

**Minutes of the Parish Council Meeting
Wednesday, 7th October 2020
via Zoom Video Conferencing**

Present:

Cllr Clive Hill - Chairman
Cllr Karen Dunn
Cllr Michael Kay
Cllr Jessica Rathbone

Cllr Jonathan Horton
Cllr John Fox
Cllr Kim Wallace
Cllr Wayne Hadley

RFO: Carole Cox

Clerk: Franciska Giles

Public: 0

2990 Rules and Procedures of Video Conferencing

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

2991 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.

2992 The Public

None present

2993 Apologies

Cllr Peter Tennant and Cllr Trevor Wills offered their apologies to the Clerk which were accepted.

2994 Declaration of Pecuniary Interests and Dispensations

None

2995 Approval of the Parish Council Meeting Minutes - Held on Wednesday 2nd September 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 Jessica Rathbone

Seconded: Cllr Jonathan Horton

All in favour

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

2996 Matters arising from the Parish Council Meeting Minutes – Held Wednesday 2nd September 2020

Minute no. 2981.1 - Memorial Oak Tree Planting Request

Cllr Clive Hill stated that an oak tree has been purchased by the Blackfirs Lane residents which will be planted in the Millennium Wood shortly. The Groundsmen will carry out the actual planting work which the Blackfirs Lane residents will observe.

Minute no. 2985 – Parish Council Vacancies

The Clerk said that three applications have been received to the advertised Parish Council vacancies. Once the deadline for applications (21st of October 2020) had elapsed, the Clerk will present the applications to the Parish Council.

Minute no. 2986 – Broadband

Cllr Jonathan Horton stated that a positive meeting with Martin Crutchley from Openreach was held in Bickenhill. Majority of the villagers are keen to proceed with the super fast broadband scheme and would be willing to sign a contract with Openreach. It was agreed that Mr Crutchley will send Cllr Horton a new quotation to upgrade all the roads in the village and will also confirm Openreach's standpoint relating to liability matters. It is anticipated that if everything goes to plan, the installation work can commence in 8-10 months time.

The Clerk stated that Martin Jones and Richard Poynter, CSW Broadband Programme Manager, are working on a solution or a voucher scheme for Marston Green and shall update the Clerk in the next few weeks.

Minute no. 2987 - Remembrance Day Service

Cllr Clive Hill stated that he and the Clerk met with the Baptist Free, St. Leonard's Church and the Scouts on the 23rd of September to discuss the Remembrance Day Service. During the meeting it was said that the Parish Council will offer an opportunity to all previously participating organisations to lay their wreath in the Garden of Memory prior to the 8th of November. This event will be recorded by the Parish Council and the footage will be incorporated in the Remembrance Sunday church service that will be streamed live on Facebook. The Scouts confirmed that they are on red alert and therefore shall not parade this year but will participate in the church service. Prior notification of the virtual church service will be posted by the Clerk on Facebook and on the Parish Council's website.

2997 Matters arising from the Recreation Committee Meetings - Held on 15th & 21st September 2020

Minute no. 1456 – Defibrillator Cabinet

The Clerk stated that SMBC has responded to the Parish Council's request, namely to have a heated defibrillator cabinet, in the Bickenhill telephone box, connected to an electricity supply. SMBC indicated that, due to the current climate, they are unable to fund the installation of the defibrillator cabinet and its power supply. SMBC advised that their early estimates to complete the work would be £4500.00

The Parish Council was of the opinion that SMBC's estimate is high. Cllr Jonathan Horton offered to provide a contact name in Western Power Distribution to obtain a quotation from the company directly.

Action item: *The Clerk to request a quotation from Western Power Distribution for the reconnection of the power supply to the Bickenhill telephone box.*

Minute no. 1457 – CIL Projects

The Parish Council donated £9000 from their CIL fund in December 2019 for the urgent repair of the Parish Hall roof. Cllr Clive Hill said that during the July, September and October 2020 Parish Hall Trustees meetings it was discussed that the Parish Hall roof repair work is no longer deemed urgent but the fund could be used for other repair work that needed to take priority. Cllr Clive said that he explained to the Trustees that the donated money may only be used for the repair of the Parish Hall roof and suggested that the money be returned to the Parish Council. The Parish Hall Trustees then could send another completed CIL application form to the Parish Council detailing the required work which the Council would consider.

The Parish Councillors supported Cllr Clive Hill's suggestion and therefore it was agreed that the £9000 CIL money must be returned by the Parish Hall Trustees.

Proposed: Cllr Kim Wallace

Seconded: Cllr Wayne Hadley

All in favour

It was resolved that the £9000 CIL money, previously donated for the repair of the Parish Hall roof, must be returned by the Parish Hall Trustees.

Minute no. 1466 – Memorial Bench Request

The Clerk stated that the Recreation Committee approved an application, submitted by the Wheeler family, for a memorial bench to be installed in the Burial Ground and asked for the matter to be ratified.

Proposed: Cllr Kim Wallace

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the matter is ratified by the Parish Council

Minute no. 1469 – Headstone Refurbishment Request

The Clerk stated that the Recreation Committee approved an application, submitted by Mrs Gregory, for a memorial headstone to be repaired and asked for the matter to be ratified.

Proposed: Cllr John Fox

Seconded: Cllr Wayne Hadley

All in favour

It was resolved that the matter is ratified by the Parish Council

2998 Matters arising from the Planning Committee Meeting - Held on 7th & 24th September 2020

Cllr Jonathan Horton said that the Planning Committee commented on the following planning applications.

App No: PL/2020/01729

Application: 6 Land Lane, Marston Green, Solihull, B37 7DE

Proposal: Change of use to HMO (6 person) and erection of detached dwelling

Comment: The Parish Council:

- is concerned that this application, if granted, would have a negative impact on local amenities, in particular parking
- would request that Solihull MBC checks that this proposed HMO conforms to national and local HMO guidelines in terms of room sizes, fire and electric regulations, facilities and amenity space

- would request that a copy of the SMBC HMO policy is sent to the Parish Council so that we can comment appropriately in future on key areas such as HMO concentration.

App No: PL/2020/01648

Application: 9 Land Lane, Marston Green, Solihull, B37 7DE

Proposal: Change of use from hairdresser shop (A1) and 2 self-contained flats to form 3 No. self-contained flats.

Comment: The Parish Council objects on the basis of

- the loss of yet another retail premises in the village
- the proposed development is not in keeping with the surrounding residential street scene
- the Parish Council is questioning whether there would be an adequate parking facility at the rear for the residents.

2999 Matters arising from the Finance Committee Meeting - Held on 28th September 2020

2999.1 Minute no. 619.1 – Allotment Improvement

Cllr Wayne Hadley declared his interest as he works for the East Midlands division of M&BG . It was said that Cllr Hadley does not financially benefit from this quotation.

Cllr Michael Kay stated that the Recreation and the Finance Committee have recommended the M&BG quote to carry out improvements to the allotment paths on both allotment sites, at a total cost of £2474.00. Cllr Michael Kay asked the Parish Council for approval.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr John Fox

All in favour

It was resolved that the Parish Council approved M&BGs quotation of £2474.00

2999.2 Minute no 619.2 – Ashes Plot Improvements

Cllr Michael Kay stated that the Recreation and the Finance Committee have recommended the M&BG quote to refurbish Ashes Plots 1 & 2 at a total cost of £1900.00. Cllr Michael Kay asked the Parish Council for approval.

Proposed: Cllr Kim Wallace

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that the Parish Council approved M&BGs quotation of £1900.00

2999.3 Minute no 619.3 – Defibrillator Cabinet

Cllr Michael Kay stated that the Recreation and the Finance Committee have discussed the quote of £595.00 for a suitable heated defibrillator cabinet and that it was agreed in principle dependent on the costs of the electricity supply and other associated costs. Cllr Michael Kay asked the Parish Council for approval.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Michael Kay

All in favour

It was resolved that the Parish Council approved the defibrillator cabinet cost of £595.00

2999.4 Minute no 619.4 – CIL Matrix & CIL Application Form

Cllr Michael Kay asked the Parish Council to approve the two updated documents. Furthermore, he stated that a disclaimer will have to be drawn up on a case by case basis and be approved as part of the process.

Proposed: Cllr Michael Kay

Seconded: Cllr Jonathan Horton

All in favour

It was resolved that the Parish Council approved the updated CIL Matrix & CIL Application Form

2999.5 Minute no 620.1 – Allotment Screening

Cllr Michael Kay stated that the Recreation and the Finance Committee have recommended a budget of £80 to purchase some temporary screening for the exposed fence line on allotment plot 6A (Elmdon Lane) and asked the Parish Council for approval.

Proposed: Cllr Karen Dunn

Seconded: Cllr Wayne Hadley

All in favour

It was resolved that the Parish Council approved the £80 budget

2999.6 Minute no 620.2 – Christmas Tree

Cllr Michael Kay asked the Parish Council to approve the cost of two Christmas trees at £260.00 each, delivery and installation to the two sites at £180.00, the total cost £700.00.

Proposed: Cllr Karen Dunn

Seconded: Cllr Kim Wallace

All in favour

It was resolved that the Parish Council approved the total cost of £700

2999.7 Minute no 625 – Property Auditors

The RFO advised that she had been contacted by a company, LHL Property Auditors, who were indicating they could, if successful, secure a refund of up to £20,615.97 based on historic business rates. They operate on a no win no fee basis, they take a 35% on any potential savings if they are successful, any future savings would not incur any fees. LHL Property Auditors are a member of IRRV (Institute of Revenue Rating & Valuation).

The RFO had since also been contacted by Goodman Nash who also offer the same services, they state the savings are around £20,898.00 and again operate on a no win no fee basis. Their commission is normally 35% but were offering a reduction to 25%. Goodman Nash is regulated by RICS, Royal Institute of Chartered Surveyors and a member of IRRV (Institute of Revenue Rating & Valuation).

It was proposed that the Parish Council should engage Goodman Nash to investigate the potential savings.

Proposed: Mike Kay

Seconded: Kim Wallace

All in favour

It was resolved that the Parish Council should engage Goodman Nash to investigate the potential savings.

Action item: The RFO to engage with Goodman Nash and report back at the November meeting

3000 Backpack Blower

The Clerk stated that the current blower is extremely old and does not perform well. Furthermore, due to lack of power, it is no longer adequate for the required work to be carried out. The Groundsmen are in need of a replacement with immediate effect due to the windy weather resulting in large amount of leaves on the grounds. The Clerk presented a quote of £462 + VAT for a new, more powerful Stilt backpack blower and asked the Parish Council for approval.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Wayne Hadley

All in favour

It was resolved that the Parish Council approved the quotation of £462 + VAT for a new blower

3001 – Marston Green Cricket Club Endorsement Request

Cllr Clive Hill stated that Marston Green Cricket Club (MGCC) has written to the Parish Council requesting an endorsement in order to apply for some funding to replace the old bowling facility. The endorsement would state that the Parish Council is, in principle, consenting to the proposal and to the bowling facility being on Parish Council land. The Parish Councillors agreed to the endorsement request on the condition that any work will be subjected to the Parish Council's recommendations, stipulations and approval.

Proposed: Cllr Jonathan Horton

Seconded: Cllr Jessica Rathbone

All in favour

It was resolved that the Parish Council, in principle, consents to MGCC's request, namely to endorse the club for the purpose of applying for some external funding to replace the old bowling facility already in situ on Parish Council land. The endorsement is subject to works being subjected to the Parish Council's recommendations, stipulations and approval.

3002 – Parking Matters on Bickenhill Road

The Clerk stated that the inconsiderate parking on Bickenhill Road, mainly on match days, is getting worse. The Clerk notified Solihull MBC and asked for their suggestions and help in combating this matter and is still awaiting their response. Cllr Karen Dunn suggested opening up the 3M car park on Sundays, initially for a month only, to see if the additional parking facility would reduce the need for parking on Bickenhill Road. Review in November 2020. The Councillors agreed to this proposal.

Proposed: Cllr John Fox

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the Parish Council agreed to opening the 3M car park on Sundays, initially for a period of one month, to reduce the need for parking on Bickenhill Road

3003 – Neighbourhood Plan

Cllr Jonathan Horton said that he has spoken to Solihull MBC and APL Planning Consultancy to establish the requirements and seek their recommendation in order to start the Bickenhill Neighbourhood Plan process. Cllr Jonathan Horton and Cllr Michael Kay stated that the process entails quite a bit of work, nevertheless, they both are happy to lead the project. The first step is to apply for a Neighbourhood Plan location/area, in this case Bickenhill, that will need to be

presented to SMBC and asked the Parish Councillors for their agreement. Cllr Jonathan Horton and Cllr Michael Kay proposed starting to compile the document for submission and that the draft version is to be presented to the Parish Council for approval before sending it to SMBC. The Parish Councillors agreed to this proposal.

Proposed: Cllr Jessica Rathbone

Seconded: Cllr Karen Dunn

All in favour

It was resolved that the Parish Council agreed to Cllr Jonathan Horton & Cllr Michael Kay to compile the application for a Bickenhill Neighbourhood Plan area and present it to the Parish Council for approval in November 2020

3004 Finance – Approval of Invoices for Payment

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

Proposed: Cllr Clive Hill

Seconded: Cllr Wayne Hadley

All in favour

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

3005 Date of the next meeting - Wednesday 4th November 2020 at 6:30 p.m. via Zoom Video Conferencing

Cllr Clive Hill closed the meeting at 8:35 p.m.