

**Minutes of the Parish Council Meeting  
Wednesday, 6 December 2023 at 19:30  
The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green**

**Present:**

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

**Clerk:** Julie Brennan

**Public:** 2

**4691. Chairman's welcome**

The Chairman welcomed everyone to the meeting.

**4692. The Public**

A member of the public stated that the pavements around Marston Green were slippery due to the amount of leaves that had fallen. Cllr Sue Rogers confirmed that SMBC had started works to clear the leaves from pavements in the area.

**4693. Apologies**

Apologies had been received and accepted from Cllr Clive Hill. Cllr Wayne Hadley was noted as absent.

**4694. Declaration of Pecuniary Interests and Dispensations**

None.

**4695. Minutes: to approve the minutes of the Parish Council Meeting held on 1 November 2023**

The Chairman asked those members present at the 1 November 2023 meeting if they had read the minutes and if they could confirm these as a true and accurate record.

**Proposed: Cllr Mark Noblet**

**Seconded: Cllr Sue Rogers**

**All in favour**

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

**4696. Matters arising from the Parish Council Meeting held on 1 November 2023**

**4636** – Bleed kits – Cllr Leigh Trevis advised that funding options were currently being investigated and an update would be provided as soon as possible.

**4643.4** – Lockboxes – the Clerk confirmed that she would chase the installation of lockboxes.

**4677.2** – Options on Land next to the burial ground – the Clerk confirmed that she had advised that the Council requested a 20 year option and a response was awaited.

**4697. Recreation Committee**

4697.1 The minutes of the meeting held on 14 November 2023 were noted.

4697.2 **To approve the grass cutting tender documents**

Members reviewed the documentation which was approved.

**Proposed: Cllr Leigh Trevis**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the grass cutting tender documentation was approved.

4697.3 **To approve the request for a delivery of cow manure for the Amenity Land allotments**

Members reviewed the conditions proposed by the Recreation Committee and approved the request for a delivery of cow manure subject to those conditions.

**Proposed: Cllr Leigh Trevis**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that a delivery of cow manure to the Amenity Land Allotments was approved subject to compliance with the conditions suggested by the Recreation Committee.

**4698. Finance & General Purpose Committee**

4698.1 The minutes of the meeting held on 27 November 2023 were noted

4698.2 **To approve a change in pension contribution rates from 5.8% to 6.5% for staff on pay point 12**

Members noted that contribution rates were set by WMPF and the recent pay award had led to a change in rates for two staff members currently on pay point 12.

**Proposed: Cllr Leigh Trevis**

**Seconded: Cllr Sue Rogers**

**All in favour**

**It was resolved** that staff on pay point 12 should be allowed to increase their contribution rates from 5.8% to 6.5% for 2023/24.

4698.3 **To approve the proposed new fee structure for 2024/25**

Members reviewed the proposed fee structures which were approved subject to an increase to the bench installation fee of £150.

**Proposed: Cllr Mark Noblet**

**Seconded: Cllr Leigh Trevis**

**All in favour**

**It was resolved** that the fee structure for 2023/24 was approved subject to the bench installation fee being increased to £150.

4698.4 **To approve the draft budget for 2024/2025**

Members reviewed the draft budget and commentary which had been prepared by Cllr Mike Kay. The small deficit and assumed precept rate of 5% were noted.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the budget for 2024/25 was approved.

4698.5 **To approve the change to agenda and minute numbering and recording of resolutions**

Members considered the recommendation to change agenda and minute numbering using the pattern - Identifying letter (C for Parish Council, F for F&GP etc), the year and then item/minute number i.e. C24 – 001. Also, the Clerk confirmed that it was not necessary to record proposers and seconders in minutes which only needed to record the resolution.

**Proposed: Cllr Mark Noblet**

**Seconded: Cllr Carole Pearce**

**All in favour**

**It was resolved** that from 1 January 2024, agenda and minute numbering would follow the suggested numbering pattern and that resolutions would no longer require a proposer and seconder.

4698.6 **To approve the Employer Pensions Discretions Policy**

Cllr Mike Kay confirmed that he had attended a training session on discretions policies run by West Midlands Pension Fund. He advised that the draft policy provided accorded with the

advice given on the course.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Sue Rogers**

**All in favour**

**It was resolved** that the Employer Pensions Discretions Policy was approved.

Cllr Mike Kay confirmed that the F&GP Committee were currently reviewing a number of policies which would be brought to future meetings for approval.

**4699. Planning Committee**

4699.1 The minutes of the meeting held on 28 November 2023 were noted.

4699.2 Cllr Paul Powell provided an overview of the applications covered at the meeting. Members then discussed the letter drafted in relation to the decision not to enforce the planning breach at 58 Station Road (EN/2023/00303/HE). Given that the decision implied a lack of consequence for breaches, it was agreed that the letter would be amended by Cllr Paul Powell and circulated for approval before being sent to Solihull MBC.

**Proposed: Cllr Paul Powell**

**Seconded: Cllr Leigh Trevis**

**All in favour**

**It was resolved** that Cllr Paul Powell would amend the draft letter which would be circulated for review before being sent to SMBC.

**4700. Events Committee .**

4700.1 The minutes of the meeting held on 28 November 2023 were noted.

Cllr Paul Powell reviewed the main points noting that Chelmsley Town Council would be approached to see if they were interested in holding a joint D-Day event. Members discussed options but felt that the event should be held at the Recreation Ground. The cost of the beacon was discussed and it was agreed to try to borrow a beacon if possible or to purchase one which was not badged for a particular event and could be used for other events. In relation to the 2024 Community Day, the Committee were recommending a date in September and Andy Street's office had been approached to seek funding.

4700.2 The Terms of Reference for the Events Committee were reviewed and approved. The approved budget of £5,000 for 2024/25 was noted.

**Proposed: Cllr Paul Powell**

**Seconded: Cllr Mark Noblet**

**All in favour**

**It was resolved** that the Terms of Reference for the Events Committee were approved.

**4701. To approve the Finance Approval List & list of urgent payments made**

The payments detailed on the expenditure report and list of urgent payments made were approved.

**Proposed: Cllr Mike Kay**

**Seconded: Cllr Mark Noblet**

**All in favour**

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

**4702. Salary Increase**

Members noted the decision on rates of pay from 1 April 2023 to 31 March 2024 detailed in the communication from NALC dated 6 November 2023.

**4703. Lamp post damage at Recreation Ground**

The Clerk asked for approval of a quote of £2,462.00 to replace the damaged lamp column at the Recreation Ground and to seek to recover the cost from the Council's insurance company, Zurich. The Clerk advised that the ticket raised with West Midlands Police had been closed with no investigation and she was asked to refer this to Simon Foster, the Police and Crime Commission for comment.

**Proposed: Cllr Mark Noblet**  
**All in favour**

**Seconded: Cllr Leigh Trevis**

*It was resolved that the quote of £2,462 from SMBC to replace the damaged lamp column was approved and that the Clerk should report the incident to Zurich. The Clerk is also to refer the matter to the Police and Crime Commissioner for comment.*

**4704. Change to car parking terms and conditions**

Members reviewed the email from Transport for West Midlands confirming that the Elmdon Lane car park was provided for users of the train station and Sheldon Country Park. They noted that allotment holders would be allowed to park there on evenings and at weekends. The Clerk was asked to share the information with allotment holders.

**Action item:** Clerk to send an email to allotment holders advising them that parking was permissible on the Elmdon Lane car park on evenings and at weekends.

**4705. Millennium Wood**

The request from Audley Primary School to use the Millennium Wood as a Forest School for their reception children was discussed and approved. The Clerk was asked to enquire if the school would share any information that could be uploaded to the Council's Facebook page.

**Proposed: Cllr Mark Noblet**

**Seconded: Cllr Sue Rogers**

**All in favour**

*It was resolved that Audley Primary School could use the Millennium Wood as a Forest School.*

**Action item:** Clerk to request information suitable to be uploaded to the Council's Facebook page.

**4706. Clock at the Garden of Memory**

The quote of £175 (plus VAT and parts) to repair the stopped clock face was approved. The Clerk was asked to thank Birmingham Airport for its donation of £175 towards the cost of repair.

**Proposed: Cllr Leigh Trevis**

**Seconded: Cllr Carole Pearce**

**All in favour**

*It was resolved that the quote of £175 plus VAT and parts was approved and the donation of £175 from Birmingham Airport was noted.*

**4707. CIL monies**

A payment of CIL monies totalling £10,092.30 from Solihull MBC was noted. The Clerk advised that the monies had arisen from the development of the former Village Hall site in Elmdon Road and at the Hilton Birmingham Metropole.

**4708. External Committee Reports**

**Parish Hall Trustees** – Cllr Paul Powell let Members know that lots of events were booked in at the Hall but there was an issue with the use of the kitchen following a leak from the roof.

**Marston Green Village Charitable Trust** – Cllr Carole Pearce advised that there were no further updates from the Trust at this time.

**Airport matters** – Cllr Mike Kay confirmed that the next meeting was due to take place on 7 December 2023 and he would provide an update following that meeting.

**HS2/M42 J6 update** – Cllr Mark Noblet advised that Balfour Beatty planned a presentation regarding the future of the northern line following the recent cancellation. The next meeting was due to take place on 25 March 2024 after which an update would be provided.

Cllr Mike Kay confirmed that Shadowbrook Lane was due to open on 18 December 2023. The ongoing issues with flooding were discussed and it was noted that the reservoirs that had been created were not able to cope with the volume of water experienced to date.

**Village Hall, Bickenhill** – Cllr Kay confirmed that news on the grant was still awaited.

**Broadband in Bickenhill** – Cllr Kay advised that installation was possible before Christmas but a start date was still awaited.

**4709. Correspondence**

4709.1 **Letter from Transport for West Midlands regarding changes to the A10 bus service**  
The response from TfWM that local consultation would be undertaken with regard to reinstating the bus service and possible parking restrictions was noted. It was also noted that further updates would be sent to the Council once the consultation had been completed.

**4710. Date of the Next Meeting – 10 January 2024 at 19:30**

**4711. Confidential Matters**

To resolve to close the meeting to members of the public via the Public Bodies (Admission to Meetings) Act 1960, to allow for discussion of confidential matters, publicity of which would be prejudicial to the public interest.

**Proposed: Cllr Mark Noblet**  
**All in favour**

**Seconded: Cllr Mike Kay**

**It was resolved** that the meeting was closed to members of the public.

**4712. Complaint from resident**

Members discussed the correspondence received. The Clerk was asked to contact the resident to offer a meeting with two Councillors at which the matters raised would be discussed. To progress matters, the Clerk was instructed to apply a time limit for a response after which the complaint would be deemed to have been withdrawn and any future correspondence received on the matters raised would be dealt with in line with the Council's Vexatious Complaints policy.

**Proposed: Cllr Paul Powell**  
**All in favour**

**Seconded: Cllr Mark Noblet**

**It was resolved** that the Clerk should contact the resident to offer a meeting with two Councillors to discuss the matters raised. Should a response not be received, then the complaint would be deemed to have been withdrawn and any future correspondence regarding the same matters would be dealt with in line with the Council's Vexatious Complaints Policy.

**4713. The Parish Council meeting closed at 20.47**

**4714. Date of the next meeting: 10 January 2024 at 19:30-** Venue: The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green