



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting
Wednesday 10th June 2026 @ 7:30pm

Notice is hereby given of the Balsall Parish Council Meeting to be held at **Westlake Room**, Balsall Common Village Hall, 112 Station Road, Balsall Common CV7 7FF.

Councillors are summoned to attend for the purpose of resolving the business to be transacted.
The Public and Press are cordially invited to attend.

Prepared by:

M. Bird

Mary Bird,
Deputy Clerk
5th June 2026

Approved by:

T. Carpenter

Tracey Carpenter,
Clerk & RFO
5th June 2026

AGENDA

- 1. In Attendance**
- 2. Apologies for absence**
Cllr M Keeley
- 3. Declarations of Interest**
- 4. Minutes Resolution** to approve as a correct record the Minutes of the:
(4.1) Annual Parish Council Meeting held on Wednesday 13th May 2026

5. Public Forum

Residents are invited to make representation on items on this agenda, and these will be invited by the Chairman immediately before the meeting considers that item.

Residents of the parish are invited to make representation on any issue. The council will respond in one of the following ways:

- Complaints will be referred to the Clerk for action;
- Councillor(s) may undertake to follow up the issue;
- Agree an agenda item for the next meeting

6. Ward Councillors to provide an update on items of interest

7. Planning

(7.1) To respond to the following **Planning Applications:**

PL/2026/00583/TPO - 39 Alder Lane Balsall Common Solihull CV7 7DZ - Crown Reduction on 4 No. oak trees (marked as T3, T4, T5, T6 on sketch plan) by up to 3.5 to 4 metres as the trees are getting very large with extended branches growing towards the house.

PL/2026/00878/MINFHO - 16 Kemps Green Road Balsall Common Solihull CV7 7QE - Two storey side extension to accommodate annex accommodation.

PL/2026/00876/ADV - 52 Kenilworth Road Balsall Common Solihull CV7 7EX - Erect Sign 01 - Double faced double mounted totem sign on H post mount, Sign 02 - Aldi 'A' symbol, Sign 03 - Aldi welcome vinyl on glazing, Sign 04 - New Aldi logo vinyl on glazing, Sign 05 - Aldi 'A' symbol and Sign 06 - New Aldi logo sign case.

PL/2026/00824/MINFHO - Brooklands Farm Meer End Road Meer End Solihull – Replacement building of existing stables to be used as ancillary accommodation for a family member.

PL/2026/00819/TPO - 93 Kemps Green Road Balsall Common Solihull CV7 7QF - Remove deadwood, remove epicormic growth up to the crown, and remove branches on tree to within approximately 2m of the house roof.

PL/2026/00965/PN - Land Off Fen End Road Fen End Solihull - Prior notification for the erection of a general purpose use agricultural building.

PL/2026/00360/VARMJ - Land By 722 Kenilworth Road Balsall Common Solihull - Variation of conditions 6, 7, 8, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 24, 25, 26 following planning permission dated 27th February 2025 APP/Q4625/W/24/3351230 after planning application PL/2021/01360/MAJFOT) for Hybrid application: Full permission for 95 dwellings comprising 55 open market and 40 affordable housing, with associated access, parking, and landscape and outline application for 5 self-build plots, with access discharged. Namely: To allow the development to be brought forward in line with the phasing plan

PL/2026/01008/MINFHO - 55E Kenilworth Road Balsall Common Solihull CV7 7DQ - Remove conservatory and replace with single storey rear construction.

PL/2026/01011/MINFHO - Cottage Farm Frog Lane Balsall Common Solihull - Take down existing single storey garaging & outbuildings, replace with new garaging, outbuilding and ancillary facilities (Hobby rooms and greenhouse) and associated external works.

PL/2026/01012/LBC - Cottage Farm Frog Lane Balsall Common Solihull - Listed building consent to take down existing single storey garaging & outbuildings, replacing with new garaging, outbuilding and ancillary facilities (Hobby rooms and Greenhouse) and associated external works.

(7.2) To note the following **Planning determinations;**

PL/2026/00236/MINFHO Burberry Grove Balsall Common CV7 7RB - **APPROVED**
PL/2026/00626/PNCUDW - Out Building Oakes Farm Balsall Street – **PRIOR APPROVAL REQUIRED AND GRANTED**
PL/2026/00618/PNCEC3 - Daycare Centre 10 Gorton Croft Balsall Common – **PRIOR APPROVAL REQUIRED AND GRANTED**
PL/2026/00574/PPFL- Daycare Centre 10 Gorton Croft Balsall Common – **APPROVED**
PL/2026/00683/MINFHO - 83 Station Road Balsall Common CV7 7FN – **APPROVED**
PL/2026/00681/MINFHO - 6 Wootton Green Lane CV7 7EZ – **APPROVED**
PL/2026/00407/PPFL Holly Hill Holly Lane Balsall Common - **APPROVED**

(7.3) Awaiting **Planning decisions;**

PL/2023/00963/PPFL Land off Oxhayes Close, Balsall Common
PL/2023/01520/PPOL Land at Station Road Balsall Common
PL/2025/00642/LBC Cottage Farm Frog Lane Balsall Common
PL/2025/00641/MINFHO Cottage Farm Frog Lane Balsall Common
PL/2025/01003/ADV Roundabout at Junction of Kenilworth Road and Station Road, Roundabout at Junction of Dengate Drive and Chapel Drive; Roundabout at Junction of Kenilworth Road and Hallmeadow Road
PL/2025/01964/PPRM Land At Frog Lane Balsall Common Solihull
PL/2025/01826/PPFL Land At Oakes Farm Balsall Street Balsall Common
PL/2025/02252/PIP Land at Wootton Lane, Balsall Common – Permission in principle for the construction of 6 no. dwellings.
PL/2025/02275/PPOL Land Off Windmill Lane Balsall Common Solihull - Outline planning permission for the development of up to 80 dwellings
PL/2026/00552/PPFL- Sewage Treatment Works Barston Lane Barston Solihull
Council to note the objection agreed at the Annual Meeting on 13th May 2026, was revoked via email by the Council, following further information.
PL/2026/00559/TPO - 29 Speedwell Drive Balsall Common CV7 7AU
PL/2026/00132/PIP - Land At Ye Olde Saracens Head Balsall Street Balsall Common

8. Accounts

(8.1) Bank Reconciliation

To sign off Bank Reconciliation for the period 01.05.26 – 31.05.26

(8.2) To note the Cashbook and Reserve Movements reports for May 2026

(8.3) To approve the following payments below for the month of May 2026

(8.4) To propose to nominate three Councillors to authorise this month's bank payments as per Agenda Item **(8.3)**

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
12.06.26	Q1	Cllr Macdonald	Chairmans Allowance	-	483.85
12.06.26	Q1	Cllr Tindall	Councillors Allowance	-	322.53
12.06.26	Q1	Cllr Keeley	Councillors Allowance	-	322.53
12.06.26	Q1	Cllr Lloyd	Councillors Allowance	-	385.53

12.06.26	Q1	Cllr Drake	Councillors Allowance	-	241.93
12.06.26	Q1	Cllr Kirby	Councillors Allowance	-	385.53
12.06.26	Q1	Cllr Slatter	Councillors Allowance	-	385.53
12.06.26	Payslip	Lance Judge-Porter	Cemetery Maintenance	-	196.00
25.05.26	Payslip	Tracey Carpenter	Salary	-	-
25.05.26	Payslip	Mary Bird	Salary	-	-
01.06.26	26-06-034	Fairways	Willow Park	74.05	444.30
01.06.26	26-06-034	Fairways	Cemetery	134.79	808.74
01.06.26	26-06-034	Fairways	Oakley	70.82	424.96
18.06.26	700049	SMBC	Christmas Lighting	1092.20	6553.20
01.06.26	BCVH-2023-0970	Balsall Common Village Hall	Room Hire	-	20.00
29.05.26	INV0108962	Columbaria	2 replacement plaques	43.10	258.60
27.05.26	2628	Vish Gardening Services	Planter Maintenance	-	88.50
20.05.26	OP/I73695	Sutcliffe Play Limited	MUGA repairs and Line Markings	964.73	5778.37
19.05.26	2618	Vish Gardening Services	Waste disposal and planting	-	515.00
14.05.26	4580	Pied Piper Pest Management	Pest Control	17.00	102.00
13.05.26	4410705893	Viking Products	Copier Paper	8.35	50.08
13.05.26	2605	Vish Gardening Services	Planter Maintenance	-	88.50
04.06.26	4589/2026/27	ICCM	Membership	-	110.00

(8.5) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit total £44.24

For the period 01.04.26 – 31.04.26

- * Monthly Fee £3.00
- * Coop - Parish Assembly Refreshments £8.20
- * Sainsburys - Parish Assembly Refreshments £14.89
- * Post Office – Book of Stamps £14.40
- * Tesco's – Toilet Paper £3.75

9. **Proposal** for Council to review and approve drafts of updated policies. The IT Policy and the Scheme of Delegation as per Item 13, of the Annual Meeting 13th May 2026.
10. **Proposal** for Council to approve engaging Warwickshire Wildlife Trust (WWT) to carry out a species wildlife audit to meet its Biodiversity policy commitment "to carry out a biodiversity audit of its landholdings". The findings can then be fed into the Warwickshire *Local Nature Recovery Strategy (LNRS)*. Council to note that 48 LNRSs are being produced nationally Solihull and WWT are part of the Warwickshire Local Nature Partnership Board. WWT have carried out similar surveys for Solihull SMBC.
Council to note that WWT have limited capacity for this year survey season.
(10.1) Council to authorise a budget of up to £3000 for the work and authorise the Clerk to contract for the work.
11. **Proposal** for Council to consider whether it wishes to make a nomination for appointment as a Trustee to the Lant Charity. Councillors are reminded that any appointment would be as an individual Trustee and not as a representative of the Parish Council. This item is deferred from 13th May 2026 Annual Meeting, Item 18.
(11.1) Proposal for Council to consider whether this item should remain on future agendas, having regard to the resolution made at the Annual Parish Council Meeting held on 14 May 2025 (Minute/Agenda Item 18 – Lant Charity), namely that nominations to the charity were not considered to be a requirement of the Parish Council.
12. **Proposal** for Council to note SMBC Highways has confirmed that the car park road markings, including double yellow lines, will be refreshed to improve visibility. The current disabled parking provision has been reviewed and meets the required standards; therefore, no additional bays are proposed at this time. The existing “keep clear” area will also remain in place to maintain safe vehicle access and manoeuvring. SMBC has advised that consideration of a Traffic Regulation Order (TRO) will be included in next year’s annual review process.
13. **Proposal** for Councillors to review, sign and reaffirm their commitment to the Bullying and Harassment policy.
14. **Proposal** for Council to note the BBV email on 21st May 2026 setting out the current position on HS2 work following the Government announcement on the updated cost and schedule ranges.
(14.1) Council to consider whether it would be useful to arrange a joint meeting with Berkswell parish council and BBV to consider the local implications.
15. **Proposal** for Council to support the proposed permanent Traffic Regulation Order - A452 Kenilworth Road, Balsall Common, which sets out a 40mph Maximum Speed Limit.
16. **Proposal for Council** to receive a report from Cllr Tindall on the recent Airport Consultative Committee meeting.

17. **Proposal for Council** to note that a successful social evening was held to thank the VASA volunteer drivers at The White Horse on 12th May. This was attended by 6 volunteer drivers (including Councillors Drake and Kirby) as well as the 2 Parish Council Chairs - Councillors Macdonald and Shadbolt. The cost was within the budget agreed at the meeting on 18th February 2026 (Minute/Agenda Item 16.1).
18. **Proposal for Council** to note that on 18th May a number of councillors from both Berkswell and Balsall parishes held an informal meeting with promoters of 'land off the A452' in Berkswell Parish. Notes of the meeting have been circulated to all councillors.
19. **Proposal for Council** to note that 8th-12th June is Local Council Clerk Week and wishes to recognise the incredible work our Clerk and Deputy Clerk do for the Council and the Balsall Parish community and thank them for all their hard work.
20. **Proposal for Council** to note that 1st-7th June was National Volunteer week. Council to continue to support and thank our local volunteer groups as opportunities arise.
21. **Proposal for Council** to note that the Balsall Parish NDP review is now due. A briefing paper setting out justification for review has been circulated to Councillors.
(21.1) Council to approve undertaking a Minor (non-material) modification to the NDP.
(21.2) Council to appoint the Planning Consultant who developed the NDP to undertake the review within a budget of £1000.
22. **Proposal for Council** to note the approved Staffing Committee Meeting minutes of 16 March 2026 and unapproved minutes of 4 June 2026.
(22.1) Council to accept the Staffing Committee recommendation for an independent organisational review and job evaluation for the new Balsall and Berkswell Parish Council. To approve the budget of up to £6,000 and to authorise the Clerk, working with Berkswell Parish Council, to commission the work from a specialist contractor and seek a contribution of up to one third of costs from Berkswell Parish Council.
(22.2) Council to note that the Staffing Committee approved moving the staff to the NALC/SLCC pay scales and to authorise the Clerk to invite WALC to assess the workload and recommend the appropriate pay scales and approve the budget of £1000.
(22.3) Council to accept the Staffing Committee recommendation to seek [a locum clerk] to assist with the work to close Balsall Parish Council and the move to a merged parish council
(22.4) Council to note the Staffing Committee approved revisions to the Payroll Policy
23. **Proposal for Council** to note that Solihull MBC have confirmed that TPO 01343 Holly Lane playing fields has now been made.
(23.1) Council to note that the hedge between the Holly Lane playing fields and the Frog Lane development site sits within the curtilage of the playing fields.
24. **Proposal for Council** to review the **correspondence** and determine what if any further action is required:

* **Council** to note that a further objection email from a resident has been received in relation to planning application PL/2026/00132/PIP – Land at Ye Olde Saracens Head. The correspondence has been circulated to Councillors in advance of the meeting.

- * **Council** to note a further response from a resident has been received regarding **PL/2025/01964/PPRM** Land At Frog Lane. They acknowledge the objection letter from the Council and are requesting the Council to support further objections. Council to consider the request and determine whether any further representation should be made.

25. **Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
26. **Date and Venue of Next Meeting**
Wednesday 8th July 2026 7:30pm, Westlake Room, Balsall Common Village Hall

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practices when making decisions at the Meeting.

The Right to Record, film and to Broadcast Meetings of the Council, Committees, and Sub-Committees is established following the Local Government and Audit and Accountability Act 2014.

This Council may Photograph, Film or Record or Broadcast Meetings and can Retain, Use or Dispose of such Material in Accordance with its Retention and Disposal Policies. The Council's record is the Definitive Record of the Meeting. The Written Approved Minutes are the Legal Record. Regulation 4 of the Openness of Local Government Bodies Regulations 2014 has brought Section 40 of the Local Government Audit and Accountability Act into force.