



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting Wednesday 11th September 2024 @ 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.

J Parry-Evans

Judith Parry-Evans
Clerk & RFO
6th September 2024

AGENDA

1. **In Attendance**
2. **Apologies for absence:** Councillor Keith Tindall
3. **Declarations of Interest**
4. **Minutes Resolution** to approve as a correct record the Minutes of the:
(4.1) Parish Council Meeting held on Wednesday 14th August 2024
5. **Proposal for Council** to note the draft Cemetery Committee Minutes of 22 August 2024.
6. **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
7. **Ward Councillors to provide an update on items of interest**

8. Planning Applications

(8.1) Council to consider and agree responses to the following **Planning Applications**;

PL/2024/01537/MINFHO Brees Lane Farm Brees Lane Fen End Solihull CV8 1PY

Single storey side extension

PL/2024/01664/MINFHO 9 Balsall Street Balsall Common Solihull CV7 7AR

Add external wall insulation to the elevations of the property that will abut the neighbouring property. Installing the external wall insulation up to the party wall as shown on the floor plans (attached separately), adding the necessary finish that will be a rendered finish (Colour: White) & extend the verge of the roof to overhang the new works.

PL/2023/00963/PPFL Land off Oxhayes Close, Balsall Common

Full planning application for the construction of an integrated retirement community of up to 90 extra care units (use class c2) with ancillary communal and care facilities, means of access, landscaping, open space and all other associated works and infrastructure.

PL/2024/01665/MINFHO 1 Oldwich Lane East Fen End Solihull CV8 1NR

External wall insulation to the elevations of the property that will abut the neighbouring property, adding a rendered finish (Colour: Warm white) & extend the verge of the roof to overhang the new works.

(8.2) To note the following **Planning Determinations**;

PL/2024/01104/MINFHO Cottage Farm Frog Lane Balsall Common Solihull - **WITHDRAWN**

PL/2024/01105/LBC Cottage Farm Frog Lane Balsall Common Solihull - **WITHDRAWN**

PL/2024/00576/MINFHO 40 Arden Close Balsall Common Solihull CV7 7NY - **APPROVED**

(8.3) Awaiting **Planning decisions**;

PL/2024/00734/MINFOT Holly Grange Holly Lane Balsall Common Solihull

PL/2024/00812/COU Holly Grange Holly Lane Balsall Common Solihull

PL/2021/03321/PPFL Berkswell Service Station 52 Kenilworth Road Balsall Common Solihull

PL/2024/01205/MINFHO Howletts Farm Fernhill Lane Balsall Common Solihull

PL/2024/01206/LBC Howletts Farm Fernhill Lane Balsall Common Solihull

PL/2024/01218/LBC Howletts Farm Fernhill Lane Balsall Common Solihull

PL/2024/01217/MINFHO Howletts Farm Fernhill Lane Balsall Common Solihull

PL/2024/01302/MINFHO 94 Station Road Balsall Common Solihull

PL/2024/01268/TPO 6 Burberry Grove Balsall Common Solihull

(8.4) **Planning Appeal**

To note the following appeal:

Planning Inspectorate reference APP/Q4625/D/24/3346229 I Ferndale Road, Balsall Common.

Construction of a gravel (permeable) driveway across SMBC owned grass verge to provide all-year access for an electric vehicle.

9. Accounts

(9.1) **Bank Reconciliation**

To sign off Bank Reconciliation for the period 01.08.24 – 31.08.24

(9.2) **To note** the Cashbook and Reserve Movements reports for August 2024

(9.3) **To approve** the following payments below using the General Power of Competence for the month of August 2024

(9.4) **To propose** to nominate two Councillors to authorise this month's bank payments as per Agenda Item (9.3)

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
09.08.24	3789	DM Payroll Services Ltd	Payroll Admin. Apr–Sept 24	-	76.00
12.08.24	10183993189	NALC	EM training NDP Future	6.54	39.22
15.08.24	3831	Pied Piper	Mole Control August	17.00	102.00

21.08.24	1693	Vish Gardening Services Ltd	Planter maintenance and waste removal	-	99.50
25.08.24	1699	Vish Gardening Services Ltd	Planter maintenance	-	74.50
29.08.24	BCVH-2023-0538	Balsall Common Village Hall	Room hire	-	32.00
29.08.24	0000826201	Wicksteed Leisure Ltd	Oakley Playground Seesaw and slide repair	233.94	1,169.72
30.08.24	1713	Vish Gardening Services Ltd	Planter maintenance	-	74.50
31.08.24	August	Lance Judge-Porter	Graves maintenance project - labour	-	504.00
31.08.24	August	Lance Judge-Porter	Graves maintenance project - materials	-	130.00
31.08.24	2024/BPC35	J Parry-Evans	August temp clerk	-	1,500.00
01.09.24	24-09-034	Fairways Contracting Ltd	Grounds Maintenance	240.33	1442.00
01.09.24	24-09-034	Fairways Contracting Ltd	Playground Inspections	23.19	139.16
02.09.24	240907-BPC	A Gregroy (Shemeam)	Website annual security, maintenance and hosting	-	179.00
02.09.24	326140	Moore East Midlands	External Audit fee	84.00	420.00
03.09.24	38059	Edge IT Services Ltd	Annual IT support 01/10/24 to 01/10/25	111.04	555.20
03.09.24	38070	Edge IT Services Ltd	Microsoft 365 Annual fees 27/10/24 to 26/10/25	119.83	599.16
25.08.24	Payslip	Tracey Carpenter	September Salary	-	-
30.09.24	Q2	Elizabeth Macdonald	Councillors Allowance	-	500.00
30.09.24	Q2	David Slatter	Councillors Allowance	-	250.10
30.09.24	Q2	Sara Kirby	Councillors Allowance	-	250.10
30.09.24	Q2	Richard Drake	Councillors Allowance	-	250.10
30.09.24	Q2	Richard Lloyd	Councillors Allowance	-	250.10
30.09.24	Q2	Kay Howles	Councillors Allowance	-	250.10
30.09.24	Q2	Keith Tindall	Councillors Allowance	-	250.10
30.09.24	Q2	Marion Keeley	Councillors Allowance	-	250.10

(9.5) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit for the period 01.08.24 – 31.08.24.

* Monthly Fee £3.00

* Monthly Adobe £0 – no charge June, July, August

In addition incurred in July (confirmed after August PC date)

* Shred-it £190.35

(9.6) Proposal for Council to note expenditure paid: 22.08.24 £291.67 net to Budget Skips to cover remainder of cleared grave material. Authorised by Cllrs Keeley and Kirby.

(9.7) Proposal to note receipt of Signed External Auditor Report Audit Report and Certificate 2023/2024.

10. Proposal for Council to approve a quotation and proposal from Vish Gardening Services Ltd for winter planting in the railguard and pavement planters,

11. Proposal for Council to suggest content for Facebook posts for the forthcoming month.

12. Proposal for Council to note update on VASA volunteer driver pilot scheme, the Transport Project Meeting and agree future commitments.

13. Proposal for Council to meet with SMBC to discuss developing a partnership plan including Parish Council ambitions.

14. **Proposal for Council** to approve contract with DM Payroll Service Ltd and fee for 2025/26 at a cost of £212.
15. **Proposal for Council** to note update on Balsall Common Programme Manager post.
16. **Proposal for Council** to authorise:
 - * the removal of a section of overgrown laurel in Willow Park adjacent to 11 Needlers End Lane and seeding to grass
 - * the removal of a dead tree limb in Willow Park close to the rear boundary of 11 Needlers End Lane.
17. **Proposal for Council** to approve quote for repair of spinner at Oakley Playground. Quote received from Kompan for £902.18 ex vat.
18. **Proposal for Council** to note litter picking statistics for August 2024 from the Balsall Common Litter Picking Group.
19. **Proposal for Council to note** an invitation from the SMBC Mayor and Consort to the Balsall Parish Council Chairman to attend the Remembrance Service, War Memorial, Solihull on Sunday 10 November 2024.
20. **Proposal for Council to note** an update on the Warwickshire Cricket Foundation use of Willow Park during the summer holidays.
21. **Date and Venue of Next Meeting**
The next Parish Council Meeting will be on Wednesday 9th October 2024, 7:30pm in the Westlake Room

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.