

## BERKSWELL PARISH COUNCIL

Clerk to Berkswell Parish Council  
Mrs S Butterworth  
The Old Granary  
Holly Lane  
Balsall Common  
CV7 7EB

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### TO ALL PARISH COUNCILLORS

**Sir/Madam**

**You are hereby summoned to attend the Annual Meeting of the Parish Council of Berkswell to be held in the Jubilee Centre, Station Road, Balsall Common, on Thursday 14 May 2015 at 7.15pm for the purpose of transacting the following business.**

Mrs S Butterworth  
Clerk to Berkswell Parish Council

8 May 2015

### Agenda

- 1. Attendance**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. Election of Chairman**
- 5. Confirmation of Minutes**
  - Ordinary Meeting of the Council held on 12 March 2015
  - Extraordinary Meeting of the Council held on 24 March 2015
  - Planning Committee Meeting held on 23 April 2015
- 6. Matters arising from Parish Assembly held on 26 March 2015**
- 7. Public Opinion, Borough Councillor's Report and Parish Councillor's Opinion**
- 8. Administrative Matters**
  - Councillors' Declaration of Appointment of Office, Councillors' Declaration of Interests, Councillors' Code of Conduct
  - Councillor Vacancy
  - Clerk Vacancy
- 9. Annual Meeting Business**
  - Committees and Representation
  - New Committees
  - Review Standing Orders and Financial Regulations
  - Review of arrangements with other local authorities
  - Review of inventory of land and assets
  - Review of insurance
  - Review of representation on other bodies
  - Review of complaints procedure
  - Review of information handling
  - Review of press/media
- 10. HS2**
  - Response to First Special Report of the Select Committee
- 11. Ordinary Business**
  - Jubilee Project – Constitution
  - Berkswell Traffic Issues – Ben Hamilton-Baillie Proposal for discussion
  - Discussion re BBNDP Steering Group TOR
  - Additional posts for Village Green
  - Request for assistance re parking issues at Village Store

## 12. Planning Applications

- Discussion re joint planning meetings between Berkswell and Balsall Parish Councils
- Communication received re SMBC Consultation on Local Validation Criteria for Planning Applications
- Communication received re Report into the National Planning Policy Framework
- Communication received re Kenilworth Road developments
- Communication received re Whitehouse Boarding Kennels

| Application No. | Site   | Proposal  |
|-----------------|--|---|
| 2015/50546      | Lanscombe, Truggist Lane                         | Two storey side/rear extensions to roof and single storey rear extension  |
| 2015/50532      | 254 Station Road                                 | Demolish existing garage and erect new double garage with new open porch to side elevation  |
| 2015/50459      | Sports Ground North of Rough Close, Tanners Lane | Sports pavillion and associated parking and ancilliary development  |
| 2015/50781      | Telecom Mast and Cabinet, Hallmeadow Road        | Prior notification (telecommunications) for the installation of a Pogona equipment cabinet and the replacement of the existing 13.9 metre high Phase 1 streetworks monopole with a 14.7 metre high Phas 4 streetworks monopole with cabinet at base, the swap out for like for like antennas, installation of additional mast head amplifiers (MHAs) and associated development thereto |
| 2015/50753      | Mobile Home, Beanit Farm, Hob Lane               | 3 year temporary consent for retention of rural occupation dwelling   |

## 13. Correspondence

- Invitation to the Investiture of the Mayor – 19 May 2015.
- Invitation to the Annual Dinner of the Berkswell Assoc. for the Prosecution of Felons – 20 May 2015.
- Request from Open Spaces Society for donation to ‘Lost Commons’ Appeal.
- Response from Chairman of Fundraising Committee re request for grant towards Scout House.

## 14. Accounts for Payment

| <i>Payee</i>  | <i>Cheque</i> | <i>Amount</i> |
|---|---------------|---------------|
| Balsall Common Village Hall (24.3.15)                                   | 001715        | £14.00        |
| Balsall Common Village Hall (27.3.15)                                   | 001716        | £16.00        |
| Berkswell Society (Annual Grant 2015)                                   | 001717        | £450.00       |
| Earth Anchors (Noticeboard Magnets)                                     | 001718        | £16.79        |
| Hamilton-Baillie Associates<br>(Berkswell Traffic Issues 15.4.15)       | 001719        | £1070.70      |
| Stansgate Planning Consultants Ltd<br>(Planning Advice Sept & Oct 2014) | 001720        | £571.20       |
| Thistle Loo Hire (Parish BBQ 20.6.15)                                   | 001721        | £168.00       |
| Ian Geddes (Website Jan-Apr 2015)                                       | 001722        | £34.65        |
| Mrs S Butterworth (Clerk’s Expenses Feb-Mar 2015)                       | 001723        | £161.70       |
| Aon UK Limited (Annual Insurance)                                       | 001724        | £874.36       |

## 15. Next Meeting

Ordinary Meeting of the Council, 18 June 2015 at 7.45pm, The Reading Room, Berkswell.

Signed: Mrs S Butterworth



Clerk

**Public and Press are welcome to attend**