

Berkswell Parish Council – Ordinary Meeting 15 June 2017

<p>b. There were no written requests for disclosing pecuniary interests c. There were no requests for dispensations</p> <p>7. Confirmation of Minutes The following minutes were approved: Ordinary Meeting of the Council held on 18 May 2017 Extraordinary Meeting of the Council held on 1 June 2017</p> <p>8. Matters arising from the previous meeting for attention None</p> <p>9. Borough Councillor’s Report and Parish Councillor’s Opinion Cllr Drake reported that the Parish Assembly was well attended. Matters raised were:</p> <ul style="list-style-type: none"> • Virgin Media – a resident commented that a lot of dirt was left on pavements in Balsall Common after cable laying and that this would end up being washed into drains, potentially leading to flooding. There were also problems reported with the placement of cabinets. Residents were requested to provide photographic evidence of issues to support engagement with SMBC and Virgin. It was also suggested that direct complaints via the Virgin Media Twitter feed might generate corrective action. • Waste Lane/Hodgetts Lane Bus Stop – a resident suggested that this was unsafe. Andrew Burrow and Richard Lloyd agreed they would review to understand the issue and consider what action the Parish Council could take. • Timing of local plan – a resident asked about timing of the next stage of the local plan and how the Parish Council intended to respond to the next round of consultation. The meeting confirmed support for the engagement of consultants to enable an informed challenge of SMBC proposals for Greenbelt development and the rejection of Brownfield options. • New settlement – a resident asked what had happened to the proposal for a new settlement at Cornets End. It was advised that SMBC had not seriously considered this as they lacked the necessary resources to support a completely new development in parallel with their UK Central plans. • Balsall Common bypass – a resident asked the Parish Council to consider writing to our local MP as she appeared to not understand the nature of the proposal. AB agreed to write to Caroline Spelman’s office attaching the Parish Assembly minutes and a covering note on the By-Pass. • Local PCSO – a resident asked if the Parish Council would consider contributing to the cost of a PCSO for the local area. This request was linked to the closure of the Police Shop and the consequent reduced visibility of Police Officers locally and concerns about anti-social behaviour. Council agreed to put the matter on a future agenda. <p>Cllr Hitchcock gave an update on work to be done in the Spinney, work will be performed by Warwickshire Volunteers in the autumn and there is a option for other work to be done by Young Offenders properly supervised. Council agreed its support in principle and agreed that refreshments would be provided on the occasions young offenders performed work in the Parish. DH agreed to take this forward. Cllr Hitchcock also advised Council of the preparation of a new Urban Forest Strategy, which will be a joint strategy</p>	<p>AB/RL</p> <p>AB</p> <p>Clerk</p> <p>DH</p>
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between Solihull and Coventry and suggested that BPC needs to consider what part we play.
 Cllr Lloyd reported that the Balsall Voluntary Transport Service carried out 479 "journeys" last year and are appealing for more volunteer drivers.

10. Committee Appointments. None

11. Planning Applications

- a. Council considered the following list of planning applications (Cllr Burrow left the meeting when his expense claim was discussed):

Ref	Location	Proposal	Response Date
2017/01315	6 Rushton Close Balsall Common Solihull CV7 7PA	Single storey mono-pitch single room side extension.	14.06.17
2017/01273	Oakfield Farm Bradnocks Marsh Lane Bradnocks Marsh Solihull	Conversion of existing detached swimming pool building to form 1 No. 4 bedroom single storey dwelling.	21.06.17
2017/01366	The Firs Bradnocks Marsh Lane Bradnocks Marsh Solihul	Two storey rear extension first floor side extension, single storey orangery and balcony to front elevation.	23.06.17
2017/01458	Field Barn Spencers Lane Berkswell Solihull	Prior notification for a change of use from agricultural machinery store into a single storey dwelling house.	28.06.17
2017/01475	Wad Barn Berkswell Road Meriden Solihull	Garden room extension and additional windows and increased door width to kitchen.	30.06.17
2017/01432	1 Benton Green Lane Berkswell Solihull CV7 7DB	Single storey rear extension and loft conversion with dormer windows.	30.06.17

2017/01315 Cllr Lloyd withdrew from the meeting for this item in accordance with his declaration of interest recorded at Item 6a. Council concluded that they had no issue, and suggested any response should be up to the neighbours.

2017/01273 The Council considers the route shown through the site for Public Right of Way M135A is incorrect. The Definitive Map indicates the PRoW runs immediately past the proposed dwelling, through the area proposed for the 2 parking spaces and the area of grass.

The building illustrated in the Design and Access Statement is in fact the Garage, for which consent was given for conversion to a dwelling by PL/2016/02807, and not 02462 as stated on the current application plan.

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<p>The Plan for /02807 shows there is to be "a 2000 mm clear width either side of existing public footpath with no obstruction for the entire length", but this is not repeated in the current Planning Application.</p> <p>The Council does not believe the current application should be approved without assurances that appropriate modifications to the Definitive Map and Statement for the existing Public Right of Way will be developed to minimise the impact on public access.</p>	Clerk
2017/01366 This is an extension on an extension. No objection.	
2017/01458 The Last application was deemed to be an inappropriate development. Cllr Lloyd RL proposed that Council should resubmit its original objection and ask our planning consultant (Stansgate) to comment. Council agreed to object on the basis the applicants should go for a full planning application as this does not appear to be a PD rights case. In the opinion of the Council, to make this building fit for habitation, far more work will be needed than that they have applied for. In such a prominent location in the green belt this will be inappropriate development. It was agreed to ask KH to write the objection.	KH
2017/01475 No issue	
2017/01432 No issue	

12. Financial Matters

a. The following payments were approved:

Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
R Wilson - Clerk's Salary June 2017	Admin	001932	562.20	0
Cllr Allowances April to June 2017	Admin	001933 to 001938	764.68	0
HMRC – PAYE April to June 2017	Admin	001939	559.78	0
S Bentley-Green – Grass mowing contract 4 th instalment	Contract	001940	187.50	0
Cash – Payment for Jazz Band at Parish BBQ	Admin	001941	420.00	0
The Bugle – Spring Edition	Admin	001942	100.00	0
Balsall & Berkswell Hornets Room Hire - June	Admin	001943	25.00	0
Les Peacock – hire of road barriers and signs re fete	Admin	001944	50.00	0
A Pettifor & Son – charcoal for BBQ	Admin	001945	136.00	0
A Burrow - Reimbursement of mileage for Councillor Burrow taking well sample to Eaton Environmental at OX2 9TX.	Admin	001946	53.10	0
C Joyner – plants for Station Road roundabout	Admin	001947	109.50	0
Cllr D Hitchcock*	Admin	001948	36.00	0
Total			3,003.76	0

<p>* In addition, Council agreed to approve a payment of £36 to Cllr Hitchcock under Financial Regulation 5.2. This payment was the reimbursement of the Marsh Lane Nature Reserve subscription for 2017/18, previously agreed by Council at its Annual Meeting on 18 May 2017 (Item 19).</p>	
<p>b. Payments received - None</p>	
<p>c. Grant Applications</p>	
<ul style="list-style-type: none"> • Berkswell Society – Council considered and approved the application for a grant of £500 to enable the Society to continue with its programme of maintaining planters and bulb planting across the Parish. Cllr Burrow did not vote on this item due to his declared interest. • St Peter’s Hall - Council considered and approved the application for a grant of £1,000 as a contribution to the purchase and installation of a new sound system to support an induction loop. Cllr Drake did not vote on this item due to his declared interest. 	
<p>13. Finance Committee – Council noted that a Finance Committee will be convened before the end of September 2017 with the following agenda items:</p>	
<ul style="list-style-type: none"> a. Review of Council’s Standing Orders b. Review of Council’s Financial Regulations c. Review of Council’s Asset List d. Review the practice of councillors purchasing items on behalf of the Council 	<p>FC</p>
<p>14. Risk Management – Cllr Burrow reported that; the bench around the tree on the green had been removed for repair and that the deep drain behind the War Memorial should be filled with gravel. Council agreed to spend £20 on providing the gravel.</p>	
<p>15. Correspondence – a resident had written expressing concern about the trees in the spinney that are overhanging the school playground. Apparently, a branch from the spinney had fallen into the playground. Council discussed the matter. Cllr Hitchcock commented that the trees should be inspected by the SMBC tree office to get his view on what action should be taken and he offered to organise this. This was agreed. Cllr Drake asked for this item to be included on the risk register.</p>	<p>DH Clerk</p>
<p>16. Ongoing References</p>	
<p>a. Review of inventory of land and assets – there was nothing new to report.</p>	
<p>b. Neighbourhood Development Plan– Council approved the following motions:</p>	
<ul style="list-style-type: none"> • The Council approves the Terms of Reference which were approved by the Inaugural Meeting of the NDP Steering Committee. It was agreed that Geoff Wheeler will join the committee • The Council authorises the Clerk to book such rooms and incur incidental administration costs associated with the NDP as are necessary to the functioning of the NDP Steering Committee including the Jubilee Centre booking on 12th June 2017 • The Council notes and approves the actions agreed by the NDP Steering Committee (attached at Annex 1) 	<p>Clerk</p>

<ul style="list-style-type: none"> • Vision for Planning in Berkswell – Parish Councillors were asked to give comments, this was summarised as “green nature (including trees) to be preserved”. <p>c. Local Plan - Concept Plans</p> <p>Council agreed the following motion: “Arising from Gary Palmer’s e mail of 2nd June 2017 regarding Concept Plans, Berkswell Parish Council agrees to the following actions and approach:</p> <ol style="list-style-type: none"> 1. The Clerk should respond politely to Gary Palmer thanking him for the e mail of 2nd June 2017 saying the PC is ready and able to discuss a Concept Plan for Allocation. The letter will make it clear that BPC oppose the proposals in the Local Plan. 2. To establish a Special Working Group, members to include Kay Howles, Richard Drake, Richard Lloyd and Dinah Edwards 3. That group will develop a set of concise objectives for the Concept Plan based on the relevant parts of the Council’s response to the Solihull Plan. Additional items can be added for approval by the full PC. 4. The Group develops a rapid consultation with interested groups and residents on community facilities (apart from a school) to be included within the concept plan <ol style="list-style-type: none"> a. Berkswell Society b. BCVRA c. Balsall PC d. Berkswell & Balsall Sports Association e. Community consultation, particularly Berkswell residents 5. Similarly, the Group will develop rapid consultation on issues of site layout with <ol style="list-style-type: none"> a. Berkswell residents b. BCVRA c. Berkswell Society 6. The Group develops a letter to Balsall PC suggesting a joint meeting with Balsall PC concerning the process for handling the development of a Concept Plan for Allocation 3. This letter to also cover process for 4.3 above. 7. The Group will coordinate with the NDP Steering Committee but not distract the Steering Committee from its key objective but recognise that the Concept Plan might well feature in the final NDP”. 8. Agreed the clerk is authorised to book a hall for community consultations as and when required” <p>d. Traffic Calming – Cllr Edwards reported that ARUP have developed proposed solutions to share with residents at the fete on 17 June. The next step will be to discuss the proposals with SMBC. Based on that a final report will be made to the PC.</p>	<p>Clerk</p> <p>SWG</p> <p>SWG</p> <p>SWG</p> <p>SWG</p> <p>SWG</p> <p>Clerk</p>
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of the number of consultancy days involved and assessing the contractor's ability to deliver.
Cllrs Burrow & Cambage left the room for Items 9 and 10 and Cllr Drake took the Chair.

9. The Council agrees that the greenbelt review will focus on either

9.1 Allocation 1 – Barratt's Farm - not agreed,

or

9.2 Allocation 1 Barrett's Farm and Allocation 3 Windmill Lane/Kenilworth Road - agreed

Council agreed in principle to option 9.2 (i.e. do both and engage with someone to look at both as two separate exercises) subject to definitely wanting to do Allocation 1 and negotiating on terms for Allocation 3. On Allocation 3 Council agreed to engage with Balsall Parish Council and share the results.

10. The Council wishes Councillor Burrow to participate in the following activities, given his expertise and grant him a dispensation for any pecuniary conflict of interest:

10.1. Meeting with the Consultant (LUC) in accordance with motion 8 and

10.2. Participating in the working party to identify greenbelt anomalies in accordance with motion 6

Council agreed to discuss a maximum contract value but needed to decide how much it was prepared to spend. Cllr Burrow suggested that this was a commercially confidential matter so, after a unanimous vote in favour, Council agreed to hold this item in private session.

A number of residents volunteered to look at brownfield sites across the Borough that have been missed in the Solihull Plan.

17. Removal and additions to Ongoing References

Removals: Kelsey Lane Bus Shelter

Tree Issues

Additions: None

18. Training and Meetings

- Cllr Lloyd reported that he had attended the Urban Forest Management Plan Course and suggested that this should be a future agenda item

19. Heritage and Community

- a) Parish Boundary Review – Keith Tindall reported that the Balsall Common Residents Association Working Party have considered possible options for new parish boundaries and considered the pros & cons. These will be going out for consultation shortly. Advice will also be sought from SMBC on the options and there will be a stand at Berkswell fete.
- b) Parish fete & BBQ – Council noted that all arrangements had been made.
- c) Handyperson – nothing to report
- d) Impact of HS2 and New House Construction on the Parish - Council noted that the Clerk is awaiting a response to his letter to Gary Palmer (SMBC).
- e) Planting scheme – Cllr Burrow reported that £692 of the approved sum of £1,002 had been spent to date.

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<p>f) Maintenance of Council Assets by Berkswell Society volunteers Council approved the following motions:</p> <ol style="list-style-type: none"> 1. The Council notes and authorises the Berkswell Society volunteers to undertake voluntary maintenance work on the village seat surrounding the oak tree on the green and the garden/lawn by the Well and activities to keep the Well free from debris which blocks the water flow 2. The Council authorises the Clerk to spend up to £400 (ex VAT) in materials/equipment to support the work of the volunteers (nominally £250 for the bench and £150 for the Well) 3. The Council authorises the Clerk to agree an appropriate reimbursement mechanism for the expenditure with the volunteers or via the Berkswell Society as the Clerk thinks fit 4. The Council notes that the expenditure will be for items such as wood for the seat repairs plus broom, net, grass seed, top soil, weed killer for the Well work <p>20. Council Administration. Nothing to report</p> <p>21. Next Meeting Ordinary Meeting of the Council, 20 July 2017 at 7.30pm, the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, Berkswell.</p>	<p>Clerk</p> <p>Clerk</p>
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Annex 1 - Report on NDP meeting of 12th June 2017

1. Areas of initial focus for NDP

- 1.1. Housing design principles for both Balsall Common and the Conservation area
- 1.2. Local housing needs not covered by Solihull Plan within constraints of greenbelt
- 1.3. Conversion of redundant buildings within the greenbelt for housing/business use
- 1.4. Landscaping, & natural environment within the built environment
 - 1.4.1. mature trees,
 - 1.4.2. ponds & water courses
 - 1.4.3. woodland & wild space
- 1.5. Policies on
 - 1.5.1. car parking spaces for new homes,
 - 1.5.2. house size/bedroom numbers to meet local needs,
 - 1.5.3. character of the area/zoning density
- 1.6. Accessibility/interconnectivity
 - 1.6.1. Footpaths & Pavements
 - 1.6.2. Cycle ways
 - 1.6.3. Bridle paths
 - 1.6.4. Pedestrian crossings
 - 1.6.5. Car parking at station
 - 1.6.6. Car parking in Balsall Common centre (this is mainly a Balsall PC NDP issue)
- 1.7. Infrastructure/facilities (not including schools which are for SMBC)
- 1.8. Needs of local businesses

2. Next immediate steps

- 2.1. Write a vision statement relating to what we foresee for 2033 (A couple of sentences or a short paragraph)
- 2.2. To prepare an issues and options paper for informal consultation
- 2.3. Survey of local business needs (excluding shops within BC centre (Balsall PC must lead on this))
- 2.4. Apply for grant. The NDP Committee request that the PC clerk make this application ASAP.
- 2.5. Review data from joint plan to see if it can be used

3. Time plan for key steps to NDP

- 3.1. Issues and options consultation September 2017
- 3.2. Consultation on specific draft policies Early January 2018
- 3.3. Formal consultation with community Spring 2018

4. Out of scope elements

- 4.1.1. HS2
- 4.1.2. Green belt boundaries
- 4.1.3. Quarries
- 4.1.4. SMBC local housing plan
- 4.1.5. Parish Council boundaries

Andrew Burrow
NDP Steering Committee Chairman
12th June 2017