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Balsall Parish Council Meeting
Wednesday 11th November 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.

T. Carpenter

Tracey Carpenter
Clerk & RFO
6th November 2026

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 Extraordinary Parish Council Meeting held on Wednesday 4th November 2026.
   Minutes to follow

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/2026/01549/MINFDW- 140 Station Road Balsall Common Solihull CV7 7FF - Conversion of existing bungalow to a two storey dwelling, including a two storey front extension, installation of 2 No. front dormer windows, construction of a new rear dormer, and formation of a new raised patio.
PL/2026/01796/TPO - 8 Speedwell Drive Balsall Common Solihull CV7 7AU - T1 Pine Tree - 2.5 metre crown reduction and 3.5 metre crown lift
PL/2026/01971/MINFHO - 16 Kemps Green Road Balsall Common Solihull CV7 7QE - Two storey side extension to accommodate annex accommodation.
PL/2026/01685/COU - Redundant Power Station Frogmore Lane Fen End Solihull - Change of use converting redundant former auxiliary power station (Use Class B2) to a five-bedroom residential unit with integral garage (Renewal of previous approval PL/2023/02352/PPFL).
PL/2026/01966/MINFHO - Meer End Farm Meer End Road Meer End Solihull - Two storey side extension and first floor side and rear extensions

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

PL/2025/00642/LBC Cottage Farm Frog Lane Balsall Common - **WITHDRAWN**
PL/2025/00641/MINFHO Cottage Farm Frog Lane Balsall Common - **WITHDRAWN**
PL/2026/01011/MINFHO - Cottage Farm Frog Lane Balsall Common - **APPROVED**
PL/2026/01562/MINFHO- Sunny Bank Balsall Street 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/2025/01003/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/2025/02275/PPOL Land Off Windmill Lane Balsall Common Solihull
PL/2026/00132/PIP - Land At Ye Olde Saracens Head Balsall Street Balsall Common
PL/2026/01350/TPO - 31 Alder Lane Balsall Common Solihull CV7 7DZ
PL/2026/01390/TPO - 7A Burberry Grove Balsall Common Solihull CV7 7RB
PL/2026/01113/MINFDW Out Building Oakes Farm Balsall Street Balsall Common
PL/2026/01563/TPO 34 Coplow Close Balsall Common Solihull CV7 7PQ
PL/2026/01607/PPFL - Wootton Green Farm Wootton Lane Balsall Common Solihull
PL/2026/01684/PIP - Land Off Wootton Green Lane Balsall Common

8. Accounts

(8.1) Bank Reconciliation
To sign off Bank Reconciliation for the period 01.10.26 – 31.10.26
(8.2) To note the Cashbook and Reserve Movements reports for October 2026
(8.3) To note 26/27 Q1 & Q2 actual against budget
(8.4) To note, as per the resolution made at the October meeting, a completed application to open a Unity Trust Bank 32-day Notice Account has been submitted and a response from the bank is awaited.

(8.5) To approve the following payments below for the month of October 2026
(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
14.10.26	4649	Pied Piper	Pest Control	17.00	102.00
08.10.26	2886	Vish Gardening	Planter Maintenance	-	50.00
12.10.26	2888	Vish Gardening	Winter Planting	-	1365.00
20.10.26	2903	Vish Gardening	Garden Maintenance	-	720.00
14.10.26	BWP26287	Warwickshire Conservation Volunteers	Day 1 of 3 - 14th October – Willow Park. Travel & Equipment	-	90.00
01.11.26	26-11-034	Fairways	Grounds Maintenance	279.67	1678.00
25.10.26	Payslip	Tracey Carpenter	salary		-
25.10.26	Payslip	Mary Bird	salary		-
02.11.26	BCVH-2023-01063	Balsall Common Village Hall	Meeting Room Bookings	-	40.00
05.11.26	26-11-320	Fairways	Cemetery gravel & labour	150.00	900.00
04.12.26	5743	DM Payroll	Payroll admin Oct-March 27	21.20	127.20
03.11.26	4411241306	Viking	Copier paper, Stationery	6.43	38.56

(8.5) **Proposal** for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit total £332.64

For the period 01.09.26 – 30.09.26
*ChatGPT - Subscription £20
*Royal British Legion - Website Donation £100
*Royal British Legion – 4 Wreathes and 10 Crosses £201
*Tesco's – Office Sundries £8.64
*Monthly Bank Fee - £3

9. **Proposal** for Council to consider a grant application from Balsall Common Lions for £2,000 towards the cost of replacing the roof of their storage unit, which is leaking and beyond repair. The unit is used to store the Santa sleigh and other equipment used by the Lions in support of local community activities. A copy of the grant application and supporting financial information has been circulated to Councillors in advance of the meeting.

10. **Proposal** for Council to nominate a councillor to welcome the Mayor of Solihull at 4:30pm on Friday 27th November 2026, ahead of the Christmas Lights Switch-On, and to lower the

bollard to allow the mayoral car access to the designated parking space outside the Balsall Parish Council office.

11. **Proposal** for Council to consider the proposed draft response to the Birmingham Airport master plan 2026 consultation as prepared on behalf of the Council by Cllr K Tindall and Cllr R Lloyd.

12. **Proposal** for Council to request that the following meetings are convened at the earliest opportunity:

(12.1) Staffing Committee to meet to discuss the staffing issues raised at the Balsall Parish Council Meeting on 14th October 2026.

(12.2) Finance Working Group to meet to review:

- The financial results for the 6 months ended 30th September and consider any financial issues for the balance of the financial year
- Any detail available to support the financial number included in the reports to the Extraordinary Meeting on 2nd October 2026 and the Balsall Parish Council Meeting on 14th October 2026.
- To receive a progress report on the opening of new deposit/saving accounts as agreed by the Council.

13. **Proposal** for Council to receive an update from officers on progress on the Health and Safety related tree and memorial surveys included in the 2026/27 budget. Officers to ensure inspections at the Council's properties and any remedial works are completed no later than the end of the current financial year.

14. **Proposal** to Council to consider concerns regarding the ongoing storage of rubble and non-compliance with the refusal of planning application PL/2017/00886/PPFL at the contractors' yard in Wootton Green Lane, and to agree whether to request that Solihull Metropolitan Borough Council investigate and take appropriate enforcement action.

15. **Proposal** for Council to establish a Working Party to consider the parish's response to the Section 19 Consultation on the Solihull Local Plan. The Working Party may decide whether to coordinate its response with that from Berkswell Parish Council. A draft response to be circulated ahead of the next Council meeting and tabled for approval on 9 December, ahead of the 11 December deadline.

16. **Proposal** for Council to receive an update from the Oakley Playground Working Group on progress made since the July Parish Council meeting.

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

18. **Proposal** for Council to review the **correspondence** and determine what if any further action is required:

***Council** to consider its response to correspondence from SMBC's Economic Development Team requesting a meeting to discuss the Balsall Common Master Plan. The email has been circulated to Councillors ahead of the meeting.

***Council** to note and consider if it wishes to respond to the correspondence from Berkswell Parish Council regarding the proposed merger and Balsall Parish Council's resolution to request a pause in the merger process (Extraordinary Meeting, 2nd October 2026, Item 6). The email has been circulated to Councillors ahead of the meeting.

***Council** to note and consider if it wishes to respond to the correspondence received from two residents regarding the request to pause the merger process, one expressing support for the decision and the other opposing it. Both emails have been circulated to councillors ahead of the meeting.

***Council to consider** its response to correspondence received from a resident regarding the Birmingham Airport Master Plan. The email has been circulated to Councillors ahead of the meeting.

*** Council** to consider the invitation sent from VASA, inviting Council representatives to it's AGM on Thursday 19 Nov at 2pm, at the DoubleTree by Hilton, Stratford-upon-Avon.

***Council** to consider the email request regarding Provision of Public Toilet Facilities at Holly Lane Football Pitches, Balsall Common

19. **Proposal** for Council to note that the Solihull Governance Committee Meeting is Wednesday 9th December at 6:00pm which coincides with the next planned Parish Council meeting at 7:30pm.

(19.1) Council to consider whether to rearrange the PC meeting to enable Councillors who wish to attend the Governance Committee Meeting to do so. The Westlake Room is available Thursday 10th December and Friday 11th December.

20. **Date and Venue of Next Meeting**

Wednesday 9th December 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.