

**Minutes of the Parish Council Meeting
Wednesday, 6 July 2022 at 19:30
St Peter's Church Hall, Church Lane, Bickenhill**

Present:

Cllr Clive Hill – Chair
Cllr Mike Kay
Cllr Karen Dunn
Cllr Mark Noblet
Cllr Sue Rogers
Cllr Claire Kelly
Cllr Trevor Wills (from item 4303.3)

Deputy Clerk: Wendy Kent

Public: 5

4300 Chair's welcome

The Chairman welcomed everyone to the meeting.

4301. Apologies

Apologies had been received and accepted from Cllr Wayne Hadley, Cllr Jon Horton, Cllr Carole Pearce and Cllr Kim Wallace.

4302. Declaration of Pecuniary Interests and Dispensations

None.

4303. The Public

4303.1 A member of the public asked for an update on the post box that had been removed from Elmdon Road. The Chairman advised that the matter was ongoing and Cllr Bob Sleigh and Paul Tovey of SMBC were dealing with the matter.

4303.2 A member of the public stated that a large lorry had recently travelled through the village. They were asked to obtain the name of the Company and telephone number (which should be visible on the vehicle) and provide this information to the Parish Council as the registration number alone does not help.

4303.3 A member of the public asked if the venue for the Parish Council meetings could be made available on Facebook. They also asked if the dates and venues for the meetings could be made more prominent on the Parish Council's website.

Action Item: *Venue for the Parish Council meetings to be made available on Facebook. Also, the dates and venues for the meetings to be made more prominent on the website.*

4303.4 A member of the public raised the issue of the traffic calming measures proposed for Marston Green. The Chairman advised that Cllr Bob Sleigh had been involved in the discussions with SMBC and that he would contact him for an update. The Chairman also advised that he would contact Paul Tovey of SMBC advising that the Parish Council would initially be looking for a 20 mile an hour speed limit.

Action Item: *The Chairman to contact Paul Tovey of SMBC.*

4303.5 A member of the public asked if it was possible for mirrors to be installed: one opposite the entrance to the Recreation Ground and one on the bend by the Burial Ground. The Chairman advised that the Parish Council had recently asked SMBC about installing a mirror opposite the entrance to the Recreation Ground and the request had been declined. The possibility of trimming the hedges at the entrance to the Recreation Ground to allow better vision when exiting the Recreation Ground was also raised. The Chairman advised that it was not SMBC's responsibility to trim the hedges but the landowners.

4303.6 A member of the public asked if it was possible for width restrictions to be put in place as Airpark buses are causing issues when travelling through the village (*see Minute No. 4315*).

4303.7 A member of the public raised an issue that, according to the tree survey, the tree that sits in unregistered land that borders the Recreation Ground requires work carrying out. The Chairman advised that the best way forward was to revert back to the tree surgeon who carried out the survey to see if they are able to provide any further information. The Chairman also advised that further enquiries would be made with regards to the unregistered land (*see Minute No. 4311*).

4304. Minutes of the Parish Council meeting held on 1 June 2022

The Chairman asked those Councillors present at the 1 June 2022 meeting if they had read the minutes and if they could confirm these as a true and accurate record.

Proposed: Cllr Mike Kay

Seconded: Cllr Mark Noblet

All in favour

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

4305. Matters arising from the Recreation Committee meeting – 15 June 2022

1644 – To approve the recommendation to retain the current Allotment fee structure for 2023 – Members approved the recommendation.

Proposed: Cllr Karen Dunn

Seconded: Cllr Trevor Willis

All in favour

It was resolved that a half plot would remain at £40 and a full plot at £60 until the issues raised, including the paths, had been dealt with.

1696 – To approve the request to use the baseball field for an All-Star game on 17 July 2022 – Members approved the request to use the facilities at a fee of £50 per hour, and that the facilities could be used free of charge for one hour prior to the event and one hour after the event to allow for set up and clean up.

Proposed: Cllr Sue Rogers

Seconded: Cllr Trevor Willis

All in favour

It was resolved to approve the request to use the baseball field subject to a payment fee of £50 per hour, and to allow for one hour prior to the event and one hour after the event for set up and clean up at no charge.

1697 – To approve the request to place a banner at the Pleck to advertise a Sunflower Craft Fair on 19 September 2022 – Members approved the request, subject to the banner being displayed one week prior to the Fair taking place and for it to be removed the day after the Fair.

Proposed: Cllr Sue Rogers

Seconded: Cllr Mark Noblet

All in favour

It was resolved to approve the request to place a banner at the Pleck, subject to the above conditions.

1699 – To approve the recommendation not to allow work to be carried out on tree
1578 – see minute number 4311.

4306. Matters arising from the Planning Committee meeting – 23 June 2022

There were no matters arising.

4307. Matters arising from the Finance Committee meeting – 27 June 2022

834.1 – To approve the spend of £3,624.29 to replace the gate on the children's play area at the Recreation ground – the recommendation was approved for Jacksons Fencing to install a gate on the children's play area at a cost of £3,624.29.

Proposed: Cllr Mike Kay

Seconded: Cllr Claire Kelly

All in favour

It was resolved to approve the spend of £3,624.29 on the children's playground gate at the Recreation Ground.

845 – To note the spend of £650 - £750 plus VAT and disbursements for Wellers Hedleys to produce a licence which would then be issued to approved users of the Recreation Ground – the spend was noted, however, members advised that they wished to have sight of the draft wording for the licence with view to discussing it further.

Proposed: Cllr Karen Dunn

Seconded: Cllr Sue Rogers

All in favour

It was resolved to approve the spend and the members to be provided with the draft wording for the licence.

4308. Approval of Finance Approval List

As the Finance Approval List was not available, the Parish Council were unable to authorise the payments. The Chairman proposed to call an Extraordinary Parish Council Meeting for Wednesday, 20 July 2022 at 17:00 to discuss this item.

Action: The Clerk to schedule an Extraordinary Parish Council Meeting for Wednesday, 20 July at 17:00.

4309. To approve the change of meeting day from the 4th Thursday of the month to the 4th Tuesday of the month for the Planning Committee

Members approved the recommendation to change the meeting day for the Planning Committee from the 4th Thursday of the month to the 4th Tuesday of the month.

Proposed: Cllr Trevor Wills

Seconded: Cllr Mark Noblet

All in favour

It was resolved to change the Planning Committee meeting day to the 4th Tuesday of the month.

4310. To consider a request from JHB Fitness for a licence to use the Recreation Ground to hold fitness classes

The request was considered by the Members and Cllr Claire Kelly advised that a safeguarding policy needed to be in place before a licence to use the Recreation Ground can be approved.

Action: The Clerk to contact the applicant to ensure that a safeguarding policy was in place.

4311. To consider a request from a resident to carry out works to a tree believed to be on land owned by the Parish Council at the Recreation Ground

Members considered the request and it was agreed to contact the tree surgeon who carried out the tree survey with view to obtaining further information. It was also agreed that the Parish Council would make further enquiries regarding the unregistered land.

Action: The clerk to make enquiries with the tree surgeon and make further enquiries regarding the unregistered land.

4312. To approve the £500 fee to take the trespass matter forward in relation to a business being run from the Recreation Ground

Following discussion, members agreed not to approve the fee as they were of the opinion that this would be extra cost especially as a licence was currently being produced. It was agreed that this item be carried forward to the September Parish Council meeting.

Proposed: Cllr Mark Noblet

Seconded: Cllr Sue Rogers

All in favour

It was resolved not to approve the £500 fee and to carry forward this item to the September Parish Council meeting.

4313. To approve a budget and plans for the Queen's Baton Relay event to be held at the Memorial Garden on 26 July at 10:00

As further information was required before a budget could be approved, the Chairman proposed that this item be placed on the agenda for discussion at the Extraordinary Parish Council meeting called for Wednesday, 20 July 2022.

Action: The Clerk to add this item to the agenda of the Extraordinary Parish Council Meeting called for Wednesday, 20 July 2022.

4314. To approve the final wording of signs to be placed on the Recreation Ground and a budget to cover the costs including installation

Members made amendments to the proposed wording of the signs to be placed on the Recreation Ground. The Chairman proposed that the final wording for the signs and a budget be placed on the agenda for the Extraordinary Parish Council meeting called for Wednesday, 20 July 2022.

Action The Clerk to add this item to the agenda of the Extraordinary Parish Council Meeting called for Wednesday, 20 July 2022.

4315. To consider the notes from Cllr Karen Dunn regarding Airpark buses and next steps

Cllr Karen Dunn read out her notes and members agreed that a meeting be arranged with Paul Tovey of SMBC, and possibly including Airparks, to discuss the issues that are being caused by the buses travelling through the village.

Action: Clerk to arrange a meeting with Paul Tovey and possibly Airparks.

4316. To approve the cost of a new printer or repair of the current printer

Members approved the purchase of a new Xerox Versalink C405DNM printer up to a value £785.00.

Proposed: Cllr Mark Noblet

Seconded: Cllr Trevor Willis

All in favour

It was resolved to purchase a new printer (XEROX VBERSALINK C405DNM) up to a value of £785.00.

4317. To consider whether to add Multi-Factor Authentication to the Edge IT software package and whether to add the Allotment software

Members agreed to add Multi-Factor Authentication to the Edge IT software package and to also add the Allotment software.

Proposed: Cllr Mark Noblet

Seconded: Cllr Mike Kay

All in favour

It was resolved to add Multi-Factor Authentication and to also add the Allotment software.

4318. To consider a request from the Cricket Club to use a bouncy castle at an event on 10 September 2022

Members considered the request and it was agreed that the Cricket Club could use a bouncy castle at the event on 10 September 2022, subject to Public Liability Insurance and the usual restrictions.

Proposed: Cllr Sue Rogers

Seconded: Cllr Karen Dunn

All in favour



It was resolved to agree to the request from the Cricket Club to use a bouncy castle at an event on 10 September 2022, subject to Public Liability Insurance and the usual restrictions.

4319. External Committee Reports

Parish Hall Trustees – nothing to update on at this time.

Marston Green Village Charitable Trust – nothing to update on at this time.

Airport Matters – nothing to update on at this time.

HS2 Update – nothing to update on at this time. Cllr Trevor Willis advised there was a zoom meeting in July and he would be taking part.

4320. Correspondence

The Correspondence was noted.

4321. The Parish Council meeting closed at 21:37

4322. Date of next meeting:

Extraordinary Parish Council Meeting – Wednesday, 20 July 2022, The Parish Office, Recreation Ground, Marston Green at 17:00

Parish Council Meeting – Wednesday, 7 September 2022, The Parish Hall, Elmdon Road, Marston Green at 19:30

