

Minutes of the Ordinary Meeting of the Parish Council of Berkswell held in the Westlake Room, Balsall Common on 10 December 2015 at 7:15pm

				Who	When																				
<p><b>1. Open Forum</b> Parishioners of Berkswell were invited to address the Council on any relevant matter for a maximum of three minutes. There were no requests made.</p> <p><b>2. Attendance:</b> Cllr Drake, Cllr Burrow, Cllr Edwards, Cllr Cambage, Cllr Lloyd, Cllr Howles. Others: Mr Hubbard, Mark Tattum</p> <p><b>3. Apologies for Absence:</b> Cllr Hitchcock,</p> <p><b>4. Acceptance of Apologies:</b> Accepted</p> <p><b>5. Declarations of Interest</b></p> <p style="padding-left: 20px;">a) Cllr Lloyd declared an interest in item 13j (Jubilee Project grant) and 17 c) (HS2) as Chairman of HHAG</p> <p style="padding-left: 20px;">b) No written requests for disclosing pecuniary interests were received</p> <p style="padding-left: 20px;">c) There were no requests for dispensations</p> <p><b>6. Confirmation of Minutes</b> Ordinary Meeting of the Council held on 5 November 2015 - confirmed Extraordinary Meeting held on 20 November 2015 - confirmed</p> <p><b>7. Matters arising from the previous meeting for attention</b> None</p> <p><b>8. Borough Councillor’s Report and Parish Councillor’s Reports</b> None</p> <p><b>9. Committee Appointments</b> None</p> <p><b>10. Planning Applications</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 20%;"></th> <th style="width: 20%;"></th> <th style="width: 45%;">Deadline</th> </tr> </thead> <tbody> <tr> <td>2015/52596</td> <td>1 Eborne Croft, Balsall Common, Solihull CV7 7RF</td> <td>Single storey side and rear extension</td> <td>10.12.15</td> </tr> <tr> <td>2015/52727</td> <td>8 Meadow Rise Balsall Common Solihull CV7 7RT</td> <td>Ground floor rear extension and internal alterations.</td> <td>19.12.15</td> </tr> <tr> <td>2015/52753</td> <td>Noor House Nailcote Lane Berkswell Solihull</td> <td>Ground floor rear extension and internal alterations.</td> <td>24.12.15</td> </tr> <tr> <td>2015/52759</td> <td>Yew Tree House Spencers Lane Berkswell Solihull</td> <td>Extension to property.</td> <td>24.12.15</td> </tr> </tbody> </table> <p style="margin-top: 20px;">2015/52596 No comments 2015/52727 No Comments</p>							Deadline	2015/52596	1 Eborne Croft, Balsall Common, Solihull CV7 7RF	Single storey side and rear extension	10.12.15	2015/52727	8 Meadow Rise Balsall Common Solihull CV7 7RT	Ground floor rear extension and internal alterations.	19.12.15	2015/52753	Noor House Nailcote Lane Berkswell Solihull	Ground floor rear extension and internal alterations.	24.12.15	2015/52759	Yew Tree House Spencers Lane Berkswell Solihull	Extension to property.	24.12.15		
			Deadline																						
2015/52596	1 Eborne Croft, Balsall Common, Solihull CV7 7RF	Single storey side and rear extension	10.12.15																						
2015/52727	8 Meadow Rise Balsall Common Solihull CV7 7RT	Ground floor rear extension and internal alterations.	19.12.15																						
2015/52753	Noor House Nailcote Lane Berkswell Solihull	Ground floor rear extension and internal alterations.	24.12.15																						
2015/52759	Yew Tree House Spencers Lane Berkswell Solihull	Extension to property.	24.12.15																						

2015/52753 This is a very big extension to a new build of an original house. It was agreed there were no grounds for objection.  
 2015/52759 No comment

**11. Financial Matters**

- The following Council Payments were approved

	Approval Reference	Cheque No	£	Power
Green Line Garden Services	151015/17	001767	650.00	Local Government Act 1972 s. 214 (6)
Balsall & Berkswell Jubilee Centre	151105/13k	001769	4,000.00	Local Government (Miscellaneous Provisions) Act 1976, S.19
Cllr R Lloyd – expenses – train fare re HS2		001768	32.00	
<b>Total</b>			<b>4,682.00</b>	

- Payments received - None
- Grant Application – None
- Internal Audit Report
  - The update on status of recommendations was accepted.
  - Assets – Council noted that a recent search of Council records had failed to locate any deeds or other documentation referred to on the List of Assets dated 21 June 2012. Council authorised the Clerk to contact the Land Registry (Torrington Avenue) to determine what records are held by them. Cllr Edwards suggested it would be worth using solicitors to identify any documents. It was agreed to spend up to £100 to investigate. The clerk was also asked to write to Sheila Wyldbore-Smith and the former clerk, asking formally if they have the deeds.
- Nat West Bank – Council noted that a new mandate had been delivered to the NatWest Bank to update Council signatories following recent appointments.
- Finance Group Recommendations:
  - It was resolved:
    - to agree in principle to redraft Financial Regulations to follow the NALC format with any local changes required to meet the Council’s local needs and audit requirements and to present the new regulations not later than the April 2016 PC meeting for approval.
    - not change the sums insured on the Council’s insurance policy accepting that £250,000 of libel/slander insurance is sufficient.
    - continue to use the current insurer for the next year subject to the cost not exceeding £1,000, with a view to seeking competitive quotes for 2017.

Clerk

Clerk

31/03/16

<ul style="list-style-type: none"> <li>▪ continue to self-insure the Chair’s badge of office and not hold insurance cover.</li> </ul>		
<p><b>12. Correspondence</b>          A letter from Bruce Brant (SMBC) had been received regarding the provision of a Parish Information Board. Council agreed that Cllr Burrow and Cllr Edwards will work with SMBC and Berkswell charities to develop the concept. The Council asked that the people of Berkswell should have an input.</p>	<p>AB/DE</p>	
<p><b>13. Ongoing References</b></p> <ul style="list-style-type: none"> <li>a. Review of inventory of land and assets – Currently being reviewed by Finance Working Party</li> <li>b. Review of insurance – it was agreed this item could be removed</li> <li>c. Neighbourhood Development Plan – Cllr Burrow reported that. SMBC had launched a consultation on an additional 4000 homes and were seeking comments on 7 broad options on where to build them. The consultation and the parallel call for sites will end on 22nd January 2016 and thereafter specific sites would be selected which would form the basis for further consultation in Autumn 2016. The Council cannot produce an NDP until Solihull have worked through their plan revision. Berkswell village residents have been asked to give their views, via questionnaire, on concerning housing development in the village. This was similar to the Balsall Common festival consultation in the summer. There has been no success so far in getting local businesses on board. Council noted this report.</li> <li>d. Spinney – Council noted that the Warwickshire Volunteers will finish off work in the Spinney on 13 January 2016 and agreed a cost of up to £100.</li> <li>e. Traffic Calming – Cllr Edwards reported a communication has been included in the Parish Magazine and requested that a copy be added to the Council website. The Traffic Calming group now have a terms of reference and a draft constitution. Hard copies of the communication will be delivered to houses in Berkswell. The next stage will be stakeholder engagement. Council noted this report.</li> <li>f. Repair of Fingerpost at crossroads – The fingerpost has now been completed and Council agreed to remove this item from the agenda.</li> <li>g. Planning Enforcement issues – Council noted that they were unaware if the Truggist Hall Farm Planning Application had been dealt with. The clerk was asked to clarify the position.</li> <li>h. Purchase the Catholic playing field – Cllr Burrow reported that he had met representatives of the local Catholic Church. It was Mr Burrow's view that the Diocese would be seeking to sell the land for housing at a price much higher than the PC would pay for a playing field and seeking to purchase the field at this time would be inappropriate. The Clerk was asked to review the current listing of "community assets/right to buy" to check if the playing fields are included. Council agreed to consider re-filing the list and asked the matter to be put on the next Ordinary meeting agenda.</li> <li>i. Aircraft noise monitoring – Mark Tattum reported that detailed reports of noise events have been reported to the airport. Preliminary meetings have shown there is a correlation between Hampton events and Berkswell/Balsall events, so the airport have accepted our data. Mr Tatum had given a full report in the latest edition of The Bugle. Council noted there will be a meeting in January with Solihull to start</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	

<p>taking action around the NPR. A decision has not yet been made on Option 6. The Council agreed to set aside £2,000 in 2016/17 budget to conduct further noise monitoring if needed. The Clerk was asked to chase up a reply to the Council’s letter to CAA regarding the noise monitoring report. The Clerk was also asked to write to SMBC asking for the Noise Preferential Route ceiling to be increased from 3,000ft to 4,000ft. Mark Tattum to provide some text and Cllr Burrow to help draft.</p>	<p>Clerk</p>	
<p>j. Jubilee Centre Grant Application – Council noted that the Trustees have accepted the terms of the grant and therefore Council approved the release of the grant monies.</p>	<p>Clerk</p>	
<p>k. Trimming along A452 – Much of the areas requested have not been completed. Cllr Burrow agreed to take it up with Bruce Brant (SMBC). The Clerk was asked to circulate Cllr Lloyds list of work that needed doing.</p>		
<p><b>14. Removal and additions to Ongoing References</b></p>		
<p>Removals:</p>		
<ul style="list-style-type: none"> <li>• Review of arrangements with other local authorities</li> <li>• The Pound</li> <li>• The Jubilee Project</li> <li>• Repair of finger post</li> <li>• Review of insurance</li> </ul>		
<p>Additions:</p>		
<p>None</p>		
<p><b>15. Parish Council policies - None</b></p>		
<p><b>16. Training and Meetings</b></p>		
<ul style="list-style-type: none"> <li>• Cllr Cambage reported she had attended a meeting of the Lant Trust. Damp in the kitchen at the Reading Room had been discussed. Council noted that this will be dealt with within existing funds.</li> </ul>		
<p><b>17. Heritage and Community</b></p>		
<p>a) Planting of Apple Trees at Riddings Hill – it was resolved that three apple trees will be planted on a Riddings Hill road verge at a cost of £138.50. Council also agreed to pay for a plaque at a cost of £40.</p>		
<p>b) Grass mowing – Council noted that Cllr Burrow and Cllr Drake are to meet representatives of the Parish Church to understand what should be included in the specification. The Clerk reported that an Invitation to Tender (ITT) had been sent out for general grass cutting and that 10 expressions of interest to the ITT have been received so far.</p>		
<p>c) HS2 – Cllr Lloyd gave an update. Council noted that the Bill will provide powers which have wide parameters, which will mean that construction may not accord exactly with published plans and sections. The potential impact of this needs to be monitored. AP5 has now been published but doesn’t impact Berkswell. Cllrs Howles, Burrow &amp; Lloyd agreed to attend the briefing of the barrister re AP2 &amp; AP4 petition in early January.</p>	<p>KH/AB/ RL</p>	
<p>d) Improving the Pound – Council resolved to put in place a weed proof membrane on the ground within the Berkswell Pound and cover it with either bark or stone/gravel chippings. Greenline had provide 2 quotes, £320 for pine bark and £420 for stone chippings. Council agreed to go for stone chippings.</p>	<p>Clerk</p>	

<p>e) Unrecorded Rights of Way – Council were reminded of the need for an update to list of streets and definitive maps for the Parish. The Clerk was asked to chase up Kath Hemmings at SMBC.</p> <p>f) SMBC Local Plan consultation – Council noted the need to agree its position at the January meeting.</p> <p><b>18. Council Administration</b></p> <ul style="list-style-type: none"> <li>• Meeting Venues – It was agreed to stay with the planned venues for the remainder of the 2015/16 year.</li> <li>• Council calendar 2016/17 –Council noted the draft calendar circulated by the Clerk</li> </ul>		
---	--	--

**19. Next Meeting** - Ordinary Meeting of the Council, 14 January 2016 at 7.15pm, The Westlake Room, Balsall Common.