



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting Wednesday 9th July 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 July 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:
Annual Parish Council Meeting held on Wednesday 11th June 2025
- 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/2025/01126/MINFHO 6 Balsall Street Balsall Common Solihull CV7 7AR - Two storey side and part two storey/part single storey rear extensions

PL/2025/01136/PPFL Land Off Foxes Way Balsall Common Solihull - New detached 3No bedroom dwelling

PL/2025/01003/ADV Roundabout at Junction of Kenilworth Road and Station Road, Balsall Common, CV7 7DN; Roundabout at Junction of Dengate Drive And Chapel Drive, Balsall Common CV7 7EQ; Roundabout at Junction Of Kenilworth Road and Hallmeadow Road, Balsall

PL/2025/01143/MINFHO 30 Greenfield Avenue Balsall Common CV7 7UG - Single storey rear extension to existing detached property

PL/2025/01247/MINFHO 175 Needlers End Lane Balsall Common CV7 7AA - Demolition of existing extension and erection of new single storey extension with internal alterations to form lounge, kitchen and boot room

PL/2025/01261/VAR 176 Kenilworth Road Balsall Common CV7 7EW - Variation of condition No. 1 (Approved Plans) following planning approval PL/2025/00143/MINFHO dated 31.3.2025 for Single storey rear extension, facade alterations and new roof to existing building including increased maximum height. Namely: Slight increase in footprint, 1.1m towards the front and increase to rear store

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

PL/2025/00813/MINFHW 3 Gipsy Lane Balsall Common CV7 7FW – **APPROVED**

PL/2025/00936/MINFHO Merevale 62 Balsall Street East Balsall Common – **APPROVED**

PL/2025/00984/MINFHO 2 Wilton Road Balsall Common CV7 7QW – **APPROVED**

PL/2025/00807/MINFHO Blenheim House Meer End Road Meer End – **APPROVED**

PL/2025/00813/MINFHW 3 Gipsy Lane Balsall Common CV7 7FW – **APPROVED**

PL/2025/01058/MINFHO 1 Gipsy Lane Balsall Common CV7 7FW - **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/2025/00517/MINFHO 6 Burberry Grove Balsall Common CV7 7RB

PL/2025/00664/MINFHO 39 Alder Lane Balsall Common CV7 7DZ

PL/2025/00642/LBC Cottage Farm Frog Lane Balsall Common

PL/2025/00641/MINFHO Cottage Farm Frog Lane Balsall Common

PL/2025/00658/PPFL Fen End Farm Oldwich Lane East Fen End

PL/2025/00864/PPFL Summerfield Barn Oldwich Lane East Fen End

PL/2025/00792/MINFHO Fen End Farmhouse Fen End Farm Oldwich Lane

PL/2025/00883/TPO 16 Speedwell Drive Balsall Common CV7 7AU

PL/2025/00800/MINFHO 1 Hawkswood Drive Balsall Common CV7 7RD

PL/2025/00785/MINFHO 69 Kemps Green Road Balsall Common CV7 7QF

PL/2025/00979/PPFL Balsall Farmhouse Magpie Lane Balsall Common

8. Accounts

(8.1) **Bank Reconciliation**

To sign off Bank Reconciliation for the period 01.06.25 – 30.06.25

(8.2) **To note** 25/26 Q1 actual against budget

(8.3) **To note** the Cashbook and Reserve Movements reports for June 2025

(8.4) **To approve** the following payments below for the month of July 2025

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

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
18.06.25	4006	Pied Piper	Mole Control May	17.00	102.00
26.06.25	2092	Vish Gardening	Planter maintenance	-	88.50

18.06.25	2076	Vish Gardening	Planter maintenance	-	88.50
07.07.25	2107	Vish Gardening	Planter maintenance	-	88.50
25.07.25	Payslip	Tracey Carpenter	Salary	-	-
01.07.25	25-07-034	Fairways	Willow Park	71.87	431.24
01.07.25	25-07-034	Fairways	Cemetery	130.83	785.00
01.07.25	25-07-034	Fairways	Oakley	68.74	412.45
23.06.25	BK221846-1	SLCC	Chat GPT session	3.00	18.00
19.06.25	BK221828-1	SLCC	Cemetery Matters	6.00	36.00

(8.6) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit for the period 01.06.25 – 30.06.25 total £11.75

* Monthly Fee £3.00

* Post Office stamps £8.75

9. Willow Park

(9.1) Proposal for Council to approve new signs for Willow Park within a budget of £2,500 as a follow up to discussions at the April 2024 meeting

(9.2) Proposal for Council to approve a 3-day clearance project at Willow Park to be undertaken in the Autumn by the Warwickshire Conservation Volunteers at a cost of £100 per day, to be managed by the Clerk.

10. Proposal for Council to note a report circulated by Cllr Drake after several Parish Councillors together with Ward Councillors attended a meeting with Spitfire Home at Oakes Café to be briefed on their residential development proposals for Oakes Farm. This was informative and we expressed a few concerns with their proposals. It was disappointing that we were only contacted so late in the process. A public consultation (online only) was due to commence on 23rd June.

11. Proposal for Council to note the SMBC Governance Committee agreed unanimously to a Governance Review of Balsall and Berkswell Parish Councils at the meeting of 19th June 2025 as we requested. Some committee members suggested that the PCs might wish to contribute to the costs. A Terms of Reference for the review is being prepared and will go back to the Committee on July 24th.

(11.1) Proposal for Council to consider and approve a contribution of £1000

12. Proposal for Council to note that NALC and ACRE (Action for Communities in Rural Areas) launched a Flood Resilience survey for Parish and Town Councils; closes on 29 August 2025.

(12.1) Council to consider whether to respond to the survey; if so councillors to suggest responses for Clerk to collate to submit a council response.

13. Proposal for Council to consider adopting "no mow May" in appropriate areas at the next grounds contracts renewal.

(13.1) Council to agree that at the next Grounds Contract(s) the scope of mowing will be reviewed considering biodiversity.

14. Proposal for Council to consider adopting the Meeting 3rd Parties policy that is in place at Berkswell subject to some updating <https://berkswellparishcouncil.org.uk/wp-content/uploads/2025/06/Meetings-with-3rd-parties-Policy-reviewed-2025.pdf>

(14.1) Proposal for Council to agree Cllr Macdonald and Cllr Drake to review and bring a proposal back to the next PC meeting.

15. Proposal for Council to receive an update on the closure of HHAG

16. Proposal for Council to note that the Government published (5 June) the consultation outcome Remote attendance and proxy voting in local authorities; results and government response; details at Remote attendance and proxy voting in local authorities: consultation results and government response - GOV.UK <https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/outcome/remote-attendance-and-proxy-voting-in-local-authorities-consultation-results-and-government-response>

The government intend to legislate, when parliamentary time allows, to allow local authorities to develop their own remote and hybrid attendance policies

17. **Proposal** for Council to receive a verbal update from Cllr Macdonald from the Highways Quarterly Meeting dated 18th June 2025
18. **Proposal** for Council to adopt the revised Training and Development Policy July25
(18.1) Proposal for Council to note training sessions attended by the Councillors and the Clerk
19. **Proposal** for Council to note that NALC has published a new digital version of Local Councils Explained, which updates the 2013 version. It gives an overview of what local council's in England do and sets out the legal framework that determines the extent of local council powers, deals with the practice and procedures of local council meetings, who can be councillors and rules of conduct that govern their behaviour, explains the role of the clerk or proper officer and responsible financial officer and how the council is accountable to its community. It is recommended that all councillors review a copy which is available on the parish council website.
20. **Proposal** for Council to note that MCHLG has advised that as a result of the Spending Review it cannot support any new neighbourhood planning support services from 2025 onwards
<https://neighbourhoodplanning.org/>
(20.1) Proposal for Council to write to the government and local MPs to express its concerns regarding the withdrawal of dedicated funding for Neighbourhood Plans, and to request its reinstatement.
21. **Proposal** for Council to be aware that the Terrorism (Protection of Premises) Act 2025 (known as Martyn's Law) received Royal assent on 3 April 2025. There is a 24-month implementation period before it comes into force to allow those responsible for premises and events to understand their obligations and plan and prepare. Council to note that NALC has an anti-terrorism webpage and will be providing guidance for town and parish councils on planning, regulatory services, security-minded communications and data storage to combat terrorist threats.
Council to include as part of its risk assessment and to consider including in its 2026/27 budget a sum for anti-terrorism actions.
22. **Proposal** for Council to note that NALC responded on behalf of the sector to a call for evidence by the Dept for Energy Security on Solar on Car Parks and Electric Vehicle Charging. The NALC response can be found from the NALC champions local solar energy and EV projects page.
23. **Proposal** for Council to note the successful Picnic in the Park event on 21st June. Council to write to the Festival Committee congratulating them on the event and thanking them for their hard work in making it a great community gathering.
(23.1) Council to also write to and thank the Lions for the Balsall Beerfest 28th June
24. **Council to note** the events on in the Balsall Common Library in July, August and September and their School Holiday Activities.
(24.1) Council to consider how to help the library team publicise these events and activities.
25. **Proposal** for Council to note Councillor Drake will arrange a meeting of the agreed biodiversity working group to consider how to progress across the 2 parishes
26. **Proposal** for Council to approve convening a meeting of the Balsall Common sports clubs to consider playing fields requirements to feed into the developing local plan and invite Berkswell Parish Council and ward councillors so there is a joined-up approach.
(26.1) Council to approve a budget of £50 to cover the cost of meeting room.
27. **Proposal for Council** to note update on Balsall Common Programme Manager post.

28. Correspondence:

- * Council to note submitted stats from the litter picking group and request to advertise a poster
- * Balsall Common Primary School are organising a press release photograph to mark the grand opening of their Early Years play area on 11th September. An invitation has been received to this event as a thank you to the Parish Council for their financial contribution towards the play area.
Council to nominate a Councillor to represent them at the event.

29. Proposal for Council to suggest content for Facebook posts for the forthcoming month.
(29.1) Proposal for council to select this month's featured councillor for the 'Spotlight on your Councillors' series on Facebook

30. Date and Venue of Next Meeting: Wednesday 13th August 2025 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.