

Berkswell Parish Neighbourhood Development Plan (NDP)

Minutes of the meeting held on 17th October 2017 at the Jordan Room, St John the Baptist Church, Church Lane, Berkswell at 1.30PM.

- 1) **Evacuation procedures** – Fire exits were advised.
- 2) **Open Forum**
There were no members of the public in attendance.
- 3) **Attendance**
Andrew Burrow (AB) Chairman
Kay Howles (KH)
Jane Edwards (JE)
Vince Ritters (VR)
Keith Tindall (KT)
Geoff Wheeler (GW)
Richard Drake (RD) Secretary
- 4) **Apologies for absence**
Louise Kirkup (LK) Consultant from Kirkwells was not required to attend this meeting.
- 5) **Declaration of interest**
AB advised that he owned a property on Old Waste Lane which included a field that could be removed from the greenbelt in the current SMBC Draft Local Plan. He will not take part in any discussions where he could compromise our discussions.
- 6) **Confirmation of minutes of 20th September 2017**
The minutes were approved and signed. Draft minutes are on the Berkswell PC website. The signed copy will be held by the Berkswell Parish Clerk.
- 7) **Matters arising not covered by Agenda:**
There were no matters arising not covered by the Agenda.
- 8) **Review of progress of consultation and agreement of appropriate actions**
 - 8.1.1 **Business consultation** – see attached list
 - 8.1.2 **Consultation response to date** = 237
 - 8.2.1 **Drop in events**
Both events well attended with over 200 questionnaires completed by residents and;
8.3 since input by members of the committee)
 - 8.4 **Proposal to encourage online questionnaire completion** – see attached list
 - 8.5 **Contacting Community Organisations** – see attached list of those contacted
 - 8.6 **Contacting of public organisations for input** – see attached list
 - 8.7 **Positively contacting developers(s) for consultation** – It was agreed to ask SMBC for any contact details they had and to e-mail them with details of our consultation and inviting input.
- 9) **Consideration of other actions to encourage participation**
No actions other than those detailed above were agreed but all committee members agreed to encourage all contacts to participate.

Approved

10) Evidence base:

See attached list of where posters & Options & Issues documents were placed.

11) Meeting with SMBC on 31st October:

11.1 Steering Group Committee members attending: AB, KH, JE & VR.

11.2 Proposed agenda items:

1. Status of the concept plan for housing allocation 1 arising from the draft Solihull Plan
2. The composition of the Berkswell NDP Steering Committee, so that you understand its community scope
3. SMBC's view of our process and any suggestions you might have
4. Any issues you might want to cover
5. Who else have you supported with an NDP and any learning points of which we should be aware
6. Will we be getting a formal SMBC input in response to our Issues and Options consultation
7. Current status of CIL. What are the rules for spending it and obtaining it from SMBC. Indeed is there any yet accruing to Berkswell Parish and how is CIL money availability communicated to Parish Councils

12) Review of report questionnaire format:

The standard report produced by Google forms was reviewed. It was noted that it did not reproduce some data very well e.g. free text comments in question 2 in the general residents questionnaire. The standard report for the general questionnaire did not separate Berkswell parish residents' responses from those of other parishes (mainly Balsall). Whilst all views were valuable it would be necessary to show that the Berkswell responses did not significantly vary from those of the total response. The download of data into an excel spreadsheet would resolve both of these issues allowing full viewing of data and sorting by various categories.

It was agreed that the main focus of the next meeting would be agreeing how to handle and interpret the data received from the questionnaires

Dates of next meeting:

Wednesday 8th November 1.30PM in The Jubilee, Station Road, Balsall Common.

Approved

Community Organisations listing

Organisation Name	Postal Address	E mail address	Address /Phone number	Information
Hornets	All addresses deleted for confidentially purposes			Steve Tidy sent 6th October
Berkswell and Balsall Community Sports Association				Bob Harris sent 6th October
St John's Church				Sent 6th October
Catholic Church				Spoke to priest on 4th Oct. We will get someone to contact me with e mail address. Hand delivered 9th Oct to Church
Methodist Church				Sent 6th October.
Berkswell Scout Group				Sent 6th October
Methodist Scouts group				Sent 6th October. Bounced back wrong e mail address on their web site. Hand delivered to a leader on Speedwell Drive 9th Oct
U3A				Sent 6th October
History Group				Sent 6th October
Heart of England School				Sent 6th October
Balsall Common primary school				Sent 6th October
BCVRA				Sent 6th October
Berkswell Society				Sent 6th October

Berkswell & Balsall Rugby Club				Requested e mail address on the on line form 5 Oct. Sent by post 9th Oct.
Berkswell Flower Club Barbara Mitchell				Hand delivered 10 October
Balsall Volunteer transport service				Sent 6th October
Trefoil Guild				Hand delivered 10 October
Friends in Retirement (FIRS)				Met Pat Proudlove at Jubilee. Sent to her because Phone number does not work. Sent 8th October
Women's Institute				Sent 6th October
Centre stage Theatre group Balsall Common				Sent 8 Oct

Business and Council listing				
Business Name	Postal Address	E mail address	Phone number	Contact person and hand delivery confirmation
Berkswell Charities		alan.daintith@sky.com		Alan Daintith
Adlington Ltd	Pheasant Oak Farm Hob Lane CV7 7GX	sales@adlingtonltd.com	01676 532777	Rod Adlington Also by hand by JE
South View Farm	Hob lane		01676 533368	NW Hicks By hand by JE
Nailcote Farm	Nailcote Lane, Berkswell, Coventry CV7 7DE		024 7646 4479	Mr J Cooper
Ram Hall	Baulk Lane Berkswell CV7 7BD	fletcherse63@gmail.com	01676 532 203	Stephen Fletcher
Hubbard and Son	Little Beanit Farm, Waste Lane, CV7 7GH	"Julie Hubbard" <julie@jhubbardandson.co.uk>	01676 535 269	Julie Hubbard
Mercote Mill Farm	Kenilworth Road, Hampton in Arden, Solihull B92 0LU			Lyn Williams By hand by JE

Approved:

Victoria Farm Dairies	Benton Green La, Coventry CV7 7AX		01676 533326	
Touchstar	Pheasant Oak Barn, Hob Lane, Balsall Common CV7 7GX	onboard@touchstar.co.uk	01926 831 173	
Carpetpac Ltd	Leam House Windmill Lane, CV7 7GY		01676 532939	By hand by JE
Stevens Roofing	Leaded Lights Old Waste Lane CV7 7RY	craig@cstevensroofing.co.uk	01676 535 290	
Lavender Hall Autos	Lavender Hall Farm Lavender Hall Lane CV7 7BN	lavenderhallautos@gmail.com	01676 533 013	
Kinorigo Ltd	204 Duggins Lane Berkswell CV4 9GP	Gavin.Worsley@kinorigo.com	024 7642 2580	Gavin Worsley
Bank Kitchens	The Croft Spencers Lane Berkswell CV7 7BY	design@bankinteriors.co.uk	01676 530 329	
Quality Maths Tutoring	Benton Green Lane CV7 7DB	info@qmti.co.uk	07801 979 195	Graham Taylor

Approved:

Lavender Hall Fishery	Lavender Hall Lane Berkswell CV7 7BN	lavendertackle@gmail.com	01676 530 0299	By hand by JE
Berkswell Pottery	The Forge, Spencer's Lane, Berkswell CV7 7BB		07568 509 542	Karla Morris
Pettifor & Sons Ltd	Berkswell Road, Meriden, Nr Coventry, CV7 7LB (they also operate from Home Farm)	Info.pettiforandson@gmail.com	01676 522403	Martin Pettifor
Tradeaway Autos	549 Station Road Balsall Common	sales@tradewayautos.co.uk	01676 493032	
The Bear Inn	Spencer's Lane, Berkswell, CV7 7BB	6111@greeneaking.co.uk	01676 533 202	
The Railway Inn	547 Station Road Balsall Common	Railway547@hotmail.co.uk	01676 533 284	

Approved:

The Brickmakers Arms	307 Station Road Balsall Common CV7 7EG	info@thebrickmakersberkswell.com	01676 533 890	
Carstins/Unity Automotive	324 Station Road Balsall Common CV7 7EF	Vicky@unityautomotive.co.uk	01676 591 078	
British Legion	316 Station Road, CV7 7EF	Egan524@hotmail.com	01676 533 462	
Nailcote Hall	Nailcote Lane, Berkswell CV7 7DE	info@nailcotehall.co.uk	02476 466 174	
Old Lodge farm Antiques	Kenilworth Road Balsall Common CV7 7EY	Silvercloud929@aol.co.uk	01676 535 282	
Cygnets Properties Ltd	Various farms etc	clive@cygnetspropertieslimited.co.uk		Clive Briscoe
Andrew Hardwick B&B	Station Road	andy@annora.co.uk		
Aston Martin	Kenilworth Rd – Bradnocks Marsh	les.stimson@astonmartinbirmingham.co.uk	01675 419500	
CB Car Body Repairs	Bradnocks Marsh	cbcarbodyrepairs@outlook.com	01675 443709	

Approved:

Arden Wood Shavings	Bradnocks Marsh	sales@ardenwoodshavings.co.uk		
Bradnocks Marsh Business Centre	Kenilworth Rd Bradnocks Marsh	info@globalelectricalappliances.co.uk		
Lincoln Farm cafe	Kenilworth Rd	irwarwickshireinternational@yahoo.co.uk		
Berkswell Stores	Village	stellbell@sky.com		
Wyevale Garden Centre	Bradnocks Marsh	thegardenclub@wevealegardencentres.co.uk		
Simply Hosiery	4 Meeting House Lane	Katrina@simplyhosiery.com	01676 535 432	Katrina Shiers
MacNamara King Solicitors	2 Meeting House Lane	Siobhan@macnamaraking.com	01676 533755	
My Clear Thoughts	2 Meeting House Lane	jane@myclearthoughts.com		
Lloyds Pharmacy	Hall meadow Rod			Delivered by hand by ASB
Balsall Common Surgery	Hallmeadow Road	joanne.hope@nhs.net		Joanne Hope
Vanity Furr	4 Meeting House Lane	vanityfurr@gmail.com	07515 703 290	
The Farm Shop	Larges Farm, Back lane, Berkswell		01676 522 409	Philip Tuckey By hand by JE

Approved:

The White House Cattery & Kennels	Back lane, Berkswell		01676 522 468	Property sold and owner moving. New owners might seek planning permission for development
Meriden Windows	The yard Back lane			Hand delivered by JE
Deckpave,	The Yard Back lane		02476 463695	
Mr MG Woodfield	The Yard, Back Lane, Berkswell		02476 469660	No one there.
Evesons Fuels	Eveson House, Birmingham Road, Kenilworth CV8 1PT	sales@evesons.co.uk	01676 531100	
Cemex Quarry and Landfill	Cornets End lane Berkswell CV7 7LH	Wayne.westwood@jackmoodygroup.co.uk	0845 155 1835	Form left by JE and email address obtained

Approved:

Cemex Ready Mixed Concrete	Cornets End lane Berkswell CV7 7LH		01675 443600	Form left with Andy Barber site manager by JE
Tarmac Quarry	Cornets End lane Berkswell CV7 7LG		0116 264 8540 0r 0845 601 1011	Multi occupancy site much in Meriden Parish also includes Colemans, Breedon Concrete, A&A recycling. Delivered as best could be done on this intimidating site which is split by Parish boundary
Tarmac Concrete	Cornets End lane Berkswell CV7 7LH		01922 632 592	See above
Silvertree biomas	Tarmac site	iancresswell@silvertreeltd.net	078410011 95	Form delivered by JE and e mail address obtained

Approved:

Macs cafe	Tramac site			JE Hand delivered
In the dog House	Cornets End lane Berkswell CV7 7LH	inthedoghouse@gmail.com	01675 544 3399	
Breedon Concrete	Cornets End Lane Berkswell CV7 7LG	enquiries.southern@breedongroup.com	01675 422 492	
Wall Brothers Turf	Kenilworth Road	admin@wallbrosturf.co.uk	01675 442 880	
Berkswell School	Church Lane, Berkswell, Coventry CV7 7BJ	s71tdrew@berkswell.solihull.sch.uk	01676 532141	Tracy Drew
Quest Trade Services	Back lane, Berkswell	Quest.tradeservices@gmail.com		
Holloway Farm	Cornet's End Lane			MR and Mrs DS Brown Hand delivered by JE
Berkswell Recycling Farm	Cornets End Lane			Andy Coudie Hand delivered by Jane
Graham Dawson Garden Mgt	Cornets End Lane			Hand delivered by Jane
LA & MA Holtom & Son	Park Farm Cottage	Chazandbecki@rocketmail.com		Hand delivered by JE

Approved:

	Cornets End lane			
Crabmill Farm	Waste lane			Hand delivered by JE
Rock Farm	Back Lane			Derek Pointon Hand delivered by JE
Village Farm	Spencer's Lane			Not done. Not occupied
Berkswell Estate	Home farm, Meriden Road Berkswell	nick@nielsenparry.co.uk	0845 519 6973	Nick Parry
<p>Nick Parry has offered to forward our questionnaire to all the businesses at Home Farm. Some of them are listed below</p>				
Health Managemen t Ltd	2 Home Farm Courtyard		0845 504 0230	
Parkes Machine Tools Ltd		info@parkesmachinetools.co.uk	01676 530 053	

Approved:

St James Place	Home Farm Stables	Janine.edwards@sjpp.co.uk	01676 530606	Susie Lowell
EC Snaith & Son Ltd	The Old Dairy Home Farm	orders@ecsnaith.com	01676 525 844	
Design Dreams Ltd	Hill Top Barn no 7, Home Farm	info@theweddingofmydreams.co.uk	0844 6931449	
Wolf Steel UK Ltd	Old Grain Store Home farm	info@napoleongrills.co.uk	01676 522788	
Creative Concepts	Unit 1&2 Home Farm	ccexd@aol.com		

Note 22 were hand delivered

Approved:

West Midlands Police	Police Commissioner	wmpcc@west-midlands.pnn.police.uk		
SMBC	Anne Brereton	"Anne (Places Directorate - Solihull MBC) Brereton" <abrereton@solihull.gov.uk>		
SMBC	Jessica McTaggart	"McTaggart, Jessica (Places Directorate - Solihull MBC)" <jmctaggart@solihull.gov.uk>		
Burton Green PC		burtongreen@hotmail.co.uk		
Kenilworth PC		kentc@kenilworth.org		
Balsall PC		balsallparishcouncil@gmail.com		
Meriden PC		clerk@meridenparishcouncil.org.uk		
Hampton PC		clerk@hamptoninarden.org.uk		
Bickenhill PC				
Allesley PC				

Approved:

Consultation contacts review NDP 17th October 2017

Poster placement for drop in events

3 PC notice boards	BC Pharmacy	Outside old HSBC
BCVRA notice board	Tesco	Sainsbury
Balsall Common notice board by dentist	Coop	Charity Shop
Both Berkswell village bus stops	One stop shop/post office	Tuscany Pizza
Kelsey lane bus stop	Angela James Flowers	Deli
Reading Rooms notice board	Library	Costa Coffee
Outside Jubilee Centre	Railway PH	Michaels Drinks
Telephone box library on Old Waste lane	Bear PH	Butchers
Medical centre	Brickmakers PH	Car wash
Village shop	White Horse	

Banners

Entry to library car park	Central BC roundabout	Waste Lane entry to Balsall Common
Station roundabout		

"A" boards on drop in event days

Outside Costa	Outside Post Office	Outside Deli/HSBC
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Approved:

Berkswell village shop	St John's church	Parish Council notice board by Well
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Issues and Options document placement

British Legion	Brickmakers PH	Medical Centre (from 18 th Oct)
Dentist (from 18 th Oct)	Deli	Costa
Village shop	Library	Telephone box library Old Waste lane
White Horse		

E- Communications

Residents association Communicator x 3 times to 700 plus residents	Berkswell Society newsletters x 3 times to 250 plus residents	Heart of England Academy parent listing
Berkswell Primary School parent listing	Balsall Common Primary parent listing	U3A members listing 300 plus residents

Approved: