

## Berkswell Parish Council – Ordinary Meeting 13 April 2017

Minutes of the Ordinary Meeting of the Parish Council of Berkswell held in the Balsall & Berkswell Hornets Clubhouse, Berkswell on 13 April 2017 at 7.15 PM.

Item	Topic	Action by												
	<p><b>1. Evacuation Procedure</b> – the Chairman instructed those in attendance of the evacuation procedure</p> <p><b>2. Open Forum</b> Parishioners of Berkswell were invited to address the Council on any relevant matter for a maximum of three minutes. Cllr Burrow elected not to allow Graham Lock to talk about Village Farm as this will be the sole agenda item at the Extraordinary Meeting on 19 April 2017.</p> <p><b>3. Attendance.</b> Cllrs Burrow (Chair), Howles, Lloyd, Hitchcock, Drake and Cambage, 18 members of the public and the Parish Clerk.</p> <p><b>4. Apologies for Absence:</b> Cllr D Edwards, Cllr D Bell (SMBC)</p> <p><b>5. Acceptance of Apologies:</b> Apologies were accepted</p> <p><b>6. Declarations of Interest</b></p> <ul style="list-style-type: none"> <li>a. There were no declarations of interest from Councillors on items on the agenda</li> <li>b. There were no written requests for disclosing pecuniary interests</li> <li>c. There were no requests for dispensations</li> </ul> <p><b>7. Confirmation of Minutes</b> The minutes of the Ordinary Meeting of the Council held on 16 March 2017 were agreed and duly signed by the chairman.</p> <p><b>8. Matters arising from the previous meeting for attention.</b> None</p> <p><b>9. Borough Councillor’s Report and Parish Councillor’s Opinion</b> Cllr Hitchcock said that the Jubilee Centre is hoping to show a monthly film and asked the public if this would be of interest. There were general comments of approval made. Cllr Howles congratulated those who tidied up the outside of the Centre. Cllr Burrow thanked Jill Tomkins for the loan of a trailer to assist with the tidying up work. The Bugle were thanked for financing the materials.</p> <p><b>10. Committee Appointments:</b> None to report</p> <p><b>11. Planning Applications</b></p> <ul style="list-style-type: none"> <li>a. The following planning were considered by Council:</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 15%;">Ref</th> <th style="width: 25%;">Location</th> <th style="width: 45%;">Proposal</th> <th style="width: 15%;">Response Date</th> </tr> </thead> <tbody> <tr> <td>2017/00559</td> <td>The Barn Truggist Hill Farm Truggist Lane Berkswell</td> <td>Retrospective application for the retention of a menege</td> <td><del>10.04.17</del> extended to 14.04.17</td> </tr> <tr> <td>2017/00622</td> <td>Thatched Cottage Meriden Road Berkswell Solihull</td> <td>Pollard 1 no. willow tree in front garden, reduce crown by 10% on 1 no. apple tree in side garden, reshape crowns and remove deadwood to 2 no. damson trees in rear garden.</td> <td>10.04.17</td> </tr> </tbody> </table>	Ref	Location	Proposal	Response Date	2017/00559	The Barn Truggist Hill Farm Truggist Lane Berkswell	Retrospective application for the retention of a menege	<del>10.04.17</del> extended to 14.04.17	2017/00622	Thatched Cottage Meriden Road Berkswell Solihull	Pollard 1 no. willow tree in front garden, reduce crown by 10% on 1 no. apple tree in side garden, reshape crowns and remove deadwood to 2 no. damson trees in rear garden.	10.04.17	Clerk
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2017/00700	Holly House 185 Duggins Lane Berkswell Solihull	1.Ash Crown clean and remove deadwood 2.Pine Reduce lower limb over property by up to 2m to suitable side shoots	17.04.17	
2017/00759	Barretts Lane Farm Barretts Lane Balsall Common Solihull	Conversion of an agricultural barn to 1 No. residential dwelling.	21.04,17	
2017/00673	Truggist Hill Farm Truggist Lane Berkswell Solihull	Change of use to convert redundant stable building to dwelling.	25.04.17	
<p>Comments on the applications were as follows:</p>				
<div style="border: 1px solid black; padding: 5px;"> <p>2017/00559 - Cllr Lloyd commented that the main objection to this application is that other works, that had been rejected SMBC, have allowed to remain. Flooding of the Greenway has been made worse by developments on this site but no draining system has been provided (in contravention of previous planning permission). Council decided to object unless a proper drainage system is put in. Council also felt that SMBC should have consulted with HS2 LTD. Cllr Howles commented that Council could object because the current building doesn't appear to have been used for the purpose for which planning permission was given and that the applicant should meet the conditions he was asked to meet last time. Council agreed to object on the basis of the above.</p> </div>				Clerk
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<div style="border: 1px solid black; padding: 5px;"> <p>2017/00759 – Council agreed to object on the basis that they believe this is not a conversion (not a convertible barn) as virtually all of the existing construction will be removed and replaced.</p> </div>				Clerk
<div style="border: 1px solid black; padding: 5px;"> <p>2017/00673 - Council agreed the following comments. Berkswell Parish Council object to this application on the following grounds. The reason given that the stable building is redundant is that HS2 will disturb the horses. The construction of HS2 has not yet commenced so this assertion is premature. Council do not believe that this is a convertible building and the proposed conversion to a dwelling, it is believed, would not be in keeping with the location and surrounding area.</p> </div>				Clerk
<p>b. Council noted that the village farm planning applications (2017/00739 &amp; 2017/00740) will be considered at an Extraordinary meeting of the Parish Council on 19th April 2017.</p> <p>c. Council considered the following motion: “Council approves expenditure for room hire for that meeting, a consultation event on 15th April 2017 and photocopying to inform residents of the meeting and for display purposes”. The motion was agreed.</p>				

**Complaint by Alan MacAvoy** (present at the meeting). Mr MacAvoy had registered his concern with the Parish Clerk on 10 April that “propaganda” had been delivered with an official Council leaflet in respect of the Village Farm planning applications. The Parish Council’s official leaflet, informing residents of the Consultation Meeting on 15 April and the Extraordinary Meeting on 19 April, had been hand delivered through Mr MacAvoy’s letter box folded together with another document (unsigned) which stated a clear point of view on the applications. The Clerk had investigated the matter and discovered that both documents had been delivered by a volunteer to a handful of houses in Berkswell Village. The Clerk had contacted the volunteer to establish the source of the second, unofficial document and had concluded it had been produced by the volunteer but that they had acted in all innocence. At this point in the meeting the volunteer identified herself as Wendy Gaunt and admitted that she was the one who had delivered the two leaflets. She apologised and confirmed that she had acted in innocence. Council accepted that there had been no deliberate attempt to align a resident’s personal views with those of the Council and that no further action was required. Mr MacAvoy, in accepting this outcome, asked if the Chairman would ensure that this doesn’t happen again. Cllr Burrow replied that “we would do our best”. Cllr Drake commented that BPC use volunteers rather than spend precept money for tasks such as delivering leaflets. Cllr Drake thanked Mr MacAvoy for bringing the matter to Council’s attention.

Cllr Burrow then outlined the purpose of the Consultation Meeting which was to display the key drawings and key documents supporting the Village Farm planning application in order for residents to have a look and complete a BPC questionnaire to gather their views. Cllr Burrow made it very clear that no lobbying would be allowed in the room. Cllr Lloyd proposed that a Notice should be displayed saying that BPC does not currently have a view, has not predetermined a view and that this is a consultation process to hear the views of residents. Council agreed that such a Notice would be displayed.

Councillor Drake advised residents that they should send their comments directly to SMBC and not just rely on the Parish Council’s response.

**12. Financial Matters**

a. The following payments were approved:

Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
Clerk’s March salary	Admin	001914	551.67	0
RD Wilson – Clerk’s expenses	Admin	001915	16.43	0.50
Greenline – 2017/18 Grass mowing contract – 2nd instalment	Contract	001916	187.50	0
A Burrow – reimbursement of payments made on behalf of BPC for printing of leaflets associated with Solihull Plan consultation and the Balsall Common Planting plan	Admin	001917	147.39	7.84

AB



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	<p>Council decided not to ask Pegasus to give a presentation to Berkswell residents at this stage.</p> <p>Cllr Burrow reported that Anne Brereton (SMBC) is coming to the Parish on 3 May to look at brownfield sites (e.g. Lavender Hall Farm, behind the Railway pub, the antiques place on Kenilworth Road, Grapes Villa Farm, Pheasant Farm &amp; behind George in the Tree).</p> <p>d. Traffic Calming – Council received an update on the Berkswell Traffic Improvement Project. A community drop in session had been held and the working group will be producing options for discussion by the time of the fete on 17 June. Regarding the Meeting House Lane initiatives Council noted the need to wait for a concept plan.</p> <p>e. HS2 – Council considered a report on the meeting with SMBC Highways Department. It was resolved that Cllr Lloyd should attend the next Consultation meeting and report back.</p> <p>f. The Well – Council noted that STW have arranged to visit the Well with Cllr Burrow to investigate the pollution matter further on 25th April 2017</p> <p>g. Kelsey Lane bus shelter improvement – Council noted that work is expected to be completed by the end of April. Council considered painting the shelter with appropriate external preservative/paint to improve the appearance. The original structure was painted brown. Council agreed in principle to re-paint the renovated shelter. Cllr Burrow agreed to investigate options.</p> <p>h. Tree Issues – Council noted that Midland Forestry will be undertaking tree works in the Spinney and the Pound from 11 to 14 April 2017.</p> <p>i. Bus Service 89 – Council agreed to remove this item from the ongoing references following improvement to service.</p> <p>j. Unrecognised Rights of Way – Council agreed to remove this item from the ongoing references in the absence of an effective plan to move the issue forward.</p> <p>k. Public Rights of Way – Cllr Lloyd reported that he is still reporting issues but SMBC don't appear to have the resources to deal with the matter</p> <p>l. Cornets End Quarry restoration – SMBC are delaying taking action. Council agreed to remove this item from the ongoing references in the absence of an effective plan to move the issue forward.</p> <p><b>17. Removal and additions to Ongoing References</b>  Removals: None  Additions: None</p> <p><b>18. Training and Meetings</b></p> <ul style="list-style-type: none"> <li>• There were no reports from attendance at events and meetings</li> </ul> <p><b>19. Heritage and Community.</b></p> <p>a. Museum Closure – Council noted that the Clerk has received the sum of £31.50 in respect of an auction by Special Auction Services of museum exhibits. Council approved the following motions:</p> <ol style="list-style-type: none"> <li>i. a payment of the sum of £31.50 will be made to Berkswell Scouts in accordance with the Council's plan for the museum closure</li> <li>ii. That councillors agree that the museum project is at an end and that this item be removed from future agendas</li> </ol>	<p>RL</p> <p>AB</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>b. Parish fete &amp; BBQ – Council discussed planned arrangements. Cllr Burrow agreed to talk to Cllr Edwards about the proposed BPC stall at the fete. Council agreed to the fee of £420 for a jazz band to perform at the Parish BBQ and up to £100 for charcoal.</p> <p>c. Ward Action Plan – Council agreed Cllrs Hitchcock, Drake, Lloyd, Howles &amp; Burrow would attend the next meeting.</p> <p>d. Night flights – Council noted the letter sent to Cllr Bell and agree to remove this item from ongoing references. It was agreed that the airport consultative committee should be pushed for a night time policy review.</p> <p>e. Damage to Soft Verges – Council considered the report produced by Eddie Owen on damage to soft verges on Hodgett’s Lane. Council agreed to forward this to SMBC and Councillor Bell. Mr Owen spoke to this item. Council agreed to pick his points up in discussions with SMBC.</p> <p>f. Handyperson – Council to consider the following motion: “To approve the advertising/seeking for a contract handyperson with carpentry skills and willing to undertake various other duties such as litter picking on Council property, painting Council assets, erecting signs etc”. Council agreed to defer this item.</p> <p>g. Greenbelt – Council agreed the following motion: “This Council approves the Clerk to seek legal opinion on the lawfulness of the SMBC approach with respect to PDL sites in developing the local plan. This Council further approves that Wendy Wilson will assist the Clerk along with Councillors Drake, Burrow and Howles in the framing of the questions.”.</p> <p>h. Balsall Common Planting Plan – Council noted the analysis of expenditure to date against the approved budget. To date £468.08 plus VAT had been spent with a further £320 plus VAT planned against a budget of £1,002 plus VAT. This leaves £213.92 plus VAT unspent.</p> <p>i. Hodgett’s Lane Junction – Council received a report on discussions with SMBC Highways officials held on 3rd April 2017 with respect to Hodgett’s Lane junction safety issues/improvement. Council agreed to wait for HS2 and negotiate with them to provide the necessary improvements.</p> <p><b>20. Council Administration</b></p> <p>a. New Finance and Risk Events – Council noted the next internal review of the cash book will be undertaken by Cllr Burrow based on transactions to 30 June 2017.</p> <p>b. Recording of Council Meetings – Council agreed the following motion: “This Council agrees to the principle of recording future Council meetings and authorises the Clerk to obtain the necessary equipment up to a value of £500”.</p> <p><b>21. Staff Ad Hoc Group</b> – It was agreed that the Chairman would call an ad hoc meeting of interested councillors to work up some options for Council to consider on salary progression scales for the Clerk</p> <p><b>22. Next Meetings</b>          Extraordinary Meeting of the Council, 19 April 2017 at 7:15 in the Jordan Room, St John Baptist Church, Berkswell.          Annual Meeting of the Council, 18 May 2017 at 7.15pm, in the Jordan Room, St John Baptist Church, Berkswell.</p>	<p>Clerk</p> <p>Clerk</p> <p>AB</p> <p>Clerk</p> <p>Clerk</p> <p>AB</p> <p>Clerk</p> <p>AB</p>
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	<p>Parish Assembly, 25 May 2017 to follow the Berkswell Society AGM which commences at 7:15 in the Balsall &amp; Berkswell Hornets Clubhouse, Lavender Hall Road, Berkswell</p>	
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