

**Minutes of the Parish Council meeting  
Wednesday, 10 December 2025 at 19:30  
The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green**

**Present:**

Cllr Mike Kay (Chairman)  
Cllr Carole Pearce  
Cllr Claire Kelly  
Cllr Clive Hill  
Cllr Dave Fenton  
Cllr Leigh Trevis  
Cllr Mark Noblet  
Cllr Paul Powell  
Cllr Philip Clover

Also present: Julie Brennan, Clerk and one member of the public

**C 25 - 0216 Chairman's welcome**

The Chairman welcomed everyone to the meeting.

**The Public** - The Chairman adjourned the meeting for the public question time to enable residents to discuss any issues and identify matters of concern relating to the agenda, this does not form part of the formal meeting.

**C 25 - 0217 Apologies**

None.

**C 25 - 0218 Declaration of Interest and Dispensations**

Cllr Mike Kay asked for it to be noted that he had previously been the accountant for WCT Ltd who had quoted to undertake the works to the bar/lounge.

**C 25 - 0219 Minutes of the Parish Council Meeting 12 November 2025**

The Chairman asked those members present at the 12 November 2025 Parish Council meeting 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 25 - 0220 Actions update**

None.

**C 25 - 0221 Finance & General Purpose Committee**

- a) The minutes of the meetings held on 24 November 2025 were noted.
- b) The budget/expenditure report was noted.
- c) The asset list was considered and approved.

**Resolved:** *that the asset list was approved.*

- d) The list of direct debits was reviewed and approved.

**Resolved:** *that the direct debits set on the Treasury account were approved.*

- e) The draft budget for 2026/2027, as circulated in the meeting pack, was considered and approved.

**Resolved:** that the draft budget for 2026/2027 was approved as drafted.

- f) The draft meeting diary for 2026/2027 was reviewed and approved.

**Resolved:** that the meeting diary for 2026/2027 was approved.

#### **C 25 - 0222 Planning Committee**

- a) The minutes of the meeting held on 25 November 2025 were reviewed. Cllr Mark Noblet highlighted the observations submitted in relation to application PL/2025/01810/PPFL (211 Elmdon Lane).
- b) The comments submitted on behalf of the Parish Council were noted.

#### **C 25 - 0223 Recreation Committee Meeting**

- a) The minutes of the meetings held on 1 December 2025 were noted.
- b) The budget/expenditure report was noted.
- c) The draft lease for the 3Ms Field, together with comments from the Council's solicitors, was considered.

**Resolved:** that the lease for the 3Ms Field was approved and should be signed by two Councillors and witnessed by the Clerk.

#### **C 25 - 0224 To resolve to approve the Expenditure Transactions**

The payments detailed on the expenditure report were considered.

**Resolved:** that the expenditure payments detailed in the Finance Approval list were approved.

#### **C 25 - 0225 Local Nature Action Planning Workshop**

Members considered the information provided by Cllr Claire Kelly following her attendance at a Local Nature Action Planning workshop. It was agreed that a working group should be formed to consider actions the Parish Council could take to support local nature, with the first meeting to be held in the New Year.

**Resolved:** to establish a Local Nature Action Plan Working Group comprising Cllr Claire Kelly (Chairman), Cllr Clive Hill, Cllr Dave Fenlon, Cllr Paul Powell and Cllr Philip Clover.

**Action:** Clerk to draft terms of reference for the Working Group for approval at a future Parish Council meeting.

#### **C 25 - 0226 Quotes for works to the bar/lounge area**

Members reviewed quotations for refurbishment works to the Pavilion bar/lounge.

**Resolved:** that Mellors Construction be appointed to undertake the works at a cost of £5,800 plus VAT.

#### **C 25 - 0227 BMG-PC .GOV.UK website**

Members discussed promoting the new BMG-PC.GOV.UK website and closing the existing GoDaddy-hosted site. It was agreed that the Clerk would select a date in January 2026 to promote the new website on Facebook once final updates were completed, and that the existing site would then display a notice directing users to the new address. Members also agreed that accessibility checks were required.

**Resolved:** that the new website be promoted via Facebook in January 2026 and the existing website updated to display the new address.

**Action:** Clerk to obtain a quotation from Aubergine for undertaking accessibility checks on the new website.

#### **C 25 - 0228 Minutes**

The Clerk requested approval to change the page numbering of Parish Council minutes to run consecutively.

**Resolved:** that, from January 2026, page numbering would run consecutively rather than resetting each month.

#### **C 25 - 0229 Unity Trust Bank Account**

Chairman's signature

Signature redacted for website

Members discussed transferring funds from the Unity General Account to the Treasury account to cover expenditure. The balance of the General Account was noted as £35,243.81.

**Resolved:** that £35,000.00 be transferred from the Unity General Account to the Treasury account.

#### **C 25 - 0230 Request to purchase an ashes plot**

Members considered a request from a non-resident to purchase the right of burial in an ashes plot for the interment of her late mother's ashes and those of her partner, both former long-term residents of the Parish. It was noted that one had served as a Councillor and Chairman of the Parish Council.

**Resolved by majority vote:** that the applicant be permitted to purchase the right of burial in one ashes plot at a cost of £2,430, with one out-of-area interment fee of £930 charged for the interment of both sets of ashes.

#### **C 25 - 0231 Closure on Christmas Eve**

The Clerk advised that the office had traditionally closed at lunchtime on Christmas Eve but this had never been formally approved.

**Resolved:** that the Parish Office would close at lunchtime on Christmas Eve in future.

#### **C 25 - 0232 External Committee Reports**

- a) **Parish Hall Trustees:** Cllr Clive Hill reported that the Hall finances were healthy and that a number of events were planned over the Christmas and New Year period.
- b) **Marston Green Village Charitable Trust:** Cllr Clive Hill reported that 30 people attended the public meeting and two had agreed to become trustees. It was anticipated that applications would open from Spring 2026.
- c) **Airport Matters:** Cllr Mike Kay reported that passenger numbers had increased by 6% despite a quieter October/November. The Airport continued to invest in capital projects and equipment, including automatic gates to reduce queuing. Business rates had increased and the Airport was considering passing on the cost. Night flights were recorded at 6,356 (7,560 flights) against a target of 7.6%.
- d) **M42 J6 Update:** Cllr Philip Clover reported that Solihull Road had reopened five weeks early following completion of bridge works. Works on the A45 were ongoing and would not be completed by Christmas as originally planned. Although the A45 had reopened, it had since been temporarily closed due to flooding.

**C 25 - 0233 Date of the next meeting:** 14 January 2026 at 19:30

**Venue:** The Elmdon Lounge, Marston Green Parish Hall, Elmdon Road, Marston Green  
The meeting closed at 20:40