

Minutes of the Parish Council Meeting
Wednesday, 1st July 2020
via Zoom Video Conferencing

Present:

Cllr Frank Bunce – Chairman
Cllr Clive Hill
Cllr Karen Dunn
Cllr Michael Kay
Cllr Jessica Rathbone
Cllr Peter Tennant
Cllr Kim Wallace
Cllr Jonathan Horton
Cllr John Fox
Cllr Wayne Hadley

RFO: Carole Cox

Clerk: Franciska Giles

Public: 0

2958 Rules and Procedures of Video Conferencing

Cllr Frank Bunce explained the rules and procedures of Zoom video conferencing.

2959 Clarification of Parish Council Meetings Held via Zoom Video Conferencing

The Clerk stated that the Coronavirus Regulations 2020 were passed by Government on 1st April 2020 and apply to meetings taking place before 7 May 2021.

The regulations enable local authorities to hold meetings remotely including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

2960 The Public

None present

2961 Apologies

Cllr Donna Williams and Cllr Trevor Wills offered their apologies to the Clerk which were accepted.

2962 Declaration of Pecuniary Interests and Dispensations

None

2963 Election of a new Chairman

Cllr Frank Bunce asked the Parish Councillors for a nomination.

The Parish Councillors nominated Cllr Clive Hill to become the new Chairman to the Parish Council.

Proposed: Cllr Jonathan Horton

Seconded: Cllr Peter Tennant

All in favour

It was resolved that Cllr Clive Hill was voted to become the new Chairman to the Parish Council

2964 Appointment of a new Vice-Chairman

Cllr Frank Bunce asked the Parish Councillors for a nomination.

The Parish Councillors nominated Cllr Jonathan Horton to become the new Vice-Chairman to the Parish Council.

Proposed: Cllr Kim Wallace

Seconded: Cllr Clive Hill

All in favour

It was resolved that Cllr Jonathan Horton was voted to become the new Vice-Chairman to the Parish Council

2965 Approval of the Parish Council Meeting Minutes - Held on Wednesday 10th June 2020

Cllr Clive Hill said that asked members if they had read the minutes and if they could confirm these as a true and accurate record.

Proposed: Cllr Karen Dunn

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that the minutes were a true and accurate record

2966 Matters arising from the Parish Council Meeting Minutes - Held on Wednesday 10th June 2020

Minute no 2955 – Recreation Ground and Burial Ground driveway gates opening hours

The Clerk asked the Parish Councillors to review the current opening times arrangements.

The Parish Council discussed the matter and agreed to revert back to the status quo and leave the Recreation Ground open at all times and the Burial Ground driveway gate to be open Monday to Friday 8:30 a.m. until 4:30 p.m. and 9:30 a.m. until 4:30 p.m. at the weekends. It was also agreed that the Groundsmen are empowered to close the gate and call the police as and when the situation demands it, however they should always liaise with the Chairman.

Proposed: Cllr Jonathan Horton

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the opening times of the Recreation Ground and Burial Ground driveway gates to be reverted back to the status quo as per times above.

2967 Matters arising from the Recreation Committee Meeting - Held on 15th June 2020

Minute no 1400 – CIL Projects

Cllr Clive Hill advised that the Recreation Committee discussed and suggested a CIL Application Form to go hand in hand with the existing CIL matrix and that is to be completed by any new CIL applicants. Cllr Clive Hill stated that as the CIL Application Form is still under review, at present, only the below suggested CIL process to be approved by the Parish Council:

1. Applicant completes CIL Application Form and submits it to the Clerk
2. Recreation Committee evaluates the CIL Application Form, completes CIL Matrix and sends them to the Finance Committee
3. Finance Committee evaluates the CIL Application Form & CIL Matrix and formulates a recommendation
4. Application Form, CIL Matrix and Committee recommendations are discussed at the Parish Council meeting.

The Parish Council considered the suggested CIL Process.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the proposed CIL process to be implemented and followed going forward

1422.2 – New Allotment Tenancy Agreement

Cllr Clive Hill asked the Parish Councillors to approve the new agreement which would come into force in 2021

Proposed: Cllr Karen Dunn

Seconded: Cllr John Fox

All in favour

It was resolved that the new allotment tenancy agreement was approved by the Parish Council

Action item: The Clerk to send a copy of the tenancy agreement to the allotment holders

Minute no 1435.1 – Defibrillator

Cllr Jonathan Horton stated that the Air Ambulance would like to put a defibrillator in the Bickenhill Telephone Box and said that he will investigate the details and processes and will report his findings to the Recreation Committee. Cllr Peter Tennant suggested to seek clarification whether the defibrillator would need constant power supply to charge its battery. The Clerk suggested to check with the Air Ambulance whether solar lights could power the battery.

Minute no 1435.2 – Solar Lights

The Clerk said that to enable the telephone box library to be used after sunset, some solar powered lights were proposed to be installed on the telephone box. The Parish Council suggested to combine minute no 1435.1 & 1435.2 when investigating the possibility of the solar lights and revisiting the matter once Cllr Jonathan Horton's findings are available.

2968 Matters arising from the Planning Committee Meeting - Held on 01st June 2020

Cllr Clive Hill said that the Planning Committee commented on the below planning applications.

PL/2020/00884 - Land to the South of Church Lane, Bickenhill, Solihull, B92 0DN

Proposal: Erection of a stable block, associated stable yard, landscaping and retention of existing access.

BMGPC submitted a 2 page written objection to SMBC

PL/2020/00999 - 21 Station Road, Marston Green, Solihull, B37 7AB

Proposal: Erection of rear conservatory to existing dental surgery

BMGPC wishes to object to the planning application on the ground that it is felt that the application is over intensive, particularly bearing in mind that these premises were previously a private dwelling house, and stands in a row of other private dwelling houses. There appears still to be an issue regarding the 45 degree angle ruling with the adjoining properties. We are also concerned as to a possible increase in parking and general traffic issues bearing in mind a possible increase in the number of clients. This extension would also appear to create an increase of more than 50% of the original footprint.

PL/2020/00526 - Land to the R/O Village Hall 38 Elmdon Road Marston Green Solihull

Proposal: A single trip 20ft shipping container

Cllr Clive Hill declared his interest. The Planning Committee is concerned about the inappropriate construction of a container in an urban area where a shed would be more appropriate. The Committee is also concerned about potential noise being generated when opening and closing the container and about its future maintenance.

PL/2020/00818 - 39 Bickenhill Road, Marston Green, Solihull B37 7EL

Proposal: Demolition of existing garage to side and single storey extension to rear.

New two storey side extension, single storey rear extension & new canopy formed to front elevation.

No objections subject to a 1.5m gap being maintained between the rear extension and the neighbouring boundary. The Planning Committee is also querying the future plans of parking arrangements in the front of the property as currently there is allocation for 1 car only however the proposal states 4 cars to be kept in the front. In addition, there isn't any proposal to realign or extend the dropped curve access between the highway and the property.

PL/2020/00611 - Land Adjacent to 270 Coleshill Heath Road, Marston Green, Solihull

Proposal: Erection of 9 dwellings with associated access, parking and landscaping

The Parish Council submitted a written objection to Solihull MBC

2969 Matters arising from the Finance Committee Meeting - Held on 22nd June 2020

Minute no 596.1 (1431.) – Recreation Ground External Lighting

The RFO advised that the Finance Committee could not discuss the matter as only one quotation was supplied which does not support the Parish Council's Standing Orders.

Action item: *The Clerk to obtain two more quotations that to be discussed at the next Recreation Committee meeting*

Minute no 596.2 (1431.2) – Improvement to External Lighting to Pavilion

The Recreation Committee had discussed the option of upgrading the external flood lighting of the Pavilion to LED. The Clerk had obtained a quote from Westwood Ltd. The total cost is £575.00+ VAT. The Finance Committee agreed the quote to be recommended to the Parish Council.

Proposed: *Cllr Jessica Rathbone*

Seconded: *Cllr Karen Dunn*

All in favour

It was resolved *that the Parish Council approved the Westwood quotation*

Minute no 596.3 (1431.3) Recycling at BMGPC

The Recreation Committee had discussed the option and cost of providing the facility to recycle glass at the Recreation Ground. The Clerk had provided a quote from Veolia. The quote is detailed in the Recreation Committee Minutes, refer to item 1431.3 for further details. The total annual cost would be £400.50. The Finance Committee is of the view that while the Parish Council should be looking at improving their recycling and environmental

responsibilities, the Council may be paying for a service that is seasonal and therefore, the Finance Committee suggested to ask Veolia to quote for a monthly collection.

Action item: *The Clerk to enquire whether VEOLIA offers monthly collections*

Minute no 596.4 (1431.4) - Allotment Site Elmdon Lane – Chestnut Fencing Quote

The Recreation Committee had discussed the revised quote to replace the chestnut fencing. The previous quote had been for a 4ft high fence the revised quote is for a 5ft fence. Further details are in the Recreation Committee minutes refer to item 1431.4. The total cost is £280.00. The Finance Committee agreed the quote to be recommended to the Parish Council.

Proposed: *Cllr Kim Wallace*

Seconded: *Cllr Jonathan Horton*

All in favour

It was resolved that the Parish Council approved the £280 quotation

Minute no 596.5 (1434) - Score Box Replacement Shutter

The Recreation Committee had discussed the option to replace the damaged manual shutter with an electric motorised shutter as per the quote from AI Access Innovations who currently provide the Parish Council with a maintenance contract on all the shutters. The quote is detailed in the Recreation Committee Minutes, refer to item 1434 for further details. The total cost would be £1,850.30 + VAT. The Finance Committee agreed the quote to be recommended to the Parish Council Meeting.

Proposed: *Cllr Jessica Rathbone*

Seconded: *Cllr Karen Dunn*

All in favour

It was resolved that the Parish Council approved the Access Innovation quotation

Minute no 596.6 (1436) Treefix Quotations 3M's Spinney & Burial Ground

The Clerk had requested a quote to address a number of problems in the Spinney on the 3M's and the Burial Ground. The quote is detailed in the Recreation Committee Minutes, refer to item 1436 for further details. It was originally discussed as two quotes however, Treefix, the contractor has provided one quote for the total work required. The total cost is £1,430.00 and therefore, needs to be authorised in line with Financial Regulations. The Finance Committee agreed the work is essential and the quote to be recommended to the Parish Council Meeting.

Proposed: *Cllr Peter Tennant*

Seconded: *Cllr Jessica Rathbone*

All in favour

It was resolved that the Parish Council approved the Treefix quotation

Minute no 602 - Percentage Reduction of Recreation Ground Fees for 2020/21 season

The RFO advised that the Parish Council had received a number of enquiries about a rebate/reduction in fees following the COVID19 outbreak. All of the customers/users of the Recreation Ground had been affected to some scale with the completion or starting of the playing seasons. The RFO had asked the Groundsman how many matches the football teams had managed to play last season. Out of the 16 matches allowed 50% or there about, were played. With this in mind it gave an idea how this information could be used for

discussion by the Parish Council. The RFO is therefore, suggesting that the Parish Council could offer a 50% discount off the forthcoming season fees and this could be applied to all returning customers only.

| Recreation Ground Fees | Current Fee | Fee with 50% Reduction | Cost to be incurred by PC re COVID19 |
|---|-------------|------------------------|--------------------------------------|
| Cricket | £6,666.6 | | |
| Cricket Club Bar Lounge Hire | 7 | 3,333.34 | £3,333.33 |
| Cricket Pitch Hire | £790.00 | 400.00 | £390.00 |
| Additional Land | £100.00 | 100.00 | £0.00 |
| Baseball Team | £790.00 | 400.00 | £390.00 |
| Football Teams | | | |
| Senior in Area - 1 Team | £643.33 | 321.63 | £321.70 |
| Senior Out of Area - 4 teams | £776.67 | 388.34 | £1,553.32 |
| Junior Out of Area - Pitch Only | £280.00 | 140.00 | £140.00 |
| Junior Out of Area - Pitch + Changing Rooms | £392.50 | 196.25 | £196.25 |
| Total of Reduction | | | £6,324.60 |
| Outstanding Balance | | | -£5,254.60 |

The Finance Committee recommended that this deficit to be taken from the COVID-19 payment received from Solihull MBC of £10,700.00. A further recommendation is that there will be no rebate issued in relation to last season's invoices or to new teams using the facility for the first time.

Proposed: Cllr Peter Tennant

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that

- A) *The Parish Council Parish Council to offer a 50% discount off the forth coming season fees and that to be applied to all returning customers only*
- B) *The deficit to be taken from the COVID19 payment received from Solihull MBC of £10,700.00.*
- C) *No rebate to be issued in relation to last season's invoices or to new teams using the facility for the first time*

Minute no 603 – Orders raised duly noted

The RFO advised that the following orders had been raised and were to be duly noted

- 20/1126 Fairways – Weed & Feed Recreation Ground £1,100.00
- 20/1128 AI Access – Repair to the Height Barrier £720.00
- 20/1137&36 Summer Bedding Plants £528.16
- 20/1134 J T Signs – A frame £95.00
- 20/1133 Christmas Lights Maintenance & Repair £785.00
- 20/1131 Fairways – New Tyre for John Deere £225.00

Proposed: Cllr Kim Wallace

Seconded: Cllr Jonathan Horton

All in favour

It was resolved that the orders raised are duly noted by the Parish Council

2970 – Neighbourhood Plan – Bickenhill

Cllr Jonathan Horton said that Bickenhill had its fair share of recent challenges (Airport extension, travellers etc.) and the residents would therefore like to achieve something positive for the village. To be able to make an impact, SMBC had suggested looking into the possibility of formulating a Neighbourhood Plan for Bickenhill only at this stage. Cllr Jonathan Horton advised that with the help of Cllr Michael Kay, he will look into the requirements and work involved in formulating a Neighbourhood Plan for Bickenhill. Cllr Jonathan Horton stated that there is some financial and planning help available from SMBC and WALC but understands that the Parish Council will need to lead the project. Cllr Michael Kay added that most of the Bickenhill residents indicated that, if needed, they would be willing to financially contribute to the Plan. The RFO said that the Parish Council had previously researched and looked into the requirements of a Neighbourhood Plan and that the final Plan must be signed off by SMBC.

Action item: Cllr Jonathan Horton to report his finding at the next Parish Council meeting in September 2020

2971 – Broadband

Cllr Michael Kay stated that the Parish Council is currently in discussion with Martin Jones, Commercial Lead LFFN PSAR & Implementation Adviser from the Government and is looking at options as how to better the internet connection in Marston Green and Bickenhill. Cllr Michael Kay said that he will report back with any developments at the next Parish Council meeting.

2972 – Finance – Approval of Invoices for Payment

The proposal was to authorise the payments detailed in the June expenditure reports.

Proposed: Cllr Michael Kay

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved to accept the expenditure payments detailed on the reports

2973 Date of the next meeting - Wednesday 02nd September 2020 at 6:30 p.m. via Zoom Video Conferencing

Cllr Clive Hill closed the meeting at 7:40 p.m.