

BERKSWELL PARISH COUNCIL – ORDINARY MEETING 15 NOVEMBER 2018

Clerk to Berkswell Parish Council
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TO ALL PARISH COUNCILLORS

Sir/Madam

You are hereby summoned to attend the Ordinary Meeting of the Parish Council of Berkswell to be held on the 15 November 2018 at 6:15pm in the Jordan Room, St John Baptist Church, Berkswell for the purpose of transacting the following business.

Mr R Wilson
Clerk to Berkswell Parish Council

9 November 2018

Agenda

- 1. Evacuation Procedure** – the Chairman will instruct those in attendance of the evacuation procedure
- 2. Recording of Parish Council Meetings** – the chairman will instruct those in attendance that, in the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public.
- 3. Attendance**
- 4. Apologies for Absence**
- 5. Acceptance of Apologies**
- 6. Declarations of Interest**
 - a. To receive declarations of interest from Councillors on items on the agenda
 - b. To receive written requests for disclosing pecuniary interests
 - c. To consider any requests for dispensations as appropriate

PART 1

- 7. Complaint** – Council to hold a formal hearing into the complaint made by a resident regarding the ultra vires payment of the Parish Basic Allowance to co-opted councillors. Recent correspondence from the council's auditors, PKF Littlejohn, to the complainant, together with other documentary and verbal evidence will be considered.

PART 2 – to commence at 7:15pm

- 8. Open Forum**

Parishioners of Berkswell are invited to address the Council on any relevant matter for a maximum of three minutes
- 9. Confirmation of Minutes**

Ordinary Meeting of the Council held on 18 October 2018
- 10. Matters arising from the previous meeting for attention**

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11. Borough Councillor’s Report and Parish Councillor’s Opinion

12. Committee Appointments

13. Planning Applications

a. a list of planning applications received since the last meeting is detailed below:

Ref	Location	Proposal	Response Date
2018/02877	Lavender Hall Fishery Lavender Hall Lane Berkswell Solihull	Certificate of lawful development for the existing use of a single storey extension to fishing lodge to accommodate tackle shop and office.	08.11.18
2018/02922	A 4 A Recycling Site Meriden Quarry Cornets End Lane Meriden	Variation of condition 6 of planning permission PL/2014/00490/FULM to allow inward and outward deliveries and loading within a restricted part of the site between 06:00-22:00 Monday to Friday, 06:00-16:00 Saturdays; and 08:00-16:00 Sundays and Bank Holidays	09.11.18 extension agreed to 16.11.18
2018/02902	4 Benton Green Lane Berkswell Solihull CV7 7DB	Thin out branches of oak tree.	12.11.18
2018/03015	Ashton Green Lane Balsall Common Solihull	Replacement of garage with two storey side extension, single storey rear extension, replacement of existing flat roof with pitched roof.	23.11.18
2018/03057	Coleman's Yard (Former Cornets End Reclamation Yard) Cornets End Lane Meriden Solihull	Erection of commercial and administrative building (Use classes B1 and B8). The building will house plant used in connection with the onsite facility and will offer night-time protection from damage or theft. Other uses will be storage of materials which need to be retained in a secure environment and a section providing for administration. This is to include offices, meeting rooms and welfare facilities. There will be facilities for onsite training of staff, including first aid.	27.11.18

b. Appeal by Berkswell Recycling Limited against an Enforcement Notice for the site at Berkswell Estate Wood Waste Facility. Clerk to report on his findings.

c. Council to consider any responses from SMBC on the advertising on roundabouts issue and protection of green belt, as discussed at the October meeting.

14. A3 Planning Meeting – Council to consider the following motion: "Council to agree to follow up through the Solihull Neighbourhood Services team a review of the "A3 Plan" and in particular to accept their offer to improve communication and working relationships with SMBC Planning. Council to agree which Councillors should take this forward."

15. Financial Matters

a. The following invoice payments presented for approval have been examined, verified and certified by the RFO to confirm that the work, goods or services to which each invoice relates has been received, carried out, examined and represents expenditure previously approved by the Council:

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Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
R Wilson - Clerk's Salary November 2018	Admin		656.37	0
James Hickin JMH Home and Garden Services – grass cutting	Contract		200.00	0
Kirkwells – Green Belt Advice	Contract		756.00	126.00
Don Hitchcock – reimbursement of cost of remembrance wreath	Admin		20.00	0
Caroline Joiner -plants for Autumn Planting Scheme	13/09/18 Item 23 c		111.73	18.62
Total			1,744.10	144.62

In addition to the above the following payment was made using the Clerk's delegated powers:

- ICS Print & Reprographics – NDP printing; Cheque No. 002137; amount £91.40 (see Item 21 b)

b. Payments received – none

c. Grant Applications – Council is reminded that it had some unallocated budget for making grants and had agreed to consider any applications for grants against this budget at the November meeting of the Council. Council to note that no grant applications have been made.

16. WALC AGM – Council to note that Cllrs Burrow and Drake will be attending the WALC AGM on Saturday 17 November. Council to confirm that they are happy to nominate Cllr Burrow and Cllr Drake to vote on items they think are in the interest of the Parish.

17. Risk Management

a. Council to discuss any new finance and risk events

18. Actions from Previous Meetings

a. Council to discuss the status of agreed actions from previous meetings as circulated (a copy is available on the Council website)

19. Correspondence – Council to note that a resident has written asking for support regarding the parking of cars on Station Road opposite the Brickmakers Arms. Council to consider the following motion: "The council notes the correspondence from a resident of Station Road concerning "overflow" station parking. Council shares the concerns of residents and will form a working group to consider how best to address these issues with the various authorities concerned. The working group to report back to the December meeting of the Council with recommendations for appropriate action."

20. Communications – Council to receive an update on the progress made regarding the Council Newsletter covering key topics including; the A45/46 link road; the revised Solihull Local Plan timetable; the boundary review outcome; and other important topics.

21. Ongoing References

a. Review of inventory of land and assets – The Clerk to report on recent confirmation received from HM Land Registry that The Pound is now in the Registered ownership of the Parish Council.

b. Neighbourhood Development Plan – Council to note that the BPC has received a formal letter from SMBC which confirms that SMBC is satisfied that the Berkswell Parish NDP complies with all the relevant legal and statutory requirements for the submission of a NDP and a subsequent notification that the Regulation 16 Consultation runs from 5th November to 21st December 2018 prior to the independent examination. Council to note/approve that the Clerk authorised expenditure of £91.40 for printing to place copies of all submission documents in Balsall Common and Solihull Library.

c. Local Plan – The Council to note:

i. that the Local plan review timetable has slipped to planned implementation in 2020 and that there will be another non-statutory consultation over the Christmas period on the housing element of the plan

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- ii. the receipt of formal advice from Kirkwells regarding the priority that must be given in local plan reviews to the redevelopment of brownfield sites relative to greenfield sites when redrawing greenbelt boundaries. It states specifically that any reliance on paragraph 89 of the 2012 version of NPPF (or its replacement 145g in the 2018 NPPF) by SMBC in establishing sites for development in a Local Plan revision would be in error.
- d. HS2
 - i. Council to receive a report on the outcome of the meeting with HS2 Ltd/Balfour Beatty Vinci held on 2 November, to discuss issues including haul routes and the design of structures, in the form of notes of that meeting from HS2 Ltd
 - ii. Council to agree that the key short-term focus of the PC is to ensure:
 - a) Delivery of the formal assurances received on visual amenity of the new rail line through only selective cutting of the trees on the Greenway and a special design of viaduct past Balsall Common. Both these assurances were achieved as a result of the petition by the Berkswell Society and they are imminent issues
 - b) The delivery of the formal assurance on enhanced noise mitigation into the design to be approved by SMBC given specifically to the parish council as a result of the Berkswell Society petition
 - c) Achieving the best result for our residents on any change to the haul routes designed to minimise HGV traffic down Kelsey/Waste Lanes, Truggist/Hodgett's Lane and the centre of Balsall Common. This to include suitable design/mitigation if HS2/Balfour Beatty Vinci progress with their proposal to apply for planning/highways permission to use Hallmeadow Road as a haul route
 - iii. Council to consider the following motion; "Council approves the delegation to the Clerk to write to SMBC to seek confirmation that consideration of a planning application for an HS2 haul route outside the Act limits will follow the normal planning process and will not follow the special process for planning applications for the rest of the project.
- e. A46 Link Road – Council to note that there have been no further developments/information and agree to remove this item from the list of ongoing items until further information becomes available, if ever.
- f. TPOs - Council to establish if and when an application will be made for TPOs on the trees on Barrett's farm. This is now time critical given imminent release of the updated draft housing plan. Council to note advice from Councillor Bell regarding to whom, by name, Council should submit the application for best impact and reaffirms its decision to offer to SMBC to pay for 2 weeks tree consultancy to progress the application in a timely manner.
- g. Airport – Council to note the Airport has recently released its Masterplan and that a consultation will run to the end of January 2019 with 19 public exhibitions. The Balsall Common exhibition will be on 6 December at 18:00 to 20:00 in the Village Hall.
- h. Open Spaces Society Strategic Plan – Council to consider submitting a response to the consultation on the draft Strategic Plan.

22. Removal and Additions to Ongoing References

Removals: Governance Review
Recognition Scheme

Additions: TPOs
Open Spaces Society Strategic Plan

23. Training and Meetings

24. Heritage and Community

- a. Grass Mowing Contract
 - i. Council to consider short term maintenance prior to agreeing the next 3 year contract which commences in March 2019
 - ii. Council to discuss any developments in the preparation for the Grass Mowing & Hedge Trimming Contract for 2019 to 2022
- b. Spinney Car Park – Council to note that the Clerk has placed an order with JMH Home and Garden Services to conduct the restoration work on the roundabout in the Spinney Car Park. The agreed price is up to £1,000 excluding VAT.
- c. Berkswell Gate – Council to consider referring to the community off Hallmeadow Road as Berkswell Gate and add signs to the planters to that effect, at a cost of up to £250 excluding VAT.

25. Council Administration Nothing to report

26. Next Meeting

Ordinary Meeting of the Council, 13 December 2018 at 7:15 in the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, Berkswell.

Signed: Mr Richard Wilson



Clerk

Public and Press are welcome to attend