



Cheswick Green Parish Council

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

Thursday 14th May 2026 7pm Cheswick Green Village Hall

Present: Cheswick Green Parish Councillors: Simon Coles, Margaret Gosling, Sarah Hall, Linda Heslington, Aimee Moloney and Mick Swain.

Clerk: Marie Zizzi

7 members of the public

1. To Elect a Chairman.

Resolved: Cllr. Coles proposed Cllr. Swain as CGPC Chairman, Cllr. Gosling seconded this, there were no objections. Cllr. Swain accepted.

2. To Receive the Chairman's Declaration of Acceptance of Office.

2.1 This was signed and dated by Cllr. Swain and the Clerk.

3. To Elect a Vice Chairman.

Resolved: Cllr. Coles proposed Cllr. Gosling, Cllr. Heslington seconded this, there were no objections. Cllr. Gosling accepted.

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

4.1 No apologies all Parish Councillors present.

5. Declarations of Interest.

5.1 Cllr. Coles declared an interest, due to him now being an elected Borough Councillor and in relation to being a Village Hall user, on Sunday 17th May 2026.

5.2 Cllr. Gosling and Cllr. Swain declared an interest in agenda item 31 – 52 Saxon Wood Road, as they both know the person who lives at this property.

6. To resolve to delegate authority to the Clerk to grant any necessary Dispensations. Note dispensation forms in relation to setting the precept and commenting on SMBCs Local Plan/planning applications, have been completed by all members and are approved until 2027 elections.

6.1 Noted.

7. Public Participation (15 Minutes).

7.1 A resident attended to raise concerns about parking on Coppice Walk. It was stated boys were performing wheelies on bikes in the road. It was felt potentially there could be an accident. It was queried what could be done. Residents were asked if they had any suggestions. Solihull MBC welcomed any ideas. It had been hoped various parking restrictions, such as on Saxon Wood Road, would have helped.

7.1.1 It was queried whether a Traffic Regulation Order (TRO), at the other end, on Noble Way would be of benefit. Cllr. Swain said he had a meeting with the Head of Highways, on Tuesday 2nd June, this could be discussed.

7.1.2 There were comments about parking and garages at the back of each property, that had no front parking. It was stated cars no longer fitted into garages. It was noted a one-way system had been suggested, but this was not practical. It was pointed out one person had 4 cars parked by a Maisonette. There were comments about TROs pushing traffic elsewhere. Note at 19:11 2 members of the public left the meeting.

8. To resolve to accept the Minutes of the previous meeting held on Thursday 9th April 2026 (*circulated to Parish Cllrs. with the agenda*).

Resolved; proposed Cllr. Coles, seconded Cllr. Heslington – the minutes were accepted as a true and accurate record.

9. To approve in principle the draft Minutes from the 2026 Annual Statutory Parish assembly, for approval at the 2027 Annual Statutory Parish meeting (*sent to Parish Cllrs. 15/04/2026*).

Resolved; proposed Cllr. Heslington, seconded Cllr. Coles.

10. To fix the date/time of the next meeting, if thought appropriate to fix dates and times for subsequent meetings, or a regular cycle (*circulated to Parish Cllrs. with the agenda*).

10.1 The meeting dates were approved.

11. To agree date and time for 2027 Annual Statutory Parish Assembly.

11.1 It was agreed to hold this meeting on Thursday 8th April 2027 at 7pm, before the usual monthly Parish Council meeting, which would commence at 7:15/30pm.

12. To resolve that CGPC meets the criteria to use the General Power of Competence (*details of criteria sent to Cllrs by email 29/04/2026*).

12.1 Noted. *

13. To appoint members to the Staffing Panel; to agree who will carry out monthly site audits, on which CGPC owned land; to agree who will be responsible for which notice boards; to establish any Committees/Working Parties the Parish Council wants.

13.1 Cllr. Heslington and Cllr. Moloney will be the Staffing Panel.

13.2 Site Audits; Cllr. Coles – the Recreation Ground, Cllr. Gosling land on Saxon Wood Road, Cllr. Heslington the piece of land opposite the post box on Saxon Wood Road and the noticeboard on Saxon Wood Road, Cllr. Swain – the Mount, the Village Green and the Boer War Memorial.

13.3 Cllr. Coles/Swain will deal with the notice boards. Cllr. Hall to maintain the Blythe Valley (BV) notice board.

13.4 It was agreed no Committees and Working Parties were necessary at this time.

However, Cllr. Moloney raised the issue of a Neighbourhood Plan; Cllr. Moloney had not been a member of the PC when this had been looked at previously. It was pointed out PCs with Neighbourhood Plans (NP), received more Community Infrastructure Levy (CIL). It was stated there were lots of benefits for having a NP. There were various comments about NPs. Cllr. Swain explained the background on NPs. Cllr. Gosling spoke about what the PC had previously done in relation to a NP. It was suggested to look at existing Solihull PCs NPs.

Cllr. Moloney agreed to look into this and to bring something to the next meeting.

Cllr. Gosling agreed to send information on what had been done towards Cheswick Green's Neighbourhood Plan to Cllr. Moloney

14. To delegate authority for the Clerk to deal with any issues on behalf of the Parish Council in relation to planning applications, orders/purchases/payments, as necessary between meetings, provided matters are communicated with the Chair and Vice Chair.

Resolved; proposed Cllr. Swain, seconded Cllr. Heslington.

15. To resolve to accept the 'statement of internal controls and annual review of effectiveness of internal controls', the 'risk assessment document' (3 documents emailed to Parish Cllrs. 26/04/2026), and the 'asset register' for year ended 31st March 2026 (*sent by email to Parish Cllrs. 27/04/2026*).

Resolved; proposed Cllr. Coles, seconded Cllr. Moloney.

16. To resolve Section 1 of the Annual Governance Statement 2025/26 (*issued to Parish Cllrs. with the agenda*).

Resolved; proposed Cllr. Gosling, seconded Cllr. Swain.

17. To resolve Section 2 of the Annual Statement 2025/26 (*issued to Parish Cllrs. with the agenda*).

Resolved; proposed Cllr. Swain, seconded Cllr. Coles.

18. 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*).

Payee	Reason	Total
Countrywide GM	Monthly grounds maintenance April 2026	£918.72
M. Zizzi	Instant ink	£13.49
M. Zizzi	Petty cash top up	£50.00
Countrywide GM	Install new goalpost Recreation Ground	£324.00
Allard & Sons	Work on the Boer Memorial	£900.00
WALC	Annual membership subscription	£1175.00
Countrywide GM	Uplift paving slabs/remove from site	£1267.00
Countrywide GM	Install goalposts Blythe Valley	£432.00
NMK Planning	Write planning objection for PL/2026/00653/PPFL	£907.50
NMK Planning	Write planning objection for PL/2026/00176/PPFL	£250.00
More in confidential section.		
Petty cash £45.41		

Resolved: proposed Cllr. Coles, seconded Cllr. Moloney – all payments were approved.

19. To appoint a Councillor to verify/check and sign the bank reconciliation as prepared by the Clerk, at the end of each month of the financial year.

19.1 It was agreed Cllr. Swain would continue to do this.

20. To resolve that all members will be authorised signatories on CGPC bank accounts. To agree level of access members will have for the Unity Trust Bank (UTB) account (VA/VSA). To resolve to continue with the system that 3 signatories sign cheque payments and one signatory sets up electronic payments for two other signatories to authorise.

20.1 Clerk to update signatories on bank accounts and confirm levels of access.

21. To resolve that direct debit with O2, Lloyds Bank for the corporate credit card and the Information Commissioners Office continue.

21.1 Agreed.

22. To note CGPCs insurance policy with Zurich is approved until 2028 on a 3-year agreement (*see 13 November 2025 minute 127*).

22.1 Noted.

23. To resolve to renew membership to Warwickshire & West Midlands Association of Local Councils (WALC) and Society of Local Council Clerks (SLCC).

23.1 Agreed.

24. To resolve that elected members shall, if they wish, receive Members Allowances based on the current rates as set by Solihull MBC.

24.1 Agreed.

25. To review the Parish Councils Standing Orders, Financial Regulations, procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 (*updated publication scheme emailed to Parish Cllrs. 06/05/2026*), **all other procedures and policies** (*please find these documents on CGPC website under documents, finances and policies*).

25.1 The Clerk had reviewed the Freedom of Information/publication scheme – to be updated on the website.

25.2 The Clerk had reviewed and made a minor amendment to the Complaints Procedure – to be updated on the website.

26. To consider planning applications (*send separately by email to Parish Cllrs.*) **and to discuss local developments including Cheswick Place and Blythe Valley – to discuss goalposts and Christmas tree.**

PL/2026/00176/PPFL - 52 Creynolds Lane Cheswick Green Solihull B90 4ER; Five detached two storey dwellings with associated access, parking, landscaping, drainage and Infrastructure works.

26.1 This had been sent to the PCs Planning Consultant, for him to write an objection. This had been received earlier today and circulated to all Cllrs. **Subject to a majority approval, once Cllrs. had an opportunity to read this. Clerk to submit this to SMBC.**

PL/2026/00793/MINFHO - 1 Briarwood Close Cheswick Green Solihull B90 4HT; First floor extension.

26.1.1 There were no comments to be submitted.

PL/2026/00860/PPFL - 34 Creynolds Lane Cheswick Green Solihull B90 4ER; Addition of a first floor to the existing bungalow to create a two storey dwelling, as well as proposed front and rear extensions.

26.1.2 There were no comments to be submitted.

PL/2026/00172/MINFHO - 278 Creynolds Lane Cheswick Green Solihull B90 4ET; Single and two storey front and rear extensions. Enlargement of side dormer and associated external materials.

26.1.3 There were no comments to be submitted.

26.2. It was noted members of the PC had met with a representative from Consult Communications; about the old Lloyds residential training centre, on Creynolds Lane. The landowner and developer were planning on submitting a planning application, to build 50 high-end houses on the site. The building had been closed for 6 years. There would not be any shared-ownership or social housing, as this was a Brownfield site. There would be executive homes.

26.2.1 It was stated the company were Brownfield site specialists, a full planning application would be submitted, not an outline plan. This was an empty building, which could attract trouble. The PC had seen the first plans, developing this site could be a better scenario for CG. It was stated it would be a great site for on old peoples' home.

26.2.2 It was thought it would be family housing; there were bus stops and the school nearby. Therefore, a crossing and pavement could be included, which may help with traffic and speeding issues, on Creynolds Lane. The trees would be kept, as they wanted this to be a rural setting, there was also a lake with fish on the site. It was reiterated the houses would be high-end. Cllr. Gosling referred to Mr. Pettinger's book about CG; she said on page 20, you could read about what was on this site previously.

26.3 In relation to Blythe Valley; it was noted goalposts had now been installed. A quote for a Christmas tree to be installed had been circulated to Parish Councillors. However, a location was needed. It was stated there was an area, on the spine road, on Stroudley Road, where the road narrowed, by lamppost number 18; which was between the shops and Illshaw Heath, a patch of green land. It was stated the PC had a contact at SMBC it could ask about this.

26.3.1 It was thought the cost would be £1-2K.

26.3.2 It was noted the PC had agreed to reserve some money for CCTV at BV. A planning application had been submitted, it was possible a drawing may need to be produced. It was stated a more concrete cost was required.

27. To discuss regular checks on CGPC defibrillator and who should/will do this.

27.1 It was agreed Cllr. Coles would do this, for the defib outside the Village Hall. It was queried who checked the Illshaw Heath defib and whether this was registered on The Circuit. It was noted the defib in the Co-op at Blythe Valley was under a management agreement until July 2029. **

28. To discuss monthly site audits of Parish Council owned land.

28.1 For the Recreation Ground; it was noted the footpath may need to be looked at, as there were signs of splitting, which could become a trip hazard.

28.2 In relation to the Boer War Memorial; the Stonemason had been out and carried out remedial works. It had been stated at the previous meeting, once this had taken place, RoSPA should be asked to come out to reassess it. However, Cllr. Coles had spoken with the Stonemason, who had informed him 25mm dowels were running through the structure and that to push any of the pillars over, would require an extreme amount of power. It was therefore felt there was no need to get RoSPA out, until the usual annual safety inspection was due. **It was agreed to look at the Poppy waterfall and to consider having this installed again this year.**

29. To discuss the Parish Councils website.

29.1 Cllr. Gosling had emailed the company Dickens Heath PC used, but not received a reply yet, to obtain a third quote. Cllr. Gosling said she thought they needed to think carefully,

before setting up a Zoom meeting; she added the Tanworth-in-Arden PC website had only existed for a short time.

29.2 Cllr. Gosling said Vision ICT had been good until recently.

29.3 Cllr. Moloney said they needed to focus on what it was they wanted and what was required. She spoke about the Tanworth-in-Arden PC website, she said there were coloured blocks, it was easier to read and navigate. You could drop an email address, to receive a newsletter and minutes etc. There were more feature contents. Obtaining quotes was only one aspect of this.

29.4 Cllr. Moloney said they needed to decide on what key features they wanted, to provide more information and for it to be easier to navigate.

29.5 It was stated the DHPC website was very black and white and 1990s; there were comments about multiple pages; that visits to CGPC website did not grow, that having a website was a legal requirement, as various information needed to be made publicly available, including policies and procedures.

29.6 Cllr. Coles asked the members of the public what they wanted; what they wanted to see. It was noted the PC was due to issue a newsletter, it was suggested something was included asking residents about this. If possible, to do this before the Sunday 24th May bike event; to ask residents do you want there to be a PC website, yes or no? If they did, what did they want to see on it.

29.7 There were comments about BV residents not realising/understanding they were part of Cheswick Green. This led to comments about the name 'Cheswick Green Parish Council', as this now included Cheswick Place, Blythe Valley and Illshaw Heath. **Clerk to contact Solihull MBC to find out what the process is to alter the name of the Parish Council.**

29.8 It was agreed to include a piece in the newsletter to get the message across, an educational item to explain this to BV residents, to let them know that BV sits within Cheswick Green parish.

29.9 Cllr. Moloney spoke about having a Google Drive instead of a website; or a wider TEAMS group. She said it was possible to link documents via other means. It was stated to look into what information the PC had to have available, did the PC have to have a website or just a point of access – a share-point, which was publicly available, that things had moved on now, there were other ways of sharing.

29.10 Cllr. Coles spoke about distribution of the newsletters, he suggested paying a few local youths to do this. He referred to paying £120 for a leaflet to be distributed in Cheswick Green and on Creynolds Lane for himself.

30. To discuss the May cycle event.

30.1 Cllr. Moloney had completed the PC form to use the Recreation Ground with a Risk Assessment for the cycle event, this had been circulated to all Parish Cllrs. It was agreed the form and assessment were accepted. It was noted the pump track use was covered by risk assessment provided by the pump track provider – The Dirty Factory.

30.2 Cllr. Coles said Dam Dirty Bikes would be coming and setting up, he had people who would serve refreshments all day. He commented about asking for some raffle prizes from the Bangla restaurant and Ethel's, such as £50 vouchers.

31. To discuss 52 Saxon Wood Road.

31.1 Cllr. Swain asked if any Parish Cllrs. had been to look at the trees by this property. It was queried whether the resident's concerns were in relation to the trees overhanging their property or the height of the trees. A member of the PC who had looked at these trees, stated they did not think the trees were too bad.

31.2 There were comments about trees overhanging bungalows at the Mount. The PC had been asked to cut these, the PC had said no, they would be cut when it was felt they needed to be cut.

31.3 It was noted if the PC cut trees for one person, it would have to do this for anyone else who asked.

31.4 Cllr. Gosling had looked on SMBCs website; SMBC did not cut trees overhanging properties, unless they were touching the building.

32. To discuss the car park including EV Charging Points. To resolve to sign the Cluster Member Agreement.

32.1 It was noted the owner of the shops had invoiced the shop keepers, for his contribution towards the cost of the car park resurfacing. Some had been charged £1250 and some

£2500, depending on whether there was a flat/apartment above, which had a tenant who paid rent. The shop keepers had not been given any warning prior to this happening.

32.2 It was stated the car park looked great. There were some comments about a wooden fence, that had been broken and then taken out. As well as comments about the size of parking spaces and the rates for the EV charging point.

Resolved; proposed Cllr. Coles, seconded Cllr. Moloney – the Cluster Agreement should be signed on behalf of the PC.

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

33.1 Cllr. Swain referred to an email from the resident of 73 Coppice Walk, regarding unsafe trees. These trees were in 'no mans land', the land did not belong to the PC, SMBC or Bloor Homes. Therefore, none of these groups would pay to have them cut. He said they were dangerous; someone could get hurt/killed. He was not going to give up on this, but so far, he had not got anywhere. This was unregistered land. There were various comments about this.

33.2 Cllr. Coles said he was hiring the Village Hall on Sunday, with a marquee outside and two BBQs. This was for the British Butchery Team squad, to meet up for a training session, from 11am until 3pm, for a competition next year.

33.3 There were some comments about the recent Borough Council election results and about the Community Café.

34. Update/report from Village Hall Management Committee (VHMC). To resolve that the lease between the PC and the VHMC, should be signed.

34.1 Cllr. Swain spoke about the insurance for the Village Hall (VH); he said regarding the lease, the PC was no longer obliged to pay the insurance on the building. He commented about the PC insuring anything in the VH it owned. He said it was easier to carry on like this. He said the VHMC was a registered charity.

34.2 Cllr. Swain said the VH accounts were being drawn up. There was a balance of £63-65k. There were comments about having a new kitchen, a new floor in the small hall and solar panels.

34.3 It was stated the lease was ongoing.

35. To discuss issues raised with SMBC/speed signs.

35.1 Cllr. Heslington had issued stats and data from the speed sign to all Parish Cllrs. It was noted 3 cars had been recorded at +50mph in a 20mph road.

35.2 Cllr. Gosling had pointed out the speed sign had not been triggered, when she drove passed it recently. Cllr. Heslington said the battery had needed to be changed. Cllr. Moloney confirmed it was working now.

35.3 Cllr. Swain spoke about what to do with the data. It was suggested it was published on the website, shared in the newsletter and possibly compared with the data Highways had. It was stated this could also be used when objecting to planning applications.

35.4 There were comments about the speed some people drove at on the corner by the pub, being very dangerous.

36. To discuss CGPCs Action Plan.

36.1 Noted.

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

37.1 An email from SMBC regarding an invitation to the Investiture of the Mayor of Solihull, Council Chamber, Civic Suite - Tuesday 26 May 2026, 7pm – was noted, no-one was available to attend.

37.2 An email from Cllr. Hall regarding Local Apprenticeships; was referred to, there appeared to be an issue with Cllr. Hall's emails not being received.

37.3 An email from the PC insurance company Zurich, regarding a claim made a couple of years ago was noted.

37.4 An email from Cllr. Swain regarding 15 The Dingle was noted. Cllr. Swain said he would meet with the PCs grounds maintenance contractor to look at the hole.

37.5 Correspondence from SMBC regarding a 'Summer of Youth', was noted. Cllr. Hall said she had attended the last meeting about this, there had been about 12 people present. The group had discussed possible sports centre events; using the BMX track at BV; events in CG and DH with inflatables and games; football teams possibly playing against the police; as well as other different initiatives such as food vans and an end of summer party. SMBC had said there was some funding and other groups that could help with this. It was noted the email

had included comments about £25 per head; Cllr. Hall said this had not been discussed. There were comments about free meals for those who received free school meals. There were concerns about this and how to navigate this. It was noted the offer was targeting 11-to-16-year-olds, and stated what about under 11s. It was felt there was a lot of enthusiasm, but the ideas did not come to fruition. There were comments about DBS checks and First Aiders etc.

38. To discuss and resolve any actions in relation to the ongoing CGPC action list

(issued to Parish Cllrs. with the agenda).

38.1 Noted.

39. Agenda items for next meeting.

39.1 Neighbourhood Plan.

40. 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.

40.1 There was nothing further to discuss.

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

41.1 There was nothing further to discuss.

42. PAYE, payroll and Pension Scheme.

42.1 In confidential section of the minutes.

Meeting closed 21:05pm

* CGPC met the criteria to use the General Power of Competence after the 2023 elections, the power remains adopted until 2027 elections, therefore, it does not need to be an item on the agenda, for the Annual Meeting of the Council again until 2027.

** On Friday 15th May 2026; the Clerk checked The Circuit – the defib at the Co-op in Blythe Valley is registered on the Circuit and one at 495 School Road B94 6RP is registered, which would appear to be the address for Wedges Bakery.

Signed

Dated