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CHESWICK GREEN PARISH COUNCIL

Wednesday 11th April 2018 7:30pm Cheswick Green Village Hall

Present:

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

Clerk: Marie Zizzi

2 members of the public

(Borough Councillors Ken Hawkins and James Butler)

Cllr. Gosling welcomed the Borough Councillors to the meeting and congratulated James on his election.

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

236.1 None all Parish Councillors present.

237. Declarations of Interest.

237.1 None.

238. Dispensations.

238.1 None.

239. Public Participation (15 Minutes).

239.1 Ken Hawkins said the Blythe Valley Park latest proposals, for a reserved matters application were due in the next few weeks and the devil would be in the detail.

239.2 Ken Hawkins referred to the junction on Creynolds Lane and the serious accident, he said it could have been a lot worse.

239.2.1 Cllr. Gosling said members of the Parish Councils Planning Committee had met with an Engineer, from SMBCs Highways department, to see what could be done at this junction. She said they were awaiting a formal reply.

239.2.2 Ken Hawkins referred to condition 23 on the Bloor Homes planning application. It was stated that apparently these conditions were only recommendations.

239.2.3 Ken Hawkins said the junction was an issue and that it could be resolved that there should be a 30mph restriction. He referred to a lack of synergy with the planners and said he would speak to Cllr. David Bell, Chairman of SMBCs Planning Committee. He said it looked like there would be a change, it could be appropriate for the junction to be made a stop junction and if there was to be a change, this would be consulted on.

239.2.4 Cllr. Gosling said it had been pointed out that the recent accident, had been the worst at the junction and this was after so called improvements works had been carried out.

239.2.5 Ken Hawkins said he had been contacted by a lady, in relation to the speed of cars on Creynolds Lane and he was meeting her next week. He said he had obtained some speed check information; 85% of cars were travelling under 35mph, he said there might

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be some new data due to the investigation after the accident. He added that he was meeting with police teams as well and asked the Parish Councillors to think about a 30mph limit.

239.3 Ken Hawkins said he had delivered letters to residents of Snowhill Drive, asking them to park sensibly and he referred to a grassed area, which residents wanted dug out to use for parking but the council (SMBC) had said this wasn't practical.

239.4 Ken Hawkins said he had taken photographs of the flooding over Easter. He said the Council was currently in purdah until 3rd May, after that he would arrange a meeting with SMBC Flood Officers and representatives from Bloor Homes, to see if anything else could be done.

239.4.1 Cllr. Swain said they had put the flood barriers in place at the Village Hall.

239.4.2 Cllr. Gosling said residents whose houses had the development at the back of their gardens, on Saxon Wood Road, had informed her that there had been less water in their gardens than previously. There were comments about whether this was down to luck. Ken Hawkins referred to having a debrief about this.

239.4.3 Cllr. Gosling queried what it would be like when all the building work had been completed. Ken Hawkins commented that it had looked bad, like the Somme. Cllr. Brown said it had not looked as bad as it had in the past.

239.5 Ken Hawkins referred to the Local Development Plan and the need to refer to flooding up and down stream. He said there were regular meetings with IMP, with updates from them about Fore Business Park. He informed the Parish Council about some other issues, that could be submitted via the Local Development Plan review and Call for Sites.

239.6 James Butler referred to recent police changes. He informed the Parish Council that Ken had been a long serving police officer and he had also been a long serving police officer, working in Warwickshire and Stratford, but he had also been involved with Cheswick Green. He said he had a good understanding about how local policing worked, as he had been involved with this for 10 years.

239.6.1 James Butler said he had queried who was policing the area; Hillfield was policed by Shirley Police Team; Monkspath and Cheswick Green were policed by Chelmsley Wood Police Team; Dickens Heath and Tidbury Green were policed by the same team that policed the NEC.

239.6.2 James Butler said there were logistical problems with this and for officers to get to these locations. Therefore, it would be better if local officers looked after local areas. A proposal had been put forward, so that of St. Alphege and Shirley police teams policed the local areas, to bring things closer.

239.6.3 James Butler spoke about response teams, he said 80% of officers were part of the response teams, they were out on patrol and waiting for 999 calls, to respond within one hour, for calls such as about burglary. He said neighbourhood teams dealt with ongoing issues. There would be no changes to response teams, it would be the nearest available resource.

239.6.4 James Butler said Shirley police station would accommodate Cheswick Green and Dickens Heath, there was no date yet for when this would happen, there were a few things to clear up before an announcement was made.

239.6.5 Ken Hawkins referred to the email from a lady regarding Creynolds Lane and a response from Shirley Police team that had been received, which would be based in Solihull now. He said it did not matter where they came from, if they were not an effective unit. He added that James had ran a Facebook page for years and that this was a good deal for the Blythe Ward.

239.6.6 James Butler said it could be frustrating, when you knew the job and what was happening would be beneficial to the area.

239.7 Ken Hawkins said he would email information to the Parish Council and set up meetings to touch base.

239.8 James Butler said the Police Inspector had asked if she could come out and meet with various groups.

239.9 Cllr. Sedgley informed the Borough Councillors that she ran a Neighbourhood Watch group and that she had connections with some police officers.

At 7:50pm the Borough Councillors left the meeting.

240. To discuss co-option of members on to the Parish Council.

240.1 Cllr. Sedgley said she had met with some of the residents of Cheswick Place, she was hopeful someone may come forward.

241. To resolve to accept the Minutes of the meeting held on Wednesday 14th March 2018 *(issued to Parish Cllrs. with the agenda).*

Resolved; proposed Cllr. Sedgley, seconded Cllr. Swain – that these Minutes should be signed as a true and accurate record.

242. To approve in principle the draft Minutes from the 2018 Annual Statutory Parish Meeting.

Resolved; proposed Cllr. Bruce, seconded Cllr. Swain – that these Minutes should be approved in principle.

243. To resolve that any claims for petrol/mileage will be paid at 45p per mile.

Resolved; proposed Cllr. Brown, seconded Cllr. Sedgley – that any claims for petrol/mileage will be paid at 45p per mile.

244. 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 April 2018**

Chq No.	Payee	Amount
100134	Exercise instructor March 2018	£ 54.00

Chqs/Electronic payment transactions to be approved April 2018 PC meeting

Payee	Reason	Total	VAT	Net
Marie Zizzi	Mileage/petrol @ 45p per Mile for travel to/from Chadwick End for GDPR briefing event			
Start 13537 End 13569 = 32 miles x 45p		£ 14.40		
Ian Bruce	Reimbursement for Cost of materials for NP	£117.73	£19.63	£ 98.10
Sam Sedgley	As above	£270.39	£12.08	£258.31
Meadowfields GM	Cut back footpath hedge By dogwood far end of Recreation Ground	£ 48.00	£ 8.00	£ 40.00
WALC	Annual Membership	£673.00		
Marie Zizzi	Petty cash top-up	£ 60.00		
More in confidential section.				

Petty cash as at 4th April 2018 = £37.30 breakdown provided for Cllrs. with the agenda.

244.1 It was noted that £150 had been paid into the UTB account by SMBC, it was discovered that this was for use of the Village Hall and it should have been paid to the VHMC, therefore a payment has been set up to pay this to the VHMC.

244.2 It was noted that £2111.59 would need to be paid back to Groundwork, as this funding had not been spent by 31st March 2018, then the Parish Council could reapply for funding.

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

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245. To receive final quarterly (April-March 2018) expenditure sheets, bank reconciliation and quarterly comparison (actual expenditure compared to budget set) *(issued to Parish Cllrs. with the agenda).*

245.1 It was noted that there was £577.64 in the Co-operative bank account, that had been used for the shops. It was agreed that this should be paid into the UTB account and the Co-operative account should then be closed.

245.2 It was noted that there was 80p in a current account and £256.92 in a savings account, held with the HSBC, it was agreed that these funds should be paid into the UTB account and these accounts should be closed.

245.3 The variances on the Annual Return were discussed, it was noted that the external auditor required these to be explained to either 15% more or 15% less.

245.4 There were comments about the Asset Register, in relation to the Village Hall roof and the boiler.

245.5 It was noted that the Clerk had produced the year end bank reconciliation, however these figures would be amended and finalised, once the CCLA March bank statement was received.

246. To receive any reports or recommendations from the Recreation Committee and to resolve any action to be taken.

246.1 Cllr. Swain said a lady had attended the Recreation Committee meeting on Monday 5th March, she was very concerned about the shrubs near Spinney Drive and Appian Way, in relation to the sight line for drivers. He said the Recreation Committee had decided not to remove the shrubs, but to have them cut back and to keep them cut back, it was noted that this work had been carried out very quickly.

246.2 Cllr. Brown said the lady was still not happy, she wanted them removed. It was felt that what had been done was adequate and pointed out, that if the shrubs were removed completely, this would open the area up for people to then park on the Village Green. It was also felt that other residents may not want them to be removed.

246.3 Cllr. Swain said the slates on the slide had finally been repaired.

246.4 Cllr. Swain referred to comments that had been made previously, about the shops paying £10 each for a clear up outside of the shops. He said he had not seen anything taking place. Cllr. Gosling commented that a clear up once a month, would probably not have much impact.

246.5 It was noted that an email had been received a couple of hours ago, from Jayne Brown, in relation to recent alterations to the Youth Shelter. There was a discussion about this and the additional fixture. It was stated that while this was a lovely idea, there had already been graffiti/vandalism caused and that the picture frame should be located somewhere else. Cllr. Swain agreed to reply to Jayne Brown about this.

246.6 It was noted that a letter had been sent to the Managing Agent for the shops, the Village Surgery and the brewery, with a copy to the manager of the Saxon, in relation to installing height restriction barriers at both entrances to the car park.

246.6.1 To date only one reply had been received so far, from the managing agents for the shops, this was enquiring how the costs would be apportioned. It was stated that it would be pro-rata to the surface area of land each body was responsible for.

246.6.2 It was stated that should an unauthorised encampment take place on the car park, this would affect everyone, the whole village, including the shops, the pub and the Village Hall.

246.6.3 It was agreed that a reminder letter should be sent, asking for a reply to the original letter sent.

246.6.4 It was queried whether permission would be needed to install barriers and how high vehicles would gain access. There were comments about what type of high vehicles needed access to the car park, it was thought that it would only be lorries from the brewery and refuse collection lorries, as the deliveries to the shops took place outside the front of the shops.

246.7 Cllr. Swain referred to the recent work that had been carried out on pot holes, on parts of the car park the Parish Council owned. He said it was a pity that they had not known when the people were coming to do this. However, he had been at the Village Hall

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when they came, so he had asked them to do the two by the Village Surgery as these were really bad, but they did not have much material left and they had needed to cordon the access road off, to carry out the work.

246.8 It was noted that the company that had filled in the pot holes, were working in the area next week on road line markings. They had asked the Clerk if the Parish Council wanted them to refresh the lines on the car park, the Clerk said the cost would be £1.50 a foot instead of £3.50 and there was no charge for labour or use of the machine, as they would be using up any left-over paint. It was agreed that this should go ahead.

246.9 Cllr. Swain said the car park was in an awful state, he said he had swept the corner several times and looking around, it was in a mess. He said the Parish Council was not responsible for the whole of the car park, but perhaps they should take some pride and pay for the whole area to be cleared, he added that neighbouring parishes did this.

246.9.1 Cllr. Swain referred to an area by Heron Close that was a magnet for litter, he queried whether they should ask Matthew Gardner, the SMBC Neighbourhood Co-ordinator, if what was there, could be removed and turfed over.

246.9.2 It was reiterated that the whole car park was a mess. It was agreed that Cllr. Swain should ask the Parish Councils Grounds Maintenance contractor, for a cost for an initial clear up and also a cost to do the car park once a month.

246.10 Cllr. Swain said in relation to planning applications and the Neighbourhood Plan, there was going to be a lot going on over the next few years. He suggested that the Recreation Committee could reduce the number of meetings it held. He said the Recreation Committee could meet 4 times a year. It was agreed that this was a good idea.

247. To receive the Minutes from the Planning Committee meeting held on Wednesday 7th February 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*).

247.1 Cllr. Bruce said he assumed everyone had seen the Minutes and he resolved that they were accepted.

247.2 Cllr. Bruce said the Planning Committee was meeting on Wednesday 18th April and Neil Pearce, from Avon Planning Services was attending.

247.3 Cllr. Swain referred to the timetable for the Neighbourhood Plan, he said according to the list of things to do, the next thing was to identify spaces where developers could build, he referred to infilling gaps and there were comments about the derelict bungalows on Creynolds Lane. Cllr. Swain said if that was all this item required, they could get ahead of the game. It was suggested that Neil could advise about this next week.

247.4 Cllr. Gosling said that the survey also included this question and they should be able to see what people felt from the results. She added that they had done brilliantly, as the number returned was 34.1% so far.

247.4.1 Cllr. Bruce said sending the reminders had worked, he was really pleased, there were still one or two coming in and it would be very interesting to see the analysis.

247.5 Cllr. Gosling referred to the junction at Creynolds Lane, she said when members of the Planning Committee had met with the Engineer, from SMBCs Highways department, to see what could be done at this junction, they had discussed the speed limit. Cllr. Bruce said it was clear it was bad in relation to the sight lines.

248. To consider planning applications and local development including progress regarding Mount Dairy Farm/Cheswick Place and Blythe Valley Park/IM.

248.1 There had not been any planning applications received.

248.2 In relation to Mount Dairy Farm/Cheswick Place; it was stated that the development was plodding on at a pace, that some buildings appeared to be high, that a large number were occupied now, and that work was still commencing before 8am.

248.2.1 It was noted that it appeared that Coppice Walk was not being used. It was stated that over the Easter weekend, the entrance to the site had been wide open.

248.2.2 Cllr. Brown referred to the large ponds not being fenced off. Cllr. Gosling said this issue had already been raised with Bloor Homes, before the development had even started.

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248.2.3 It was noted that Bloor Homes had sent an update in relation to the War Memorial and a reply in relation to the request for a Parish Council notice board, to be located within the Cheswick Place development. It was agreed that these could both be discussed next week at the Planning Committee meeting.

248.3 In relation to Blythe Valley Park; Cllr. Bruce said work had started on the Kineton Lane access. It was noted that Bloor Homes had been appointed and stated that residents from Illshaw Heath, had learnt from what had happened at the Mount Dairy Farm/Cheswick Place development, they would be requesting for serious mandatory controls to be required.

248.3.1 Cllr. Brown suggested the Parish Council should appoint a professional planner, to assist with its response to this application. It was suggested that Neil Pearce could be asked about this next week.

248.3.2 It was stated that the application would go through.

248.3.3 Cllr. Bruce said the traffic mitigation would possibly start soon in Illshaw Heath. He referred to WCC signs for 50mph, 40mph and then 20mph in Illshaw Heath. He said the intention was to put people off driving there, otherwise there would be traffic jams. He said they were getting a table top, but potentially there could be a lot of problems, they would know in the next 2-3 months.

249. Update/report from VHMC.

249.1 Cllr. Swain said the VHMC was meeting next Monday. He said the heating was working now, a valve had been replaced and they were going to flush the whole system tomorrow.

249.1.1 Cllr. Swain said they were going to obtain prices for new radiators, which were considered to be more economical and efficient.

249.1.2 Cllr. Bruce said he did not agree with this, it depended on the amount of heat, it was a matter of transferring water to heat the rooms.

249.2 Cllr. Swain said the electrics had not been tested since 2008.

249.3 Cllr. Swain said fire alarm system had been serviced for the first time and that it will be tested once a month. A new break glass had been fitted in the large hall because the unit did not and has not worked for some time. These modern units have a cover over the break glass which cannot be broken accidentally and are simple to test, therefore the VHMC will probably agree to replace the other 2 units.

249.4 Cllr. Swain said they were no longer replacing the fridge, as it was working okay now, but they had replaced the kettle.

249.5 Cllr. Swain said in relation to the doors, he had spoken with the company and they should have had the keys today, if not by next Monday. Then they would arrange for 100 keys to be delivered to him, then he would meet with the booking clerk to distribute the keys.

249.5.1 Cllr. Swain said the VHMC had sent a survey to all key holders, to see what keys they had, some had not responded, they would be asked again, but if they did not reply, they could end up without a key.

249.5.2 Cllr. Swain said the new doors should be installed on Monday 23rd April. He said that thanks should be recorded to Peter Davidson, as he had spent a lot of time on the Village Hall.

249.6 Cllr. Swain said he still had the constitution to get signed.

250. To receive any reports from Councillors and the Clerk.

250.1 Cllr. Gosling asked Cllr. Swain about the meeting that had taken place on Tuesday 10th April, to discuss development and Blythe villages. Cllr. Swain had not attended. It was noted that Mr. Davidson had also agreed to attend and to see if he had any feedback.

250.2 Cllr. Sedgley referred to an email she had circulated with a photograph, showing a pile of rubbish in Cheswick Place. She said not all the residents had bins, a space had been allocated for residents to leave their rubbish, it was due to be collected on Friday.

250.2.1 Cllr. Gosling referred to arranging for an additional collection. It was stated that residents should not be putting their rubbish out until Thursday/Friday.

250.2.2 It was stated that residents had been told to flatten cardboard boxes, but they were not doing this, everything was being left in a heap. It was felt that the residents needed to comply.

250.3 Cllr. Sedgley said social media could be good in so many respects, but sometimes things could get blown out of proportion. She explained about an issue with a bundle of twigs left outside a house and people saying this was a message that this was a good house to rob, but that had not been the case at all.

250.4 Cllr. Sedgley said residents of Cheswick Place were going to ask Bloor Homes to make it a gated community, this had been on social media. She said the residents of Cheswick Place were concerned about crime and were putting information on Facebook.

250.5 It was noted that the Clerk had circulated an email about calling an extraordinary meeting, on Wednesday 6th June, to approve the internal auditors report and the Annual Return, it was agreed that this should go ahead at 10:30am.

250.6 Cllr. Brown referred to an email he had received regarding a meeting with TFWM at the Pavilion in Hockley Heath, on Wednesday 16th May regarding buses. He said he assumed the Parish Council would receive a formal invitation. It was stated that a lot of people were not happy with the buses.

251. Update/feedback/report from General Data Protection Regulations data audit.

251.1 It was stated that the Parish Council did not really hold any personal data.

251.2 It was noted that the lock to the store cupboard in the Parish Council office had been replaced now.

251.3 The Clerk had already started disposing of any personal information that was not needed.

251.4 It was stated that this was ongoing and to keep it on the agenda, as a constant reminder.

252. To resolve to adopt the draft privacy notice and retention of documents policy (circulated by email 26/03/2018).

Resolved; proposed Cllr. Brown, seconded Cllr. Bruce, that both the draft privacy policy and the draft retention of document policy were accepted.

253. To discuss request from Mr. John Pettinger regarding his draft of the 'First Forty Years' of Cheswick Green.

253.1 Cllr. Brown said he was waiting for a reply from Mr. Pettinger. Item deferred.

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

254.1 It was noted that the Clerk had circulated an email, regarding an overstock clearance for notice boards. It was suggested to see what the company had for Cheswick Place.

254.1.1 Cllr. Gosling said the public notice board on Saxon Wood Road seemed to be okay, people were sellotaping things to it.

254.1.2 Cllr. Bruce said the one at Illshaw Heath was unusable, traffic orders that had been put on it were coming off. He referred to replacing the existing plastic, he said it needed to be waterproof and to be able to have pins stuck into it.

254.1.3 Cllr. Brown said the public notice board outside the Post Office was okay. He suggested asking the carpenter that had repaired the Youth Shelter, if he could repair the notice boards.

254.2 It was reiterated that there had been an email from Bloor Homes, with an update about the War Memorial, it was stated this and a notice board for Cheswick Place could be discussed at the May Planning Committee meeting. It was suggested that the notice board would need to go on the grassed area by Tanworth Lane, where houses were occupied, near the entrance to the development.

254.3 It was noted that an email from SMBC, regarding having 100 copies of 'Your Solihull' magazine had been forwarded to Cllr. Swain for the VHM to decide, he said this would be discussed on Monday.

254.4 An email regarding ChaSamba classes in the Village Hall was noted. The Clerk had already responded to this. Cllr. Brown gave the Clerk a copy of Your Call magazine a free community magazine for Solihull villages.

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

255.1 Noted.

256. Agenda items for next meeting.

256.1 There were none.

257. 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.

257.1 Not applicable no members of the public present.

258. To discuss and resolve any actions regarding any items of correspondence or matters considered confidential.

259. To discuss draft agreement between CGPC and exercise class instructor.

260. PAYE, payroll and Pension Scheme.

Meeting ended at 9:15pm