

Minutes of the Annual Meeting of the Parish Council of Berkswell, held in the Jubilee Centre, Balsall Common on 15th May 2014 at 7.15pm

1. Attendance

Cllrs Cabbage, Cooper, Hitchcock, Howles, Lloyd, and Lock (Chairman).
Borough Cllr Bell.
Mr Brant (SMBC).
Members of the public: Messrs Hickin (Berkswell Society), Tindall (BCVRA),
Cairns and Lupton.
Mrs Butterworth (Clerk).

2. Apologies

Borough Cllr Diccico, Mr Felthouse.

3. Declarations of Interest

Cllr Lloyd declared an interest as Chair of the Local Action Group HHAG.

4. Election of Chairman

Cllr Lock was re-elected unopposed as Chairman.
Cllr Howles was re-elected unopposed as Vice-Chairman.
Clerk to post notice of vacancy following the resignation of Cllr Meeson.

5. Confirmation of Minutes

The minutes of the Extraordinary Meeting held on 30 April 2014 were approved as a true record of the meeting, and signed by the Chairman.

6. Matters arising from Parish Assembly held on 8 May 2014

Carried forward.

7. Public Opinion, Borough Councillor's Report and Parish Councillor's Opinion

Mr Cairns reported he had attended the meeting at the Library on 12 May 2014, where airport staff were available for consultation. He had written a letter of complaint regarding airport departure route trials. He was dissatisfied with the response that enquiries could not be investigated due to the amount of enquiries received. Cllr Lloyd stated the airport is obliged to record all objections so it is important to continue to lodge complaints. **Parish Council to write to Caroline Spelman MP, challenging the current methodology.**

8. HS2

Agree draft petition subject to minor amendments

Cllrs Cabbage, Cooper, Hitchcock, Howles and Lloyd raised concerns regarding the lack of detail in the petition produced by Parliamentary Agent, BDB. Cllr Lloyd commented that HS2 Ltd will have a negotiation process and will invite those petitioning to speak. Issues omitted will be excluded from negotiations.

Cllr Lock disagreed and stated this was contrary to the professional advice received. The Agent will encapsulate concerns rather than listing individually. **Motion by Cllr Lock for Cllr Lloyd to draft instructions to the Agent.**

Mr Hickin reported he had applied to register as an agent and would be seeking advice from the Parish Council regarding the way forward.

Borough Cllr Bell confirmed Solihull MBC had also been advised to encapsulate concerns.

Cllr Lock confirmed a list of possible QCs for appointment had been provided by the Agent. A prompt decision on a suitable QC should be made. Cllr Lloyd suggested the Parish Council should look at relevant case history to facilitate such a decision.

9. Administrative Matters

Councillors' Declaration of Appointment of Office and Councillors' Declaration of Interests

Clerk distributed relevant forms to Councillors for completion and return to Deborah Merry, SMBC.

10. Ordinary Business

Neighbourhood Development Plan

Cllr Howles reported on her work to date on the NDP and on a meeting held on 15 April 2014 with representatives from Balsall Parish Council. Cllr Howles confirmed the need to produce a NDP and suggested Berkswell Society should lead on this.

Cllr Lock agreed in principal to producing a NDP – agreed by all Councillors.

Proposed Speed Limit Changes – SMBC

A formal response had been received from Mr Brant regarding speed limits and signage.

Parking in Berkswell Village

Cllr Lock reported on a meeting held on 13 February 2014 at Berkswell School. No response had been received and Cllr Lock had reinstated the query.

Mr Brant confirmed he had been requested to attend all meetings and will do so whenever possible. It was agreed to include Mr Brant in all correspondence regarding parking issues.

The poor condition of the driveway and car park around Lea Francis House was discussed. Mr Brant confirmed the Environmental Protection Team would be contacting the owners regarding this matter. The Neighbourhood Team will intervene and liaise with the Parish Council.

11. Annual Meeting Business

Committees and Representation

Arrangements were agreed as shown in the Appendix.

New Committees

No new committees were formed.

Review Standing Orders and Financial Regulations

It was agreed to request assistance from Bill Robinson in ensuring general compliance.

Review of arrangements with other local authorities

It was agreed to request assistance from Bill Robinson regarding best practise by other councils.

Charter for Better Working Between Solihull Metropolitan Borough Council and Parish and Town Councils - October 2013 in force.

Review of inventory of land and assets

Clerk to ensure deeds/documentation for all assets are available.

Review of insurance

Aon Local Council Insurance policy renewed (wef 1.6.14)

Review of membership of other bodies

The Council is currently a member of WALC and the Open Spaces Society. It was agreed to renew CPRE membership.

Review of complaints procedure

It was agreed to request assistance from Bill Robinson in ensuring general compliance.

Review of information handling

It was agreed to request assistance from Bill Robinson in ensuring general compliance.

Review of press/media

It was agreed to request assistance from Bill Robinson in ensuring general compliance.

12. Accounts for Payment

It was resolved to approve the following payments:

<i>Payee</i>	<i>Cheque</i>	<i>Amount</i>
G R Dawson (Jan, Feb, Mar)	001648	£684.00
Balsall Common Village Hall (30.4.14)	001649	£14.00
Open Spaces Society (Annual Subscription)	001650	£45.00

Clerk had requested work specification from G R Dawson.

13. Next Meeting

Ordinary Meeting of the Council, 19 June 2014 at 7.45pm, The Reading Room, Berkswell

The meeting closed at 10.20pm.

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19 June 2014