



**287/289 Kenilworth Road, Balsall Common CV7 7EL**

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## **Balsall Parish Council Meeting**

**Approved Minutes of Parish Council Meeting held on Wednesday 19 July 2017 at 7pm in the Westlake Room, The Village Hall, Station Road, Balsall Common CV7 7FF**

### **Minutes**

**Present:** Councillor Mark Tattum (Chairman), Councillor Judy Lea, Councillor Will Heard, Councillor Christina O'Sullivan, Councillor Helen Dean, Councillor Marie-Louise Marsden, Councillor Richard Lloyd, Councillor Lionel King and 11 members of the Public.

**1. Apologies:** Apologies were received from Councillor Sheila Cooper

**2. Declaration of Interests**

Councillor Richard Lloyd declared an interest in item 6 as a Trustee of the Jubilee Project.

**3. Public Forum**

A member of the public commented that the work done at the Cemetery was good however the condition of the grass left after mowing was not good.

A request was made for an uncontrolled pedestrian crossing for the Balsall Common village centre.

**4. Willow Park**

**(4.1) PROPOSED removal of single bench located in the far right corner next to the play area due to continued misuse.**

**RESOLVED** to remove the single bench from the park and dispose due to misuse.

**(4.2) PROPOSED repair of cone climber due to vandalism.**

Costs estimated as £1,794 comprising £1,694 for replacement net, delivery including VAT and £100 for fitting. Zurich Insurance to meet the costs of the replacement net and fitting, less £100 excess.

**RESOLVED** to proceed with replacing the netting of the cone climber in the children's play area and claim from the council's insurer.

**(4.3) Willow Park Working Group report** to be brought to the 3<sup>rd</sup> August 2017 meeting of the Willow Park Consultative Group.

**5. Update from the Chair of the BCVRA Working Party looking at parish council boundaries**

At the BCVRA (Balsall Common Village Residents Association) AGM following discussion on parish council boundaries, a working party was set up and included a remit to feedback its findings to residents.

The working party discussed options of doing nothing, having no parishes, merging parishes and retaining Berkswell and Balsall Parishes but making boundary changes – including the possibility of creating 3 parishes.

The group met with Deborah Merry, Head of Legal and Democratic Services and Monitoring Officer, SMBC who confirmed that a proposal was needed to consult on if there is a petition for a Governance Review triggered by the required number of registered electors (7.5%).

The working group have formulated their recommended proposal which will be presented in an article in the next edition of the Bugle. This is a proposal to merge Berkswell and Balsall Parishes and to create wards.

The working group have, or are to feed back to residents through both Parish Councils, Balsall Common Festival and in Balsall Common village centre etc.

As a result of a question, the chair of the working party confirmed that they did have an informal view from a resident of Knowle but not a view from Knowle Society on the issue of a community with no parish council.

**6. To approve the Minutes of the Parish Council Meeting held on 14 June 2017 and the Minutes of the Extraordinary Parish Council meeting of 5 July 2017 as a true record.**

The Minutes of the Parish Council Meeting held on 14 June 2017 and the Minutes of the Extraordinary Parish Council meeting of 5 July 2017 were signed as a true record.

**7. To receive an update on the progress of resolutions of the last meeting.**

**(7.1)** It was confirmed that the upcoming meeting with the developers of the allocated Frog Lane housing site in the Solihull Draft Local Plan in order to

discuss a concept masterplan, would emphasise the continued disagreement of the council to housing development on this site.

**(7.2)** A Police 'World Café' event is to be held on Wednesday 9th August 2017 6.30pm – 8.30pm, Jubilee Community Centre, 225 Station Road, Balsall Common, CV7 7FE. This is an opportunity to meet the local policing team and discuss what matters in the community, to find out what residents can do to make a difference and learn how to apply for funding to help the neighbourhood.

**8. To consider for approval an application for £18,210 made by the Balsall and Berkswell Jubilee Project for the refurbishment of the interior of the Jubilee Centre comprising new flooring, refurbished toilets and remodelled storage areas.**

Sue White, Chairperson of the Jubilee Project Committee outlined the organisation's ambitions for the Jubilee Centre. The project is to make the centre self-sufficient through the centre's refurbishment to maximise bookings and to be able to deliver the Jubilee Project's aims and objectives.

The centre will offer a facility that will be more diverse than previously, will be relevant to all sectors of the community and will be both a hire of space and the venue for activities centrally organised by the committee.

Refurbishment will involve replacement flooring to provide a surface suitable for mat exercises, table tennis, tea dancing, kick-boxing and carpet bowls for example. The toilets will be refurbished including the provision of hot water and appropriate disabled facilities. Storage provision will be rationalised and increased and the kitchen area will be expanded to better provide for catering.

As a result of questions raised, Sue confirmed that the Jubilee Project have a full-repairing lease from SMBC on the property until 2030. There have been general checks of the roof etc made and 4 windows identified for replacement in the near future.

It is not the intention of the project to be in competition with other venues so prices are not undercutting those, there are 3 long standing regular users but a lot of opportunity for new activity bookings.

**RESOLVED** to approve £18210 in support of the Balsall and Berkswell Jubilee Project for the refurbishment of the interior of the Jubilee Centre comprising new flooring, refurbished toilets and remodelled storage areas. The work will be directly project managed by Balsall Parish Council. In addition a building survey will be commissioned.

**9. PROPOSAL to accept the recommendations of Finance and General Purposes Committee to make no change to Standing Orders.**

**RESOLVED** to accept the recommendations of Finance and General Purposes Committee and make no change to Standing Orders.

- 10. PROPOSAL that Staffing and Communications Committee work to produce a digital communications strategy with a budget of up to £2,000. The Committee to seek professional advice in developing the strategy and obtain advice on delivery options.**

**RESOLVED** to request the Staffing and Communications Committee to set up a working party to produce a digital communications strategy with a budget of up to £2,000. The Committee to seek professional advice in developing the strategy and obtain advice on delivery options.

- 11. To receive the following reports:**

**(11.1) Birmingham International Airport Consultative Committee**

Councillor Mark Tattum reported from the last meeting of the Birmingham International Airport Consultative Committee. The committee will get a presentation on the airport's masterplan which is due out shortly. Councillor Richard Lloyd to attend the next meeting on 16 August and report back to full Council.

It was agreed to have a discussion item on the airport on the agenda.

**(11.2) Willow Park working group report**, item deferred.

**(11.3) Meeting with Anne Brereton, Director for Places SMBC regarding the Draft Local Plan**

This item was noted.

- 12. Grant Application**

To consider for approval a grant application for £2,000 made by Heart of England School for the purpose of providing a contribution to the cost of camping equipment to enable 30 students to participate in the Duke of Edinburgh Gold Award Scheme.

**RESOLVED** to approve the grant application for £2,000 made by Heart of England School for the purpose identified.

- 13. Grant Application**

To consider for approval a grant application for £1,000 made by Balsall Common Festival to meet the costs of hire of the Lant Sports Ground from Balsall & Berkswell Sports Association in order to hold the Balsall Common Festival on 23 September 2017.

**RESOLVED** to approve the grant application for £1,000 made by Balsall Common Festival for the purpose identified.

- 14. Accounts:**

**(14.1) Accounts**

**Proposal to approve the list of Payments for Approval and Payments Made for the month of June 2017**

**RESOLVED** to approve the list of Payments for Approval and Payments Made for the month of June 2017.

**(14.2) Bank Reconciliation**

**To sign off Bank Reconciliations for the period 01.06.17 – 30.06.17**

**RESOLVED** to sign off Bank Reconciliations for the period 01.06.17 – 30.06.17

**15. Planning Matters**

**(15.1) 01677**

94 Needlers End Lane Balsall Common Solihull CV7 7AB

Certificate of lawful development for the proposed alterations and extensions to existing single storey outbuilding.

**RESOLVED** to make no objection provided that the development is conditioned to only be used for the purpose stated (games room/gym).

**(15.2) 01695**

5 Meer Stones Road Balsall Common Solihull Solihull CV7 7JD

Extension to existing detached double garage

**RESOLVED** to make no objection provided that the development is conditioned to only be used for the purpose stated (hobby room).

**(15.3) 01750**

The Firs Oldwich Lane East Fen End Solihull CV8 1NR

Demolish existing wc, utility and store room to main house plus existing garden outbuildings and erect new ground floor side extension (Resubmission of PL/2017/00308/MINFHO).

**RESOLVED** to make no comment.

**(15.4) 01749**

Dunhelm Balsall Street Balsall Common Solihull CV7 7AS

Extension to dormer window at front elevation, converting bedroom 3 into two bedrooms.

**RESOLVED** to make no comment.

**(15.5) 01716**

Land West Of Brownly Barn Oldwich Lane East Fen End Solihull CV8 1NR

Prior notification for a change of use of agricultural building into a dwelling house.

**RESOLVED** to comment that there is insufficient information with the proposal for the Parish Council to make a comment.

**(15.6) 01376**

47 Laurels Crescent Balsall Common Solihull CV7 7ED

Two story extension & single story at rear to form additional bedrooms and bathrooms on first floor, extend kitchen, cloakroom and garage on ground floor.

**RESOLVED** to make no comment.

**16. Correspondence**

**(16.1)** Letter received from Deborah Merry, Head of Legal and Democratic Services and Monitoring Officer, SMBC dated 9 June 2017. This clarified the decision of the SMBC Governance Committee to not proceed with a Community Governance Review as although Balsall Parish Council has asked for a review, Berkswell Parish Council was not in support of a review at the present time.

A further letter dated 7 July 2017 stated that the petition threshold figure for Balsall Parish was 7.5% of the local government electors registered in the area to which the petition related. A petition can trigger a Community Governance Review provided it reaches the relevant threshold number of signatures (Local Government and Public Involvement in Health Act 2007).

**(16.2)** Email received from WALC requesting clerks and councillors to put their name forward to become a WALC approved auditor.

**(16.3)** Email received from WALC offerings the services of the Chair of WALC to speak to Parish Councils on any issues of concern and to see if any help to address them could be taken.

**(16.4)** Email from Managed Growth and Communities Directorate, SMBC giving notification of a call for Brownfield Land sites exercise starting on 3 July for 4 weeks. The resulting sites will form Part 1 of a Brownfield Land register to be produced by 31 December 2017.

**(16.5)** Notification from SMBC Resources Directorate of consultation launched on the proposals for Solihull's localised council tax support scheme from April 2018.

**17. Date and Venue of Next Meeting:**  
**Wednesday 16 August, 7.00pm in the Westlake Room, Village Hall, 112 Station Road, Balsall Common CV7 7FF**

**18. CLOSED SESSION**

**RESOLVED** to exclude members of the public in view of the nature of the business about to be transacted as otherwise there would disclosure to them of exempt information under paras 1 and 11 of Schedule 12A of the Local Government Act 1972.

**(18.1) Consideration of recommendations from the Staffing Sub-Committee meeting of 30 June 2017.**

**RESOLVED** to concur with resolution 1 and to approve the recommended resolutions 2 and 3 of the Staffing Sub-Committee of 30 June 2017.

**RESOLVED** to amend resolution 4 of the Staffing Sub-Committee of 30 June 2017 to include the wording 'not at this time'.

**RESOLVED** to approve the amended resolution 4 of the Staffing Sub-Committee.

**SIGNED .....** **Mark Tattum (Chairman)** **DATE .....**