended by the NDP Steering Committee as per attachments 1, 3 and 4 of the draft NDP Steering Committee minutes of its meeting of 18th December 2017.
 - Council to note the NDP Steering Committee letter to Balsall PC dated 19th December 2017 regarding NDP matters including a request that Berkswell PC have representation on the Balsall Common Centre working party.
- c. Solihull Draft Local Plan - Council to be briefed on the latest understanding of the revised time-scales of the Solihull Plan and receive briefing on issues in the draft plan that resident, Wendy Wilson, thinks might require expert advice.
- d. Governance Review – Council to note that the first phase of the Governance Review consultation has commenced with a closing date of 28th February 2018 and the Council has been invited to respond. It is noted that both the BCVRA Chairman and Berkswell Society Secretary have sought clarification as to the exact purpose of this first phase of the consultation because of an apparent conflict/disconnect between the written documents issued and the web site response mechanism. Council to agree the following motion: “The Parish Council agrees to consider its response (if any) at its February meeting”.
- e. Traffic Calming
 - Council to receive a report on SMBC Highways’ response if available
- f. HS2
 - Council to consider a proposal by Burton Green PC to contract a chartered surveyor to develop proposals for further mitigation/engineering changes for consideration by HS2 Ltd.
 - Council to note that HS2 have some upcoming drop in surgeries in the Parish. The next couple of dates are:
 - January 16th at Berkswell Store and Tea room from 12:30 pm – 2:00 pm and
 - February 20th at Berkswell Store and Tea room from 12:30 pm – 2:00 pm
- g. Public Rights of Way – Update
- h. Ward Action Plan – Update
- i. Handyperson – Council to note that there had been no applications received following the 24 December closing date other than an offer of help to litter pick from a resident.
- j. Review of the Airport Night Flying – Update

18. Removal and additions to Ongoing References

Removals: None

Additions: None

19. Training and Meetings - To receive reports from attendance at events and meetings

20. Heritage and Community

- a. Berkswell Village Car Park – Council to discuss the impact of recent severe weather on the safety of the car park.
- b. Winter Planting Scheme – Council to note the cost of the winter planting scheme to date is £128 (inc. VAT).
- c. General Maintenance – Update
- d. Litter Picking - Council to note that the annual litter pick will take place on Saturday 3rd March 2018. Two teams will operate one from outside the library in Balsall

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Common and the second from Berkswell village. The Council to thank the BCVRA and Berkswell Society for organising this.

21. Council Administration

- 22. Next Meeting** – Extraordinary Meeting of the Council, 18 January 2018 at 7:15pm in the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, Berkswell. Ordinary Meeting of the Council, 8 February 2018 at 7.15pm in the Jordan Room, St John Baptist Church, Berkswell.

Signed: Mr Richard Wilson



Clerk

Public and Press are welcome to attend