

Minutes of the Parish Council Meeting
Wednesday, 10 May 2023 at 19:30
The Parish Hall, Elmdon Road, Marston Green

Present:

Cllr Clive Hill – Chairman
Cllr Leigh Trevis
Cllr Mark Noblet
Cllr Mike Kay
Cllr Paul Powell
Cllr Jon Horton
Cllr Carole Pearce

Clerk: Julie Brennan

Deputy Clerk: Wendy Kent

Public: 3

4523. Chairman's welcome

The Chairman welcomed everyone to the meeting.

4524. The Public

4524.1 A member of the public asked if SMBC Ward Councillors were formally invited to attend Parish Council meetings and suggested that they should be. It was also questioned if the Saturday surgery was still held at Marston Green Library. Cllr Clive Hill confirmed that SMBC Ward Councillors had attended in the past and it was agreed that they should be invited to attend future meetings. The Clerk was also asked to ascertain if the Saturday morning surgeries were still held at Marston Green Library.

Action item: Clerk to invite Ward Councillors to attend future Parish Council meetings and ascertain if Saturday Surgeries still took place at Marston Green Library.

4524.2 A member of the public asked what action was being taken with regard to the broken bollard on the corner of Land Lane/Station Road. The Clerk confirmed that she had taken a photograph of the damaged bollard and would raise a ticket with SMBC asking for it to be repaired.

Action item: Clerk to raise a ticket with SMBC regarding the broken bollard on the corner of Land Lane/Station Road.

4524.3 A member of the public thanked the Parish Council for putting on the Coronation event at the Parish Hall on Saturday, 6 May 2023. Cllr Clive Hill noted that the event had been a success and thanked all involved including Mr Vic Holdsworth who had provided first aid cover for the event.

4525. Apologies

Apologies had been received and accepted from Cllr Sue Rogers and Cllr Wayne Hadley.

4526. Declaration of Pecuniary Interests and Dispensations

None

4527. Councillor update

Cllr Clive Hill noted that Cllr Kim Wallace and Cllr Trevor Wills had both decided not to stand at the recent election and he thanked them for their hard work and support for the Parish Council. Cllr Hill then read out the resignation letter received from Cllr Trevor Wills. Cllr Hill confirmed that Cllr Claire Kelly had missed the deadline to submit her election papers but would be co-

opted to the Parish Council at the earliest opportunity.

4528. Minutes of the Parish Council Meeting held on 5 April 2023

The Chairman asked those members present at the 5 April 2023 meeting if they had read the minutes and if they could confirm these as a true and accurate record.

Proposed: Cllr Jon Horton

Seconded: Cllr Mark Noblet

All in favour

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

4529. Matters arising from the Parish Council Meeting – 5 April 2023

4479.1 – Letter to Paul Tovey - the Clerk confirmed that she had heard back from Paul Tovey who would raise the risks internally and at his meeting with Skanska.

4479.2 – Parking in the area of the footbridge at the bottom of Church Lane – Cllr Horton confirmed that he was due to meet with Skanska and would progress the matter.

4509/965.1 – ANPR and CCTV cameras for the Recreation Ground – the Clerk confirmed that an installation date was still awaited.

4509/976 – New pickup truck – the Clerk confirmed that the order had been placed and a delivery date was awaited.

4515 – Broadband in the Parish – Cllr Paul Powell confirmed that he had contacted Martin Jones who would review the data from Gavin Tristram and would be in touch when he was in a position to comment.

4530. Minutes of the Recreation Committee meeting – 19 April 2023

4530.1 Minute no. 1786– to update on the quotes for the wet pour surface on the playground at the Recreation Ground - Cllr Hill asked for approval of the quote from Tygar Surfacing Ltd in the sum of £8,308 to replace the wet pour surface. He confirmed that, as the works had not been included in the budget, payment from CIL monies was proposed. The Clerk was asked to confirm the warranty period.

Proposed: Cllr Jon Horton

Seconded: Cllr Mark Noblet

All in favour

It was resolved that Tygar Surfacing Ltd undertake the work to replace the wet pour surface on the children's play area and that payment of £8,308 (ex VAT) be made from the CIL monies.

Action item: Clerk to contact Tygar Surfacing Ltd to confirm if there is a warranty

4530.2 Minute no. 1809 – To approve the quote for the annual weed and feed by Fairways – the Clerk confirmed that the area to be treated was the whole of the Recreation Ground save for the cricket square.

Proposed: Cllr Mark Noblet

Seconded: Cllr Leigh Trevis

All in favour

It was resolved that Fairways be asked to carry out the annual weed and feed at a cost of £1,750 (ex VAT)

4530.3 Minute no. 1810 – To approve the amended Football Rules and Regulations – Members reviewed the wording of the amended Football Rules and Regulations which were approved for use going forward.

Proposed: Cllr Jon Horton

Seconded: Cllr Leigh Trevis

All in favour

It was resolved that the amended Football Rules and Regulations were approved.

Action item: The Clerk was asked to speak to the Groundsmen to confirm if much litter was left by the football teams

4530.4 Minute no. 1813 – To consider requests to use the Recreation Ground for football training – Members discussed the requests from SJB and AFC Chelmsley and approval was given in line with the Recreation Committee recommendation. Cllr Leigh Trevis raised



concerns regarding training being approved for Thursday evenings as Marston Green Cricket Club held their children's coaching sessions on this night so the car park was already busy.

Proposed: Cllr Jon Horton

Seconded: Cllr Paul Powell

All in favour

It was resolved to approve the requests for football training from SJB and AFC Chelmsley in line with the recommendation of the Recreation Committee

4531. Update from the Pavilion Working Group meeting 24 April 2023

Cllr Jon Horton provided an overview of the meeting noting that priorities had been discussed as had the budget. The architect had agreed to consider options to achieve the objectives with a limited budget and these would be discussed at the next meeting which would take place on 22 May 2023. Cllr Leigh Trevis had agreed to investigate funding options ahead of the next meeting on behalf of the Cricket Club.

4532. Minutes of the Finance & General Purpose Committee meeting – 24 April 2023

Cllr Mike Kay confirmed that the meeting had not taken place as there were insufficient members present.

4533. Minutes of the Planning Committee 25 April 2023

Cllr Jon Horton highlighted the planning application relating to 26 Holly Lane (PL2023/00325/MINFDW) which sought the demolition of an existing house and erection of 2 four bed detached houses and two 3 bed semi detached houses. He noted a potential for overlooking issues with regard to Brunswick House and also concerns regarding access for both emergency vehicles and refuse collection. It was noted that Highways had requested confirmation of the size of the road and whether emergency vehicles would fit through.

4534. Update from the Coronation Committee with proposals for events to be held to mark the Coronation of King Charles III

Cllr Clive Hill confirmed that, despite the weather the event had been well attended and feedback had been good. He thanked the volunteers and those who had helped to organise the event including Trevor Wills, Claire Kelly and Cllr Leigh Trevis. Cllr Hill asked for approval of the draft letter thanking Saqib Bhatti MBE MP for attending to open the event.

Proposed: Cllr Paul Powell

Seconded: Cllr Jon Horton

All in favour

It was resolved that the letter to Saqib Bhatti MBE MP should be sent.

Action item: Clerk to send letter to Saqib Bhatti MBE MP

4535. Approval of the Annual Governance and Accountability Return 2021/2022

4535/1 – To receive and note the Annual Internal Audit Report - the annual internal audit report was duly noted.

4535/2 – To consider and approve the Annual Governance Statement 2022/23 (Section 1) - the Clerk had circulated to members in the pack. The Clerk read through each of the questions (1 to 9) for members to consider and answer.

Proposed: Cllr Mike Kay

Seconded: Cllr Carole Pearce

All in favour

It was resolved that the Clerk complete section one as approved and it was duly signed by the Chairman and the Clerk.

4535/3 – To consider and approve the Accounting Statements 2022/23 (Section 2) - the Clerk had circulated a copy to members in the pack. She asked members if they were happy to propose and for the completed form to be approved.

Proposed: Cllr Jon Horton

Seconded: Cllr Carole Pearce

All in favour



It was resolved that Section 2 of the return was approved and it was duly signed by the Chairman having already been signed by the Clerk

4536. To note the Internal Audit Report following the internal audit carried out on 25 April 2023

The internal audit Report was noted. Cllr Hill thanked the Clerk for her work in preparation for the internal audit.

4537. To approve the Finance Approval List and list of urgent payments made

In addition to the proposal to authorise the payments detailed on the expenditure report the members were asked to approve the renewal of the membership of WALC (including NALC) and the ICCM. Cllr Jon Horton noted the support provided by WALC to the Council and the members approved the proposals. The note on urgent payments made was also approved. The Clerk was asked to investigate options for the alarm calls with a view to saving money on the BT phone bill.

Proposed: Cllr Jon Horton
All in favour

Seconded: Cllr Mark Noblet

It was resolved to approve the expenditure payments detailed in the reports and the renewal of the WALC and ICCM memberships.

4538. To approve the transfer of the Parish Council's bank accounts to either Lloyds or Unity Trust

This item to be carried over to the 7 June 2023 Parish Council meeting.

4539. To note the Information Commissioners Office decision regarding a Freedom of Information request (case ref IC-208516-WOR5)

The members noted the decision of the Information Commissioners Office that the Parish Council was right to rely on Section 42(1) of FOIA to refuse to provide the requested information.

4540. To note the uncontested election and agree the process to co-opt new members

The Chairman noted the uncontested election and the members agreed to the advertising of the current vacancies with the intention to interview then appoint new councillors at the 7 June 2023 Parish Council meeting. It was noted that Claire Kelly would seek to be co-opted at that meeting. Cllr Clive Hill, Cllr Carole Pearce and Cllr Leigh Trevis agreed to form the interview panel.

Action item: Clerk to advertise the current vacancies, action applications and set up interviews as quickly as possible.

4541. To consider the request for a donation from Push On Wellbeing CIC

Members discussed the application but agreed that they could not make a decision on the request for £1,000 without having the opportunity to discuss aspects of the work undertaken by the charity.

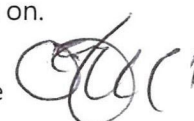
Action item: Clerk to arrange for members of Push On Wellbeing to attend a meeting and make a presentation to the Councillors so that they can come to a decision regarding the request for a donation.

4542. To update on the situation in relation to the Village Hall in Bickenhill

Cllr Jon Horton confirmed that discussions were ongoing, but a meeting was awaited with Arcadis when plans would be discussed for the possible refurbishment of the hall.

4543. To update on the installation of Broadband in Bickenhill village

Cllr Jon Horton advised that confirmation was awaited on the tender for broadband services in Bickenhill. If tenders had been submitted, then the matter should move on.



4544. To consider a request from the Baseball Club to use the Recreation Ground for training on Friday evenings in addition to the existing Wednesday evening

The request to train on a Friday evening was discussed but it was felt that a meeting should first be set up with Cllr Clive Hill, the Clerk and representatives of the Baseball Club to discuss recent problems with the gate being locked, the storage of bagged soil/sand and the issue of soil being left mounded on the perimeter of the baseball diamond before approval could be given.

Action item: Clerk to set up a meeting to include herself, Cllr Clive Hill and representatives of the Baseball Club to discuss the recent issues with gates being locked, the bagged soil/sand and the soil mounded up on the perimeter of the baseball diamond.

4545. To approve the signing of the scope of instruction letter from DAC Beechcroft relating to the insurance claim for the damage to the fence at Millennium Wood

The members discussed the signing of the letter noting that the Parish Council would have no liability in respect of the action proposed by the insurance company.

Proposed: Cllr Mark Noblet

Seconded: Cllr Paul Powell

All in favour

It was resolved that the letter from DAC Beechcroft should be signed and Cllr Jon Horton and Cllr Mark Noblet duly signed.

4546. To consider a request to pay a football pitch fee in instalments

The members discussed the request to pay a football pitch fee in instalments but instead agreed a one-off discount of £200 for the 2023/2024 season.

Proposed: Cllr Mike Kay

Seconded: Cllr Jon Horton

All in favour

It was resolved that a one off £200 discount of the pitch fee be offered to the football club.

4547. External Committee Reports

Parish Hall Trustees – Cllr Hill noted that a new Hall Manager had been appointed and was due to start shortly.

Marston Green Village Charitable Trust – Cllr Carole Pearce advised that a new Chairman had been appointed and progress was being made in making their processes digital. She stated that it was hoped that funds would be paid out later this year.

Airport matters – Cllr Mike Kay asked for approval to send a letter to Birmingham Airport regarding the poor condition of some of their properties in Bickenhill village. He noted that a request for the letter was being signed by villagers and would be sent to the Clerk shortly.

Proposed: Cllr Mike Kay

Seconded: Cllr Leigh Trevis

All in favour

It was resolved that Cllr Mike Kay should draft a letter to Birmingham Airport on behalf of the Parish Council asking them to address the poor condition of some of their properties that are located in Bickenhill village.

HS2/M42 J6 update – There was no update at this meeting.

SAM meeting – Cllr Paul Powell provided an overview of the 27 April 2023 meeting highlighting that the local plan had been paused pending the finalisation of the National Plan, a focus on saving the green belt, a review of the 2017 CIL charging structure, the retirement of David Wigfield from Enforcement, the fact that enforcement was described as non-statutory and the discussion regarding retrospective planning. He also confirmed that a new Chair and Vice Chair were being sought for the group.

4548. Correspondence

The correspondence was noted.

4549. The Parish Council meeting closed at 22:20

4550. Date of the next meeting: 7 June 2023

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

