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CHESWICK GREEN PARISH COUNCIL MEETING OF THE COUNCIL

Wednesday 13th March 2019 7:30pm Cheswick Green Village Hall

Present:

Cheswick Green Parish Councillors: Margaret Gosling, Sam Sedgley, Mick Swain and Peter Townsend.

Clerk: Marie Zizzi

1 member of the public

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

251.1 There were none.

252. Declarations of Interest.

252.1 None.

253. Dispensations.

253.1 None.

254. Public Participation (15 Minutes).

254.1 No matters were raised.

232. To approve the Minutes from the meeting held on Wednesday 13th February 2019.

Resolved: proposed Cllr. Sedgley, seconded Cllr. Townsend; that these should be signed as a true and accurate record.

233. 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 Parish Councillors with the agenda*).

Payments to be agreed from Co-op acc Exercise Class March 2019 PC meeting

100149	Exercise class instructor February 2019	£108.00
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Chgs/Electronic payment transactions to be approved March 2019 PC meeting

Payee	Reason	Total	VAT	Net
Meadowfields GM	Empty new litter bin on Saxon Wood Rd Jan	£ 60.00	£ 10.00	£50.00
Vision ICT	Host email acc. Feb 19-Jan 2020	£ 21.60	£ 3.60	£18.00
Vision ICT	Operation London Bridge	£ 42.00	£ 7.00	£35.00
Vision ICT	Biennial fee for .gov.uk Domain renewal May 2019 to April 2021	£ 66.00	£ 11.00	£55.00
SLCC	Annual membership	£156.00		
PPL	Planning advice	£500.00		
DM Payroll Services	PAYE Jan-March 2019	£ 36.00		
Marie Zizzi	Petty cash top-up	£ 45.00		

More in confidential section.

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Reason	Total	VAT	Net
Quote for tree survey	£1194.00	£199.00	£ 995.00
Quote for 2 plaques			£ 140.00
Quote remove existing plaques/install new ones			£ 100.00
Quote for bench			£ 704.50 + delivery charge
Quote to remove bench			£ 145.00
Quote to install bench			£ 185.00
Quote for safety surface			£6417.00

Petty cash as at 6th March 2019 = £53.86

233.1 Cllr. Townend said he could possibly arrange for the bench to be removed for £100. Members agreed to this.

Resolved; proposed Cllr. Sedgley, seconded Cllr. Townsend; that all payments and quotes should be accepted.

234. To resolve to appoint Mr. Bill Robinson to carry out y/e 2019 internal audit.

Resolved; proposed Cllr. Sedgley, seconded Cllr. Swain; that Mr. Bill Robinson is appointed to carry out the end of year internal audit.

235. To consider and discuss the possibility of adopting a travel and subsistence allowance policy/claim form and under what circumstances mileage can be claimed and at what rate.

235.1 It was pointed out that to date no-one had claimed for any mileage and Councillors had only been reimbursed for out of pocket expenses.

235.2 It was stated that mileage should not be paid within the parish, as people could walk.

235.3 It was agreed to think about this in the future.

236. To discuss co-opting new members and elections.

236.1 It was stated that there was a need to encourage people to put themselves forward for election. It was suggested that at the Annual Statutory Parish Assembly, there could be a meet your Councillor event and refreshments could be served.

236.2 It was noted that the forms could be downloaded from Solihull MBC website and that they needed to be delivered in person by 4pm on Wednesday 3rd April 2019.

237. To discuss any issues that relate to the Recreation Committee; land owned by the Parish Council, grounds maintenance; including new sign for Chris Noble/Janet Leese and for signs at the War Memorial and new bench for outside the Village Hall.

237.1 It was noted that quotes for the new signs and the bench had been agreed. It was stated that the bench could be paid for from the remainder of the Tesco Bags of Help funding.

237.2 It was noted that in relation to a black popular tree on the Village Green, near the path overhanging the footpath by the bus stop; the grounds maintenance contractor had taken advice and it would cost £200 for all the shoots to be cut off and the stump and also the emerging surface roots to be treated with eco plugs.

237.2.1 Members could not remember when work was carried out on this tree or who did it. It was queried why the work that needed to be done now, was not done originally.

237.2.2 There were concerns that if this work was carried out, it would compromise the slabs and they could all fall down, as it is on a slope. Clerk to make enquiries.

237.3 The two quotes for work on the safety surfacing under the children's play equipment had been circulated by email. It was agreed that this could be paid for from the CIL money due to the Parish Council later this month.

Resolved; all in favour, that option 2 was selected and to opt for black and dark green fleck in colour.

237.3.1 It was noted that the play area would need to be closed when the work was carried out.

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Action item: Clerk to get the work booked in and to ask the company to avoid doing this over Easter, to provide a date to enable notices to be displayed warning people about the closure.

237.4 Cllr. Swain referred to the Recreation Committee in February, when Mr. Matthew Gardner had attended. Mr. Gardner had been informed that there were two drains on the corner of Creynolds Lane/Stratford Road with silting, therefore when it rained, they were blocked; Mr. Gardner had said he could arrange for these to be checked. However, on Tuesday 12th and Wednesday 13th March, the area had looked like a small lake.

Action item: The Clerk was asked to remind Mr. Gardner about this.

237.5 Cllr. Swain said at the same meeting, Mr. Gardner had said he would inform the highways department that the tarmac was already crumbling on the left turn out of Creynolds Lane about 50 metres along and in the filter lane towards Birmingham. Cllr. Swain said at the junction of Watery Lane and Tanworth Lane there were very deep ruts in the road and it needed to be repaired. It was suggested that this could have been caused by construction trucks.

237.6 Cllr. Swain referred to a number of roads and it being discovered that they were not on Solihull MBCs core works contracts.

Action item: The Clerk was asked to contact the grounds maintenance contractor regarding removal of the tarmac that had been dumped by the sand bin.

238. To consider planning applications (*separate list issued to Parish Councillors with the agenda*) and local development including progress at Mount Dairy Farm/Cheswick Place and Blythe Valley Park/IMP.

PL/2019/00316/PPRM - Parcels J, K And M1 Blythe Valley Park Blythe Gate Shirley; Reserved matters for Parcels J, K and M1: 169 dwellings (comprised of houses and apartments), internal estate roads, car parking, landscaping, SuDS and associated ancillary infrastructure.

238.1 The Clerk had circulated a draft reply based on the two previous ones sent for BVP, with some slight alterations. It was agreed this should be submitted.

PL/2019/00332/TPO - 65 Boscobel Road Cheswick Green Solihull B90 4JY; Prune lateral growth to reduce lever arm by 0.5 metres on 1 No. Austrian Pine tree and fell 2 No. Wild Cherry trees due to poor form and low amenity value and re-plant with Himalayan Birch. 2 x Wild Cherry- Fell to ground level due to poor form and re-plant with Himalayan Birch.

238.1.1 There were no comments to be submitted.

PL/2019/00452/TPO - 16 Boscobel Road Cheswick Green Solihull B90 4JY; Crown reduce by 2 metres and crown thin by 10% 1 No. Oak tree (T1) causing excessive shading to the rear garden and house.

238.1.2 There were no comments to be submitted.

PL/2019/00453/TPO - 18 Boscobel Road Cheswick Green Solihull B90 4JY; Crown reduce by 2 metres, crown thin by 10% and crown lift to 4 metres 2 No. Oak trees (T1 & T2).

238.1.3 There were no comments to be submitted.

PL/2019/00592/PPFL - Blythe Valley Park Blythe Gate Shirley Solihull; Construction of a new road off Blythe Gate to provide access into development Plots J and L PL/2016/00863/MAOOT at Blythe Valley Park.

PL/2019/00591/PPFL - Blythe Valley Park Blythe Gate Shirley Solihull; Construction of a new road off Blythe Gate to provide access into development plots M and K of PL/2016/00863/MAOOT at Blythe Valley Park.

238.1.4 There were no comments to be submitted apart from that one of these (PL/2019/00592/PPFL) was very close to the river.

238.2 In relation to Mount Dairy Farm/Cheswick Place; there were comments about the flood defences and the footpath being flooded last night.

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238.2.1 It was stated that a proper path was needed between the two houses on Saxon Wood Road, because people were walking across a resident's front garden to access the site. It was queried who this land belonged to and stated that it needed to be kept as a right of access. It was suggested that whoever owned these two houses, would possibly need to give permission and pointed out that Bloor Homes had put this pathway in.

238.2.2 There were comments about a through path by the Bloor development and the Crossroads garage, it was stated a property there was being extended, there had been a planning application for this, it was a very big extension, it overshadowed bungalows on Archer Drive. It was stated that it was surprising SMBC had permitted this.

238.2.3 There were comments about trees Bloor Homes had taken down and whether they would be replaced. It was pointed out that Bloor had put some trees in last summer, in the area by the swales, but they had all died due to the dry weather. It was stated this area was a mess.

238.2.4 Cllr. Sedgley commented about seeing something in relation to up to 1000 trees for free, it was thought this had come from the Woodlands Trust.

238.2.5 It was stated some trees had been removed to prevent the roots from going into the Brook, however it was pointed out that roots would use/absorb the water.

238.2.6 It was suggested to ask Bloor Homes if there was to be any landscaping and whether any trees were going to be planted. It was stated to also enquire about what was a temporary footpath, if it was going to be taken away and if so when.

238.3 In relation to Blythe Valley Park; Cllr. Gosling said she had now seen the new road structure on Kineton Lane, it was quite a bit different.

239. To resolve CGPCs response to SMBCs Local Development Plan Review.

239.1 A draft objection to Site 12 had been circulated by email to everyone, as well as a draft objection to the Amber sites.

Resolved; proposed Cllr. Swain – all in favour that these two objections should be submitted to SMBC.

240. To discuss the Neighbourhood Development Plan.

240.1 It was noted that Cllr. Sedgley was working on this, as there was a problem with the formatting. Cllr. Sedgley said she had purchased 'Word' to enable her to sort the formatting problem out. It was agreed that she should be reimbursed for the cost of this and it could come from the NDP funding.

240.2 Cllr. Gosling referred to Mr. Pettinger's document 'Cheswick Green the first 40 years', she said there was reference to the 2007 and the 2018 flooding that had occurred, she said it had been about eight inches deep, this was recorded as part of the history and this could be included in the NDP.

241. Update on situation with transfer of land for the War Memorial.

241.1 There was no update, this was in the hands of the solicitors.

241.2 It was noted that Mr. Pettinger had sent a letter to the Parish Council and Bloor Homes regarding the opening of the War Memorial event. Members agreed it was a lovely letter.

242. To discuss the template presented by CSW for an Emergency Plan.

242.1. Cllr. Swain said this was something that SMBC had in place with the VHMC.

242.2 Deferred.

243. To discuss the request received to hold an Easter egg hunt on the Recreation Ground Saturday 29th April 2019, in aid of charity.

243.1 Cllr. Gosling had contacted the lady that wanted to organise this event, she had provided her with a template/proforma to assist her with a risk assessment.

Action item: Cllr. Gosling to chase this.

243.1.1 Cllr. Gosling said the lady wanted to carry out a treasure hunt around the Village, but the Parish Council could not get involved with this, she had advised the lady to perhaps

have an adult with each group of children and for every adult to sign to say they would take responsibility for the children in their group.

243.2 Cllr. Swain said the lady that did the Village Hall bookings had been informed that if people wanted to use the outside area, they needed to contact the VHMC. It was stated that she had also been sent to Parish Council form to complete in relation to using the Recreation Ground.

244. To discuss the party in the park.

244.1 Cllr. Sedgley had attended the CG RA meeting on Friday 1st March 2019, she had explained to them the reasons why the Parish Council had produced the new form for people to complete if they wanted to use the Recreation Ground for an event. She had explained that both groups had a duty of care.

244.1.1 Cllr. Sedgley said she understood that the RA had a vote at its February meeting, not to hold the party in the park event this year.

244.1.2 Cllr. Sedgley said the RA felt the form caused problems for them and that they did not have enough time to complete it. She had offered them some suggestions such as providing food trucks, face painting and to hold the event earlier in the day, as well as f=informing them of available funding, however they had said it was impossible to set up any earlier.

244.1.3 Cllr. Sedgley said the main sticking points were they did not know how to calculate how many Marshalls/Stewards they would need, they had queried if these people needed to be registered like bouncers, as well as if they had to have male/female Marshalls/Stewards working together. They had said they did not know how many people were going to attend and none of them were prepared to sign the form, if it meant that they were liable.

244.1.4 Cllr. Sedgley said she had pointed out that a good deal of common sense should be used and to submit the form and go forward from there. She said they had agreed to debate this when she left the meeting, however, she was told that there was a strong possibility that the party in the park would not go ahead this year.

244.1.5 Cllr. Sedgley said she had offered to attend RA meeting in order to help resolve any issues and find a way forward and asked the RA to ensure that someone from the RA attended the Parish Council meeting in March, to let the Parish Council know the situation, it was noted that no-one from the RA was present.

244.1.6 It was pointed out that over the years more and more people from outside Cheswick Green were attending the party in the park.

244.1.7 It was felt that if residents wanted the party in the park to go ahead, they would be willing to volunteer to help with the event. It was stated that on one occasion the event had been used to hold a birthday party.

244.1.8 There were comments about the start and finish times and possibly ticketing the event.

244.1.9 It was noted that the Parish Council had asked the RA to submit the form by the end of March and agreed to wait and see what happened.

245. To discuss the situation with the car park in relation to part ownership.

245.1 It was noted that since the meeting with representative from Enterprise Inns/the Saxon and the Managing Agents for the shops, there had been no further progress. It was stated that each group had agreed to obtain quotes for a litter pick.

245.2 It was noted that the Parish Council had agreed to look into security lighting and CCTV. A quote had been received from a local person that could do this, this had been circulated by email to members. This person had been highly recommended by the manager of the Saxon.

245.2.1 It was noted that the quote included security lights on a motion sensor and a camera that would record continually on a loop. Quote for CCTV; £882 which included 10% discount for being local community works; £95 to supply and install LED security light and some work was being offered free of charge.

245.2.2 It was unanimously agreed to go ahead with this and to arrange for this work to be carried out when the Village Hall was available.

245.2.3 It was suggested that once the CCTV and lighting was installed, to possibly get signs stating, 'any fly tipping and/or antisocial behaviour would be recorded'.

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245.2.4 Cllr. Swain had not seen the reply from WALC regarding the application for some funding towards this. The Clerk agreed to send this to him.

246. To discuss the car park area and litter.

246.1 Covered above.

247. To receive any reports from Councillors and/or the Clerk.

247.1 Cllr. Gosling said they needed to meet with Gina Rowe, Living Landscapes Manager, Warwickshire Wildlife Trust, regarding the river and invasive species management. It was agreed that Cllr. Gosling and Cllr. Sedgley would meet her on Monday 18th March.

247.2 Cllr. Sedgley said she had received a message via Facebook, from a lady that wanted to hold a fundraising event at the end of June, with a 25k trek for Alzheimer's, she had enquired if the Parish Council could advertise this. It was stated that the Parish Council had a policy in relation to adding links etc. to its website, that had been agreed in 2016, that the Parish Council would only include links etc. to public bodies. This was due to the volume of requests received and some requests being deemed as inappropriate, if various individual requests to other websites were permitted this would set a precedent for future requests. Therefore, it was felt that unfortunately the Parish Council could not agree to do this.

248. Update/report from Village Hall Management Committee (VHMC).

248.1 There was no update.

249. To open and discuss quotes for work on the toilets in the Village Hall.

249.1 Cllr. Swain said he had contacted 11 companies and 6 of them had assured him they would provide a quote.

249.1.1 It was noted that to date only one had been received. Cllr. Swain said that another quote was due to be submitted and to therefore wait before opening the one that had been received.

249.1.2 Cllr. Swain said one of the people on the VHMC had been said if they would like to quote for the work, however this person had more than enough work on until October. He said another company he had approached had said the job was too big for them.

249.1.3 The member of public present suggested a couple of other companies that could have been approached.

250. To discuss Mr. Pettinger's draft Cheswick Green the first 40 years.

250.1 Cllr. Gosling said at present there had only been a verbal quote. She explained that Mr. Pettinger had written this and asked the Parish Council for support with the cost of getting this printed. She said it was very good and very interesting, having re-read it she had seen the part about the flooding.

250.1.1 It was noted that Cllr. Swain had not yet read this.

250.1.2 Item deferred to the next meeting.

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

251.1 An email from Volunteer Dogs Trust Kenilworth regarding Dogs Trust Talks & Tours was noted.

251.2 An email regarding the Mount was noted, the Clerk had sent a reply to this.

251.3 An email regarding a tree from a resident on Saxon Wood Road was noted, the Clerk had replied to this and the tree inspection was due to be carried out in April.

251.4 An email regarding the Parish Council installing bins at Cheswick Place was noted. It was stated the Parish Council could not do this, as it did not own the land and suggested that SMBC may do this once it adopted the roads.

251.5 There had been a query via the Parish Council website in relation to stop signs on Creynolds Lane. Cllr. Gosling had responded to this and she read the reply she had received.

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

252.1 Cllr. Gosling referred to contacting BT Open Reach regarding asking for fibre to the cabinet and them coming back with a quote to provide this to the premises. She said she was waiting for a reply to a message she had sent in December, she said she may approach the CEO about this.

252.1.1 There were comments about problems with internet connections and Virgin.

253. Agenda items for next meeting.

253.1 There were none.

254. 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.

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

255.1 There was none.

256. PAYE, payroll and Pension Scheme.

Meeting closed 21:25