



*Cheswick Green Parish Council*

Mrs. Marie Zizzi  
Clerk to the Council  
Cheswick Green Village Hall  
Cheswick Way, Cheswick Green  
Solihull B90 4JA

Tel: 01564 700168  
clerk@cheswickgreen-pc.gov.uk  
www.cheswickgreen-pc.gov.uk

## **CHESWICK GREEN PARISH COUNCIL**

**Wednesday 11<sup>th</sup> October 2017 7:30pm Cheswick Green Village Hall**

### **Present:**

Cheswick Green Parish Councillors: Brian Brown, Ian Bruce, Margaret Gosling (Chairman), and Mick Swain.

Clerk: Marie Zizzi

2 members of the public (*WALC Chairman Cllr. Bill Lowe and Borough Cllr. Ken Hawkins*)

Cllr. Gosling welcomed Cllr. Lowe and Cllr. Hawkins.

### **114. Apologies for Absence and to approve, if thought fit, the reasons if any given, for absence from the meeting.**

114.1 There was an apology from Cllr. Sam Sedgley and this was accepted.

### **115. Declarations of Interest.**

115.1 Cllr. Swain declared an interest in agenda item 17. *To consider and resolve any action(s) in relation to items of correspondence received;* in relation to an email received from Mr. Martin Woodman, Chairman of the VHMC, as Cllr. Swain is a member of the VHMC.

### **116. Dispensations.**

116.1 None, however it was noted the Cllr. Sedgley would need to complete forms in relation to the Precept and Planning.

### **117. Public Participation (15 Minutes).**

117.1 Cllr. Hawkins said he had not been able to attend a Parish Council meeting for some time. He said he was giving Cheswick Green and Dickens Heath less attention than Monkspath, as this area had no Parish Council.

117.1.1 Cllr. Hawkins said he had formally written to Solihull MBC, in relation to the derelict bungalows on Creynolds Lane, he said that a substantial fence was in place there now and it was possible that this was relevant to the Local Plan, which could be published in November.

117.1.2 Cllr. Hawkins said some houses had been taken off the long-term plan, but it had been over 20 years now that these bungalows had been derelict.

117.1.3 Cllr. Hawkins said he had met with the Neighbourhood team and the Police, regarding the rise in crime which was 10-11% more over the last 12 months. He said it was however still lower than the previous year and he referred to operations in Cheswick Green, Dickens Heath and Monkspath.

117.1.4 Cllr. Gosling said there had been complaints about crime in relation to the new houses in the area.

117.1.5 Cllr. Hawkins referred to the number of social houses coming in and said that checks by landlords were not robust enough and he commented about people moving in causing attention.

**Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> October 2017**

**Signed .....**

**Date.....**

117.1.6 Cllr. Gosling said that houses that were being sold for £300,000 were being fitted with £3 locks. She said there had been a police helicopter over Cheswick Green a few times recently.

117.1.7 Cllr. Hawkins spoke about carjacking, he said there were reports about this on social media before the Police were informed. He referred to a Community Order sign that had been in Monkspath, in relation to no groups of 3 or more teenagers, he said they did not want to go back to those days.

117.1.8 In relation to the Police, Cllr. Hawkins said there was a lot of work going on behind desks and he pointed out that one New Year's Eve, there had been 200 Officers on duty. He said much that was being done was unseen. He said the Police were bringing back Beat Surgeries.

117.1.9 Cllr. Hawkins said he was aware that the Parish Council was involved with the Boys Brigade and bulb planting.

117.1.10 Cllr. Hawkins said the Local Plan would be published in the Winter and the public examination would take place in Spring/Summer next year.

### **118. To discuss co-option of members on to the Parish Council and the Recreation Committee.**

118.1 Members were most disappointed that they had lost Cllr. Hall. It was stated that there was a need to try and find people. Cllr. Gosling said they should try to generate interest from people moving on to Cheswick Place. It was noted that Mr. Hall could possibly be interested in being co-opted on to the Recreation Committee.

### **119. To resolve to accept the Minutes of the meeting held on Wednesday 13<sup>th</sup> September 2017 (issued to Parish Cllrs. with the agenda).**

**Resolved:** proposed Cllr. Brown, seconded Cllr. Swain; that these were accepted as a true and accurate record.

### **120. To receive a report on the finances of the Council and to approve any payments made since last meeting and any payments to be made (issued to Parish Cllrs. with the agenda).**

#### **Payment to be agreed from Co-op Account Exercise Class October 2017**

<b><u>Chq No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount</u></b>
100128	Exercise class instructor for September 2017	£ 81.00

#### **Chqs/Electronic payment transactions to be approved Oct 2017 PC meeting**

<b><u>Payee</u></b>	<b><u>Reason</u></b>	<b><u>Total</u></b>	<b><u>VAT</u></b>	<b><u>Net</u></b>
Diane Malley	PAYE Admin	£ 36.00		
Meadowfields GM	Remove 4 bags of rubbish	£ 33.60	£5.60	£28.00
Steve Hall	Reimbursement	£ 45.00		
M. Zizzi	Petty cash top up	£ 50.00		
Warwickshire & WM Training Partnership	£ Ps training course	£ 30.00		
ROSPA	Annual inspection	£ 88.20	£14.70	£73.50
More in confidential section.				

It was noted that there was £49.12 petty cash.

120.1 A quote had been received from Jack Storer and Son (Builders), to remove and replace the brickwork of the damaged wall, by the car park at a cost of £885, this included the removal of rubbish.

120.1.1 Cllr. Swain said it would take two people, two days to do this work and a skip would be needed, but it would not be sensible to put this on the car park and Mr. Storer had agreed to have this on his drive. It was noted that the skip itself could cost £120-130 and that new bricks were required. It was stated that there was no practical purpose for this dwarf wall. Cllr. Swain spoke about reinforced bricks.

120.1.2 Cllr. Brown suggested that the ranch/timber fencing that was outside the Village Hall could be extended. It was suggested to replace what had been there. It was pointed

### **Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> October 2017**

Signed .....

Date.....

out that this was not anywhere near the pub and that it was not possible to access the garden behind the broken wall.

**Resolved;** proposed Cllr Bruce, seconded Cllr. Swain - that the quote was accepted.

**Action item: Clerk to contact Mr. Storer and inform him that that the Parish Council had accepted his quote and ask him to carry out the work, as soon as possible**

120.2 It was noted that further to the Clerk writing to Mr. Chris Bishop, regarding an outstanding invoice dated November 2015, in relation to work on trees. Mr. Bishop had responded that it had after all been paid, this was his error and no payment was due.

**Resolved;** proposed Cllr. Brown, seconded Cllr. Swain; that all payments were approved.

**121. To receive second quarterly (April-Sept 2017) expenditure sheets, bank reconciliation and quarterly comparison (actual expenditure compared to budget set) (issued to Cllrs. with the agenda).**

121.1 Members accepted the information issued and there were no queries.

**122. To discuss and resolve insurance renewal for CGPC (information forwarded to Cllrs. by email 15/09/2017).**

**Resolved;** proposed Cllr. Swain, seconded Cllr. Brown; that the Zurich offer for the 3-year long term amount would be accepted, as it was noted that in 3 years' time, there could be different people on the Parish Council.

**123. To discuss security of Parish Council land.**

123.1 There was a discussion and various comments about unauthorised encampments.

**Action item: Clerk to contact Mr. Chris Barr of Solihull MBC for advice.**

123.2 Cllr. Lowe said that WALC was encouraging Parish Councils to look at land within their parishes. He referred to a movement, with developers looking at finding land and taking ownership of land by Deed.

123.2.1 Cllr. Lowe said the developers then had the whip hand. He referred to land that was not owned by anyone and to start looking at who owned what.

123.2.2 Cllr. Swain spoke about land that was not under any ownership or when the ownership could not be ascertained. Note: at 8pm Cllr. Hawkins left the meeting.

**124. To review the Parish Councils draft grievance policy and policy for dealing with the press/media (issued to Cllrs. with the agenda).**

124.1 It was agreed to adopt the grievance policy and the media policy as they were both based on WALC/NALC Models.

124.2 In relation to the Financial Regulations, it was noted that 6.1 stated 'Regular back-up copies of the records on any computer shall be made and shall be stored securely away from the computer in question, and preferably off site'; this needed to be sorted out.

124.2.1 It was suggested that this may not be necessary, as everything could be backed up on the cloud, therefore there would be no need to have a standalone hard drive.

124.2.2 Cllr. Swain queried whether it would be okay to store a standalone hard drive, for example, at his house.

124.2.3 Cllr. Lowe confirmed that this would be acceptable and he explained about this system being used for cemetery records.

**Action item: Cllr. Swain to contact Vision ICT, the Parish Councils website provider and make enquires about this.**

**125. To receive the Minutes from the Recreation Committee meeting held on 5<sup>th</sup> July 2017 (issued to Cllrs. with the agenda) and any reports or recommendations from the Recreation Committee and to resolve any action to be taken.**

125.1 The Minutes were accepted.

125.2 It was noted that quotes had been obtained from the Parish Councils Grounds Maintenance contractor, to level the pyracantha around the Village Hall to one height for £60 and to lift trees on the Village Green for £100. These were accepted.

125.2.1 It was noted that the pyracantha had not been cut yet.

**Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> October 2017**

Signed .....

Date.....

125.3 It was noted that Cllr. Brown and Cllr. Swain had met with Mr. Gardner from Solihull MBC regarding the possibility of installing a handrail outside Greenside.

125.4 Cllr. Swain commented about trying to find someone to carry out odd jobs and said he was looking into this.

125.5 It was noted that the 2017 Annual ROSPA inspection report had been received and circulated to Cllrs. Cllr. Swain noted that there needed to be repairs made on the small slide, he said he would speak to the Parish Councils Grounds Maintenance contractor about this.

125.6 It was stated that despite checking with the school a few months ago, as to when the school Christmas Fayre was being held, to avoid this clashing with the switching on of the Christmas lights, as it had last year. Then being informed that that the school fayre was to be on Friday 1<sup>st</sup> December, the Reverend Vicki Atkinson had emailed the Clerk recently, to inform the Parish Council that the school Christmas fayre was now taking place on Friday 8<sup>th</sup> December 2017.

125.6.1 It was noted that the Village Hall had already been booked for Friday 8<sup>th</sup> December 6-8pm, Solihull MBC had been provided with this date to arrange for the lights to be switched on. Members were unsure how far Cllr. Hall had got with Shirley Round Table and others. Cllr. Gosling said she would find out about this.

125.6.2 It was suggested to try and alter the date to Friday 1<sup>st</sup> December and Cllr. Swain agreed to find out if the Village Hall was available first.

**126. To receive the Minutes from the Planning Committee meetings held on 21<sup>st</sup> June and 2<sup>nd</sup> August 2017 and any reports or recommendations from the Planning Committee and any update in relation to the Neighbourhood Plan and other planning matters/issues** *(Minutes available on CGPC website).*

126.1 The Minutes were accepted.

126.2 Cllr. Gosling said there had been a lot of work going on with the Neighbourhood Plan, all the questionnaire responses had been sent to Mr. Cockcroft and Mr. Davidson (co-opted members of the CGPCs Planning Committee).

126.2.1 Cllr. Swain said he had information about transport issues and as these were public records they could be used.

126.2.2 Cllr. Gosling said the Clerk had put together a history of the progress of the Neighbourhood Plan and that she would now add more recent information.

**127. To consider planning applications** *(these had been issued to Councillors by email and with the agenda)* **and local development including progress regarding Mount Dairy Farm and Blythe Valley Park/IM.**

**PL2017/02336/MINFHO;** Brook House Barn, Slater Street - Retrospective application for timber structure approximately 6.2 sqm footprint and 3.3m in height within 5m of existing dwelling.

127.1 There were no comments or observations to be submitted.

**PL2017/02476/MINFHO;** Brook House Barn, Slater Street - Side extension with pitched roof forming new entrance.

127.2 There were no comments or observations to be submitted.

**PL/2017/02581/PPTREE;** 8 Snowhill Drive Cheswick Green Solihull B90 4JT - Works to 1 No. Oak tree located to rear of 6 Snowhill Drive; face back from property by approximately 1.5m metres (to previous pruning points) or crown reduce by 1.5m or crown thin (remove internal epicormic).

127.3 There were no comments or observations to be submitted.

127.4 It was noted that further to comments submitted in relation to PL/2017/02300/TPO for work on trees on Tanworth Lane, Planning Officer Hazel Bailey and the SMBC Tree Officer, Charles Venables, had been on site and were satisfied the correct trees had been identified in the correct location in the application. Charles thought the confusion could have been caused by different numbers on the TPO and in the application. He said that applicants/agents do not need to use the same tree numbers on the application form, as

**Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> October 2017**

Signed .....

Date.....

are in the TPOs, which is what had happened in this case. The Parish Council had been given the opportunity to re-comment by 18<sup>th</sup> October.

127.4.1 There were no further comments or observations to be submitted.

**127.5 Mount Dairy Farm (MDF);** Cllr. Gosling referred to an email from Mr. Nick Rawlings from Bloor Homes, she said work was still commencing before 8am, machines and diggers were being used at 730am.

127.5.1 Cllr. Gosling said the block was still in the stream. The fencing had been made more secure on Coppice Walk, but the site was still not complying with conditions. It was agreed that Cllr Gosling should send another email.

127.5.2 Cllr. Swain referred to water being pumped out from the site, going into the road, he said it smelt very bad.

127.5.3 In relation to the poles, Cllr. Gosling said there was going to be another meeting with the local resident and Western Power Distribution. It was stated that there had been a property search, but the owner could not be found. It was pointed out that rent was being paid, therefore it should be possible to find this information. However, it was noted that the tenant would not provide any information.

**127.6 Blythe Valley;** Cllr. Bruce said potential road changes in Illshaw Heath were still being discussed with IMP and Ashley Prior (SMBCs Head of Highway Services). He said there were lots of traffic measuring devices installed on Friday, plus 14 cameras that operated from 7am-7pm today, they were to see how traffic divided round various routes.

127.6.1 Cllr. Bruce said there had been another accident at the cross roads a week and a half ago.

127.6.2 Cllr. Bruce said that thanks to Mrs. Tracey Cross, it was possible that Illshaw Heath would be getting extra Broadband capacity which was fibre optic.

## **128. To receive any reports from Councillors and the Clerk.**

128.1 Cllr. Lowe was invited to speak, he referred to his team picking up 274 parishes to administer. He said he intended to try and get to 3 a week, he was keeping busy for personal reasons.

128.1.1 Cllr. Lowe said they were there to help and that Parish Councils should come to them with any questions and for support.

128.1.2 Cllr. Lowe said he was very impressed with CGPC and that he would come back and visit again. At 825pm he left the meeting.

128.2 It was noted that Cllr. Gosling and Cllr. Brown had attended the WALC Chairmanship skills training. Cllr. Gosling said they had come back with a few things to think about, such as having an expenses policy, a policy regarding the length of continued service for a Chairman and how to get residents more involved.

128.2.1 Cllr. Gosling said that Cllr. Hall had been their internal accounts checker. Cllr. Swain offered to do this.

128.2.2 It was noted that Standing Orders and Financial Regulations should be reviewed annually, which they were.

128.2.3 Cllr. Gosling spoke about using Councillors skills to the best of their ability and delegating skills appropriately. She said the way they set their agenda appeared to be okay and that Minutes did not need to record who said what, about what.

128.2.4 Cllr. Brown commented about having copies of the transparency code and staff employment handling. It was felt that the Parish Council had a lot of documents already.

128.3 Cllr. Brown said the next SAC meeting was on Thursday 19<sup>th</sup> October in Balsall and he asked if he could use the projector and screen for this – there were no objections. He asked whether in Cllr. Hall's absence anyone was willing to attend the meeting. Cllr. Gosling and Cllr. Swain were both unavailable. It was suggested to ask Cllr. Sedgley.

128.3.1 Cllr. Brown said he had been to the 3-monthly meeting with the CEO of Solihull MBC and he would circulate the notes from this meeting in due course. He commented about the need to press on with the Neighbourhood Plan, as he had got the feeling Solihull MBC was under pressure in relation to green belt land, he referred to Dog Kennel Lane.

**Minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> October 2017**

Signed .....

Date.....

128.3.2 Cllr. Gosling agreed that they needed to get the Neighbourhood Plan sorted and sent to Solihull MBC, so that it was aware of the strong feelings and suggested sending a copy of the results of the questionnaire.

128.3.3 Cllr. Brown said Solihull MBC was under pressure in relation to housing.

### **129. To discuss the War Memorial.**

129.1 Cllr. Gosling agreed to liaise with Cllr. Hall about this.

129.2 Cllr. Brown referred to circulating the Mr. John Pettinger booklet.

### **130. To consider and resolve any action(s) in relation to items of correspondence received (issued to Parish Cllrs. with the agenda).**

130.1 Information sent from WALC about possible budget capping (referendum principles) was noted. It was felt the same response as last time should be sent.

130.2 An email from Mr. Martin Woodman, Chairman of the VHMC, regarding replacement of the Village Halls external doors was noted. Cllr. Swain declared an interest, as he is a member of the VHMC.

130.2.1 Cllr. Gosling pointed out that £10,000 had been allocated within the 2017/18 budget for the Village Hall. She said if the VHMC thought the doors were the most important thing to do, that was what should be done.

130.2.2 It was noted that one quote had been received so far and agreed that another two were needed. It was stated that the Parish Council could obtain these.

130.2.3 It was noted that the VHMC had some funds, but not enough to pay for the external doors. It was agreed that the Parish Council should pay for this once two more quotes had been obtained and the Parish Council should place the order.

130.2.4 It was noted that some of the lights had been replaced and looked much better.

130.2.5 Cllr. Swain informed the Parish Council that a fire check was to be carried out and possibly some redecoration.

130.2.6 It was suggested that the Parish Council write to the VHMC and say they were doing a very good job so far.

130.2.7 It was agreed that the VHMC appeared to be working well, which was excellent and most encouraging.

130.3 It was noted that CGPC had been mentioned three times in the WALC Annual Report, in relation to the Village Hall roof work, the defibrillator with a photograph and the Tesco Bags of Help funding.

### **131. To discuss and resolve any actions in relation to the ongoing CGPC action list (issued to Parish Cllrs. with the agenda).**

131.1 Cllr. Gosling said it was time to start thinking about a newsletter, she gave several suggestions about what could be included.

### **132. Agenda items for next meeting.**

132.1 None.

### **133. To resolve that due to the special nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

133.1 Not applicable no members of the public present.

### **134. To discuss and resolve any actions regarding any items of correspondence or matters considered confidential.**

### **135. PAYE, payroll and Pension Scheme**

**Meeting ended at 9:10pm**