

TIDBURY GREEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held On Wednesday 12th December 2018 scheduled for 7.00pm, Tidbury Green Village Hall

Clerk: Mrs C L Kirby
23 Silver Street
Wythall
West Midlands
B47 6LY

Tel: 07832 925080

E-mail: tidburygreenpc@googlemail.com

1. Record of members present

1.1 Tidbury Green Parish Councillors: Cllr.G.Thomas, Cllr.P.Bulcock and Cllr.C.Farr.

Clerk: Mrs C. L. Kirby

Parishioners: 0

2. Apologies and reasons for Absence

2.1 Apologies were received and accepted from Cllr.M.Reohorn. and Cllr.A.Hussain

3. Declarations of Interest & Dispensations

3.1 The Chair stated that any Declarations of Interest would be addressed at the appropriate agenda item.

3.2 There were no written requests for Dispensations for Disclosable Pecuniary Interests.

4. Open Forum

4.1 There being no parishioners present there were no matters for discussion.

5. To approve the Minutes of the meeting held on 21st November 2018

5.1 The minutes of the meeting of 21st November 2018 having previously been distributed, it was confirmed that Parish Councillors had reviewed the minutes and were content that they were a true reflection of the meeting. It was proposed by Cllr. Bulcock, seconded by Cllr. Thomas and agreed unanimously that they be signed as a true record of that meeting.

6. **To Review and consider progress against actions detailed on the Action Tracker previously distributed and if necessary consider any matters arising.**
- 6.1 **The Action Tracker** document was reviewed and focus was applied to outstanding actions identified with a red status and items where the Clerk believed updates required sharing. It was noted that the vast majority of actions had a green (completed) or yellow (being progressed) status.
- 6.2 **December 2018 (Minute 14.4) – Welcome to Tidbury Green Signage.** The gateway village entry sign has been installed on Norton Lane, near to the junction of Lowbrook Lane.
- 6.3 **October 2018 – Christmas Decorations in the Village** – All trees have been decorated. Peter Seddon advised of issues and difficulties experienced this year in relation to putting the lights on the trees and he suggested some potential solutions for Christmas 2019. **Action:** Clerk to add this matter to the April 2019 agenda for consideration. One of the suggestions made by Peter Seddon was for a request to be made to Bellway and Millers to put sockets for trees into the verges to their estates (Lowbrook Farm and Tidbury Green Farm) together with suitable mains sockets. **Action:** Cllr Farr to raise the request with Miller Homes, for the Lowbrook Farm development.
- 6.4 **October 2018 (Minute 17.1) TPOs for trees on avenues bordering pavements throughout the Tidbury triangle-** Cllr Farr advised that he has not yet had an opportunity to contact the Tree Officer and arrange a date to meet and discuss specific concerns, regarding the trees on avenues bordering pavements throughout the Tidbury triangle.
- 6.5 **October 2018 (Minute 6.4) – Christmas Tree** – Woods Farm have kindly delivered and installed a Christmas tree on the verge junction of Lowbrook Lane and Norton Lane.
- 6.6 **October 2018 (Minute 10.3) – Community Infrastructure Levy (CIL) for bus service** – The Clerk had requested details from SMBC regarding the amount of CIL funding made available to improve the bus service as a result of the developments in Tidbury Green. SMBC have not yet responded, however the Clerk advised that the information was included in some correspondence received recently from Peter Seddon. **It was agreed unanimously** that this action can be closed.
- 6.7 **Item 1 (Minute 7.4) Lady Lane Marina** – SMBC have confirmed that they have received and noted the Parish Council’s response to the recent planning application for the site. If required Peter Bulcock will consider any other matters.

7. To consider the following planning matters

New Planning Applications

- 7.1 PL/2018/03344/MINFHO– 44 Houndsfield Lane – It was proposed by Cllr.Thomas, seconded by Cllr Bulcock and **agreed unanimously** that the Parish Council wished to submit **No representation**.
- 7.2 PL/2018/03258/MINFHO– Land Rear of Cleobury Barn – Cleobury Lane - It was proposed by Cllr.Thomas, seconded by Cllr Bulcock and **agreed unanimously** that providing that the old existing barn is demolished, that the Parish Council wished to submit **No representation**.
- 7.3 PL/2018/03267/PPFL– Former Glider Yard – Land Opposite 26 Houndsfield Lane – it was **agreed unanimously** that the Parish Council do not wish to respond, as they believe that the decision should be left to SMBC.
- 7.4 PL/2018/03149/MINFHO – 8 Lowbrook Lane - **No Representation** Submitted (via delegated Authority).
- 7.5 PL/2018/03238/MINFHO – 156 Tilehouse Lane - **No Representation** Submitted (via delegated Authority)

Planning Decisions by Solihull Borough Council

- 7.6 PL/2018/02845/MINFHO – 74 Lowbrook Lane **No Representation** Submitted (via delegated Authority) – **Approved**
- 7.7 PL/2018/02540/MINFHO – 176 Norton Lane **No Representation** Submitted (via delegated Authority) - **Approved**

Ongoing matters

- 7.8 PL/2018/03030/PPFL – Holly Cottage – Braggs Farm – **No response submitted** to SMBC, due to Parish Councillors failing to reach an a majority decision
- 7.9 PL/2018/02514/PPFL – 167 Wood Lane - **No Representation** submitted (via delegated Authority).
- 7.10 PL/2018/02991/PPFL – Lady Lane Marina – **Objection Submitted**
- 7.11 PL/2018/01717/PPFL – 27 Lowbrook Lane – **Objection Submitted**
- 7.12 SMBC – email 29/01 - Planning Application Notification – PL/2018/00235/PPFL – Tidbury Green Farm, Pub and Restaurant – **Objection Submitted**
- 7.13 PL/2017/01568/PPFL for 27 Lowbrook Lane – **Approved – As agreed at November 2017 Meeting – To remain on the agenda**

8.0 Lowbrook Farm Development

- 8.1 Cllr Farr advised that Miller Homes are working to get the access road to the site developed as soon as they can, in order to provide easy access to the site parking facilities, hence reducing the disruption currently caused by vehicles attending the site. Cllr Farr advised that there is a road sweeper on site who regularly cleans up Lowbrook Lane. Based on discussions Cllr Farr advised that the site manager appears to be very approachable and amicable.

9.0 Solihull Local Plan Review

- 9.1 There were no further updates available.

10. Wood Lane Allotments Tree Survey

- 10.1 Councillors considered the quote provided by T Mousley & Sons, for works to be completed to trees identified as Fair or Poor, with a priority of 1 (High), in the Arboricultural Condition Report, which they recently completed. Councillors considered the quote in comparison to the cost of previous tree works undertaken at the allotment site and in comparison to recent amounts paid by individual Councillors for works undertaken at their own properties. In comparison the quote was considered to be very competitive.
- 10.2 Given the urgency of the works, as the trees are identified as priority 1 (High) and given that the quote had been provided by the Parish Council's long standing tree specialist, who had completed the Arboricultural Condition Report, which could not be shared with other suppliers without written permission, in order to avoid delays in instructing this high priority works to be undertaken, it was proposed by Cllr.Thomas, seconded by Cllr Farr and **agreed unanimously** that T Mousley & Sons should be instructed to carry out the required works as soon as possible. **Action:** Clerk to carry out required checks to ensure that none of the trees are covered by Individual Tree Preservation Orders, a Group or Woodland Tree Preservation Order, or are under Conservation Area Restriction. Once findings are confirmed the Clerk should instruct T Mousley & Sons to carry out the high priority Tree Works as soon as possible.

11. Bus Service Changes Consultation

- 11.1 Transport for West Midland (TfWM) recently responded to the Parish Clerk advising that they are in the process of going through all of the comments received in response to the bus services changes consultation that they completed. They will be communicating their final network plans once these are signed off, which should be early in 2019. They hope to include an element where the S3 continues to serve Solihull, although they are not in a position to definitively confirm this until all of the tenders are back from the bus market, and they receive final costings.
- 11.2 It was agreed that this agenda item should remain, at least until the final plans are confirmed.

12. Affordable Housing – Rural Housing Trust

- 12.1 As agreed at the November 2018 meeting minute number 11.2 from the October 2018 meeting, has been submitted to the Rural Housing Trust. The Rural Housing Trust have confirmed receipt and advised that they will be in touch with the land owner, Peter Bulcock for an option agreement. This will enable the appointment of an architect and specialist consultants for the project. Despite his interest in the matter Cllr.Bulcock remained in the meeting as there were no updates to provide which were not already in the Public Domain, or that he was not aware of from his personal dealings with the Rural Housing Trust. Also there were no decisions to be made by the Parish Council on this matter.

13. Localities workshop

- 13.1 Given that Cllr.Reohorn was dealing with this matter and he was absent from the meeting, it was agreed that this agenda item would be deferred until the January 2019 meeting.

14 Tidbury Green Social Events

- 14.1 The Christmas Carol Concert which took place on Sunday 9th December 2018 was a success, with a good number of people attending the event. The Clerk advised that she and her family attended and had a very enjoyable evening.
- 14.2 Cllr Thomas advised that 84 people attended the over 60's Christmas Lunch, which was held at The Limes Country Lodge Hotel on 12 December. The Parish Council believe that this is the highest attendance number recorded, since this popular annual event has been run. Positive feedback was provided by Cllr Thomas, who attended the event and it appeared that those who attended enjoyed a good 3 course meal and a pleasant afternoon.

15. Financial Matters

Invoices Received

- 15.1 Payments of the items listed in the December 2018 Agenda Appendix 1 were discussed. Cllr Thomas advised that a cash amount had been held back by Jo Hudson, for the Over 60's lunch raffle. Following the final payments settlement been established, Jo Hudson refunded £7.04 to Cllr.Thomas. Consequently his payment included in the Appendix 1 required reducing by this amount, giving a revised figure of £1,082.96 compared to the original submitted refund amount of £1,090. It was proposed by Cllr.Farr, seconded by Cllr Bulcock and **agreed unanimously** that payment of these items should be made.

Payments Received

15.2 Nil

Income and Expenditure Budget to Year to 30 November 2018.

15.3 The Responsible Financial Officer talked through the Income and Expenditure report to 30 November 2018. It was noted that the total actual cost of the over 60's lunch was £753.00 compared to the budgeted £750.00. There were no questions.

Consider the need for a three year financial forecast

15.4 **It was agreed unanimously that** a three year financial forecast was not considered necessary or appropriate.

Review use of deposit account.

15.5 The use of a deposit account was considered, however given current low interest rates the Parish Council did not see any value to be obtained from using such an account.

Agree final Objectives Statement for 2019/20

15.6 The Objectives Statement for the following financial year, which was presented at the November 2018 meeting, was further discussed. It was noted that no one had raised any points in relation to the draft previously presented and consequently no changes had been made to the draft. It was proposed by Cllr.C.Farr and seconded by Cllr.P.Bulcock **and agreed unanimously** that the Objectives Statements represents the aims of the Parish Council and should consequently be adopted for 2019/20.

Agree final budget and Precept for 2019/20

15.7 The draft 2019/20 budget which was presented by the RFO at the November 2018 meeting was discussed. No one had submitted any further comments between meetings, in relation to the draft previously presented and consequently no changes had been made. The proposed budget and precept required to fund the 2019/20 budget is £19,000. It was proposed by Cllr.C.Farr and seconded by Cllr.P.Bulcock that the draft 2019/20 budget be approved and adopted and that the precept for 2019/20 should be set at £19,000, which would result in a 2019/20 precept rate of £34.35 per band D household, compared to this financial year's charge of £34.02. **This was agreed unanimously.**

16 Working In Partnership with SMBC

16.1 There were no further updates available. As agreed previously, the Clerk needs to arrange a meeting for herself and Cllr.Thomas to attend with SMBC to discuss relevant matters.

17 Flooding

17.1 The Clerk circulated the findings from the returned questionnaires, which were circulated at the recent SMBC Flooding Event. The Clerk advised that the November 2018 minutes showed the number of distributed questionnaires at the SMBC event being 26, however this was an error as the correct number was 36. Unfortunately only a quarter of the questionnaires distributed at the event (9 out of 36) were returned. Given that the return date for the questionnaires had elapsed by almost 2 weeks, the Parish Council **agreed unanimously** that the survey should be closed. **Action:** Clerk to share the findings with Ed Bradford (SMBC) and Alison Gorman

17.2 The Parish Council will continue to await the SMBC flooding forward look plan/ report, which is expected to be available in spring 2019.

18. Calendar of Actions

Audit pavements and roads and report to SMBC

- 18.1 It was agreed that an article will be included in the next newsletter, requesting that Parishioners report to the Parish Council, any problems in relation to issues / defects with roads and pavements. The Parish Council will collate the responses and report any problems identified to SMBC.

19. Parish Council Elections 2018

- 19.1 The Clerk attended the WALC, Preparing for Elections training course during November 2018. The course covered subjects including engaging with Parishioners, advertising the elections, eligibility of candidates and details of some of the key dates. Based on current available information the Notice of Election will be advertised on the 26th March 2019 and Nominations will have to be delivered by those wishing to stand for election to Solihull MBC by 4 o'clock 3rd April 2019. If these dates change the Clerk will update the Parish Council and any other relevant parties.
- 19.2 The Clerk advised that from January she will begin to advertise the elections using the website, newsletter and the noticeboards. The item will also be a reoccurring agenda item, until after the election results are known and the newly elected Councillors are fully appointed.

20. Newsletter

- 20.1 Councillors discussed and agreed items to be included in the next newsletter.
- 20.2 The Clerk advised that she will aim to have the newsletter produced and circulated towards the end of January 2019.

21. Update from Parish Clerk

- 21.1 Given that the Clerks working hours are increasing, due to additional homes being developed in Tidbury Green, it is anticipated that the Clerk will meet the salary Threshold for Automatic Enrolment to a pension scheme. It was proposed by Cllr.Farr and seconded by Cllr Thomas and **agreed unanimously** that the Clerk should be enrolled into an appropriate pension scheme.
- 21.2 All other relevant updates were included during the meeting.

22. Correspondence

- 22.1 **Item 27 Precept Setting for 2019/20** – SMBC have provided precept setting key dates to the Parish Council.
- 22.2 **Item 33 – Attempted Burglary** – WM NOW (West Midlands Police) reported that an attempted burglary had occurred on Tilehouse Lane.
- 22.3 **Item 37 – Election 2019 Timetable** – This was provided to the Clerk from WALC. The Clerk has circulated this timetable to all Councillors.
- 22.4 **Item 44 – Cable TV in Tidbury Green** – A Parishioner had raised a question regarding the installation of Cable TV in Tidbury Green. It was agreed that the Clerk should email Virgin Media to ask about any current and proposed future installations.

22.5 All other items on the correspondence list were considered. All other items of concern or interest have been dealt with as separate agenda items, or flagged as of interest to Councillors.

There being no further business the Chairman closed the meeting at 20:00

Date of the next meeting: Wednesday 16th January 2019

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practices when making decisions at the meeting.

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

DRAFT

TIDBURY GREEN PARISH COUNCIL

December 2018 Agenda Appendix 1

Invoices Received

1. Clerk's costs (C Kirby) Nov/Dec 2018
£89.50 (Mileage, Paper, Ink & phone)
& Separate cheques for additional
Hours worked/pay £293.12 – November

Invoice & Cheque No.

Invoice No: 2018/66
Cheque No's: 100444
&
100443

2. G Thomas – £1,090.00
Being £1,055 Reimbursement of payment
Final balance to The Limes and £35 bouquet
For Jo Hudson for organising the event.

Invoice No: N/A
Cheque No: 100445 - **CANCELLED**

Cheque Cancelled due to Jo Hudson refunding
£7.04 to Cllr.Thomas, following over 60's Final
Payments settlement been determined (See Minute 15.1)
Replaced by payment item 4

3. Information Commissioners £40.00
Data Protection Registration

Invoice No: 02da32520405
Cheque No: 100446

4. G Thomas – £ 1,082.96
(£1,090- £7.04)
Replacement of Cancelled item 2
Reimbursement of payment
Final balance to The Limes and £35 bouquet
for Jo Hudson for organising the event.

Invoice No: N/A
Cheque No: 100447

Payments received

1. Nil

Cheque & Bank Credit No.

Payment Ref:
Cheque No: N/A

December 2018 Appendix 1 invoices and payments approved as correct:-

Signed..... Date.....

Chairman

Minutes of Tidbury Green Parish Council Ordinary meeting held on Wednesday 12th December 2018

Signed Date.....