

**Minutes of the Parish Council Meeting
Wednesday, 2nd September 2020
via Zoom Video Conferencing**

Present:

Cllr Clive Hill - Chairman
Cllr Karen Dunn
Cllr Michael Kay
Cllr Jessica Rathbone
Cllr Peter Tennant
Cllr Jonathan Horton

RFO: Carole Cox

Clerk: Franciska Giles

Public: 0

2974 Rules and Procedures of Video Conferencing

Cllr Clive Hill explained the rules and procedures of Zoom video conferencing.

2975 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.

2976 The Public

None present

As a member of the public, Clive Hill advised that, according to SMBC, the homeless man who can be seen in front of the One Stop shop has been offered help and the council is awaiting his decision.

2977 Apologies

Cllr Kim Wallace, Cllr John Fox, Cllr Wayne Hadley and Cllr Trevor Wills offered their apologies to the Clerk which were accepted.

2978 Declaration of Pecuniary Interests and Dispensations

None

2979 Approval of the Parish Council Meeting Minutes - Held on Wednesday 1st & 15th July 2020

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

Proposed: Cllr Jonathan Horton

Seconded: Cllr Karen Dunn

All in favour

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

2980 Matters arising from the Parish Council Meeting Minutes – Held Wednesday 1st&15th July 2020
None

2981 Matters arising from the Recreation Committee Meeting - Held on 20th July 2020
Minute no 1362 – Bickenhill Playground Fence Quotations

Cllr Jonathan Horton advised the Parish Council that following a conversation with Bickenhill St. Peter's Church, it was decided that there is no longer a requirement to carry out the project.

2981.1 Minute no 1445 – Memorial Oak Tree Planting Request

Cllr Clive Hill advised the Councillors that the Recreation Committee approved the request and asked for the matter to be ratified.

Proposed: Cllr Jonathan Horton

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the matter is ratified

2981.2 Minute no 1448 - Memorial Bench Application

Cllr Clive Hill advised the Councillors that the Recreation Committee approved the request and asked for the matter to be ratified.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the matter is ratified

2982 Matters arising from the Planning Committee Meeting - Held on 25th June, 9th & 23rd & 30th July and 12th August 2020

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

App No: PL/2020/01210

Application: 2 Alcott Lane, Marston Green, Solihull, B37 7AT

Proposal: Change of use of existing dwelling house to Class C2 care home for 4 No. adults with physical and learning difficulties. Reposition front door to side as per original location, internal alterations, erection of timber fence between house and rear bungalow.

Comment: The Parish Council does not have any objections to the planning application however requests for neighbourhood notices to be sent out to the nearby residents. The Parish Council also recommends that SMBC Highways pays a site visit to assess the safety aspects in anticipation to the increased vehicular movements.

App No: PL/2019/00978

Application: Elm Croft, 242 Coleshill Heath Road, Solihull

Proposal: Change of Class Use from C3 to C2 to accommodate 6 No. service users. Rear extension falling under permitted developments. Conversion of garage to bedroom. 2 No. first floor side extensions. Internal remodelling to accommodate C2 Class Use.

Comment: The Parish Council is extremely concerned about the traffic on Coleshill Heath Road and the accessibility from and onto the road from the property. Coleshill Heath Road is a very busy road to the point of tail back at rush hour. In addition, the property is very close to the existing side road and it is in close proximity to a bus shelter.

App No: **PL/2020/01392**

Application: 58 Station Road, Marston Green, Solihull, B37 7BA

Proposal: Sub-division of single A1 retail shop to 2 No. A1 retail shops, two storey rear, single storey rear extension, dormer window to rear, alterations to shop front and conversion of first floor to 2 No. self-contained flats.

Comment: The Parish Council objects to the planning application on the ground of over-intensive development of the site especially considering its location and insufficient parking facilities for the amount of units proposed. With reference to section 8 of the Application Form Redacted please note that the applicant did not request modification to provide permitted vehicle access to the front of the property from the highway.

App No: **PL/2020/01395**

Application: 8 Wolverton Road, Marston Green, Solihull, B37 7XJ

Proposal: Garage conversion to operate hairdressing business. Change in hours of operation of business

Comment: The Parish Council does not have any objections subject to the named business operating only from Tuesdays to Fridays between 9:00 and 18:00 and on Saturdays from 9:00 until 16:00

App No: **PL/2020/01498**

Application: The Dale, Catherine De Barnes Lane, Catherine De Barnes, Solihull

Proposal: Change of use from a dwelling house and annex (Use Class C3) to a residential 7-bedroom children's home (Use Class C2).

Comment: The Parish Council is concerned about the usage consent in relation to the proposed children's home being right next to a busy main road. The Parish Council, therefore, would like to obtain more information on the below points:

- * how will the children be safeguarded
- * what is the nature of the children (vulnerable or not vulnerable)
- * how the children would get to school
- * what will be the children - teacher ratio

App No: **PL/2020/01287**

Application: 51 Holly Lane, Marston Green, Solihull, B37 7AN

Proposal: Addition of first floor to existing bungalow raising the roof height, part two storey/single storey rear extension and new front porch with canopy.

Comment: No objections subject to sufficient legal off-road parking arrangements

The Parish Council would like to draw attention to the fact that PL/2020/01287 was submitted for No 51 Holly Lane, however, it appears that the property is divided into two residential buildings. The number plating at the front of the property shows No. 51 and 51A which suggests that there is an unattached residential dwelling at the rear of the main property. Please also note that on the Electoral Register only No 51 Holly Lane is listed.

App No: Parallel Crossing on Coleshill Heath Road
Comment: The Parish Council is of the opinion that the position of the proposed parallel crossing is too close to the junction of Coleshill Road and Coleshill Heath Road. It is therefore suggested that the parallel crossing be moved further down on Coleshill Heath Road, towards the A452. In addition, for safety concern reasons, the Parish Council recommends that the parallel crossing should be fitted with a traffic light system.

2983 Matters arising from the Finance Committee Meeting - Held on 27th July 2020

2983.1 Minute no 608.1 (1431.) – Recreation Ground External Lighting

The RFO advised that the Clerk tried to source three quotations in line with Standing Orders requirements however due to the nature of the work and the specific requirements of street lighting, no contractors were able to quote. Bearing all the findings in mind, the RFO asked the Parish Council to approve Solihull MBC's quotation

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Michael Kay

All in favour

It was resolved that the Parish Council approved SMBC's quotation

2983.2 Minute no 608.2 (1431.3) Recycling at BMGPC

The RFO stated that the Clerk had spoken with Veolia to clarify if there is a monthly collection service following on from the recommendation of the Finance Committee last month. Veolia had confirmed they only offer a weekly or fortnightly collection. The RFO explained that the Recreation Committee and the Finance Committee had further discussed the option and were recommending that the Parish Council trials the recycling option for a year to try and improve our carbon footprint. The total annual cost would be £400.50

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Michael Kay

All in favour

It was resolved that the Parish Council approved Veolia's Recycling quotation of £400.50 on the condition that the contract would be reviewed after one year.

2983.3 Minute no 608.3 (1378) – Allotment Improvement Proposal

The Clerk stated that the detailed cost proposal will be discussed during the September Recreation Committee Meeting.

2983.4 Minute no 608.4 (1446)– Allotment Amenity Land – Treefix Quotation

The RFO stated that The Recreation Committee were proposing the Treefix quote of £950.00 to address the issue of some trees along the back-fence line of the allotments, the area is between the fence and the fences of the houses on Elmdon Lane. Details of the work are in the

Recreation Committee minutes. The Finance Committee were of the opinion that perhaps the Airport should take responsibility for the trees. The Clerk explained that the area where the trees are located is a no man's land and that the trees are old and in need some work. The Clerk stated that the tree surgeon recommends the work to be carried out to avoid any accidents. The Parish Council discussed the proposal and was of the opinion that the quotation should be approved.

Proposed: Cllr Michael Kay

Seconded: Cllr Peter Tennant

All in favour

It was resolved that the Parish Council approved the quotation of £950.00 from Treefix

2983.5 Minute no 608.5 (1447) Chapel Garden – Replacement Bench

The RFO explained that the current bench is beyond repair and the Recreation Committee and the Finance Committee were of the opinion that this should be replaced with a plastic recycled bench. The Clerk obtained 3 quotes, please refer to the minutes of the Recreation Committee (Minute no 1447) for further details. The proposal was for the Glasdon Bench to be accepted at a cost of £520.57.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Michael Kay

All in favour

It was resolved that the Parish Council approved the Glasdon quotation of £520.57

2983.6 Minute no 608.6 (1449.1) Ashes Plot Markers

The RFO stated that the Clerk had obtained quotes to replace the markers in ashes plot one and purchasing markers for ashes plots two and three. Please refer to the minutes of the Recreation Committee (Minute no 1449.1) for further details. The proposal of the Recreation Committee and of the Finance Committee is that the Parish Council accepts Pollards Memorials quote at a total cost of £1,500.00

Proposed: Cllr Karen Dunn

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that the Parish Council approved Pollard Memorial's quotation of £1500

2983.7 Minute no 608.7 (1450) Skip Hire

The RFO advised that an amount of rubbish had been accumulated from the allotment plots. The Recreation Committee were proposing a budget of up to £300.00 for the hire of the skip, prices varied, refer to the minutes of the Recreation Committee (minute no 1450) for details. The RFO explained that the companies quoted were not ones that we had used before and that some companies would not issue on account and they required a cheque on delivery of the skip, hence the suggestion of a budget until a company could be identified.

Proposed: Cllr Karen Dunn

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that the Parish Council approved a £300 budget for a skip hire

2983.8 Minute no 614 – CIL Application Form

The RFO stated that Cllr Karen Dunn recommended to change the wording of the fund section to show LOCAL, NATIONAL and INTERNATIONAL.

Proposed: Cllr Peter Tennant

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the Parish Council approved the proposed modified wording of the CIL Application Form

2983.9 Minute no 615 – CIL Matrix – Proposed Changes

The RFO stated that the Finance Committee had reviewed the form and noticed a typo on the % explanation as it said more than 0.7% and it should read more than 70%. The RFO displayed the form and it was duly amended. The RFO advised that she had also changed the total score from 15 to 12.

2984 – 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 stated that he engaged with Avon Planning and asked for some guidance. Avon Planning, via WALC, could offer the Parish Council 2h free consultation, so in order to proceed with setting up a meeting, Cllr Jonathan Horton asked the Parish Council to approve this initiative, based on the understanding that the first two hours will be free and that any additional hours will be paid for by the Parish Council.

Proposed: Cllr Jonathan Horton

Seconded: Cllr Michael Kay

All in favour

It was resolved that the Parish Council approved the 2 hours free training supplied by Avon Planning

2985 – Parish Council Casual Vacancy

The Clerk stated that a statutory notice, in line with Section 87(2) of the Local Government Act 1972, has been displayed in the noticeboards and on the website for 14 days, informing the public of the two casual vacancies in the Office of Parish Councillors. During the 14 days period no electors have requested an election to fill the vacancies. Consequently, the Parish Council now has the opportunity to advertise the vacancies and co-opt the right candidates. The Clerk asked the Parish Councillors whether they would like to advertise the positions now or in the new year and whether to hold interviews face-to-face or via Zoom.

Cllr Peter Tennant and Cllr Clive Hill were of the opinion advertise and to fill the vacancies as soon as possible and to interview face-to-face subject to social distancing guidelines. Cllr Jonathan Horton suggested to form the interview panel only then when all applications have been received.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the Parish Council agreed to advertise and to fill the vacancies as soon as possible and to interview face-to-face subject to social distancing guidelines. Furthermore, it was

agreed that the interview panel will only then be formed when all applications have been received.

Action item: Clerk to advertise the vacancies

2986- Broadband

Cllr Michael Kay advised that the residents of Bickenhill will attend a meeting with Martin Crutchley from BT Openreach to discuss the available rural voucher scheme with the hope to install a super-fast broadband in the village. Cllr Michael Kay added that the residents of Bickenhill are planning to form a Committee Interest Company to take over all the responsibility and commitments so the Parish Council will not need to get involved.

2987 - Remembrance Day Service

Cllr Clive Hill said that the Remembrance Day Service this year, due to the ongoing COVID-19 situation, possible cannot be held face-to-face. St. Leonard Church has already indicated that they are considering holding a virtual service and that the Scouts will most likely make alternative arrangements. Cllr Clive Hill added that the Clerk will organise a meeting with the involved parties in September to agree a plan and the details and the findings will be reported back at the next Parish Council meeting.

Action item: Clerk to organise a meeting with the involved parties and the findings to be discussed during the October Parish Council meeting

2988 – 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

2989 Date of the next meeting - Wednesday 7th October 2020 at 6:30 p.m. via Zoom Video Conferencing

Cllr Clive Hill closed the meeting at 8:25 p.m.