

**Minutes of the Parish Council Meeting  
Wednesday, 1 December 2021 at 19:30  
The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green**

**Present:**

Cllr Clive Hill – Chair  
Cllr Mike Kay  
Cllr Mark Noblet  
Cllr Kim Wallace  
Cllr Sue Rogers  
Cllr Jon Horton

**Clerk:** Julie Brennan

**Public:** 2

**4159. The Public**

No matters were raised.

**4160. Apologies**

Cllr Hill confirmed that apologies had been received and accepted from Cllr Karen Dunn, Cllr Trevor Wills, Cllr Carole Pearce and Cllr Wayne Hadley.

**4161. Declaration of Pecuniary Interests and Dispensations**

None but will be covered during the course of the meeting as necessary.

**4162. Minutes of the Parish Council meeting held on 3 November 2021**

The Chairman asked the Councillors if they had read the minutes and if they could confirm these as a true and accurate record.

**Proposed: Cllr Jon Horton**

**Seconded: Cllr Kim Wallace**

**All in favour**

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

**4163. Matters arising from the Parish Council meeting 3 November 2021**

**4148 – Burial Ground Fencing** – The Clerk advised that works to complete the fencing at the burial ground were due to begin on 6 December 2021.

**4152– IAC soak away/pond** – Cllr Hill confirmed that a note had been sent to SMBC on 1 December 2021 asking for the site to be put back to its original condition or a retrospective application made immediately.

**4164. Matters arising from the Staffing Committee meeting – 18 November 2021**

Cllr Horton advised that the Staffing Committee were putting reviews and development plans in place for the Clerk and Groundsmen and that appraisals would take place in January 2022. He noted that advice was being sought from John Crossling of WALC on the recruitment of an assistant to provide admin support and allow the Clerk to be more proactive. He confirmed that more details would be provided to the January Parish Council meeting.

Cllr Sue Rogers queried whether any resources were available for councillors. Cllr Hill confirmed that courses were run by WALC which the councillors could attend. The Clerk agreed to circulate the Good Councillor Guide and any other resources that might be useful.

**Action item:** Clerk to send the Good Councillor Guide and any other resources that might be useful to all Councillors.

**4165. Matters arising from the Finance Committee meeting – 22 November 2021**

**732** - Cllr Mike Kay noted the recommendation to approve Flowers Landscape's quote of £3,650 plus VAT for the pollarding of 7 Lombardy Poplar trees located between the residential property boundary and the fence around the Amenity Land allotments.

**Proposed: Cllr Jon Horton**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that, subject to approval from Birmingham Airport, the recommendation to approve the Flowers Landscapes quote was ratified.

**740** – Cllr Kay noted the recommendation for the £1,737.07 balance of the COVID 19 relief monies from SMBC to remain in the Treasury account.

**Proposed: Cllr Kim Wallace**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the recommendation to leave the balance of £1,737.07 from the SMBC Covid 19 Relief Monies in the Treasury account was ratified.

**741** – Cllr Kay declared an interest in this item as his property adjoins the field in Church Lane for which a planning application was made and for which a retrospective application is likely.

Cllr Kay noted the recommendation to approve the quote from Peter Tuffnell for advice regarding the planning/retrospective planning application relating to land at Church Lane, Bickenhill. The fee quote, which was broken down into 3 phases depending on the type of application/appeal, totalled a maximum of £10,850.

**Proposed: Cllr Mark Noblet**

**Seconded: Cllr Kim Wallace**

**All in favour**

**It was resolved** that the recommendation to approve fees up to a maximum of £10,850 was ratified.

**743** – Cllr Kay noted that approval was sought for a budget of £30 to cover the cost of refreshments at the *Carols Around the Tree* event which was due to take place on 8 December 2021.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Kim Wallace**

**All in favour**

**It was resolved** that a budget of £30 was approved to provide refreshments for the *Carols Around the Tree* event on 8 December 2021.

**744** – Cllr Kay noted that approval was sought for a budget of £500 to cover the cost of a new printer for the Parish Office.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that a new printer should be purchased up to a maximum budget of £500.

**4166. Matters arising from the Planning Committee meeting – 1 November 2021**

Cllr Horton highlighted application number PL/2021/02319/PPFL by *Sell Your Car to Jack* which sought to create a number of light industrial units alongside offices. An objection had

been submitted on behalf of the Parish Council based on the intensive nature of the development, issues with access and traffic flow.

Cllr Horton also highlighted the publication by the NEC of the NEC Masterplan which proposed a development on car parks at the site which would include hotels, gyms, bars and 5000 homes. The video outlining the proposed development was played to the meeting. Cllr Horton asked for comments from the Councillors and for approval to ask Richard Cobb to draft a response on behalf of the Parish Council.

**Proposed: Cllr Mike Kay**  
**All in favour**

**Seconded: Cllr Mark Noblet**

**It was resolved** that Richard Cobb should be asked to draft a response on the NEC Masterplan which should be submitted by the deadline of 24 December 2021.

**4167. Matters arising from the Recreation Committee Working Group – 26 November 2021**

Cllr Clive Hill noted that three members of the Recreation Committee were currently unable to attend meetings and asked if any other councillors could join the committee for the next 3 to 6 months. Cllr Sue Rogers and Cllr Mark Noblet agreed to join the committee.

**1606 – CIL matters** – Cllr Hill confirmed that the Scouts CIL application for a security shed and base had been reviewed and had scored 8 on the matrix. He asked for approval for a payment of £2,835 (inc VAT) to be made.

**Proposed: Cllr Jon Horton**  
**All in favour**

**Seconded: Cllr Mark Noblet**

**It was resolved** that a payment of CIL monies totalling £2,835 be made to the Scouts to reimburse the cost of creating a base and installing a security shed at the Scout Hut as per the quote provided.

**4168. Request for approval of Finance Approval List**

The proposal to authorise the payments detailed on the expenditure report was approved.

**Proposed: Cllr Jon Horton**  
**All in favour**

**Seconded: Cllr Mark Noblet**

**It was resolved** to approve the expenditure payments detailed on the report.

**4169. External Audit report from PKF Littlejohn**

Cllr Hill noted that the Clerk had circulated sections 1 to 3 of the AGAR along with the Notice of Public Inspection and the Notice of Conclusion documents to the Councillors. The Councillors noted that they had read documents and agreed that the matter should be ratified.

**Proposed: Cllr Clive Hill**  
**All in favour**

**Seconded: Cllr Jon Horton**

**It was resolved** that the External Audit report from PKF Littlejohn was ratified.

**4170. CPRE membership renewal**

Cllr Hill asked for approval to renew the CPRE membership at a cost of £75

**Proposed: Cllr Jon Horton**  
**All in favour**

**Seconded: Cllr Mike Kay**

**It was resolved** that the CPRE membership be renewed at a cost of £75 for the year.

**4171. Recruitment of Parish Councillors to 2 vacant posts**

The Clerk stated that a statutory notice, in line with Section 87(2) of the Local Government Act 1972, informing the public of the two casual vacancies in the Office of Parish Councillors, had been displayed on the noticeboards and on the website for 14 days. During the 14 days period no electors had requested an election to fill the vacancies and consequently, the Parish Council could now advertise the vacancies and co-opt appropriate candidates. The Clerk asked the Parish Councillors for approval to advertise the positions now with a deadline for application of 24 December 2021 with interviews in the New Year.

**Proposed: Cllr Clive Hill**

**Seconded: Cllr Mike Kay**

**All in favour**

**It was resolved** that the two Parish Councillor vacancies should be advertised with a deadline of 24 December 2021.

**Action item:** Clerk to advertise the vacancies

**4172. Parish Hall Trustee Vacancy**

Cllr Hill noted that Cllr Wayne Hadley had stood down as a trustee for the Parish Hall and asked if any of the Councillors would like to take on the role. No other Councillor expressed an interest in becoming a trustee at the meeting so it was agreed that the vacancy would be raised at a future meeting.

**4173. Queen's Platinum Jubilee**

The Councillors discussed the suggestion from John Crossling of WALC to make a community grant fund available to support events organised by groups within the Parish to mark the Queen's Platinum Jubilee in 2022. A fund of £5,000 was proposed for requests that met with the Parish Council's powers (to be confirmed by the Clerk).

**Proposed: Cllr Jon Horton**

**Seconded: Cllr Mike Kay**

**All in favour**

**It was resolved** that a fund of £5,000 was approved to support requests from groups organising events to mark the Queen's Platinum Jubilee in 2022.

**Action item:** Clerk to confirm the powers available to the Parish Council for such grants

**4174. Electric supply charges for the Millennium Clock and electric cupboard at the Garden of Memory**

The Clerk confirmed that she had been contacted by Solihull MBC to say that they had discovered that they had been paying for the electric supply to the Millennium Clock and electric cupboard at the Garden of Memory. She confirmed that she had been instructed to complete the necessary paperwork for the Parish Council to take over the billing for both supplies and asked for the Parish Council to note this change.

**4175. Weight Limit for traffic travelling through Marston Green**

The Councillors noted the information provided by Cllr Karen Dunn and agreed that a letter should be sent to Tarmac asking them to instruct their drivers not to use the village as a short cut in light of the weight limits and to observe the speed limit.

**Proposed: Cllr Jon Horton**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Clerk would write to Tarmac to ask them to instruct their drivers not to use the village as a short cut in light of the weight limits and to observe the speed limit.

**Action item:** Clerk to write to Tarmac.

**4176. External Committee Reports**

**Parish Hall Trustees** – There was nothing to report at this time.

**Marston Green Village Charitable Trust** – There was nothing to report at this time.

**Airport Matters** – There was nothing to update on at this time but a meeting was due to take place on 2 December 2021.

**HS2 Update** – It was noted that a presentation had been shared with the Councillors by email and that representatives from HS2 were due to attend the February 2022 Parish Council meeting.

***Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it is resolved that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of Agenda item 19, Correspondence.***

**4177. Correspondence**

*The Parish Council approved the recommendation of its insurers in relation to the information circulated by the Clerk.*

***Proposed: Cllr Jon Horton***

***Seconded: Cllr Mike Kay***

***All in favour***

***It was resolved*** that the Parish Council approved the recommendation of its insurer.

**4178.** The Parish Council meeting closed at 21:40

**4179.** Date of next meeting 5 January 2022 at 19:30  
The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green