



295/297 Kenilworth Road, Balsall Common CV7 7EL
Telephone: 01676 535679 (Answering Machine)
Email: clerk@balsallparishcouncil.gov.uk
Web: www.balsallparishcouncil.gov.uk

Balsall Parish Council Meeting Wednesday 9th April 2025 @ 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.

Tracey Carpenter
Clerk & RFO
4th April 2025

AGENDA

1. **In Attendance**
2. **Apologies for absence:**
3. **Declarations of Interest**
4. **Minutes Resolution** to approve as a correct record the Minutes of the:
Parish Council Meeting held on Wednesday 12th March 2025
(4.1) **Council to note** the unapproved Minutes of the Staffing Committee meeting Monday 24th March 2025
(4.2) **Proposal to accept** as per the Staffing Committees recommendation the co-option of Peter Wreford as a member of the Council
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/2025/00406/PPFL Fen End House, Fen End Road Fen End Solihull - Change of use from existing agricultural building to a dwelling – comments due 31st March

PL/2025/00386/PN Fen End House Fen End Road Fen End Solihull - Prior notification for an open-fronted barn with storage and hay loft – 31st March

PL/2025/00531/PN Fen End Road Fen End Solihull - Prior notification for proposed track that goes beyond gateway off Fen End Road opposite Frogmore Lane – comments due 10th April

PL/2025/00274/VAR Meersbrook Meer End Road Meer End Solihull - Variation of Condition no. 1 of planning permission dated 30.05.2022 reference PL/2022/00537/MINFDW for:

Alterations to rural workers log cabin including addition of first floor. Retention of extended dwelling on permanent basis. Namely: Alterations to the window positions and the introduction of a first-floor balcony and glass balustrading – comments due 31st March

PL/2025/00588/MINFHO 34 Oakley Fen End Solihull CV8 1QE - New porch with brick dwarf walls and oak posts – comments due 16th April

PL/2025/00517/MINFHO 6 Burberry Grove Balsall Common CV7 7RB - Two storey and single storey rear extensions. Revision to previously planning approval PL/2024/01949/MINFHO comments due 16th April

PL/2025/00631/MINFHO 28 Wootton Green Lane Balsall Common CV7 7EZ - New first floor window and bay window to front elevation, single storey rear extension and render to front and rear elevation – comments due 22nd April

PL/2025/00664/MINFHO 39 Alder Lane Balsall Common CV7 7DZ - New entrance gable, two storey rear extension, single storey side extension, loft conversion, fenestration alterations, render of existing brickwork and alterations to boundary wall - comments due 23rd April

PL/2025/00642/LBC Cottage Farm Frog Lane Balsall Common - Listed building consent to take down existing single storey garaging & outbuildings, replacing with new garaging, outbuilding, ancillary facilities (Entertainment room, hobby rooms and workshop) and extending existing driveway – comments due 23rd April

PL/2025/00641/MINFHO Cottage Farm Frog Lane Balsall Common - Take down existing single storey garaging & outbuildings, replacing with new garaging, outbuilding, ancillary facilities (Entertainment room, hobby rooms and workshop) and extending existing driveway – comments due 23rd April

(7.2) To note the following Planning determinations;

PL/2024/01900/PPFL Magpie Farm Magpie Lane Balsall Common CV7 7AW – APPROVED

PL/2024/02585/CLEUD Town Crier Cottage Fen End Road Fen End – APPROVED

PL/2024/02008/PPFL Brook Farm Meer End Road Meer End – REFUSED

PL/2024/02760/TPO 11 Speedwell Drive Balsall Common – APPROVED

PL/2025/00143/MINFHO 176 Kenilworth Road Balsall Common CV7 7EW – APPROVED

PL/2025/00061/MINFHO Old College House Oldwich Lane East Fen End – APPROVED

PL/2025/00179/MINFHO Rookery Cottage 44 Balsall Street Balsall Common – APPROVED

PL/2025/00244/MINFHO 651 Kenilworth Road Balsall Common CV7 7DX – APPROVED

PL/2025/00334/MINFHO 24 Bradley Croft Balsall Common CV7 7PZ - APPROVED

(7.3) Awaiting Planning decisions;

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

PL/2024/02382/PPFL Greenfield Holly Lane Balsall Common Solihull CV7 7EA1

PL/2023/01520/PPOL Land at Station Road Balsall Common

PL/2024/02700/MINFHO Meadow Croft Fen End Road Fen End

PL/2025/00191/TPO 137 Balsall Street East Balsall Common CV7 7FS

8. Accounts

(8.1) Bank Reconciliation

To sign off Bank Reconciliation for the period 01.03.25 – 31.03.25

(8.2) To note the Cashbook and Reserve Movements reports for March 2025

(8.3) To note 1st of 2 precept payments of 56,747.50 to be received 7th April 2025

(8.4) To note the 24/25 Annual Internal Audit is taking place on 30th April 2025

(8.5) To approve the following payments below using the General Power of Competence for the month of March 2025

(8.6) To propose to nominate two Councillors to authorise this month's bank payments as per Agenda Item (8.5)

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
17.03.25	3962	Pied Piper	Mole Control March	17.00	102.00
27.03.25	1931	Vish Gardening	Planter maintenance	-	50.00
22.03.25	1932	Vish Gardening	Spring prep & plants/planters	-	1322.00
01.04.25	1943	Vish Gardening	5 days gardening maintenance	-	830.00
25.04.25	Payslip	Tracey Carpenter	Salary	-	-
14.04.24	Payslip	Lance Judge-Porter	Cemetery labour March hours	-	602.10
01.04.25	2023-0686	BC Village Hall	Room Hire	-	48.00
27.03.25	2025/BPC43	J Parry-Evans	March temp clerk	-	993.75
01.04.25	25-04-034	Fairways	Willow Park	71.87	431.24
01.04.25	25-04-034	Fairways	Cemetery	130.83	785.00
01.04.25	25-04-034	Fairways	Oakley	68.74	412.45
01.04.25	4589/2025/26	ICCM	Membership renewal	-	105.00
01.04.25	1271	WALC	WALC & NALC annual subs	137.20	1231.20

(8.5) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit for the period 01.03.25 – 31.03.25 total £233

* Willow Park combination lock padlocks £76

* Warwick Records Office £100

* Minuteman Coventry cemetery letterhead £54

* Monthly Fee £3.00

9. **Proposal for Council** to discuss the Solihull LPA Balsall Common Multi Modal Package (incorporating the Balsall Common Relief Road) – Position Statement paper and consider whether to respond to it.
10. **Proposal for Council** to receive an update from the Community Health & Wellbeing Working Group - Community Transport Meeting, Monday 24th March 2025
11. **Proposal for Council** to submit a response to the Solihull Borough Polling District and Polling Place Review by visiting www.solihull.gov.uk/pollingreview
12. **Proposal for Council** to note Solihull's new fee arrangements and bond requirements for the use of its parks and open spaces
13. **Proposal for Council** to note that SMBC agreed on 12 December 2024 a paper *Changes to garden waste collection services – subscription model* that will bring in charging for the green bin collection from July 2025
14. **Proposal for Council to note** the litter stats from Balsall Common Litter Picking Group for March 2025
15. **Proposal for Council** to note the correspondence from the Balsall and Berkswell FC regarding the possibility of temporary toilet facilities at the Holly Lane pitches.

(15.1) Proposal for Council to respond to the request for councillors to meet with the Hornets FC Chairman at the site to discuss the need for and potential ideas regarding toilets.

- 16. Proposal for Council** to thank Judith Parry-Evans for her dedication and hard work over the years as Clerk to the Council. We especially appreciate the additional support she has provided to both the council and the clerk over the past two years.
- 17. Council to note** the Parish Assembly meeting will be held Thursday 17th April 2025, 7:00pm in the Balsall Common Village Hall Main Hall. Everyone is encouraged to attend.
- 18. Proposal for Council** to note update on Balsall Common Programme Manager post.
- 19. Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
- 20. Date and Venue of Next Meetings**
 - * The Parish Assembly Meeting will be on Thursday 17th April 2025 at 7:00pm in the Main Hall
 - * The Annual Parish Council Meeting will be on Wednesday 14th May 2025, 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.