

**Minutes of the Extraordinary Meeting of the Parish Council of Berkswell,
held in the Westlake Room, Station Road, Balsall Common
on 24 March 2015 at 7.00pm**

1. Attendance

Councillors G Lock (Chairman), K Howles (Vice-Chair), A Cambage, S Cooper, D Hitchcock, R Lloyd
Mr D Felthouse, Mr K Tindall, Cllr L Macdonald (Balsall PC)
Mrs S Butterworth (Clerk)

2. Apologies

Mr M Hickin, Mr A Burrow, Borough Councillor Dicicco, Mr B Brant (SMBC)

3. Declarations of Interest

Councillor Lock declared an interest as Committee Member on Berkswell Society – Item 10.

4. Public Opinion, Borough Councillor’s Report and Parish Councillor’s Opinion

Mr Tindall expressed concerns regarding the planning application for 208 Station Road as this could result in another fast food business. He also expressed concern that the Parish Council had not submitted an objection to the application.

Mr Felthouse and Councillor Macdonald confirmed the proprietor of the chip shop rented the current premises but actually owned 208 Station Road.

Councillor Howles stated the Parish Council could not retract its decision made at the previous meeting, not to object. Neither could an objection be made based on presumption.

Mr Tindall advised the meeting of a forthcoming meeting (27 March 2015, 9.30am at the Jubilee Centre) organised by Mr B Brant as a follow-up to the previous meeting with Mr N Page.

5. Planning

Application No.	Application Date	Site	Proposal	21 day response date
2015/50183	6.3.15	Rose Cottage, Meriden Road	Fell 1 No. Christmas tree Councillor Hitchcock confirmed his agreement. No objection.	27.3.15
2015/50103	9.3.15	The Rectory, Meriden Road	Fell 1 No. T1 - Sweet Chestnut and crown lift to height of 5m of 2 No. G1 - Sweet Chestnuts. Councillor Hitchcock believed works had already been carried out. No objection.	30.3.15

Discuss response re SMBC Planning Meeting 12 March 2015

The Parish Council had submitted a letter to SMBC requesting detailed comments and justification on the decision to approve planning applications 2014/1988 and 1989.

Councillor Cooper stated an apology had been received from Councillor Slater regarding comments made at the meeting.

Councillor Macdonald stated discussions were still taking place re further action and she would provide an update.

6. Highways and other SMBC issues

There was a damaged road sign on Lavender Hall Lane opposite Park Lane. Clerk to report to SMBC.

A discussion took place re works carried out by Network Rail and the wrongful removal and damage to trees.

Councillor Hitchcock reported on damage by Network Rail to fencing and planting along Hallmeadow Road. This was being pursued by SMBC. Councillor Lock stated this was an enforcement issue. Councillor Lloyd confirmed he had been in communication with Mr D Keaney.

Councillor Hitchcock suggested the Parish Council request a Principal Arboriculturist attend the site. Councillor Macdonald suggested the Parish Council write to SMBC and Network Rail using the Leamington landslip as an example. She stated Network Rail would be subject to Freedom of Information from 1 April 2015.

Mr B Brant, SMBC, had provided a detailed update on outstanding issues.

Bear Inn car park

Councillor Cooper had spoken to Mr M Carter, Manager, The Bear Inn, regarding the condition of the car park and surrounding areas. All agreed Councillor Cooper to draft a formal letter outlining works still required.

Greenway

Mr Brant's update stated Mr D Keaney had advised the situation remained the same as the Berkswell exit issue may be resolved through HS2.

Hedge trimming on A452 (in particular Marsh Lane area)

Mr Brant's update stated he had ordered works to be undertaken manually from Meer End/Evesons Garage through to bottom of Kenilworth Road by Hampton Lane by Neighbourhood Rangers who were qualified and skilled environmental staff and they would have trimmed all foliage and hedges sympathetically and appropriately at the time. In addition he had written to residents in Birmingham Road, Meer End requesting that the hedge be cut back, which had been completed successfully in his opinion.

Councillor Lloyd to meet with Mr B Brant. Clerk to arrange meeting.

Hodgetts Lane Island

No update.

Public Footpaths

Councillor Lloyd had been in communication with Mr D Keaney. In particular re M192 and M210.

Councillor Lloyd commented on the bolt fitted to the fishery entrance next to the railway, which should have been a latch. Standards were not being maintained by SMBC.

Councillor Lock suggested SMBC should resolve to give parish councils the power to take legal action, with enforcement from SMBC.

The Kissing Gate in the Spinney was unworkable. Clerk to report to SMBC.

Councillor Macdonald stated there appeared to be sufficient evidence to write to SMBC stating it was falling short of its statutory duties.

It was agreed Councillor Lloyd to draft a letter to SMBC re the Borough Rights of Way Improvement Plan.

Traffic calming in Berkswell Village

SMBC had contributed £200 towards the proposed consultant's assessment.

Mr Ben Hamilton-Baillie would attend on 15 April 2015 to assess the area and would provide a public presentation at 6.30pm in the Reading Room.

Trimming of hedges on the Carol Green end of Hodgetts Lane

Clerk had reported to SMBC and confirmed job reference number received.

Enforcement question

Further discussion was required to establish how to track the progress and if it was accepted there had been a breach, how this would be dealt with e.g. Berkswell Estate, Truggist Hill Farm.

Grass Maintenance

Councillor Cambage had been in communication with Mr B Brant.

Bollards

Mr Brant's update stated he had received positive feedback from the Village Store and local residents that the wooden bollards had been very successful.

Street lighting

Mr Brant's update stated broken lampposts had been replaced.

Meriden Road footpath

Mr Brant's update stated he was anticipating feedback on feasibility and costs to extend the footpath as requested in the 2014 Local Ward Action Plan which would hopefully be taken forward, funding permitting.

7. Heritage and Community

Berkswell Fête & BBQ

Mr Hickin had suggested using the band at the BBQ which had played at the Red & Black Night. Discussion took place regarding the cost and whether public agreement/consultation should be sought.

Councillor Howles stated the event would be noticeable by its absence.

Councillor Cooper proposed the hiring of the band, seconded by Councillor Lock. Clerk to contact.

Berkswell Museum

Councillor Lock had attended a meeting of the Museum Committee on 17 March 2015.

The conclusion had been that the museum would close.

3 months' notice would be given to the Parish Council to dispose of its contents.

Councillor Lloyd suggested writing to the Herbert Art Gallery and Museum to advise of the possibility of artefacts on closure. All agreed.

Grass Mowing Contracts

Carry forward.

Land at Meeting House Lane

Clerk had emailed Mr Scanlan for an update.

Meriden Garden City

No update.

Neighbourhood Development Plan

Councillor Macdonald had prepared a draft submission and circulated. Meeting to be arranged between Balsall and Berkswell Parish Councils. Steering Group to be set up with an independent Chair (not Parish Council representative) possibly from BCVRA.

Pound Close Play Area

An email had been received from Mr G Parry regarding the residue of the former play area and the wooden plinths/edging still in situ. Parish Council to respond directing to Berkswell Estate. Clerk to forward email to Mr N Parry.

RHS Britain in Bloom 2015

No update.

Spinney Maintenance – quotes

Councillor Hitchcock provided an update on quotes received - Mousley £30,000.

Glendale minimal essential work £2758.20 +VAT. Quote awaited from Arden.

Carry forward. Works to be carried out in September.

Councillor Hitchcock provided an update on works required to the Spinney Island.

War Memorial Project - Birmingham Workshop 17 January 2015

No update.

8. External Representative Reports

No reports.

9. HS2

Councillors Cooper and Lloyd had attended a meeting at Coventry CC and had been very impressed with the level of interaction. There had been constructive engagement on grounds of alternatives to be put to HS2. Another meeting would be arranged in June/July to include other parish councils.

10. Finance (discussed 2nd as AC attending The Lant)

Berkswell Society – Request for funding

The request for a contribution towards the purchase of the ceramic poppies had been withdrawn and a request for £500 to enable the Berkswell Society to continue its work to improve the visual presentation of the Parish had been received. Councillor Howles proposed the grant be paid. Seconded by Councillor Cooper.

Grant Thornton correspondence re Accounts for year ended 31 March 2015

Councillor Lock advised the meeting of receipt of documents re Accounts for year ended 31 March 2015. It would be the first duty of the new Chair to sign off the procedural paper trail. Clerk to circulate document to Councillors.

Expenses Claim Form for approval

Clerk had created electronic claim form and would circulate to Councillors.

Councillor Cambage left the meeting at 8.00pm and requested clarification re the accounts process.

11. Correspondence

National Planning Policy Framework

The NPPF had been referred to in the Parish Council letter to SMBC Planning Department.

Openness & Accountability – WALC

Carry forward.

Parish Emergency Plan

Clerk to complete.

LTN14 Byelaws and Guidance on Control of Dogs – WALC

Councillor Lloyd stated the order was not legally binding as signs were not displayed throughout the Borough.

12. Administration

Elections

Clerk distributed nomination papers to Councillors.

Clerk to circulate Electors List to Councillors.

Nomination papers to be submitted to SMBC by 9 April 2015. Clerk to submit to SMBC by hand on 2 April 2015 if Councillors required.

Advertisement for Clerk Vacancy

Clerk to send advert to Mr D Felthouse for further distribution.

Quotes to advertise in press discussed but due to expense it was agreed not to proceed.

13. Next Meeting

Berkswell Parish Assembly, Thursday 26 March 2015 at 8.00pm in the Reading Room, Berkswell.

The Parish Assembly will follow on from the Annual General Meeting of Berkswell Society to be held at 7.45pm in the Reading Room.

Councillor Lock thanked all for their contribution during his time as Chair.

Thanks were expressed to Councillor Lock for his contribution to the Parish Council.

The meeting closed at 9.15pm.

Mrs S Butterworth

Clerk to Berkswell Parish Council

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14 May 2015