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Balsall Parish Council Meeting

Wednesday 12th November 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 November 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 8th October 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/2025/01752/HEDRN Sewage Treatment Works Barston Lane Barston

Solihull - Hedgerow removals required to facilitate access to Balsall Common STW, that requires expansion. Balsall Common STW is a medium sized treatment plant that serves the town of Balsall Common and its surrounding villages/communities in Coventry, currently serving an estimated population equivalent of 7,747 persons. The future population is expected to increase to an estimated 12,417 persons by 2038. It has been estimated, following recent Dry Weather Flow (DWF) studies that Balsall Common STW will likely not be compliant with DWF permit conditions by 2026. The proposed expansion works are therefore required in order for STWL to adhere to their statutory duties as a statutory undertaker and meet its obligations to the Water Framework Directive (WFD) and DWF to carry out improvements, ensuring future resilience on the system in the catchment that meets the required DWF standards. Therefore, the small loss of hedgerow is seen to be minimal when compared to the benefits of improving the STW which the new access would facilitate

PL/2025/02042/HEDRN Barston Lane Barston Solihull - Hedgerow removal of 2 No. 15 metre sections is required to facilitate access to Balsall Common STW. Translocation of original hedge, to be replanted back post engineering work, and further infill planting of saplings. The works are required in order for STWL to adhere to their statutory duties as a statutory undertaker and meet its obligations to the Water Framework Directive (WFD) and DWF to carry out improvements, ensuring future resilience on the system in the catchment that meets the required DWF standards – comments due 24th November

PL/2025/01964/PPRM Land At Frog Lane Balsall Common Solihull - Reserved matters application for the development of 110 dwellings, including layout, scale and appearance, highways and drainage infrastructure, parking, public open space including children's play areas and ecological enhancements and landscaping pursuant to planning approval PL/2023/02248/PPOL - comments due 12th November

PL/2025/01826/PPFL Land At Oakes Farm Balsall Street Balsall Common - Hybrid planning application consisting of: (a) full application for the construction of 133 dwellings and demolition of existing bungalow, realignment of farm shop access road, drainage infrastructure, landscaping, play area, public open space and associated works; and (b) outline application for 3 self-build units (all matters reserved) – comments due 25th November

PL/2025/02018/MINFHO 54 Greenfield Avenue Balsall Common CV7 7UG - Conversion of an integral garage into a habitable space and associated works – comments due 28th November

PL/2025/02087/TPO 5 Hawthorn Drive Balsall Common CV7 7BF - T13 - Fell and remove mature salix tree (T002) – comments due 27th November

(7.2) To note the following Planning determinations;

PL/2025/01632/MINFHO 12 Leveson Crescent Balsall Common - APPROVED

PL/2024/02382/PPFL Greenfield Holly Lane Balsall Common – APPROVED

PL/2025/01686/MINFHO Cottage Meer End Road Meer End - **REFUSED**
PL/2025/01724/MINFHO 65 Balsall Street East Balsall Common - **APPROVED**
PL/2025/01774/MINFHO 4 Kemps Green Road, Balsall Common – **APPROVED**
PL/2025/01492/MINFHO 609 Kenilworth Road Balsall Common – **WITHDRAWN**

(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/2024/02700/MINFHO Meadow Croft Fen End Road Fen End
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/2025/01136/PPFL Land Off Foxes Way 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/2025/01701/PNCUDW Brook Farm Meer End Road Meer End Solihull
PL/2025/01608/MINFHO 35 Wootton Green Lane Balsall Common CV7 7EZ

8. Accounts

(8.1) Bank Reconciliation

To sign off Bank Reconciliation for the period 01.10.25 – 31.10.25

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

(8.3) To approve the following payments below for the month of November 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
17.10.25	4076	Pied Piper	Mole Control May	17.00	102.00
16.10.25	2289	Vish Gardening	Winter planting	-	1447.00
21.10.25	2303	Vish Gardening	4 days labour	-	620.00
20.10.25	6486823	Viking Raja	Copier Paper	3.68	22.08
25.11.25	Payslip	Tracey Carpenter	Salary	-	-
25.11.25	Payslip	Mary Bird	Salary	-	-
01.11.25	25-11-034	Fairways	Willow Park	71.87	431.24
01.11.25	25-11-034	Fairways	Cemetery	130.83	785.00
01.11.25	25-11-034	Fairways	Oakley	68.74	412.45
02.11.25	2023-0814	BC Village Hall	Room Hire	-	36.00
07.10.25	1549	WALC	Clerking 1-2-3 MB	7.00	42.00

14.10.25	1561	WALC Planning	LM, RD,MK,SK,PW	35.00	210.00
07.10.25	251007	Shemeam	Website updates	-	46.67
19.09.25	671450	SMBC	Community Governance Review Publicity	-	500.00
06.11.25	WP25309	Warks Cons Vol	Willow Park work 1 day	-	80.00

(8.5) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit total £648.80

For the period 01.10.25 – 31.10.25

* Monthly Fee £3.00

* Minuteman printing cemetery stickers £70.80

* Minuteman printing cemetery umbrellas £157.08

* Amazon galvanise post box £32.97

* Lady Haig Wreaths £259.30

* QR Code & survey software £125.65

9. **Proposal** for Council to note that the WALC AGM is Wednesday 12th November at 6.00pm by zoom. Cllr Slatter will be in attendance and update the Council.
10. **Proposal** for Council to grant £1,000 to support a local charity called Smiling Families in providing Mental Health Awareness Training
11. **Proposal** for Council to note the Christmas Lights switch on event is Friday 28th November 4pm onwards.
(11.1) Proposal to confirm Councillor availability to run the event, to distribute the choir's selection boxes, liaise with Santa, lighting team, schools etc.
12. **Proposal** for Council to note the Solihull Settlements Hierarchy was considered on Thursday 23rd October by the CPH Climate Change & Planning Committee at agenda item 7. The papers can be found in the public pack pages 89-121 - (Public Pack) The recommendation is that both KDBH and Balsall Common be designated as towns. The Committee resolved that the largest rural settlements of Balsall Common and Knowle, Dorridge and Bentley Heath be defined as towns.
[Decisions 23rd-Oct-2025 18.00 CPH Climate Change Planning Decision Session.pdf](#)
13. **Proposal** for Council to note that the CPH Climate Change & Planning Committee resolved to approve consulting on the draft Public Open Space Supplementary Planning Document at its meeting on 23rd October. The consultation is likely to start in November for 6 weeks. As public open space has been a contentious local issue
(13.1) Council to approve setting up a Working Group to consider the draft SPD (Agenda Item 6 page 9-88) and bring a report to the December council meeting.
14. **Proposal** for Council to approve the Parish Council nominating the Balsall Common Memory Cafe for a Kings Award for Voluntary Service. Delegate to the Clerk to submit the nomination.
15. **Proposal** for Council to receive an update on the Governance review and agree further actions.

- 16. Proposal** for Council to approve the purchase of:
(16.1) Fellowes Powershred from Currys £63 + vat
(16.2) Hoover HF1 Cordless Vacuum Cleaner from Currys £82 + vat
- 17. Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
(17.1) Proposal for council to select this month's featured councillor for the 'Spotlight on your Councillors' series on Facebook
- 18. Date and Venue of Next Meeting:** Wednesday 10th December 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.

