

BERKSWELL PARISH COUNCIL – ORDINARY MEETING 13 FEBRUARY 2020

Clerk to Berkswell Parish Council
Mr R Wilson
PO Box 6379
Coventry
CV6 9LP

Tel: 07801 042623

Email: clerk@berkswellparishcouncil.org.uk

TO ALL PARISH COUNCILLORS

Sir/Madam

You are hereby summoned to attend the Ordinary Meeting of the Parish Council of Berkswell to be held in the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, Berkswell on Thursday 13 February 2020 at 7.15pm for the purpose of transacting the following business.

Mr R Wilson
Clerk to Berkswell Parish Council

7 February 2020

Housekeeping

Evacuation Procedure – the Chairman will instruct those in attendance of the evacuation procedure

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.

Agenda

1. **Attendance**
2. **Apologies for absence**
3. **Acceptance of apologies for absence**
4. **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
 - d. Councillors are reminded to update their Notice of Registrable Interests'. It is a requirement that councillors update the Register within 28 days of a change to any Disclosable Pecuniary Interest. Councillors to note that the current register is available via the following link <http://eservices.solihull.gov.uk/mgInternet/mgParishCouncilDetails.aspx?ID=235&LS=3>
5. **To approve Minutes of the following meeting:**
Ordinary Meeting of the Council held on 23 January 2020
6. **Matters arising from the previous meeting requiring attention**
7. **Open Forum**
Parishioners of Berkswell are invited to address the Council on any relevant matter for a maximum of three minutes
8. **Borough Councillor's Report.**

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9. Policies and Procedures – The revision of Standing Orders is still work in progress

10. Planning Applications

- a. Council to consider reports on potential significant planning violations and agree appropriate reporting action.
- b. Planning enforcement – Council to note that there is an outstanding response by Solihull MBC in respect of:
 - i. Application - Number PL/2018/00380/CLEUD, Lavender Hall Farm Lavender Hall Lane Berkswell Solihull - Certificate of lawful development for the existing use of land for storage/parking of materials, plant, lorries/HGVs and other vehicles on whole of site.
- c. a list of planning applications is detailed below for Council to discuss possible responses.

Ref	Location	Proposal	Response Date
2019/00158	117 Duggins Lane Berkswell Solihull CV4 9GP	Formation of first floor to change bungalow to two storey dwelling with two storey front and rear extensions and a rear balcony	26.02.20

Councillors are reminded that Council has agreed that they must come prepared to present a reasoned opinion if they have something they wish to discuss about a planning application.

11. 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.

Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £
R Wilson - Clerk's Salary February 2020	Admin		Redacted	0
Balsall PC – contribution to 2019 Xmas lights	21/11/19 Item 25hiii		1,000.00	0
GR Dawson – burial ground maintenance October – December 2019	Contract		752.40	125.40
DM Payroll Services Ltd – payroll services 2 nd half year	Contract		67.50	0
A Burrow – reimbursement of cost of Xmas tree decorations	23/01/19 Item 19diii		28.00	4.66
Midland Forestry – Tree survey	12/09/19 Item 15e		1,356.00	226.00
Total (excluding Clerk's salary)			3,203.90	356.06

- b. Council to agree the two councillors to sign cheques at the end of the meeting
- c. Payments received – none
- d. Bank Account balance – Council to note that the council's bank balance as at 31 January 2020 was £59,274.12.

12. 2020/21 Budget – In response to Council's decision at its November 2019 meeting (Item 21hi) authorising a £1,000 per annum contribution towards the Balsall Common Christmas lights from Christmas 2020 onwards, council to agree a transfer of £1,000 from the 2020/21 contingency to the 2020/21 S.137 budget.

13. Financial contributions to churchyard maintenance –. Council to note that it has made no commitment to continue making financial contributions or to the basis of any possible future contribution. However, a provision has been made in 2020/21 Parish Council Budget pending further legal advice.

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14. NatWest On-line Banking – Council to note that the Council now has access to the NatWest on-line banking facility Bankline. This enables the clerk to access real time details of the Council's bank accounts. The Clerk and Cllr Edwards also have access to a new banking app being piloted which gives the Council the facility to make direct payments instead of raising cheques. This facility can currently only be conducted if any transaction is authorised by both the Clerk and Cllr Edwards as agreed by Council when agreeing to the sign up for the pilot. Council is asked to approve the making of such a transaction to test the 'technology' and to decide if it wishes to use this facility going forward, providing this can be brought in line with Financial Regulations which requires two councillors (and not the Clerk) to sign.

15. Risk Management

- a. Council to discuss any new finance and risk events

16. Actions Arising from Previous Meetings

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

17. Correspondence

- a. Council to consider an email from the chairman of The Langdale Trust / Spencers Retreat who own a 6 acre farm in Berkswell set up for children with special needs. The Trust is going through a change of use planning application and he states that they have received a lot of support. The chairman is wanting to see if they can count on the Parish Council's support and to confirm when he could meet with Council representatives to talk through their proposal.

18. Ongoing References

- a. Review of inventory of land and assets
 - i. Kelsey Lane Bus Shelter – the application is being progressed
 - ii. The Well area – Council to note that the application to give the Well area village green status has now been formally accepted by SMBC
- b. Solihull Local Plan and local infrastructure working group - Council to approve the infrastructure recommendations of the Joint Infrastructure Working Group and to seek Borough Councillors' intervention with SMBC to have them appropriately included within the Local Plan and its concept plans for Balsall Common and Berkswell Parish
- c. HS2
 - i. Council to note that Cllr Burrow is to meet with Jonathan Lord from HS2 Ltd soon with a view to seeing if it is possible to develop a more proactive, less combative and more fruitful relationship with HS2. This is a Berkswell Society initiative who agreed the approach on 29 January. The meeting has been confirmed for 10 February 2020.
 - ii. Council to note that Paul Tovey, one of 2 senior managers within SMBC Highways Department, is to visit Balsall Common with respect to HS2 issues in the near future. Council to note that this visit and opportunity arises from a Berkswell Society presentation to the SMBC HS2 Advisory committee and the Society is keen to maximise the opportunity for residents for the whole of Balsall Common and its surrounding rural areas. Council to consider:
 1. suggestions for actions that can be reasonably taken by Paul Tovey to mitigate the impact of HS2 Ltd traffic for the benefit the residents of Balsall Parish for inclusion in this briefing/lobbying opportunity taking account of the advisory note issued by the Berkswell Society.
 2. Whether a PC representative should attend

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- iii. Council to consider HS2's response to complaint reference HS2-20-14500-C SRM:072900406 in respect of an incident in Berkswell Village on 3 December 2019 when a group of HS2 operatives and vehicles conducted lifting operations on equipment in the Meriden Road car park.
- iv. Council to consider progress on matters raised (in a private capacity) by Cllrs Cooper and Lloyd at the last Implementation Advisory Group Meeting.
- v. Council to note the closure of footpath M214 by the churchyard
- d. TPOs – To receive any update from Cllr Dicicco who agreed to discuss the matter with Perry Wardle
- e. The Well flooding - Council to consider whether it should make a grant application to Severn Trent for a project to resolve the water outflow problem from the Well. In making this decision Councillors are to note that:
 - 1. Applications were invited by Severn Trent from 20th January 2020 with the first grant panel meeting from March to make awards
 - 2. Grants from £2000 to £250k are available
 - 3. it will require someone (other than the Clerk) to drive this through probably by 2nd March at the latest and a volunteer from the Councillors would be best
 - 4. It will require professional advice on a solution and a quote
 - 5. Potentially creating a holding position with Severn Trent
 - 6. The grant application is on-line at <https://www.stwater.co.uk/about-us/severn-trent-community-fund/>
- f. Proposed Housing Allocation – Barratt's Farm: Council to receive a proposal from a residents' group for a central park as part of the allocation 1 development within the SMBC draft plan
- g. Visit by New Meriden MP – Council to note that the Chairman will formally invite Saqib Bhatti MP to visit Berkswell after his informal meeting with parish councillors on 6 March 2020
- h. VE Day event - Council to note that SMBC have given conditional approval for the VE day event in the centre of Balsall Common. Council to receive a fuller verbal feedback from Councillor Burrow from the joint working group organising the event

19. Removal and additions to Ongoing References

Removals: None

Additions: Proposed Housing Allocation: Barratt's Farm
The Well
Visit by New Meriden MP
VE Day event

20. Training and Meetings

- a. To receive reports from attendance at events and meetings

21. Heritage and Community

- a. Invitation to Cllr Courts (SMBC) to Balsall Common – Council to discuss inviting Cllr Courts to present to the Balsall Common “community” in response to the outcome of the Infrastructure survey
- b. Pavement planter – Council to consider supporting the proposal that the planter, currently situated outside Costa, be moved to a location either in front of the Masala Club or Two Ten, to protect from vehicle damage. If Balsall Parish Council agree to support this, Council to also consider committing to making an appropriate contribution to running costs.
- c. Regional meeting on crime – Council to consider the proposal that a representative from the local Crimewatch Facebook be asked to nominate someone to attend the SAC quarterly meeting and report back to the Council.

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- d. Tree Survey – Council to note the Arboricultural Report recently received from Midland Forestry Ltd. Council to consider the following motion: “this Council gives the clerk delegated authority to make the necessary arrangements to enable work to be carried out in respect of the recommendations with a “1 year timescale. Arrangements will include obtaining quotes for work and obtaining appropriate planning consent.”
- e. Berkswell village telephone box
 - i. Council to note that James Hickin has carried out significant work clearing around the telephone box on a voluntary basis. Council to agree the following motion: “this council wishes to publicly thank Mr Hickin for this work”.
 - ii. Council to note that Paul Tyler, a resident of Berkswell village, has offered to create and maintain a library in the council’s telephone box in Berkswell village. In accordance with its previous resolution Council is now asked to progress repainting of the phone box seeking a quote from its regular maintenance contractor and seeking quotes from others if required by Financial regulations to obtain best value as well as a quality job.
- f. Possible move of some GP services from Balsall Common to other practices in Solihull/Shirley - Council to discuss appropriate action in relation to the possibility of the clinical commissioning group moving of some GP services to other practices in Solihull/Shirley”
- g. Maintenance – following a physical inspection of the Pound, which has recently been flooded, and the telephone box area in the village, Council to agree some minor maintenance work is required. Council to authorise the Clerk to purchase a tonne (standard delivery bag) of chippings for the pound and shady space grass seed for the telephone box area.

22. Parish Councillors Opinion

23. Next Meeting

Ordinary Meeting of the Council, 19 March 2020 at 7.15pm, to be held in the Jordan Room, St John Baptist Church, Berkswell.

Signed: Mr Richard Wilson



Clerk

Public and Press are welcome to attend