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## **Balsall Parish Council Meeting**

**Wednesday 14<sup>th</sup> January 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.

Tracey Carpenter  
Clerk & RFO  
9<sup>th</sup> January 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:  
**(4.1)** Parish Council Meeting held on Wednesday 10<sup>th</sup> December 2025  
**Minutes Resolution** to note the draft Minutes of the:  
**(4.2)** Staffing Committee Meeting held on Tuesday 22<sup>nd</sup> December 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/2025/02004/MINFHO** 6 Asbury Road Balsall Common Solihull - Conversion of double garage to form ancillary living accommodation – comments 20<sup>th</sup> January

**PL/2025/02275/PPOL** Land Off Windmill Lane Balsall Common Solihull - Outline planning permission for the development of up to 80 dwellings (Use Class C3), means of access into the site (not internal roads) and associated highway works, with all other matters (relating to appearance, landscaping, scale and layout) reserved

**PL/2025/02379/PPFL** Hollybush Farm Holly Lane Balsall Common Solihull - Change of use to convert existing barn into a family home (Resubmission of PL/2023/00206/PPFL) – comments due 27<sup>th</sup> January

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

**PL/2025/02018/MINFHO** 54 Greenfield Avenue Balsall Common **APPROVED**

**PL/2025/02079/MINFHO** 641 Kenilworth Road Balsall Common **APPROVED**

**PL/2025/02083/MINFHO** 49 Dengate Drive 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/2025/00642/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/2025/02087/TPO** 5 Hawthorn Drive Balsall Common

**PL/2025/01907/TPO** 49 Ashley Way Balsall Common

**PL/2025/02252/PIP** Land at Wootton Lane, Balsall Common – Permission in principle for the construction of 6 no. dwellings.

**8. Accounts**

**(8.1) Bank Reconciliation**

To sign off Bank Reconciliation for the period 01.12.25 – 31.12.25

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

**(8.3) To approve** the following payments below for the month of January 2026

**(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
17.12.25	4505	Pied Piper	Mole Control Dec	17.00	102.00
23.12.25	2378	Vish Gardening	Winter planting	-	50.00
25.12.25	Payslip	Tracey Carpenter	Salary	-	-
25.12.25	Payslip	Mary Bird	Salary	-	-
01.01.26	26-01-034	Fairways	Willow Park	71.87	431.24
01.01.26	26-01-034	Fairways	Cemetery	130.83	785.00
01.01.26	26-01-034	Fairways	Oakley	68.74	412.45
15.12.25	25-12-355	Fairways	Freezer removal	31.40	188.40
02.01.26	0858	BC Village Hall	Room Hire	-	46.00
27.12.25	20592827	Cllr D Slatter	Canva annual subs	-	100.00

**(8.5) Proposal for Council** to note Lloyds Bank Card spend (Unity Trust) paid by direct debit total £248.48

For the period 01.11.25 – 30.11.25

\* Monthly Fee £3.00

\* A1 Motor Spares screwdriver £5.50

\* Co-op Remembrance flowers £10.00

\* Argos shredder & vacuum £212.99

\* Amazon extension lead £19.99

9. **Proposal** for Council to consider and approve the award of a new three-year grounds maintenance contract 2026-2029, following the Clerk's engagement with and quotations received from prospective contractors.
10. **Proposal** for Council approval of a Small Grant application in the amount of £1,000 submitted by the Smiling Families Charity to deliver Mental Health Awareness Sessions
11. **Proposal** for Council to receive a verbal update from the Solihull Area Meeting 13th January 2026
12. **Proposal** for Council to note that MHCLG issued a consultation on 16 Dec on Proposed reforms to the National Planning Policy Framework and other changes to the planning system (closure date 10 March 2026). Council to consider the implications of the proposed changes on the Solihull Local Plan Issues and Options Consultation agreed by SMBC Cabinet on 11 December.
13. **Proposal** for Council to note that the temporary Greenway extension to Balsall Common was permanently closed with short notice on 6 January 2026.

- (13.1) Proposal** for Council to consider whether both parish councils should write to SMBC to ask them to resolve the flooded footpath to enable walkers and cyclists to access Station Road from the Greenway.
- (13.2) Proposal** for Council to write to SMBC requesting that they ask HS2 to expedite the planning of the new Greenway extension to Station and provide an estimate of when it will be open to the public.
- 14. Proposal** for Council to receive a report from Cllr R Drake on a meeting with Catesby to discuss their application for "Land off Windmill Lane" on 12th January
- 15. Proposal** for Council to receive a verbal report on the Community Governance Review public drop-in session Wednesday 7<sup>th</sup> January
- 16. Proposal for Council** to suggest content for Facebook posts for the forthcoming month.
- (16.1) Proposal** for council to select this month's featured councillor for the 'Spotlight on your Councillors' series on Facebook
- 17. Correspondence:**
- \* Heart of England School email regarding the Festive Afternoon Tea laid on by the Students
  - \* Dilapidation of the Tipperary Inn, Meer End Road
- 18. Date and Venue of Next Meeting:** Wednesday 11<sup>th</sup> February 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.