



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting

Wednesday 10th December 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
5th December 2025

AGENDA

- 1. In Attendance**
- 2. Apologies for absence:** Cllr R Lloyd, Cllr K Tindall
- 3. Declarations of Interest**
- 4. Minutes Resolution** to approve as a correct record the Minutes of the:
Parish Council Meeting held on Wednesday 12th November 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/2025/02079/MINFHO 641 Kenilworth Road Balsall Common CV7

7DX - Rear single storey extensions to provide utility and enlarged kitchen and dining accommodation. Partial garage conversion to provide study. First floor side extension to provide additional bedroom and bathroom accommodation. Addition of porch – comments due 9th December, unable to extend this, however any comments received after this date and before the decision is issued will be taken into consideration

PL/2025/01907/TPO 49 Ashley Way Balsall Common CV7 7UP – 1 No Oak tree (TPO/00274) - Partial crown reduction of the spread, cutting back branches by approximately 2m – comments due 2nd December extension requested

PL/2025/02083/MINFHO 49 Dengate Drive Balsall Common Solihull CV7 7UL - Part conversion of garage to habitable accommodation, patio doors to rear and infill of one existing door – comments due 18th December

(7.2) To note the following Planning determinations;

PL/2025/01136/PPFL Land Off Foxes Way Balsall Common APPROVED

PL/2025/01608/MINFHO 35 Wootton Green Lane Balsall Common APPROVED

PL/2025/01752/HEDRN Sewage Treatment Works Barston Solihull REFUSED

PL/2025/02042/HEDRN Barston Lane Barston Solihull APPROVED

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

PL/2025/01701/PNCUDW Brook Farm Meer End Road Meer End Solihull Prior Approval Required and Granted

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

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

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/2025/02018/MINFHO 54 Greenfield Avenue Balsall Common

PL/2025/02087/TPO 5 Hawthorn Drive Balsall Common

8. Accounts

(8.1) Bank Reconciliation

To sign off Bank Reconciliation for the period 01.11.25 – 30.11.25

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

(8.3) Proposal to approve the Finance Working Groups recommended budget for 2026/27

(8.4) Proposal to agree and approve a precept level 2026/27 of £140,000

(8.5) To approve the following payments below for the month of December 2025

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

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
14.11.25	4088	Pied Piper	Mole Control Nov	17.00	102.00
11.11.25	2236	Vish Gardening	Winter planting	-	50.00
14.11.25	25-11-304	Fairways	Christmas Trees	86.00	516.00
25.12.25	Payslip	Tracey Carpenter	Salary	-	-
25.12.25	Payslip	Mary Bird	Salary	-	-
01.12.25	25-12-034	Fairways	Willow Park	71.87	431.24
01.12.25	25-12-034	Fairways	Cemetery	130.83	785.00
01.12.25	25-12-034	Fairways	Oakley	68.74	412.45
01.12.25	2023-0838	BC Village Hall	Room Hire	-	46.00
20.11.25	14294	Birmingham PAT	Inspection & Certification	-	62.80
21.11.25	4410148192	Viking	Copier Paper	11.78	70.67
31.12.25	Q3	Elizabeth Macdonald	Chairmans Allowance	-	480.35
31.12.25	Q3	David Slatter	Councillors Allowance	-	383.30
31.12.25	Q3	Richard Drake	Councillors Allowance	-	240.50
31.12.25	Q3	Richard Lloyd	Councillors Allowance	-	383.30
31.12.25	Q3	Keith Tindall	Councillors Allowance	-	240.50
31.12.25	Q3	Sara Kirby	Councillors Allowance	-	320.50
31.12.25	Q3	Marion Keeley	Councillors Allowance	-	320.50
31.12.25	Q3	Kay Howles	Councillors Allowance	-	328.30

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

For the period 01.11.25 – 30.11.25

* Monthly Fee £3.00

Statement to follow, website down

9. **Proposal** for Council to approve the purchase of defibrillator pads and batteries for defibs located at Ginger Estates, BC Pharmacy, Temple Balsall, Village Hall and St Peter's Church, for a specified replacement period, in accordance with the quotation at current prices.
- (9.1) 1 year £792 or plus
 - (9.2) 2 years £484 or plus
 - (9.3) 3 years £594 or plus
 - (9.4) 4 years £746
 - (9.5) or resolve to not approve the proposal
10. **Proposal** for Council to approve the repair of the damaged swings at Oakley Play Area, as noted in the annual playground inspection report, with works to be undertaken by the original installer, Wicksteed, at a quoted cost of **£452.12**
11. **Proposal** for Council to approve the repair of the damaged Willow Park MUGA, as noted in the annual playground inspection report, with works to be undertaken by the original installer, Sutcliffe Play
- * 2x large new panel and 3x small new panels for the back of the goal ends (top section at both ends) and associated fixings
 - * 27x new post caps – these just push fit into the holes in the posts, but some glue / mastic around the edge will help them stay put.
 - * The silver strip you can see in the photo between the panels should have a black rubber strip over it – this should help with the noise complaints as the panels are rattling quite a bit, and the rubber strips should stop this
- Quote:** parts £2,669.63, 1 days labour £1,400 = **£4,069.63**
12. **Proposal** for Council to receive a verbal update on the Solihull Emergency Planning meeting 24th November
13. **Proposal** for Council to receive a verbal update on the HS2 Lavender Hall Lane Closure 2026
14. **Proposal** for Council to note that the Christmas Lights Switch-On event held on Friday 28th was a great success, and to express thanks to all those involved in ensuring it was an enjoyable and smoothly run occasion
15. **Proposal** for Council to note and discuss the initial comments provided by Cllr Lloyd on the Public Open Space Draft Supplementary Planning Document, and for the Working Group to determine the next steps
16. **Proposal** for Council to note the generous voluntary contribution of Pied Piper (the Mole Man) in making and installing bird boxes in the cemetery at no cost, and approves that the Clerk send a letter of thanks
17. **Proposal** for Council to note that the draft Local Plan will be considered by Solihull Cabinet on 11 December and if approved will go out for consultation in January.
- (17.1) **Council** to agree to set up a joint Working Group with Berkswell Parish Council to respond to the consultation.

18. **Proposal for Council** to note and endorse a joint statement with Berkswell Parish Council for submission to SMBC, affirming their unity and shared position as the Community Governance Review proceeds to the second consultation
19. **Proposal** for Council to receive a verbal update on the Solihull Highways meeting 26th November
20. **Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
(20.1) Proposal for council to select this month's featured councillor for the 'Spotlight on your Councillors' series on Facebook
21. **Correspondence:**
 - * Heart of England School emailed to say how much they had enjoyed being involved in the Christmas Lights Switch event. Also invited members of the parish council to join them for their Festive Afternoon Tea on Thursday 11th December from 3-5pm. The students will be cooking up a feast, providing warm drinks and entertainment.
22. **Proposal for Council** to note that during the Christmas period Balsall Parish Office will be closing on Friday 19th December 2025 and reopening on Monday 5th January
23. **Date and Venue of Next Meeting:** Wednesday 14th January 2026 7:30pm Westlake Room, Balsall Common Village Hall – Any agenda items for this meeting should be submitted to the Clerk no later than Tuesday, 6 January

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.

