

Berkswell Parish Council – Ordinary Meeting 14 September 2017

Minutes of the Ordinary Meeting of the Parish Council of Berkswell held in the Balsall & Berkswell Hornets Clubhouse, Berkswell on 14 September 2017 at 7.30 PM.

Topic	Action by								
<p>1. Evacuation Procedure – the Chairman instructed those in attendance of the evacuation procedure</p> <p>2. Open Forum Parishioners of Berkswell were invited to address the Council on any relevant matter for a maximum of three minutes. A member of the public was concerned about large vehicles crossing the rail bridge on Lavender Hall Lane. Council’s view was that so long as the width restriction was being adhered to there was nothing to stop large vehicles delivering to sites on Lavender Hall Lane.</p> <p>3. Attendance: Councillors Burrow, Edwards, Drake, Hitchcock, Lloyd, and Howles, the Parish Clerk & 13 members of the public</p> <p>4. Apologies for Absence: Cllr A Cambage, Cllr D Bell (SMBC) & Keith Tindall</p> <p>5. Acceptance of Apologies Accepted</p> <p>6. Declarations of Interest</p> <ul style="list-style-type: none"> • Council received declarations of interest from: <ul style="list-style-type: none"> • Councillor Burrow who owns a field which may be impacted by the Solihull Plan. • Councillors Lloyd and Hitchcock declared an interest in 12c as trustees of the Jubilee Project • Councillors Burrow and Lloyd declared an interest in the claim for expense reimbursement under item 12a • There were no written requests for disclosing pecuniary interests • There were no requests for dispensations <p>7. Confirmation of Minutes Ordinary Meeting of the Council held on 20 July 2017 were agreed and duly signed by the Chairman.</p> <p>8. Matters arising from the previous meeting for attention None</p> <p>9. Borough Councillor’s Report and Parish Councillor’s Opinion Councillor Hitchcock reported that he had been monitoring the development of the Scout Hut. He stressed the need to revisit the plan for the land for when it is handed back by the constructors. It was agreed to put this on a future agenda. Councillor Hitchcock mentioned that he has taken specimens of the sub strata if anyone wanted to see them.</p> <p>10. Committee Appointments – there was nothing to report</p> <p>11. Planning Applications</p> <ul style="list-style-type: none"> • The following list of planning applications were discussed by Council. 	Clerk								
<table border="1" style="width: 100%; border-collapse: collapse;"> <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>2017/02100</td> <td>Beechwood Cottage Hodgetts</td> <td>Ground floor kitchen extension and glazed link.</td> <td>11.09.17</td> </tr> </tbody> </table>		Ref	Location	Proposal	Response Date	2017/02100	Beechwood Cottage Hodgetts	Ground floor kitchen extension and glazed link.	11.09.17
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	Lane Berkswell Solihull		
2017/02196	The Woodyard Home Farm Meriden Road Berkswell	Prior notification for a change of use of existing building to provide workshop, storage and associated offices.	19.09.17
2017/02254	Lavender Hall Fishery Lavender Hall Lane Berkswell Solihull	Change of use of grounds and installation of 12 No. glamping eco pods.	20.09.17
2017/02273	Oakview Green Lane Balsall Common Solihull	First floor side extension over existing garage.	21.09.17
2017/01907	Tarmac Building Products Limited Cornetts End Lane Meriden Coventry	Variation of condition No. 4 of planning permission PL/2002/02459/FULL (2002/2169) to allow continued operation of the dry silo mortar plant	22.09.17
2017/02317	Barn 3 Truggist Hill Farm Truggist Lane Berkswell	Lawful development certificate for the existing use as a Class 3 dwelling house from a farm office.	26.09.17
2017/02310	Barn 3 Truggist Hill Farm Truggist Lane Berkswell	Lawful development certificate for the existing use as a Class 3 dwelling house from a farm office.	26.09.17
2017/02312	Buildings Truggist Hill Farm Truggist Lane Berkswell	Lawful development certificate for the existing use as a Class 3 dwelling house from an ancillary building to Truggist Hill Farm.	26.09.17
2017/02318	Flat At Truggist Hill Farm Truggist Lane Berkswell	Lawful development certificate for the existing use as a Class 3 dwelling house from a garage.	26.09.17
2017/02357	Penard Hodgetts Lane Berkswell Solihull	Side extension to realign gable end wall on south east elevation, install new windows on south west and north west elevations.	28.09.17
2017/02040	Woodland Opposite Berkswell Church of England Voluntary Aided Primary School	Remove squirrel damaged branches and face back from school playground by 2 metres 5 No. sycamore trees (812, 813, 819, 822 & 844), back from school playground by 2 metres 1 No. sycamore tree (820) on woodlands area opposite	29.09.17

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	Church Lane Berkswell	Berkswell Church of England Primary School.		Clerk	
The following is a summary of Council’s discussions/decisions:					
2017/02100 No comment					
<p>2017/02196 Council agreed to object as follows: Berkswell PC wish to object to this prior notification application on the grounds that development on this site is already damaging the green belt and the surrounding area which is struggling to accommodate increased traffic. The Parish Council request that a traffic survey monitoring the traffic flows to and from the site is undertaken before any further approvals are given. The Council also requests that planning conditions are imposed to any future approval to limit the use of the building to 8 am to 8 pm to protect the amenity of nearby residents, and to restrict the commercial use of the premises by excluding distribution activities, or activities needing regular deliveries of heavy goods outside these hours.</p> <p>It was agreed to put alleged breaches of previous planning applications on the next Agenda.</p>					
2017/02254 Council has no objection.					
2017/02273 Council has no objection					
2017/01907 Council feels that an ‘unlimited extension’ is unreasonable and wishes to ask SMBC to limit the extension to 10 years.					
<p>2017/02317 Council wish to object to this application for lawful development certificates for residential use of various barns at Truggist Hill Farm.</p> <p>It appears uncertain that the premises have been occupied as dwellings for the period stated.</p> <p>In addition, the applicant's petition (No 244) to the House of Commons in 2014 about HS2 stated that the former agricultural buildings were being used for commercial purposes.</p> <p>There may be a problem in recollecting which buildings have been occupied for residential purposes, and for how long. It is understood that the grant of a Certificate of Existing Use requires that the use is established beyond reasonable doubt.</p> <p>It is suggested that Solihull MBC should validate existing uses by undertaking a review the Council Tax and Business Rate records for the relevant period, and thus establish what the buildings have been used for.</p> <p>In the opinion of the Council, the absence of proof that there has been established residential use, should result in the application being refused for the protection of the</p>				Clerk	Clerk

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<p>Green Belt, to prevent over-intensive development of the site, and to prevent further traffic problems on the narrow Truggist Lane.</p>	
<p>2017/02310 Council wish to object to this application for lawful development certificates for residential use of various barns at Truggist Hill Farm.</p> <p>It appears uncertain that the premises have been occupied as dwellings for the period stated.</p> <p>In addition, the applicant's petition (No 244) to the House of Commons in 2014 about HS2 stated that the former agricultural buildings were being used for commercial purposes.</p> <p>There may be a problem in recollecting which buildings have been occupied for residential purposes, and for how long. It is understood that the grant of a Certificate of Existing Use requires that the use is established beyond reasonable doubt.</p> <p>It is suggested that Solihull MBC should validate existing uses by undertaking a review the Council Tax and Business Rate records for the relevant period, and thus establish what the buildings have been used for.</p> <p>In the opinion of the Council, the absence of proof that there has been established residential use, should result in the application being refused for the protection of the Green Belt, to prevent over-intensive development of the site, and to prevent further traffic problems on the narrow Truggist Lane.</p>	<p>Clerk</p>
<p>2017/02312 Council wish to object to this application for lawful development certificates for residential use of various barns at Truggist Hill Farm.</p> <p>It appears uncertain that the premises have been occupied as dwellings for the period stated.</p> <p>In addition, the applicant's petition (No 244) to the House of Commons in 2014 about HS2 stated that the former agricultural buildings were being used for commercial purposes.</p> <p>There may be a problem in recollecting which buildings have been occupied for residential purposes, and for how long. It is understood that the grant of a Certificate of Existing Use requires that the use is established beyond reasonable doubt.</p> <p>It is suggested that Solihull MBC should validate existing uses by undertaking a review the Council Tax and Business Rate records for the relevant period, and thus establish what the buildings have been used for.</p> <p>In the opinion of the Council, the absence of proof that there has been established residential use, should result in the application being refused for the protection of the Green Belt, to prevent over-intensive development of the site, and to prevent further traffic problems on the narrow Truggist Lane.</p>	<p>Clerk</p>
<p>2017/02318 Council agreed to object to the application for a lawful development certificate for residential use of the flat at Truggist Hill Farm. The applicant claims retrospective permitted development rights for the premises as a garage. However, it does not appear that it was ever completed and used as such, and it appears the construction and conversion to a residence were a continuous process. Consequently,</p>	<p>Clerk</p>

<p>in our opinion, the permitted development right is inapplicable and the use of this construction as a dwelling requires full planning permission.</p> <p>Council believes that permission for this development should be refused as it involves further erosion of the Green Belt, contributes to the over-intensive use of the site, and causes further traffic problems on the narrow Truggist Lane.</p>
<p>2017/02357 Council Has no objection</p>
<p>2017/02040 Council noted that this application had been made by BPC.</p>

12. Financial Matters

a. The following payments were approved.

Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
R Wilson - Clerk's Salary September 2017	Admin	001965	562.00	0
R Wilson – Admin expenses	Admin	001966	12.43	0
Cllr Allowances Jul- Sept 2017	Admin	001967 - 001972	735.20	0
Cash – Petty cash float	Admin	001974	100.00	0
HMRC – PAYE Jul- Sep 2017	Admin	001973	560.18	0
S Bentley-Green – Grass mowing contract 7 th instalment	Contract	001975	187.50	0
Boothroyd & Co Ltd – asset valuation	Contract	001976	360.00	60.00
Balsall & Berkswell Jubilee Project – room hire	Contract	001977 & 001978	60.00	0
WALC – ‘Local Council Explained’	Admin	001979	25.00	0
WALC – ‘Local Council Administration – 10 th Edition’	Admin	001980	76.50	0
Heart of England School - grant	Grant	001981	2,000.00	0
Balsall Common Festival – grant	Grant	001982	950.00	0
Berkswell Scouts – grant (see item 12c)	10/11/16 Item 11 c (e)	001983	4,000.00	0
The Bugle – Autumn edition	Admin	001984	100.00	0
A Burrow – reimbursement of; printing for the Solihull Plan (20/07/17 item 12d) and first aid kit/hazard tape (20/07/17 item 12d)	Admin	001985	131.74	8.40
Balsall Common Village Hall – room hire re NDP meeting	NDP	001986	14.00	0

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Grant Thornton – external audit fee re 2016/17	Admin	001987	360.00	60.00
Kirkwells – consultancy support for NDP	NDP	001988	3,540.00	590.00
Greenline – re-pointing in the Pound, War Memorial & allotment area	Contract	001989	350.00	0
Greenline – hedge cutting	Contract	001990	560.00	0
Open Spaces Society (see Item 24)	Annual	001991	45.00	0
R Lloyd – reimbursement of rail fare re LUC meeting (less a refund of £16 compensation for late running)	Admin	001992	9.00	0
Total			14,738.55	718.40

Council noted that the following budgets will be exceeded when the above payments clear through the Council’s bank account. Council agreed to increase the budgets as necessary which is summarised as follows:

Clerk

Budget Heading	Current Budget £	Increase Agreed £	Revised Budget £	Reason
Local Plans	2,500	5,650	8,150	To incorporate costs to be incurred against the Groundwork grant of £5,650
Grants	6,250	7,500	13,750	Transfer of provision in ‘earmarked reserves’ in respect of grant to Berkswell Scouts (£4,000) and approved grant to the Jubilee Project (3,500).
Heritage & Maintenance	7,100	7,200	14,300	Transfer of provisions in ‘earmarked reserves’ for tree works and general maintenance (see item 15 below)
Total		20,350		

b. Payments received: Council noted the following receipts:

- London Midland - Compensation for delayed rail journey made by Cllr Burrow - £16.00
- Groundwork UK – NDP Grant - £5,650.00
- VAT refund from HMRC in respect of 2016/17 - £2,613.02

c. Grant Applications

- Jubilee Project – Council considered a grant application for £3,500 being a contribution to additional refurbishment of the Jubilee Centre. Two representatives of the Jubilee Project

<p>£7,200 to £14,300 to cover items budgeted for in 2016/17 paid for in 2017/18”. Cllr Drake proposed the motion which was seconded by Cllr Burrow. Council agreed unanimously.</p>	
<p>16. Review of Council’s Policies and Procedures</p> <ul style="list-style-type: none"> • Council approved the following motion; “Council agrees to adopt the updated Complaints Procedure which will be available to view on the Council’s website”. • Approval of revisions to policies and procedures – Council noted that it was agreed at the Ordinary meeting on 15 June 2017 that a Finance Committee will be convened before the end of September 2017 with the following agenda items: <ul style="list-style-type: none"> • Review of Council’s Standing Orders • Review of Council’s Financial Regulations • Review of Council’s Asset List • Review the practice of councillors purchasing items on behalf of the Council <p>The Clerk recommended that a formal Finance Committee is not necessary for him to prepare proposed revisions. Council approved the following motion; “the Clerk will bring forward recommendations on the above for approval by full council at the Ordinary meeting on 12 October 2017”.</p>	<p>Clerk</p> <p>Clerk</p>
<p>17. Risk Management</p> <ul style="list-style-type: none"> • Council reviewed outstanding actions on the Risk Register and noted the status of actions. • Council received a report on the inspection of physical assets undertaken by Cllrs Burrow and Drake on 11 September. Council agreed to delegate to the Clerk authority to contract for recommended work at a reasonable cost. • Kelsey Lane Bus Shelter - Council agreed the following motion: “The Parish Council authorises the Clerk to spend up to £100 for materials, brushes etc to paint the Kelsey Lane bus shelter with OSMO natural oil wood stain with ebony (black) pigment using volunteer labour”. 	<p>Clerk</p> <p>Clerk</p>
<p>18. Correspondence:</p> <ul style="list-style-type: none"> • Council noted a letter from the Treasurer of St Peter’s Hall to thank the Council for the £1,000 grant towards a hearing loop in the hall. U3A have used it and were very appreciative. • Communication from Berkswell Scouts regarding the closure of the car park for a day to facilitate construction. This was discussed as part of item 12c above. 	
<p>19. Actions from Previous Meetings</p> <ul style="list-style-type: none"> • Council discussed and noted the status of agreed actions as circulated (a copy will be available on the Council website). 	<p>Clerk</p>
<p>20. Ongoing References</p> <p>a. Review of inventory of land and assets</p> <ul style="list-style-type: none"> ○ Council noted that Boothroyd & Co Ltd have provided certified valuations of the following assets: The Pound; The Spinney & car 	

<p>park; The Village Green; The Old Well; and the War Memorial. These valuations; will enable the Council to Register any of the above if it so wished; will be incorporated in the Council’s updated asset list; and will facilitate obtaining quotes for future insurance policies. The valuation for the Spinney & Car Park has enabled the Council’s request to Register these assets with HM Land Registry to be progressed.</p> <ul style="list-style-type: none"> ○ The Council individually considered and individually approved, or otherwise, to seek Registration of the following parcels of land in the Parish Council's name and thereby affirm ownership. <ul style="list-style-type: none"> ○ The Pound (Sale conveyance held by the PC). Council noted that The Pound is currently registered as part of land owned by Mr R Cooper. Council agreed to assume ownership of the Pound if possible. The Clerk reported that he had written to Mr Cooper on two occasions asking for help to resolve the situation but no help had been offered/received. Cllr Burrow agreed to speak to Mr Cooper to find a way forward. ○ The Kelsey Lane Bus stop (sale conveyance held by the PC). Council agreed to assume ownership of the bus stop if possible. Council agreed to talk to SMBC who are deemed to be the current ‘owners’ by virtue of being the Highway Authority, to agree a way forward. ○ The Berkswell village green (unregistered land). Council agreed it should assume ownership and take on responsibility for the Village Green. It was noted that residents and Berkswell Charities had been canvassed and that they take no exception to Parish Council Registering the land. The Clerk was instructed to proceed with Registration. ○ The Berkswell village well area (unregistered land) – Cllr Burrow recommended that the Parish Council should not assume ownership at this time due to unresolved risk issues. Council agreed not to pursue Registration at this time. <p>b. Neighbourhood Development Plan</p> <ul style="list-style-type: none"> ○ Council noted the draft minutes of the Steering Committee meeting held on 24 July 2017. ○ Council received a report on progress from Cllr Drake ○ Council agreed the following motion; “Council agrees; <ol style="list-style-type: none"> 1. To the draft vision and objectives prepared by the NDP Steering Committee. 2. To the draft Issues and Options document prepared by the NDP Steering Committee and also authorises the NDP Steering Committee to make any necessary minor amendments to the text prior to publication. 	<p>AB</p> <p>Clerk</p> <p>Clerk/ DE</p>
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<p>3. A 4 week consultation process on the Issues and Options document commencing 30 September 2017 including residents drop in sessions on 30th September (Balsall Common) Jubilee Centre and 7th October (Berkswell village) Jordan Room.</p> <p>4. A more detailed survey of businesses to run in parallel with the general consultation”. Council agreed to delegate to the Clerk to spend up to £1,000 on communications (including printing). Council noted that, if Balsall Common is to get CIL money, we need to demonstrate the strength of local interest so we need people to attend the consultation sessions.</p> <p>Cllr Burrow expressed thanks to the following; Alan Hanbury, Dennis Stokes, John Cairns, Wendy Gault, David Varney, Malcolm Hickin, Jane Edwards, Jim Ellis, Vince Ritters and Geoff Wheeler for their help with the NDP publicity for the upcoming community consultation.</p>	<p>Clerk</p>
<p>c. Local Plan – Council noted that the Clerk has written to Gary Palmer requesting clarity on how discussions on Concept Plans will be conducted. Council noted there has been no response to date.</p> <p>d. Traffic Calming – Council agreed the following motion: “The Council agrees that the Clerk should organise an informal briefing of Councillors for 26 October regarding the ARUP proposals for traffic calming in Berkswell village. Jane to arrange. The meeting will be for information only, no decisions will be taken and it will be informal. However, the briefing will be held in public in the interests of transparency. At some subsequent date, the Council will receive a report and recommendations of the Steering Committee and agree appropriate next steps”. Council noted that ARUPs initial proposals did not take into account the needs of local farmers and that they have now come up with another proposal.</p>	<p>Clerk</p>
<p>e. HS2 – There was nothing new to report</p> <p>f. The Well – Council approved the following motion; “The Council notes that Severn Trent have reported that they can find no source local to the well causing the pollution. The Council notes that it is not the owner of the Well area, the land being unregistered. Whilst the Council undertakes some maintenance work on the grass and safety railings using its Section 137 powers, the Council considers that it has no power to restrict public access or take substantive action. The Council approves that the Clerk notifies Oliver Monk (SMBC Highway Services) of the environmental risk to the public and takes no further action”. Council agreed to put a notice in the shop using the wording agreed above.</p>	<p>Clerk</p> <p>Clerk</p>
<p>g. Public Rights of Way</p> <ul style="list-style-type: none"> o Unrecognised rights of way issues - Council noted that SMBC have not responded to the issues raised by BPC. Council agreed the following motion; “Council instructs the Clerk to write to SMBC requesting a response to issues raised”. 	<p>Clerk</p>

<ul style="list-style-type: none"> o Reinstatement of M229 – Council noted that SMBC have offered a meeting with the quarry operators and the Parish Council and that Cllrs Lloyd and Hitchcock plan to attend. o Maintenance issues – Council received a verbal report from Councillor Lloyd. Cllr Lloyd reported that he is feeding issues through to SMBC but it is not clear what action has taken place or is planned. Cllr Lloyd agreed to ask Cllr Bell for a list of service requests. Cllr Lloyd will also submit his concerns via Solihull Connect. 	<p>RL/DH</p> <p>RL</p> <p>RL</p>
<p>h. Ward Action Plan – Council noted that a meeting has been organised with SMBC at 13.00 on 27th September. Council confirmed the following will be attending. Cllr Burrow, Edwards, Lloyd, and Hitchcock</p>	<p>AB/DE</p> <p>/RL &</p> <p>DH</p>
<p>i. Green Belt Review – Council noted that it's greenbelt consultant (LUC) is scheduled to commence the project in September. Cllr Lloyd recommended that Council should ask for the justification of the demand for housing apparently being imposed on Solihull MBC.</p>	
<p>j. Parish Boundary Review – Council noted that the BCVRA is seeking signatures from registered electors in the parishes of Balsall and Berkswell on a petition asking that Solihull Council conduct a Community Governance review on the boundaries of both parishes with the aim of improving the governance arrangements for all residents.</p>	
<p>k. Handyperson – Council received a report from Councillor Burrow on his approach to SMBC to establish whether AMEY could regularly clean the Parish Car park at the PC's expense. The response was that AMEY could not provide this service. Cllr Burrow reported that Greenline can do most of the work except for litter picking and recommended that the Council advertises for someone to litter pick Parish Council land listed as the Green, Kelsey Lane bus stop, the spinney, the Pound and car park. A specification of work would need to be devised. It was agreed that the Clerk would place an advert seeking a self-employed person to do this litter picking every 2 weeks</p>	<p>Clerk</p>
<p>l. Trees overhanging the school playground – Council noted that Midland Forestry have recommended tree works but, as the trees are in the conservation area, planning permission is required. Planning Permission has been applied for but no decision has as yet been notified to the Clerk</p>	
<p>21. Removal and additions to Ongoing References</p>	
<p>Removals: None</p>	
<p>Additions: Trees overhanging the school playground</p>	
<p>22. Training and Meetings</p>	
<ul style="list-style-type: none"> • There were no reports from attendance at events or meetings 	
<p>23. Heritage and Community</p>	
<p>a) Christmas tree lights - Council considered the proposal forwarded by Balsall Parish Council to consider spending £6,591 on a Christmas tree outside the Masala Club based on a quote provided by SMBC. The Council considered the proposal and did not approve it given that the Council's total annual budget was less than £50k and the cost was disproportionate. Council agreed to invite proposals from residents/councillors for Christmas trees/lights in the Parish for discussion at our October meeting</p>	<p>Clerk</p>

<p>b) Tree Survey – Council approved the following motion; “The Parish Council agrees to a tree survey to be conducted by volunteers with the objective of submitting TPO requests for potential areas of housing development”. Cllr Hitchcock will plan this activity.</p>	<p>DH</p>
<p>c) Honours and Queen’s Awards for Voluntary Service - Council agreed the following motion; “The Council agrees to discuss this issue in private session so as not to cause any distress if the nomination is not successful”.</p>	
<p>d) Balsall Common Planting Programme – Council approved the following motion; “The Council notes the expenditure over the last 12 months for the Balsall Common planting programme was £783.89 plus VAT versus a budget of £1,002 plus VAT. The underspend was due to London Midland meeting the costs of the wooden planters on the Station. The Council approves the expenditure of up to £300 plus VAT for the winter planting programme for Balsall Common which will cover a replacement tree, flowers for the station, the station roundabout, the bed outside the Masala Club and some crocus bulbs.”</p>	<p>AB</p>
<p>e) Traffic Problems at Truggist Hill Farm – Council discussed issues raised by a resident which were apparently caused by HGV vehicles going to and from Truggist Hill Farm. Council agreed this was a matter for SMBC and that concerned residents should contact them directly.</p>	
<p>f) Review of the Airport Night Flying Policy – Council considered a report by Cllr Lloyd on the activities of the Night Flying Policy Review Group (available on the Parish Council website) and resolved to support the approach. Council also noted there is a working party to work with the airport to resolve the issue. Cllr Lloyd will bring the definitive draft agreement to Council in due course.</p>	<p>RL</p>
<p>g) Bus Service 89 – Council considered the latest update from Transport for West Midlands who have reported a sustained drop in patronage. Cllr Edwards reported there is a consultation meeting on 18 Sept at 1pm. The new arrangements are a service to Solihull every day and a service to Cannon Park but not as frequent as before. There are no plans to cut the service to Berkswell Village. Council agreed to wait and see what TfWM come up with. Cllr Edwards was asked to brief David Felthouse so he can put an article in the Communicator.</p>	<p>DE</p>
<p>h) NALC consultation on broadband access – Council approved the following motion; “This Council supports the proposed NALC consultation on broadband access and authorises and asks the Clerk to send this view to NALC”.</p>	<p>Clerk</p>
<p>24. Council Administration</p>	
<ul style="list-style-type: none"> • Council noted there will be an ad hoc meeting to discuss the specification of a new Parish Council website on 2 November 2017. • Council agreed that Cllr Drake will undertake the next quarterly internal review of accounts and that Cllr Drake and Cllr Edwards would undertake the physical inspection of assets. 	<p>RD RD/DE</p>
<ul style="list-style-type: none"> • Open Spaces Society subscription – Council agreed the following motion; “Council approves the renewal of its annual subscription to the Open Spaces Society at a cost of £45. 	<p>Clerk</p>
<p>25. Private Business</p>	

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<p>26. Ordinary Meeting of the Council, 12 October 2017 at 7.30pm, the Jordan Room, St John Baptist Church, Berkswell.</p>	
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