

**Minutes of the Parish Council meeting  
Wednesday, 3 July 2024 at 19:30  
Church Hall, Church Lane, Bickenhill**

**Present:**

Cllr Mike Kay (Chairman)  
Cllr Mark Noblet  
Cllr Clive Hill  
Cllr Carole Pearce  
Cllr Claire Kelly  
Cllr Philip Clover

Clerk: Julie Brennan

Public: 1

**C 24 - 0131 Chairman's welcome**

The Chairman welcomed everyone to the meeting.

**C 24 - 0132 The Public**

No matters were raised.

**C 24 - 0133 Apologies**

Apologies had been received and accepted from Cllr Paul Powell and Cllr Leigh Trevis.

**C 24 - 0134 Declaration of Interest and Dispensations**

Cllr Mike Kay declared an interest in items C 24 – 0146 and C 24 - 0147.

**C 24 - 0135 Minutes of the Parish Council meeting held on 5 June 2024**

The Chairman asked those members present at the 5 June 2024 if they had read the minutes and if they could confirm these as a true and accurate record.

**Resolved:** *that the minutes were a true and accurate record.*

**C 24 - 0136 Matters arising from the Parish Council Meeting held on 5 June 2024:**

No matters were raised.

**C 24 - 0137 Events Committee**

- a) The minutes of the meeting held on 10 June 2024 were noted.
- b) The budget/expenditure report was noted. Cllr Mike Kay proposed that the budget for the Community Day was increased from £2.5k to £5k, to include the balance of the monies allocated for the D-Day event which had not been spent.

**Resolved:** *that the budget for the Community Day event be increased to £5k, to include the budget underspend from the D-Day event.*

- c) Members noted that the D-Day event had been a success and the feedback had been positive. The lessons learned would be applied to the forthcoming Community Day event.
- d) It was noted that changes had been made to the running of the Community Day event which would have more food, entertainment and music options.

### **C 24 - 0138 Recreation Committee**

- a) The minutes of the meeting held on 19 June 2024 were noted. Members discussed:
- the agreement by Panther to the request for 4 year break clauses;
  - the new management plan for the Millennium Wood being drawn up by Natalie Walker of SMBC; and
  - the comments submitted to SMBC in relation to the draft selection criteria for the List of Local Heritage Assets.
- b) The budget/expenditure report was noted.
- c) Members noted the spend of £1,090 plus VAT for the purchase of weevils to treat the infestation on the pond at Pitt Lane. It was also noted that the order had been delayed due to a shortage of weevils which would be sent out as soon as they were available.
- d) Members discussed the recommendation to hold the current allotment fee of 45p per square metre for 2025.

**Resolved:** to hold the current allotment fee of 45p per square metre for 2025.

### **C 24 - 0139 Staffing Committee**

- a) The minutes of the meeting held on 19 June 2024 were noted.
- b) It was agreed that the proposed new policies would be submitted for approval once the issues raised by the Staffing Committee had been fully resolved.

### **C 24 - 0140 Finance & General Purpose Committee**

- a) The minutes of the meeting held on 27 June 2024 were noted. Members discussed:
- the energy efficiency results which would be discussed at the Business Plan meeting;
  - the 2024/25 Parish Allowances.
- b) The budget/expenditure report was noted.
- c) Cllr Mike Kay asked for approval of the £1,750 plus VAT fee from Thursfields for legal advice in relation to the lease of the 3Ms land.

**Resolved:** that Thursfields fee of £1,750 plus VAT for legal advice in relation to the lease with Panther for the 3Ms field was approved.

- d) Members reviewed the amended Investment Policy which was approved.
- Resolved:** that the Investment Policy was approved.
- e) Members discussed the recommendation to move Parish Council meetings from the first to the second Wednesday of the month. It was noted that this would make it easier to include the payments made by Direct Debit in the payment approval list.
- Resolved:** that from September 2024, Parish Council meetings will take place on the second Wednesday of the month, the start time will remain at 19:30.
- f) Members discussed the request for a donation of £250 towards the cost of the Annual Flower Show by the Marston Green & District Horticultural Society which was approved.
- Resolved:** that a donation of £250 be made to Marston Green & District Horticultural Society towards the costs of the annual flower show.

### **C 24 - 0141 Planning Committee**

- a) The minutes of the meeting held on 25 June 2024 were noted.
- b) Members noted that the Committee had not received a budget allocation in 2024/25.
- c) Members discussed the comments submitted on the applications. It was noted that the Committee had made no observations but had noted that the works proposed in application number

PL/2024/00090/PPFL constituted a back garden development.

#### **C 24 - 0142 To approve the Finance Approval List & list of urgent payments made**

The payments detailed on the expenditure report were considered and approved. It was noted that there were no urgent payments made.

**Resolved:** *that the expenditure payments were approved.*

#### **C 24 - 0143 Financial Statement**

Members reviewed the financial statement provided noting that there were large variations in many of the budget lines due to the fact that it was so early in the financial year. The Clerk was asked to provide the information in a different format going forward based on quarterly not yearly reporting.

**Action item:** *Clerk to identify a report that would provide information on a quarterly basis for future reporting of the financial statements.*

#### **C 24 - 0144 Personal/Charitable use of Parish Council vehicle/equipment**

Members noted that if an accident occurred whilst the Parish Council's vehicle/equipment was being used on personal projects, only third-party cover would be provided by Zurich. A number of options were debated but none provided full cover for the Council and it was therefore agreed that personal use of the vehicle or equipment was not permitted.

**Resolved:** *that personal use of the Parish Council's vehicle or equipment was not permitted.*

#### **C 24 - 0145 Damage to fence at Millennium Wood**

Members considered the quote of £230 to repair the fence at Millennium Wood which had been damaged by a vehicle collision. As the driver had offered to make payment for the repair directly to the fencing company and given the excess on the Zurich insurance policy, it was agreed not to make a claim on the policy and to allow the driver to pay for the repair.

**Resolved:** *that the driver of the vehicle which had damaged the fence at the Millennium Wood was allowed to liaise with the fencing company and pay for the repair himself.*

#### **C 24 - 0146 Letter from Leyton Rahman of National Highways M42 J6 re Bickenhill Village Hall**

#### **C 24 - 0147 Letter to Leyton Rahman of National Highways from the Committee for the Residents of Bickenhill**

Cllr Mike Kay withdrew from the meeting due to a declaration of interest and Cllr Clive Hill took over as Chairman. Members considered the letter from Leyton Rahman of National Highways and the letter sent to Leyton Rahman on behalf of the Residents of Bickenhill. A further letter which had been drafted to be sent to Mr Rahman was approved as drafted and Cllr Clive Hill agreed to attend the proposed meeting with National Highways, SMBC, Skanska and residents of Bickenhill as the Parish Council's representative

**Resolved:** *that the letter to Leyton Rahman was approved as drafted and that Cllr Clive Hill would attend as the Parish Council's representative.*

#### **C 24 - 0148 Update on bird ringing and Forest School at Millennium Wood**

The email sent on behalf of the bird ringing group was discussed and members expressed their disappointment at the death of two birds and damage to property caused by the dog walker. The positive impact of the Forest School and their work with the bird ringer group was noted.

#### **C 24 - 0149 External Committee Reports**

- a) **Parish Hall Trustees** – Cllr Clive Hill confirmed that the usual groups would not be meeting on 4 July 2024 as the Hall was being used as a polling station.
- b) **Marston Green Village Charitable Trust** – Cllr Clive Hill advised that the trustees hoped to be able to distribute funds soon and that guidelines would be published to ensure the public knew how to make an application.

- c) **Airport matters** – Cllr Mike Kay let Members know that at the last ACC meeting the CEO had explained that security issues had arisen which had been reported by the Press. Travellers were experiencing long queues and issues with newly installed lifts which had led to some passengers to miss flights. The airport had ordered new equipment from a government approved supplier; however, the equipment was not approved and this did not come to light until after the order had been placed. Whilst the next ACC meeting would not take place until September, a subcommittee was due to meet separately to consider noise.
- d) **HS2 updates** – Cllr Mark Noblet advised that, as there had been no recent meetings, he did not have an update to share.
- e) **M42 J6 updates** Cllr Mike Kay confirmed that issues continued with poor signage, lorries getting stuck and people travelling in the wrong direction.
- f) **Village Hall, Bickenhill** – Cllr Mike Kay advised that this had been covered under items C 24 – 146 and 147. It was agreed to remove the item from the agenda going forward.

**C 24 - 0150 Date of the next meeting:** 11 September 2024 at 19:30

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

The meeting closed at 20:23