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**CHESWICK GREEN PARISH COUNCIL  
 MEETING OF THE COUNCIL**

**Wednesday 13<sup>th</sup> April 2016 7:30pm Cheswick Green Village Hall**

**Present:**

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

Clerk: Marie Zizzi

1 member of the Public

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

274.1 None.

**275. Declarations of Interest.**

275.1 Cllr. Bruce declared an interest when agenda item 15. 'To consider planning applications (below) and local development including progress regarding Mount Dairy Farm and Blythe Valley Park/IM'; was discussed, as he is a resident of Illshaw Heath.

**276. Dispensations.**

276.1 None.

**277. To Elect a Vice Chairman.**

277.1 Cllr. Cresswell proposed that agenda item 19. 'To discuss co-option and vacancies on CGPC' was brought forward.

277.1.1 Cllr. Brown said he did not agree, Cllr. Gosling and Cllr. Bruce both seconded this.

277.2 Cllr. Cresswell said he disagreed with electing a Vice Chairman, as the next meeting was the Annual Meeting of the Council when all positions would be elected from scratch, he added that legally they did not need to have a Vice Chairman.

**Resolved;** proposed Cllr. Gosling, seconded Cllr. Bruce that Cllr. Brown should be CGPC Vice Chairman.

**278. Public Participation (15 Minutes).**

278.1 Cllr. Cresswell asked if there were any matters to raise. There were none.

**279. To resolve to accept the Minutes of the meeting held on Wednesday 10<sup>th</sup> February 2016 (issued to Councillors with the agenda).**

**Resolved;** proposed Cllr Brown, seconded Cllr. Gosling - all in favour; that these Minutes were accepted as a true and accurate record.

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

**Payment to be agreed from Co-op account, Exercise Class**

<b>Chq No.</b>	<b>Payee/Details</b>	<b>Total</b>
100110	Exercise class instructor for March 2016	£ 81.00

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**Chqs/Electronic payment transactions to be approved/ratified April 2016**

<b>Payee</b>	<b>Reason</b>	<b>Total</b>	<b>VAT</b>	<b>Net</b>
Meadowfields	Emptying new bin Feb 2016	£ 33.60	£ 5.60	£ 28.00
Meadowfields	Painting Youth Shelter, benches and foot bridge	£ 510.00	£85.00	£425.00
Staples	Printer	£ 39.99	£ 6.67	£ 33.32
PC World	Computer/laptop installing software, USB etc.	£ 787.17	(3 separate invoices figure includes VAT)	
SLCC	GPC re-sit	£ 30.00		
Street Works Services	Road lines and pot holes	£2805.00		
CGPC Co-operative Bank acc.	To bring it to £1000	£ 44.67		

More details in confidential section.

Received £74.06 cheque from CGRA for 7 keys to the village hall and first instalment of 2016/17 precept.

Petty cash currently at £71.91

Amount on Alto card £100.

**Resolved:** proposed Cllr. Brown, seconded Cllr. Gosling – all in favour; that the finance report was accepted and all payments were approved.

**281. To receive expenditure sheets for the final quarter of the financial year and final quarterly comparison – budget set to actual expenditure and year end bank reconciliation** (*supplementary pages issued to Cllrs. with the agenda*).

**Resolved:** proposed Cllr. Brown, seconded Cllr. Gosling – all in favour; that that expenditure sheets, final quarterly comparison and year end bank reconciliation were accepted.

**282. To resolve to accept the 'review of internal controls', the 'risk register' and the 'asset register' for year ended 31<sup>st</sup> March 2016** (*circulated to members by email 6/4/16*).

**Resolved:** proposed Cllr. Gosling, seconded Cllr. Bruce – all in favour; that these documents were accepted.

**283. To resolve Section 1 Annual Governance statement 2015/16 and Section 2 – Accounting Statements 2015/16 of the Annual Return for year ended 31<sup>st</sup> March 2016** (*supplementary pages issued to Cllrs.*).

283.1 Cllr. Cresswell read all of the statements in Section 1 and ticked the appropriate boxes.

**Resolved:** proposed Cllr. Brown, seconded Cllr. Gosling – all in favour that Section 1 and Section 2 of the 2015/16 Annual Return should be signed.

**284. To receive a report and any recommendations from the Recreation Committee and to resolve any action(s) to be taken.**

284.1 It was noted that the March meeting had not taken place and the April meeting had been cancelled.

284.2 Cllr. Cresswell said that in relation to the Guide to the Mount, he had sought advice from a Librarian and it was not recommended to have this produced with a ring-binder or plastic cover. He said it needed to be a hard glue bound book and it would cost £220 for 12 copies.

**Resolved:** proposed Cllr. Brown, seconded Cllr. Gosling; that 12 copies should be produced at a cost of £220.

284.2.1 Cllr. Cresswell referred to the word 'copyright' used in the Guide to the Mount, he said Mr. Tonks has assured him that if photographs were more than 50 years old there was no issue with them being reproduced, therefore a since the pictures included were from a report produced by Birmingham University in 1953 this was not an issue. He

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pointed out that information sent from WALC had stated copyright lasted for the life of the author plus 70 years from the calendar year in which the author died.

283.4 Cllr. Cresswell said that he had asked the Parish Councils Grounds Maintenance Contractor to move the Jubilee Garden sign away from the gate.

**285. To receive the Minutes from the meeting held on Wednesday 20<sup>th</sup> January 2016. To receive a report and any recommendations from the Neighbourhood Planning Committee (NPC) and to resolve any action(s) to be taken.**

285.1 There was nothing to report the Minutes were accepted.

**286. To discuss flooding and infrastructure.**

286.1 It was noted that more sandbags had been requested from Solihull MBC and these had now been delivered.

286.2 It was noted that the Officer from Solihull MBC had requested contact details for an emergency contact, it was agreed that Cllr. Brown's name and land line should be provided.

286.3 Cllr. Cresswell referred to an emergency plan for the Parish. He referred to a tree that was near to the river, he said it was dangerous, it was a huge Oak tree that was dead, it was by the river bank, it had lost bows already that were in the river and it was a flood risk.

**Action item: Clerk to locate contact at EA and this tree to be reported to the EA and Solihull MBC, as the Parish Council has a duty to do this, as potentially this is a flood risk.**

**287. To receive any reports from Parish Councillors and the Clerk.**

287.1 Cllr. Brown informed members that the SAC meeting was taking place in Chelmsley Wood next Thursday.

**288. To consider planning applications and local development including progress regarding Mount Dairy Farm and Blythe Valley Park/IM.**

**PL/2016/00707/PPFL** - Amenity Building Blythe Gate Shirley Solihull; Erect new amenity building for restaurant/cafe/drinking establishment/hot food takeaway (Use Class A3/A4/A5) with associated external works and car parking.

288.1 There were no comments or observations. However, Cllr. Bruce referred to a meeting with IM Properties and Turley, he said this had raised some concerns. Cllr. Cresswell referred to facilitating office blocks.

**PL/2016/00670/MINFHO** - 2 Cheswick Way Cheswick Green Solihull B90 4EX; Single storey side and rear extension with internal alterations.

288.2 There were no comments or observations to be submitted and it was stated that this was out of sight from the street scene.

**PL/2015/52799/ADV** - Land Adjacent to Mount Farm Tanworth Lane Shirley Solihull; Display of 1no. triangular advertisement sign (comprising 3no. signs), 3no. flag pole signs, 8no. single sided advertisement and directional signs, 1no. double sided advertisement sign and 2no. wall mounted signs (externally illuminated).

288.3 There were no comments or observations to be submitted. However, there were comments and concerns about the terms of the application in relation to what time work should commence on the site and whether work could take place on Saturdays/Sundays. It was noted that there had been complaints about the noise from a generator and it was stated that water had been pumped into the Brooke without permission from the EA.

**Action item: The Clerk was asked to contact Solihull MBC was check what the planning conditions stated.**

**PL/2016/00863/MAOOT Location - Blythe Valley Park Blythe Gate Shirley Solihull**

Hybrid planning application for a mixed use development of land at Blythe Valley Park to comprise: in outline with all matters reserved (save for the new access, internal spine road and elements of landscaping – as described below), up to 750 residential dwellings, up to 98,850sqm of Use Class B1, B2 and B8 floor space, up to 250 unit housing with care facility (Use Class C2/C3) up to 2,500sqm of ancillary town centre uses (Use Class A1-A5), up to 1000sqm of ancillary leisure and community uses (Use Class D2), up to 200 bed hotel (Use Class C1) associated car parking (including shared car parking which could be decked) public open space, public realm and highways works; in full, new vehicular access, internal spine road, soft and hard landscaping (in part) SUDS and balancing ponds.

288.4 Cllr. Bruce declared an interest as he is a resident of Illshaw Heath.

288.4.1 It was noted that a meeting had taken place earlier with representatives from IM Properties and Turley regarding this application. It was stated that there had been strong concerns raised in relation to traffic.

288.4.2 It was stated that this application contained huge documents and that it would take more than 3 weeks to read and understand these documents, with all the references and tables.

288.4.3 There were comments about Kineton Road taking traffic away from the Stratford Road and the application stating it did not want to make Kineton Road attractive.

288.4.4 It was stated that it was a superbly produced document and that it made a good case, which would possibly be supported by Solihull MBC, it was pointed out that the document stated consultation had taken place with Officers from Solihull MBC in relation to the Highways Department and the Highways Agency.

288.4.5 There were comments about the possibility of having a one-way road system and there being some merit from this. There were comments about the issue of buses getting round a corner and some discussion about possible routes in and out of the site.

288.4.6 Cllr. Bruce referred to having two suggestions for two options for Kineton Road.

288.4.7 It was noted that since the document went live on Solihull MBCs website, a number of additional documents had been added. On Friday 7<sup>th</sup> April there had been 119 documents, then it had risen to 121 and now there were 131 as of Monday 11<sup>th</sup> April. It was stated that the deadline date to submit responses was 28<sup>th</sup> April 2016. It was stated that the application had been handed over to Solihull MBC on 1<sup>st</sup> April 2016. There were comments about whether everything had been uploaded and it was stated that the start date for the 21-day consultation period should not commence until everything was available.

288.4.8 It was queried when the site notices had gone up, whether there were any and that maybe the 21-day consultation period did not commence until the site notices went up.

288.4.9 It was thought that there was a longer consultation period for larger applications.

**Action item: The Clerk was asked to check the legal situation with WALC.**

288.4.10 It was noted that the Parish Council had requested an extension to the 21 days and Solihull MBC had agreed to this, but there was currently no specific date agreed.

288.4.11 It was stated that there should be at least an additional 2 weeks and that whatever extension date was agreed, this should be universal and it should be for residents as well.

288.4.12 It was stated that once this date was agreed, it should be included in the next Parish Council newsletter and that subject to this, the newsletter should be printed.

288.4.13 There was a discussion about whether to call a public meeting and noted that Cheswick Green RA did not apparently care about this application. Cllr. Cresswell did not think the Parish Council should call a Public Meeting, Cllr. Brown felt the Parish Council should call a Public Meeting and Cllr Bruce commented that it would be good PR.

**Resolved;** proposed Cllr. Brown, seconded Cllr. Gosling; that subject to the date for replies to the Blythe Valley planning application being agreed, the newsletter should be printed and all members would assist with the distribution.

288.4.14 It was suggested that a paragraph was possibly added to the newsletter about buses, as Centro had agreed to a bus. There was a discussion about the route and various comments about this. Reference was made to the presentation Chris Noble had produced, which had included information about the possibility of selling the existing village hall and building a new one as part of the Neighbourhood Plan.

288.4.15 It was stated that before he had resigned, former Cllr. Cooper had met with an Officer from Solihull MBC regarding the Neighbourhood Plan and further to this, it had been recommended that a Neighbourhood Plan should be a smaller document.

288.4.16 Cllr. Cresswell said that with Cllr. Cooper he had met with representatives from IM Properties and the local doctors, which was part of a consortium of 6 and they knew that the Parish Council would consider selling the village hall as an option.

288.4.17 It was stated that if the doctors moved out of Cheswick Green, then the pharmacy could close and there could be a knock-on effect to the shops.

288.4.18 It was stated that if the Parish Council did call a public meeting, when would this take place. Cllr. Cresswell said he would not chair this meeting. Cllr. Brown said he would arrange a meeting but he needed help and he could not do it next week.

288.4.19 There were comments about a Public Meeting possibly being a waste of time, about timescales, the lack of time and other issues. There were comments about Section 106 money from the development.

### **289. To consider appointing a planning consultant to represent the Parish Councils views on the Blythe Valley planning application.**

289.1 It was noted that a letter had been sent to four possible planning consultants requesting quotes for how much this would cost.

289.2 It was noted one planning consultant had regretfully felt he had to decline, as he was too busy and that so far only one reply had been received, this had been circulated to all Parish Councillors prior to the meeting.

289.3 There were comments about how much a planning consultant could do for the Parish Council and about concentrating on the four main areas mentioned in the newsletter. It was stated that this could not be followed up any further at this stage.

289.4 There were comments about the doctor's surgery and the care home facility for the application and whether it would use local doctors. It was stated that a warden controlled site would be preferred and that any comments submitted needed to be put into the correct form of words.

**Resolved;** proposed Cllr. Cresswell, seconded Brown, that the quote received was accepted and that the Parish Council appoints this planning consultation to act on behalf of the Parish Council in relation to a response to Solihull MBC about the Blythe Valley application.

**Action item: It was noted that a meeting was arranged to take place on Wednesday 20<sup>th</sup> April in the village hall at 1030am. It was agreed that the Clerk should contact the planning consultant and arrange a meeting as soon as possible. If he was available to meet next Wednesday, the meeting that was due to take place should be postponed as this was a priority.**

### **290. To resolve retrospectively response to support Berkswell Parish Councils submission to SMBC in relation to the Local Plan Review.**

**Resolved;** proposed Cllr. Bruce, seconded Cllr. Gosling – all in favour, that Cheswick Green Parish Council supports the submission made to Solihull MBC regarding a site for possible housing development in Berkswell Parish.

290.1 It was noted that Meriden and Hampton-in-Arden Parish Councils were objecting to this proposal and stated that apparently there was opposition from the residents of Berkswell.

**291. To discuss registering CG Village Green and other PC owned land.**

291.1 Item deferred.

**292. To discuss co-option and vacancies on CGPC.**

292.1 It was noted that there was currently one vacancy on the Parish Council that could be filled by co-option.

292.2 It was noted that there were two applicants. Cllr. Cresswell said the first applicant was Mr. Mick Swain, he was a former Solihull MBC Officer that had worked in the highways and housing departments. He said he would be very useful and that he had lived in Cheswick Green for a long time. The second applicant was former Parish Councillor Mr. Steve Hall and that he had been very good and helpful.

292.3 Cllr. Cresswell said he would like to propose that Mr. Swain was co-opted as his application had been received first. Cllr. Gosling said she opposed this on the basis that Mr. Hall was at the meeting and he had been here all night, this showed his keenness and that he already had experience. Cllr. Gosling proposed that Mr. Hall was co-opted, Cllr. Brown seconded this and Cllr. Bruce agreed. Cllr. Cresswell was against this.

**Resolved:** Mr. Hall to be co-opted, the declaration of acceptance of office and the code of conduct were signed.

292.4 Cllr. Hall was invited to join the meeting.

**293. Report and update on a memorial for Chris Noble.**

293.1 It was noted that Cllr Brown had been liaising with Mrs. Noble about this and a location had been marked on the Village Green for an Acer Rubrum October Glory tree to be planted. A quote to supply and plant a tree had been circulated for two different size trees. It was noted that this was similar to the one planted for Dr. Leese.

293.2 It was agreed to accept the quote of £185 plus VAT and it was agreed that a plaque would be obtained at a cost of approximately £31 – everyone was in agreement to this.

**Action item: Clerk to formally instruct Friday Lane Nurseries in Catherine-de-Barnes that the Parish Council has accepted the quote for £185 plus VAT.**

**294. Further to presentation at previous PC meeting to discuss progress in relation to a Defibrillator.**

294.1 Cllr. Bruce said he had looked at the one at Earlswood Village Hall and there was a telephone number to call, he said he thought this was better than having to go to the pub.

294.2 It was stated that it would be better to have a defibrillator on the Village Hall and it would be more practical to have it outside. It was noted that the machine told you what to do. It was stated that it was all about timing.

294.3 Cllr. Bruce suggested that the Parish Council should invite someone from First Response to talk to it. It was stated that it would be very interesting and useful to get some advice and that they were all volunteers.

**Action item: Cllr. Bruce to try and obtain a contact for the Clerk.**

**295. To discuss the Parish Council website.**

295.1 It was agreed that this would be discussed in more detail at the next meeting.

295.2 Cllr. Gosling said the archive information still needed to be added. She said the website company ITC Vision was very helpful on the telephone, it was better to call them than to email.

295.3 Cllr. Cresswell said they needed to go through each page at some point.

**296. Update on the area in front of the shops in Cheswick Green.**

296.1 It was stated that everyone apart from one business had signed up to the new arrangement to keep the area tidy.

296.2 It was noted that the boarding had been done, work had started and stated that there was a distinct improvement.

296.3 Cllr. Cresswell referred to the flower troughs under road signs and plants, he said one rose needed to be replaced in the memorial flower bed, he had spoken to Mr. Ranson

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about this and requested a quote for planting 12 troughs. It was noted that some funding had been provided from Solihull MBC, to get the area in front of the shops tidied up and there were comments about plants for outside the front of the shops. It was stated that the flower troughs under road signs had been successful and that they were watered by volunteers.

296.4 Cllr. Brown said the passage by the hairdressers had not been properly cleared. It was stated that this area had not been included in the plan. Cllr. Cresswell said he would ask the Parish Councils Grounds Maintenance contractor to do this and he suggested that the Parish Council could pay for this.

**297. To discuss the War Memorial.**

297.1 It was felt there was nothing to discuss at present.

Note: Bloor Homes had responded to the letter sent about the War Memorial stating that Bloor Homes was committed to working with the Parish Council to reconstruct the memorial on the Mount Farm site. That Bloor Homes accept that the stones are the property of Cheswick Green Parish Council and they are protected from construction activity by a ring of heras fencing. That currently Bloor Homes was sourcing a stone mason who will be able to give a professional opinion on the structural condition of the stones and a recommended approach to their safe re-erection within an area of public open space within the site and that the Parish Council would be kept up-to-date on this matter.

**298. To discuss and resolve request for a donation from CGRA.**

298.1 It was noted that further to this being looked at previously, more information had been received and circulated to members of the Parish Council. This email was then read out.

**Resolved;** proposed Cllr. Hall, seconded Cllr. Gosling that the Parish Council donates £300 to the Residents Association under Section 137 of the Local Government Act.

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

299.1 An invitation to the Solihull Partnership Assembly 2016 on Wednesday 8<sup>th</sup> June at Solihull College Conference Centre was noted.

299.2 An invitation to the Investiture of the Mayor on Tuesday 17<sup>th</sup> May 2016 and details about the Mayor of Solihull's St. George's Day Ball Saturday 23<sup>rd</sup> April 2016 were noted.

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

230. Noted.

**301. Agenda items for next meeting.**

301.1 None were given.

**302. 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.**

302. There were no members of the public present.

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

3031 None.

**304. To discuss PAYE, payroll and Pension Scheme.**

304.1 It was noted that Mrs. Diane Malley had been extremely helpful with assisting the Clerk with dealing with the documents that needed to be submitted to the WM Pension Fund, which had been quite complicated and time consuming, however there was no option but to do this as it was a year-end return and if it was not submitted on time and in the correct format a fine would be incurred.

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**Action item: The Clerk was asked to pass on thanks to Mrs. Malley and as this was above and beyond the usual monthly payroll and PAYE work undertaken, to ask Mrs. Malley to submit her fee.**

**Meeting ended at 9:40pm**