

**Minutes of the Parish Council Meeting**  
**Wednesday, 1 March 2023 at 19:30**  
**The Parish Hall, Elmdon Road, Marston Green**

**Present:**

Cllr Clive Hill – Chairman  
Cllr Carole Pearce  
Cllr Claire Kelly  
Cllr Leigh Trevis  
Cllr Mark Noblet  
Cllr Mike Kay  
Cllr Paul Powell  
Cllr Sue Rogers  
Cllr Trevor Wills

**Clerk:** Julie Brennan

**Public:** 3

**4478. Chairman's welcome**

The Chairman welcomed everyone to the meeting.

**4479. The Public**

**4479.1** A member of the public stated that he was in favour of the proposed change to charging by the square meter for allotment plots given that they vary so much in size and he hoped that the Parish Council would approve the recommendation.

**4479.2** A member of the public queried why only one set of speed bumps had been refurbished during the recent closure of Station Road. It was agreed to contact SMBC to try to ascertain why no other works had been carried out.

**Action item:** Clerk to log a ticket with SMBC to ascertain why only one set of speed bumps had been refurbished during the closure of Station Road.

**4480. Apologies**

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

**4481. Declaration of Pecuniary Interests and Dispensations**

None

**4482. Minutes of the Parish Council Meeting held on 1 February 2023**

The Chairman asked those members present at the 1 February 2023 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 Leigh Trevis**

**All in favour**

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

**4483. Matters arising from the Parish Council Meeting – 1 February 2023**

**4412.1 – Gullies** - the Clerk confirmed that she had not been able to find a copy of a plan of the gullies. However, she continued to seek a copy and would share this with the member of the public if she was successful.

**4412.2 – Drain cover on Bickenhill Road** - the Clerk confirmed that she had raised a ticket with SMBC and a repair was awaited.

**4462/4449 – Complaint regarding the handling of the boundary issue** – the Clerk confirmed that the boundary report from the solicitor was still awaited and the complaint meeting was therefore still pending.

**4462/4450 – Bank Mandate** – the Clerk confirmed that a new bank mandate had been requested on three occasions but had not yet arrived.

**4464.2 – Works to paths at the Burial Ground** – the Clerk confirmed that works were due to commence on 13 March 2023.

**4464.3 – Removal of trees at the Burial Ground** – the Clerk confirmed that the trees had now been removed.

**4464.4 – Request to install a greenhouse on plot 6C of the Amenity Land allotments** – the Clerk confirmed that the decision to refuse had been passed on to the allotment holder who had not yet made a request for a polytunnel.

**4465/937 – First Aid training for staff** – the Clerk confirmed that the first aid training was due to commence on 10 March 2023.

**4472 – Elections 2023** – the Chairman reminded all Councillors that the deadline to submit their completed nomination papers to SMBC was by 4 April 2023. Cllr Trevor Wills let the members know that he had been advised by SMBC that the person nominating a candidate must live within the ward in which the candidate was standing. Cllr Mark Noblet also advised that he had been told that nomination forms would only be accepted between 23 March 2023 and 4 April 2023 between 10am and 4pm. It was also noted that a relative was allowed to nominate.

**4484. Update from the Five Year Plan Working Group meeting – 15 February 2023**

A suggestion was made and approved to merge the Working Group with the Pavilion Working Group. The list of possible survey questions was noted but it was agreed that it needed to be condensed. It was agreed that a meeting should be set up with the architect to discuss options to improve facilities at the Pavilion and that, following this, the questionnaire should be revisited and options to distribute it, including Survey Monkey, considered.

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

**Seconded: Cllr Leigh Trevis**

**It was resolved** that the Five Year Plan Working Group and the Pavilion Working Group be merged and that a meeting be set up with the architect prior to the questionnaire being revisited.

**Action item:** Clerk to arrange a meeting with the architect to consider options to improve the facilities at the Pavilion.

**4485. Minutes of the Recreation Committee meeting – 16 February 2023**

**4485.1 Minute no.1780/1646 – Proposed lease with Panther for the 3Ms field** - The members discussed the proposed heads of terms and the observations provided by Cllr Mike Kay. It was agreed to ask Cllr Kay and Cllr Jon Horton to attend a future Recreation Committee meeting to discuss options before progressing the matter further.

**Action item:** Clerk to ask Cllr Jon Horton and Cllr Mike Kay to attend a future Recreation Committee meeting to discuss options to progress the 3Ms lease

**4485.2 Minute no. 1780/1649 – Purchase of land next to the Burial Ground** – The members discussed the potential purchase of approximately 0.8 acres of land edged by the pipeline which it was calculated would accommodate approximately 700 burials. It was agreed that a meeting should take place with the landowner to progress matters but noted that it was important to understand the restrictions in terms of the pipeline.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Leigh Trevis**

**All in favour**

**It was resolved** that a meeting should be arranged with the landowner to progress the potential purchase of land next to the Burial Ground.

- 4485.3 Minute no. 1780/1722 – To review the memorial bench policy** – Members discussed the proposed memorial bench policy which was approved. It was noted that the map was not included in the policy but should be updated.

**Proposed: Cllr Sue Rogers**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Memorial Bench Policy was approved.

- 4485.4 Minute no. 1780/1769 – To consider the allotment fees for 2024** – Members discussed the option to charge by the square metre rather than by half or full plot and approved the change to charging 45p per square metre from 1 January 2024.

**Proposed: Cllr Paul Powell**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that from 1 January 2024, charges for allotments would be at a rate of 45p per square metre.

- 4485.5 Minute no. 1780/1170 – To consider the request from allotment holders for concessions to be given on allotment fees to those on certain benefits** – It was noted that six other Parish Councils had been contacted to ascertain if concessions were offered and it was found that only one council offered a discount for those on state pensions. The members agreed that concessions would not be offered at this time.

**Proposed: Cllr Carole Pearce**

**Seconded: Cllr Claire Kelly**

**All in favour**

**It was resolved** that concessions would not be offered on allotment fees.

- 4485.6 Minute no. 1785 – To approve an application from JHB Fitness & Nutrition to use the Recreation Ground to run fitness classes** – Members reviewed the application which was approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Carole Pearce**

**All in favour**

**It was resolved** that the application from JHB Fitness & Nutrition to use the Recreation Ground to run fitness classes was approved.

- 4486. Notes from the Pavilion Working Group meeting – 20 February 2023**

It was noted that the lease with the cricket club was still outstanding and that they were keen to start looking into grants. The Clerk was asked to set up a meeting of the Pavilion Working Group to progress matters.

**Action item:** Clerk to set up a meeting of the (now merged) Pavilion Working Group/5 Year Plan Working Group.

- 4487. Minutes of the Finance & General Purpose Committee meeting – 27 February 2023**

**Minute no. 955** – Cllr Mike Kay confirmed that the Committee had discussed the Section 137 expenditure limit for 2023/24.

**Minute no. 956** – Cllr Kay noted that the recommendation from the Committee was to renew the insurance policy with Zurich for a term of 3 years at a rate of £3,151.54 per year with the option to extend for an additional 2 years.

**Proposed: Cllr Leigh Trevis**

**Seconded: Cllr Paul Powell**

**All in favour**

**It was resolved** that the insurance policy be renewed with Zurich for a term of three years at the rate of £3,151.54 with the option to extend for an additional 2 years.

**Minute no. 957** – Cllr Kay asked for approval for the Clerk’s SLCC membership fee in the sum of £279 to be paid by the Parish Council.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Clerk’s £279 SLCC membership fee be paid by the Parish Council.

**Minute no. 958** – Cllr Kay noted the recommendation to approve the asset list which had been provided to members.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Asset List was approved.

**4488. Note of the comments submitted on behalf of the Planning Committee 10 February 2022 and Minutes of the Planning Committee 28 February 2023**

It was noted that Cllr Jon Horton had led in the formulation of a response on the Levelling-Up and Regeneration Bill: reforms to national planning policy and that this had been submitted. The Hampton in Arden Neighbourhood Plan was noted and members were asked to submit any comments that they might have directly. The members discussed the Neighbourhood Plan that had been started for the Bickenhill area only and why this had not included Marston Green. Members expressed an interest in creating a plan for Marston Green in the future.

**4489. Update from the Coronation Committee with proposals for events to be held to mark the Coronation of King Charles III**

Cllr Trevor Wills outlined the proposals for two events, one to be held at the Parish Hall on Saturday, 6 May 2023, another at the Recreation Ground on Monday, 8 May 2023 and a litter pick. The Parish Council discussed the options at length and it was agreed that the event at the Parish Hall on Saturday, 6 May 2023 and a litter pick (potentially with the Lions) would be taken forward. The Committee were asked to draft a budget for approval.

**Proposed: Cllr Paul Powell**

**Seconded: Cllr Mike Kay**

**All in favour**

**It was resolved** that plans for the Saturday, 6 May event at the Parish Hall and a litter pick be taken forward and the Committee agreed to draft a budget for approval.

**Action item:** Coronation Committee to draft a budget for the 6 May 2023 event for approval.

**4490. To approve the Finance Approval List and list of urgent payments made**

The proposal to authorise the payments detailed on the expenditure report was approved. The note on urgent payments made was also approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** to approve the expenditure payments detailed in the reports.

**4491. To approve the Asset List**

The Asset List was reviewed and approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Asset List was approved.

**4492. To update on the situation in relation to the Village Hall in Bickenhill**

Cllr Mike Kay confirmed that meetings were taking place and he hoped to be able to provide more details in the near future.

**4493. To update on the installation of Broadband in Bickenhill village**

Cllr Mike Kay advised that details of a new contract were awaited but the village may need to apply to a new scheme. He agreed to provide an update when he had further news.

**4494. To consider a request to purchase a grave plot in the Burial Ground from a non-resident**

The Councillors considered the request from a non-resident to purchase a grave and after discussion, the majority decision was to decline the request.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Claire Kelly**

**All in favour** Cllr Clive Hill, Cllr Carole Pearce, Cllr Mark Noblet, Cllr Paul Powell, Cllr Sue Rogers and Cllr Trevor Wills

**Against Cllr Leigh Trevis**

**It was resolved** to decline the request to purchase a burial plot from a non-resident.

**4495. To approve an increase in costs to replace the fencing at the burial ground – approval previously given at the 1 February Parish Council meeting**

The increase in costs from £1,257 to £1,377 was discussed and approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Leigh Trevis**

**All in favour**

**It was resolved** that the increase in costs to £1,377 to replace the fencing at the burial ground was approved.

**4496. To consider a request for the installation of a gravestone to be constructed from Black Star Granite**

Cllr Paul Powell let the members know that he had visited the Burial Ground and the existing headstones were of a variety of colours of granite. The request for Black Star Granite was approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Leigh Trevis**

**All in favour**

**It was resolved** that the use of Black Star Granite for a headstone was approved.

**4497. To discuss the signage at the Recreation Ground**

Cllr Trevor Wills outlined his concerns regarding the wording on the signs at the Recreation Ground and noted the negative social media messages that had been posted following their installation. He advised that he did not feel that due process had been followed. The members discussed what had been agreed at the 6 July 2022 Parish Council meeting and the 20 July 2022 Extraordinary Parish Council meeting and agreed that the minutes were accurate and the wording on the signage was as approved save for one sentence that had been missed off.

The Clerk advised that the signage company had agreed to produce a sticker which could be added to the bottom of the signs to include the missing sentence "Users of the Recreation Ground do so entirely at their own risk" and to make it clear that "to apply for authorisation, please contact the Clerk". The cost of six stickers would be £10.

**Proposed: Cllr Paul Powell**

**Seconded: Cllr Leigh Trevis**

**All in favour** Cllr Clive Hill, Cllr Carole Pearce, Cllr Mark Noblet, Cllr Mike Kay and Cllr Sue Rogers

**Against Cllr Trevor Wills**

**Abstain Cllr Claire Kelly**

**It was resolved** that six stickers should be purchased to be placed on the signs at the Recreation Ground to add the missing sentence "Users of the Recreation Ground do so entirely at their own risk" and to make it clear that "to apply for authorisation, please contact the Clerk".

**Action item:** Clerk to order six stickers from PT Signs at a cost of £10.

**4498. External Committee Reports**

**Parish Hall Trustees** - There was nothing to update on at this time.

**Marston Green Village Charitable Trust** – Cllr Clive Hill advised that the trustees were due to meet and that an AGM was planned. He confirmed that it was hoped to make some awards in the next twelve months.

**Airport matters** - there was nothing to update on at this time.

**HS2/M42 J6 update**

Cllr Trevor Wills advised that he hoped to attend the next meeting with HS2 in March and would provide an update following that meeting.

Cllr Mike Kay confirmed that he and another resident of Bickenhill had recently undertaken a site visit with Steve Van Der Park of Skanska and had seen the works up close, including the new bridges that had been built as part of the M42 Junction 6 works. Cllr Kay confirmed that there were issues with drainage which needed to be addressed and that plans to plant trees were in place but this needed to be carried out at the right time to ensure that the trees did not die. Cllr Kay confirmed that the current road layout near to the village was dangerous but it was not the final layout. He noted that further road closures would be needed in the near future.

**4499. Correspondence**

**4499.1 To consider an email regarding issues with goats in the field on the corner of Bickenhill Road** - the matter was discussed but it was felt that it was a civil matter which the Parish Council were unable to help with.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Clerk respond to confirm that the Parish Council were unable to help with the matter raised regarding the goats in the field on the corner of Bickenhill Road.

**4500. The Parish Council meeting closed at 22:30**

**4501. Date of the next meeting: 5 April 2023**

Venue: The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green