



295/297 Kenilworth Road, Balsall Common CV7 7EL
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Balsall Parish Council Meeting Wednesday 13th August 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
8th August 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 9th July 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/2025/01273/MINFHO 9 Priors Close Balsall Common Solihull CV7 7FJ - Single storey rear extension.
PL/2025/01492/MINFHO 609 Kenilworth Road Balsall Common Solihull CV7 7DT - Hip to gable roof extension with rear dormer and installation of two roof lights to the front roof slope

PL/2025/01423/LBC Frogmore, Frogmore Lane Fen End Solihull - Listed building consent for reroofing including the introduction of insulation, replacement of rainwater goods, and minor leadwork and brickwork repairs and alterations.

(7.2) To note the following Planning determinations;

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

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

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

PL/2025/01143/MINFHO 30 Greenfield Avenue Balsall Common CV7 7UG – APPROVED

PL/2025/01126/MINFHO 6 Balsall Street Balsall Common CV7 7AR – APPROVED

PL/2025/01261/VAR 176 Kenilworth Road Balsall Common CV7 7EW - 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 7EAL

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/2025/00642/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/2025/00800/MINFHO 1 Hawkswood Drive Balsall Common CV7 7RD

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

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/2025/01247/MINFHO 175 Needlers End Lane Balsall Common CV7 7AA

8. Accounts

(8.1) Bank Reconciliation

To sign off Bank Reconciliation for the period 01.07.25 – 31.07.25

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

(8.3) To note the External Audit Report 24/25 along with the Notice of Conclusion of Audit being posted on the website 29th July 2025

(8.4) To approve the following payments below for the month of August 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
16.07.25	4033	Pied Piper	Mole Control May	17.00	102.00
15.08.25	2124	Vish Gardening	Planter maintenance	-	88.50
31.07.25	2134	Vish Gardening	Planter maintenance	-	88.50
04.08.25	2162	Vish Gardening	Planter maintenance	-	50.00
05.08.25	2167	Vish Gardening	Planter Maintenance	-	50.00
August	Payslip	Tracey Carpenter	Salary	-	-
August	Payslip	Mary Bird	Salary	-	-
01.08.25	MEM254699-1	SLCC	Annual Subs	-	288.00
04.08.25	BCVH-2023	Village Hall	Room Hire	-	16.00
28.07.25	332217	Moore UK	External Audit	84.00	504.00
01.08.25	25-08-034	Fairways	Willow Park	71.87	431.24
01.08.25	25-08-034	Fairways	Cemetery	130.83	785.00
01.08.25	25-08-034	Fairways	Oakley	68.74	412.45

(8.6) Proposal for Council to note Lloyds Bank Card spend (Unity Trust) paid by direct debit for the period 01.07.25 – 31.07.25 total £65.20
* Monthly Fee £3.00
* Office supplies £19.30
* VJ Wreath £42.90

(8.7) Proposal for Council to note 24/25 reclaimed vat:
* Q1 & Q2 £5,181.85 received 31.07.25
* Q3 & Q4 £4,065.73 received 01.08.25
Total £9,247.58

9. **Proposal** for Council to consider its response to the Draft Settlement Hierarchy consultation
10. **Proposal** for Council to consider its response to the Statement of Community Involvement consultation.
11. **Proposal** for Council to receive the report on the July meeting with Exagen.
(11.1) Proposal for Council to accept in principle taking on management of the Solar Community Benefit Fund
12. **Proposal** for Council to receive a verbal update from the SAM meeting 17th July
13. **Proposal** to receive a VASA update from Cllr Kirby
14. **Council** to note the final arrangements for the VJ Day gatherings on Friday 15th August 2025.
15. **Council** to receive verbal report from Cllr Lloyd on discussions with SMBC Highways about the pedestrian crossing in the shopping area.
16. **Council** to note that Solihull Council are holding a workshop for voluntary and community groups to explain what KAVS (Kings Award for Voluntary Service) is and what it entails. They recognise that not every group will be able to attend and have offered to hold an informal session covering Balsall and Berkswell parishes. Is this something that the council would want to support and are there any voluntary and community groups that should be added to the list circulated?
17. **Proposal** for Council to approve the purchase of a replacement laptop for the clerk at a cost of £644.88 to be supplied by Edge IT including set up and configuration.
18. **Balsall Parish and Berkswell Parish Governance Review**
(18.1) Council to note that the first stage of the consultation opened on 5th August and will run until 1st October 2025.
(18.2) Council to agree the following Motion: “Council to approve the previously circulated note for distribution electronically via social media channels such as Balsall Common Facebook, the Communicator and within parish magazines on behalf of both parish councils, assuming Berkswell Parish Council approves it at their meeting on 7th August. Should Berkswell Parish Council not approve the note, it will be distributed on behalf of Balsall Parish Council
19. **Correspondence:**
* **Please note:** Balsall Common Lions have arranged prostate screening, details and links on their Facebook page: Sat 04th October 0930, Heart of England School and the booking link is <https://bcl.mypsatests.org.uk/Events/>
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. Date and Venue of Next Meeting:** Wednesday 10th September 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.