



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 12th February 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
7th February 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:
(4.1) Parish Council Meeting held on Wednesday 15th January 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/2025/00143/MINFHO 176 Kenilworth Road Balsall Common CV7 7EW - Single storey rear extension, facade alterations and new roof to existing building including increased maximum height – comments due 19th February

PL/2025/00061/MINFHO Old College House Oldwiche Lane East Fen End - Replacement of open pitched portico porch with an enclosed pitch glazed porch and addition of two gables within the main roof on the front elevation – comments due 20th February

PL/2025/00179/MINFHO Rookery Cottage 44 Balsall Street Balsall Common - Rear and side extensions – comments due 26th February

PL/2025/00198/MINFHO 110 Station Road Balsall Common CV7 7FF - Demolition of existing side extension and erection of two storey side extension and infill single storey rear extension – comments due 27th February

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

PL/2024/01917/M106 Birmingham Airport, Application Ref: 2008/22/S – **APPROVED**

PL/2024/00946/TPO Michael Blanning Place Gorton Croft Balsall Common – **APPROVED**

PL/2024/02577/TPO Knights Court Apartments 550 Kenilworth Road - **APPROVED**

(7.3) Awaiting **Planning decisions;**

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

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

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

PL/2024/02585/CLEUD Town Crier Cottage Fen End Road Fen End Solihull

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

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

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

PL/2024/02870/MINFHO Brooklands Barn Brooklands Farm Wootton Lane Balsall Common

PL/2024/02760/TPO 11 Speedwell Drive Balsall Common Solihull CV7 7AU

8. **Accounts**

(8.1) **Bank Reconciliation**

To sign off Bank Reconciliation for the period 01.01.25 – 31.01.25

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

(8.3) **To approve** the following payments below using the General Power of Competence for the month January 2025

(8.4) **To propose** to nominate two Councillors to authorise this month’s bank payments as per Agenda Item (8.3)

Inv. Date	Inv. No.	Payee	Description	Vat	Gross
15.01.25	3927	Pied Piper	Mole Control November	17.00	102.00
28.01.25	1890	Vish Gardening	Planter maintenance	-	50.00
19.01.25	1872	Vish Gardening	Planter maintenance	-	50.00
25.02.25	Payslip	Tracey Carpenter	Salary	-	-
14.02.24	Payslip	Lance Judge-Porter	Graves labour Dec hours	-	266.10
14.02.25	Receipts	Lance Judge-Porter	Bus shelter materials	-	66.72
31.01.25	2023-0649	BC Village Hall	Room Hire	-	16.00
31.01.25	2025/BPC41	J Parry-Evans	January temp clerk	-	1356.25
22.01.25	1145	WALC	Clerk Training session	7.00	42.00
01.02.25	25-02-034	Fairways	Willow Park	69.77	418.64
01.02.25	25-02-034	Fairways	Cemetery	127.01	762.10
01.02.25	25-02-034	Fairways	Oakley	66.74	400.42
11.02.25	11-02-034	Fairways	Willow Park tree works	190.00	1140.00
30.01.25	13479	Secure-a-Field	Willow Park gate repair	98.00	490.00
28.01.25	259181	Kompan	Oakley spinner removal	60.00	360.00
03.02.25	157 PAGE	Funeral Partners	Refund of duplicate payment	-	70.00

- (8.5) Proposal for Council** to note Lloyds Bank Card spend (Unity Trust) paid by direct debit for the period 01.01.25 – 31.01.25 Total £23.70
- * Monthly Fee £3.00
 - * Stamps £20.70
9. **Proposal for Council to note** all documents requiring permanent archiving have been deposited to the Warwickshire County Records Office.
- (9.1) Proposal for Council** to approve a donation of £100 to contribute to the service remaining accessible to the public.
10. **Proposal for Council** to approve a grant application from the Balsall Common Primary School Academy for £1,500 towards the refurbishment of their Early Years play area.
11. **Proposal for Council** to approve the purchase of a new noticeboard for Station Road, the same as Berkswell PC's noticeboard recently installed. Noticeboard to be purchased from Gordon Ellis & Co at a cost of £1,010 + vat SMBC contractor to install at a cost of £300 + vat.
12. **Council to approve** renewing Edge IT supplying Finance, EpiTaph and HeritEDGE for either:
- * 3-year contract renewal term 17/02/25 – 16/02/26 £815.70 + vat per year
 - * 5-year contract renewal term 17/02/25 – 16/02/26 £742.50 + vat per year
13. **Proposal for Council** to take responsibility for centre island planters.
- (13.1) Proposal for Council to approve** a one-off cost to completely empty the four planters, waste disposal, paint, refill with new compost and plants including 2 days labour £705. To then include in regular maintenance and watering timetable.
14. **Proposal for Council to approve** taking part in the new SMBC Council Plan survey which covers the years 2025 – 2030.
<https://yourvoicesolihull.uk/engagementhq.com/embeds/projects/35898/survey-tools/43125>
- (14.1) Council to nominate** a Councillor to complete the survey
15. **Council to receive verbal report** on the Solihull Area Meeting on 16th January 2025.
- (15.1) Council to note** the papers discussed at the meeting “Reporting Anti-Social Behaviour in Housing Association Rented Properties”, “New Formula for Housing Assessment: Document for Clerks and SMBC Planning Department”, Retrofit slides “Helping Your Home Care for You”.
16. **Council to note an update** on recent planning applications in Berkswell Parish from Cllr Drake.
17. **Council to receive on update** on the 722 Kenilworth Road planning appeal.
18. **Proposal for Council** to note update on Balsall Common Programme Manager post.
19. **Council to note** a letter has been written to TfWM about the total lack of information regarding the bus service changes and the loss of half the services going up Station Rd – to receive update
20. **Council to note** SMBC Highways has been contacted again regarding the flooding on Station Road and to find out when works might begin. It has been confirmed that these works are planned for w/c 10th February. Once complete the location will be monitored by highways and if further works are necessary the team will make the appropriate arrangements.
21. **Proposal for Council** to note updates on VASA volunteer driver service.

22. **Council to note the letter** from Barston Parish Council concerning SMBC's decision to approve the Birmingham Airport Planning application and consider their request for financial support to pursue legal action.
23. **Council to agree** the date for the 2025 Parish Assembly: to invite local groups and residents and the SMBC Retrofit team. Date to be arranged between 1st March and 1st June (inclusive).
24. **Council is invited to nominate** individuals who have made a significant contribution to the sector over the past 12 months for the opportunity to receive an invitation to The King's Garden Party in May 2025. The deadline for nominations is 16th February 5:00pm.
25. **Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
26. **Date and Venue of Next Meeting**
The next Parish Council Meeting will be held on Wednesday 12th March 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.