

TIDBURY GREEN PARISH COUNCIL

**Clerk: Mrs Charlotte Kirby
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To: – Councillors C.Farr (Chairman), A.Hussain, P.Bulcock, M.Reohorn and L.Waites of Tidbury Green Parish Council.

You are hereby summoned to attend the Parish Council's ordinary meeting to be held in Tidbury Green Village Hall on Wednesday 13th November 2019 at 7.30pm for the purposes of transacting the following business.



Charlotte L Kirby
Clerk to the Council

Dated this 8th November 2019

AGENDA

1. Record of members present

2. Apologies and reasons for Absence

3. Declarations of Interest and Dispensations

- To receive Declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable pecuniary interests
- To grant any requests for dispensation as appropriate.

4. Open Forum

- Parishioners of Tidbury Green are invited to address the Parish Council on any relevant matter for a maximum of three minutes.

5. To Approve the Minutes

- To approve the Minutes of the meeting held on 25th September 2019 (attached are unconfirmed).

6. To review and consider progress against actions as detailed on the Action Tracker (Previously Distributed) and if necessary consider any matters arising from minutes.

7. Training update and any resulting information that needs to be shared or changes required to processes and procedures.

- To receive an update from Cllr.A.Hussain and Cllr.L.Waites regarding the recent WALC training course that they attended.
- To consider any revisions required to the Parish Council's processes as a result of the training.

8. To consider the following planning matters

New Planning Applications

- PL/2019/01940/PPFL – Woodfield Farm, Norton Lane - **No Representation agreed, Via Delegated Authority.**
- PL/2019/02071/CLEUD – Hedgerows, Cleobury Lane - **No Response submitted, as received no views from Councillors.**

Planning Decisions by Solihull Borough Council

- Appeal APP/Q4625/W/19/3228723 against refusal of PL/2018/03267/PPFL– Former Glider Yard – Land Opposite 26 Houndsfield Lane – **No Response Submitted for Planning Application. Appeal Refused.**
- PL/2019/01950/MINFHO – 66 Fulford Hall Road - **No Response submitted, due to not receiving a majority response. Approved.**
- PL/2019/01958/TPO – 21 Lowbrook Lane - **Objection Submitted, Via Delegated Authority. Refused.**
- PL/2019/02096/TPO – 106A Norton Lane – **No Response submitted, due to receiving insufficient views – Approved.**
- PL/2019/01998/MINFHO – 400 Tilehouse Lane - **No Response submitted, due to receiving insufficient views - Approved**
- PL/2019/02102/MIODW – Bowyer Farm – Lady Lane **Objection Submitted, Via Delegated Authority - Refused.**
- PREM956/19 - Premises Licence Application - Leafield Athletic FC – **Objection Submitted - Approved** with some changes to operating hours proposed.

Ongoing matters

- PL/2019/01734/PPFL – Land Rear of 448 Norton Lane - **No Representation agreed, Via Delegated Authority.**
- PL/2019/01640/MINFHO – The Spinney House – Tanners Lane – **Objection Submitted, Via Delegated Authority.**
- PL/2019/01101/MINFHO – Fulford Hall, Fulford Hall Road - **No Representation agreed, Via Delegated Authority.**
- PL/2019/00039/PPFL – Tidbury Green Farm Pub & Restaurant, Fulford Hall Road – resubmission of withdrawn application PL/2018/00235/PPFL - **Objection Submitted, Via Delegated Authority – Considered at Planning Committee Meeting 4th September 2019. Deferral Decision Reached.**
- PL/2019/01901/MINFHO – Land Rear of Cleobury Barn, Cleobury Lane **Objection Submitted, Via Delegated Authority.**
- PL/2019/01663/PPFL – Land Rear of Cleobury Barn, Cleobury Lane - **No Representation Submitted, Via Delegated Authority.**

9. Discuss and agree the process for agreeing representation for Planning Applications

- Review the process for discussing and agreeing Parish Council representations for planning applications, including for those applications which need to be responded to in advance of the next ordinary Parish Council Meeting.
- Agree the process for agreeing representations for applications where there are insufficient numbers of Councillors at meetings to reach a majority.

10. Lowbrook Farm Development

- To receive and discuss any relevant updates.
- Discuss and agree any further action to be taken

11. Tidbury Heights Development

- To receive and discuss any further relevant updates, including those relating to concerns raised regarding a footbridge installation.
- Discuss and agree any further action to be taken

12. Solihull Local Plan Review

- To receive and discuss any relevant updates
- Discuss and agree any further action to be taken

13. Rainier Developments

- Discuss recently found online information from Rainier Development, which states that they are “promoting a “27-acre parcel of land at Tidbury Green to be released from the Green Belt and allocated for residential development through the Solihull Local Plan Review”.

14. Community Governance Review

- Receive an update on the Community Governance Review, to increase the number of Councillors.
- Discuss any issue regarding the Community Governance Review.

15. Financial Matters

- Invoices Received – to consider for payment those items listed in November 2019 Agenda Appendix 1
- Payments Received – None
- Income and Expenditure Budget Year to 30 September 2019.
- Review existing cheque signatories on bank mandate
- Consider procurement of the 2019 SLCC Clerk's Manual at £47.50

16. Distribution of Tasks Across the Parish Council

- Review the PC Tasks document circulated by the Clerk and discuss and agree works to be undertaken and allocate owners to tasks, to ensure that all Parish council responsibilities and tasks are covered now that the Parish Council has its full complement of 5 Councillors in place.

17. Over 60's Christmas Lunch 2019

- To receive an update regarding plans for the 2019 Over 60's Christmas Lunch.

18. Village Hall

- Update on replacement boiler
- Request for Rent, Lease or Ownership details from the Valuation Office Agency

19. Newsletters

- Identify areas where newsletter delivery people are required, including Regency Heights and discuss how these gaps can be best addressed.

20. Litter and Dog Bins

- Consider recent requests for litter and dog bins to be installed in Tidbury Green

21. Calendar of Actions

- Review and adopt Financial Regulations
- Carry out independent review of bank reconciliations
- Receive and discuss initial proposals from Councillors for objectives and expenditure on projects for the following financial year/ Consider first draft budget and Objectives Statement
- Arrange for first internal audit to be carried out
- Review use of deposit account.

22. Crimes in Tidbury Green

- Discuss and consider any recent crimes reported in the area.
- Consider options for reducing crime in the area.

23. Neighbourhood Watch / Street Watch

- To receive any relevant updates.
- Discuss and agree any further action to be taken.

24. Litter Picking in Tidbury Green

- To receive an update regarding the Local Litter Picking Initiative.
- Discuss and agree any further action to be taken

25. Update from Parish Clerk

- To receive updates on progress and any relevant issues

26. Correspondence

- As listed in November 2019 Agenda Appendix 1.

Date of the next meeting: TBC

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

TIDBURY GREEN PARISH COUNCIL

November 2019 Agenda Appendix 1

Invoices Received

Invoice & Cheque No.

- | | |
|---|--|
| 1. Clerk's costs (C Kirby) Sept/Oct/Nov 2019
£165.98 (Mileage, Pens, Ink & phone)
& Separate cheques for additional
Hours worked/pay £742.64 – September 2019
Hours worked/pay £450.92 – October 2019 | Invoice No: 2019/76
Cheque No: |
| 2. HMRC - £ 634.29 (£417.08 - Employee Tax & NI -
Deducted from Clerk's pay - £217.21 Employers NI
(Paid in advance of meeting as a result of due date) | Invoice No: Quarter 2
Cheque No: 100491 |
| 3. Zurich - £ 369.26 – Tidbury Green Parish Council
Insurance renewal
(Paid in advance of meeting as a result of due date) | Invoice No: 40460190
Cheque No: 100492 |
| 4. SLCC Membership £196.00
(£156.00 SLCC & £40.00 ALCC) | Invoice No: MEM226168
Cheque No:
Invoice No: MEM226169
& Cheque No: |
| 5. Solihull MBC - £2,162.28 – Charges
For By-Election – 2019 | Invoice No:
Cheque No: |
| 6. CPRE Annual Membership £36.00 | Invoice No: N/A
Cheque No: |
| 7. Mid-tech Services Limited £6,671.26
Supply & Install Replacement Boiler &
Install Radiator and investigate TMV/Tap –
Village Hall – Funded via CIL | Invoice No: 6040
Cheque No: |

Payments received

Cheque & Bank Credit No.

- | | |
|---------|--------------------------------|
| 1. None | Payment Ref:
Cheque No: N/A |
|---------|--------------------------------|

October 2019 Appendix 1 invoices and payments approved as correct:-

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

Chairman

November 2019 Agenda Appendix 1

Correspondence:

(Those of particular note are in bold)

September 2019

1. Rural Services Network – email 23/09 - The Rural Bulletin
2. **SMBC – email 17/09 - Planning Application Notification – PL/2019/01940/PPFL – Woodfield Farm, Norton Lane. (Circulated 18th September 2019).**
3. WALC – email 18/09 - Details of your Chairs.
4. SLCC – email 23/09 – agenda for next meeting on Tuesday 17th December 2019.
5. Rural Services Network – email 24/09 - The Rural Bulletin.
6. NALC – email 24/09 - NALC Annual Conference 2019.
7. HMRC – email 24/09 - Brexit Employer Bulletin – information and updates for all employers.
8. SAC – email 25/09 - Next meeting Wednesday 23rd October (Circulated 25th September 2019).
9. NALC – email 25/09 - NALC Newsletter.
10. SMBC – email 25/09 - SMBC Consultation ends 27th September (Circulated 25th September 2019).
11. SMBC – email 25/09 - Agenda for Planning Committee, Wednesday 2nd October 2019, 6.00 pm
12. SMBC – email 26/09 - Notification of New Zebra Crossing Facility - Balsall Street East, Balsall Common.
13. SMBC – email 26/09 - Notification of New Parallel Crossing Facility - School Lane, Solihull.
14. SMBC – email 26/09 - Notification of Temporary Traffic Restrictions - Chester Road, Castle Bromwich - 3 to 18 October 2019.
15. NALC – email 27/09 - Chief executive's bulletin.
16. **Bromsgrove & Redditch Council – email 30/09 - Bromsgrove District Plan Review Update & Call for Sites Consultation. (Circulated 30th September 2019).**
17. WALC – email 30/09 – Playing out Scheme.
18. CSW – email 30/09 -Broadband Update - September 2019 (Circulated 30th September 2019).
19. SMBC – email 30/09 - Birmingham commonwealth games 2022 transport strategy announcement. (Circulated 30th September 2019).
20. SLCC – email 30/09 - News Bulletin - 30th September 2019.

October 2019

21. Rural Services Network – email 01/10 - The Rural Bulletin.
22. WALC – email 01/10 - Clerks Toolkit - Understanding Core Roles in Parish Councils.

23. Scope – email 01/10 - Textile recycling banks in Tidbury Green.
24. SMBC – email 01/10 - Notification of New Experimental Traffic Regulation Order - Station Road, Dorridge - Waiting Restrictions.
25. Member of public – Telephone email 01/10 – Query about booking Village Hall.
26. **SMBC – email 01/10 - Planning Application Notification – PL/2019/02071/CLEUD – Hedgerows, Cleobury Lane. (Circulated 18th September 2019).**
27. Rural services Network – email 02/10 - RSN Rural Funding Digest - October 2019 Edition.
28. SMBC – email 02/10 - Notification of Temporary Footpath Restrictions - Footpath linking School Lane to Union Road, Solihull - 14 Oct to 1 Nov 2019.
29. SMBC – email 02/10 - Notification of Temporary Traffic Restrictions - School Lane, Solihull - 13th and 20th October 2019.
30. Member of public – email 03/10 – Query about booking Village Hall.
31. NALC – email 04/10 - Chief executive's bulletin.
32. Tidbury Green School – email 04/10 – Newsletter 05.
33. **The Pension Regulator – email 07/10 - Your legal duties: workplace pensions re-enrolment.**
34. Rural Services Network – email 08/10 - The Rural Bulletin.
35. SMBC – email 08/10 - EMERGENCY Road Closure – The Green, Solihull (jnc with Redlands Road) - Immediate until 5pm on 9th October 2019.
36. WALC – email 08/10 - WALC Conference and AGM 9th November.
37. WALC – email 08/10 – ATM machines in rural communities. (Circulated 10th October 2019).
38. Public Sector executive – email 08/10 – Newsletter.
39. SMBC – email 08/10 - Notification of Temporary Traffic Restrictions - Hodgetts Lane, Berkswell - 19th and 26th October and 2nd, 9th and 16th November 2019.
40. WALC – email 09/10 - WALC Members Newsletter October 2019.
41. WALC – email 10/10 - Note about your registration for Understanding Your Parish or Town Council (Part 1) (Circulated to Cllr.Hussain & Cllr.Waites 10th October 2019).
42. Dickens Heath Residents Association – email 10/10 - News Update 9th October 2019 (Circulated 10th October 2019).
43. SLCC – email 11/10 - News Bulletin - 11th October 2019.
44. NALC – email 11/10 - Chief executive's bulletin.
45. Member of public – Telephone email 11/10 – Query about booking Village Hall.
46. SLCC – email 11/10 - Next meeting.
47. CPRE – email 12/10 – Newsletter (Circulated 12th October 2019).
48. Tidbury Green School – email 11/10 – Newsletter 06.
49. Rural Services Network – email 15/10 - The Rural Bulletin.
50. Velo Birmingham & Midlands 2020 – Email 16/10 - Event Notification. (Circulated 16th October 2019).
51. WALC – email 15/10 - WALC AGM / Conference.

52. SMBC – email 16/10 - UPDATED: Notification of Temporary Traffic Restrictions - One-Way Traffic - Service Rd r/o 240 to 278 Stratford Road, Shirley.
53. **SMBC – email 16/10 - Permanent Traffic Regulation Order - Notice of Implementation - Fulford Hall Road, Tidbury Green (Circulated 16th October 2019).**
54. HMRC – email 16/10 - Employer Bulletin.
55. WALC – email 16/10 - Reminder for event Understanding Your Parish or Town Council (Part 1).
56. Cheswick Green Parish Council – 21/10 - Council's policy regarding absences from work
57. SMBC – email 18/10 - Notification of Temporary Traffic Restrictions - Meriden Drive, Kingshurst - 30th October to 1st November 2019.
58. SMBC – email -18/10 - Notification of Temporary Traffic Restrictions - Eastcote Lane, Hampton in Arden (Service Road) - 4th to 8th November 2019
59. Tidbury Green School – email 18/10 – Newsletter 07.
60. **NALC – email 18/10 - Chief executive's bulletin, including New website accessibility Requirements**
61. WALC – email 19/10 - WALC Event Feedback Request - please complete (Circulated to A.Hussain & L Waites 20th October 2019).
62. WALC – email 21/10 - Certificate for delegate attending WALC Event complete (Circulated to A.Hussain & L Waites 20th October 2019).
63. **SLCC – email 21/10 - Your SLCC Membership Renewal Notice.**
64. Rural Services Network – email 22/10 - The Rural Bulletin.
65. **SMBC – email 22/10 - Notification of Temporary Traffic Restrictions - School Road, Hockley Heath and Dickens Heath Road, Dickens Heath - 28th October to 1st November 2019. (Circulated 23rd October 2019).**
66. SMBC – email 22/10 - Notification of Temporary Traffic Restrictions - A45 Coventry Road, Solihull - 29th October 2019.
67. SMBC – email 22/10 - Notification of Temporary Traffic Restrictions - Poplar Road, Solihull - 28th and 29th October 2019.
68. SMBC – email 22/10 - Permanent Traffic Regulation Order - Notice of Implementation - Croft Down Road, Elmdon.
69. SMBC – email 23/10 - Notification of Temporary Traffic Restrictions - Burtons Way, Smith's Wood - 3rd and 10th November 2019.
70. Member of public – Telephone email 23/10 – Query about booking Village Hall.
71. **SMBC – email 23/10 – Breakdown of costs for 2019 By-Election (Circulated 23rd October 2019).**
72. SMBC – email 23/10 - Notification of Temporary Traffic Restrictions - Monkspath Hall Road, Solihull - 9th November 2019.
73. SMBC – email 23/10 - Notification of Temporary Traffic Restrictions - Sunnyside Lane, Balsall Common - 11th to 14th November 2019.
74. HMRC – email 23/10 - new messages from HMRC.

75. SMBC – email 24/10 - Agenda for Planning Committee, Wednesday 30th October 2019, 6.00 pm. (Circulated 23rd October 2019).
76. SMBC – email 24/10 - Alert - Unauthorised Encampment - Northbrook Surgery, Shirley. (Circulated 23rd October 2019).
77. SLCC – email 25/10 - News Bulletin - 25th October 2019.
78. Public Sector executive – email 25/10 – Newsletter.
79. SMBC – email 25/10 - Notification of Temporary Traffic Restrictions - Hampton Lane, Solihull - 4th to 8th November 2019.
80. NALC – email 25/10 - Chief executive's bulletin.
81. SMBC – email 25/10 - Notification of Temporary Traffic Restrictions - Balsall Street East, Balsall Common - 6th November 2019.
82. **Dickens Heath Residents Association – email 25/10 - A4 & A5 New Bus Timetables 27th October.**
83. SAC – email 26/10 - Parish Charter Event 2020 SMBC – Change of date – 26th February 2020.
84. Member of public – Telephone email 26/10 – Query about booking Village Hall.
85. Rural Services Network – email 29/10 - The Rural Bulletin.
86. SMBC – email 29/10 - Notification of Temporary Traffic Restrictions - Remembrance Sunday - 10th November 2019.
87. **Solihull Ratepayers – email 29/10 - Dickens Heath News - New Housing Flood Plans at Birchy Leasowes Lane. (Circulated 23rd October 2019).**
88. WALC – email 30/10 – Annual Conference.
89. **SMBC – email 30/10 - CIL parish payments October 2019.**
90. Parishioner – email 31/10 – Pavement on Tilehouse Lane.

November 2019

91. SLCC – email 01/11 - News Bulletin - General Election Special (Circulated 6th November 2019).
92. NALC – email 01/11 - Chief executive's bulletin.
93. Member of public – Telephone email 01/11 – Query about booking Village Hall.
94. Parishioner – email 03/10 – Query about booking Village Hall.
95. WALC – email – 04/11 - Volunteers using power tools for Parish Council Work.
96. WALC – email 04/11 - WALC Members Newsletter November 2019
97. Rural Services Network – email 05/11 - The Rural Bulletin.
98. WALC – email 05/11 - New information from NALC Legal Team regarding purdah. (Circulated 6th November 2019).
99. NALC – email 05/11 - NALC NEWSLETTER
100. SMBC – email 06/11 - EMERGENCY Road Closure – Damson Parkway, Solihull - Immediate until Midnight tonight.
101. Rural Services Network – email 06/11 - RSN Rural Funding Digest - November 2019 Edition.

102. **SMBC – email 06/11 - Notification of Temporary Traffic Restrictions - Norton Lane, Earlswood - 18th and 22nd November 2019. (Circulated 7th November 2019).**
103. **CSW – email 07/11 - Completed fibre broadband upgrades in your parish (Circulated 7th November 2019).**
104. SMBC – email 07/11 - Notification of New Parallel Crossing Facility - Hurst Lane North.

Action Tracker

Month	Minute No.	Action	Owner	Complete Date	Progress
Sep-18	14.1	Arrange a meeting with SMBC to discuss SMBC/PC Partnership working matters. Clerk and Chair to attend.	CK		Have been attempting to arrange a meeting dates, but struggled to find a date when everyone who needs to attend is available. Last suggested dates are first week of April 2019. Awaiting confirmation of availability from SMBC. Meeting to be arranged once new Council in place.
Oct-18	17.1	Draft an email to be sent to SMBC, requesting that TPO's are added to all the trees on avenues bordering pavements throughout the Tidbury Triangle. Circulate to Councillors for comments.	CF		Email drafted, agreed and submitted. 15/10 SMBC responded, stating that given that the Council already has control over its own tree stock that there would be nothing to be gained from imposing TPOs, but there would be some serious disadvantages as the existence of a TPO would hamper the proper management and maintenance of the trees in question. It may therefore be more fruitful for you speak to the relevant Tree Officer for your part of the Borough (Charles Venables) about any concerns you may have regarding recent or future works to highway trees. It was agreed that Cllr Farr will arrange a meeting / walk around the area to discuss the trees which are of concern. Regarding any trees on private land, any request for a new TPO should relate to a specific tree or group of trees, should clearly identify their location, and should also explain the particular perceived risk or threat which has prompted the request – this is crucial to the principal test of expediency – TPOs should not be made solely on a precautionary basis except in exceptional circumstances. With all of the aforementioned information, the Council can then register any such request, and arrange for the relevant Tree Officer to carry out a structured professional assessment of the tree(s) to help determine whether a TPO would be justified and necessary, having regard to all the established criteria.
Nov-18	19.1	Once SMBC has produced and issued their full Flooding report to Council, which is expected take place in spring 2019, request a copy.	CK		Interim Report produced and circulated 24/01/2019. Update of ongoing works provided by SMBC 04/07/2019

Dec-18	6.3	Add the issue relating to difficulties experienced this year in relation to putting the lights on the trees and potential solutions for Christmas 2019 to the June 2019 agenda for consideration.	CK	26/07/2019	Added to July 2019 Agenda. Cllr MR to liaise with P Seddon.
May	24.2	Produce recommended policies suggested by Internal Auditor, E.G Health & safety Policy, Lone Working Policy and Working From Home Policy etc. during the next 4 months.	CK		
May	29.1	Respond to letter received from Tidbury Green School, regarding Village Hall matters raised.	CK	26/09/2019	Letter sent 23/05/2019 Action superseded by Action Sept - 1 (Minute 9.3)
Jul	6.6	Contact Solihull MBC Monitoring Officer, to discuss the possibility and process of having its number of Councillors increased.	CK		Initial email sent 19/06 - Chased 04/07 D Merry responded 04/07 - Advising that the way the number of Councillors can be changed is through a Community Governance Review, which the Parish Council would need to ask SMBC to do. You would need to set out the reasons why the change is being sought and a decision as to whether or not to carry out a review would be made by this Council's Governance Committee. D Merry advised that she is still researching when any order making the change can be brought into effect. The normal process is to bring it into effect from the next ordinary Parish Council elections. Also D Merry is researching whether there would need to be a whole council election or just to fill the additional vacancies. SMBC have responded. Cllrs have considered all the info provided by SMBC and decided to request a community Governance Review, for 1 additional Councillor. Request submitted to SMBC 11/09/2019. 25/09 SMBC confirmed that they will undertake a Community Governance Review.

Jul	13.2	Cllr.C.Farr to share details and photographs of the current drainage issue on Lowbrook Lane, which is associated with the Millers work on Regency Fields new estate. When Pastures Drive was built an old existing gutter drain was removed from the entrance to the old farm drive. This creates issues where water from Lowbrook Lane flows across the entrance to Pastures Drive, past where the old drain was and then on down Lowbrook Lane. This has caused damage to the old road gutters and results in deep water flowing across Pastures Drive entrance and consequently getting deeper the further it flows down Lowbrook Lane. It is therefore believed that this is a direct result of the old drain being removed and therefore a new drain should be added to minimise damage further down Lowbrook Lane and minimise the flow across Pastures Drive. Clerk to raise the issue with SMBC.	CF CK	19/09/2019	<p>Photograph and details sent to Clerk, by Cllr.C.Farr. Email submitted to SMBC - 26/06.</p> <p>Response from Ed Bradford 26/06 - "Leave this with us. We will get someone to check what was originally proposed and if necessary we will add any extra drainage in"</p> <p>SMBC have advised that they have agreed with the developer to install an extra two gullies on the upstream side of the development site access to reduce the runoff water on Lowbrook Lane during heavy rainfall period. They have also agreed to meet Chris Farr on site to provide more details on the proposed drainage works.</p> <p>11/09 - Chris Farr to arrange site meeting with SMBC</p> <p>Chris Farr met with SMBC and it was confirmed that the developer will install two carriageway gullies on the upstream side of the development site access bellmouth to collect surface water on Lowbrook Lane during heavy rainfall period.</p>
Jul	24.1	To complete modernisation review of Clerks Contract by the end of March 2020.	All		
Jul	24.1	Circulate current contract, WALC model contract and any other relevant documents to Councillors, to assist with the update.	CK		
Jul	10.2	Liaise with Jean Walters to ensure that the Parish Council is kept up to date about relevant meetings and any issues, relating to the reference to "remove Tidbury Green from the washed over greenbelt", which was included in the recent SMBC supplementary consultation for the emerging Local Plan.	MR		Mark has begun discussions with Jean Walters.
Jul	15.2	Confirm how the new Village Hall replacement boiler will be funded, i.e. either from VH surplus funds or CIL.	LW	25/09/2019	Cllr Waites has pursued this matter during July/ August 2019. It appears that the boiler will be funded by CIL funds. To be discussed further at the September 2019 meeting. It was agreed at the Sept 2019 meeting that the new boiler should be funded by CIL, providing defined criteria met.

Jul	16.1	Investigate if any insurance cover is required for the Tidbury Green Gate Signage, which was recently installed on the verge of Lowbrook/Norton Lane.	CK	16/10/2019	Clerk advised that she has contacted DHPC to ask if their gate signage has been added to their insurance. DHPC confirmed that theirs has been added to insurance. Councillors agreed that TGPC should add our when we renew our insurance Added to insurance / policy updated and cheque for insurance sent.
Jul	17.1	Produce a list of all tasks that the Parish Council need to complete and identify any gaps where task owners need to be allocated.	CK		Draft produced for discussion at Oct 2019 meeting.
Jul	20.1	Contact Solihull MBC and ask:- What the cost of CCTV installation for 6 sites would be. What the Parish Council would need to do to progress this What regulations would the Parish Council need to comply with.	CF MR	26/09/2019	Email sent to SMBC 18/08 SMBC responded on 27/08 stating that "Although I don't have the answers myself, I think I know of someone who does. Barston Parish Council have installed a similar scheme and my colleagues have given me the contact details for the Parish Chair, Jeremy Emmett, who devised and delivered it" It was agreed at the Sept 2019 meeting that Cllr Farr and Reohorn should pursue this matter. Superseded by Action Sept - 2 (Minute 9.5)
Jul	24.1	Clerk to rearrange the September 2019 PC Meeting, potentially for the 26th September 2019, based on village hall & councillors availability.	CK	26/09/2019	Based on discussions it appears that the 26th September 2019 is the most likely date for the meeting. However given that 2 of the existing Councillors are not available to attend it was agreed that further plans will be deferred until we know who has been elected and checked their availability.
Jul	25.1	Cllr.M.Reohorn and Cllr.C.Farr to meet with Solihull MBC on the 15th August 2019 to ascertain why the PC's request for extension of the 20mph speed limit at Regency Heights to Lowbrook Lane is not possible, along with any other issues. Cllrs Reohorn and Farr to provide feedback at the September 2019 meeting.	CF MR		Update to be provided at October 2019 meeting.
Jul	25.2	Following a report of overgrown verges on Dickens Heath Road, by a Parishioner, and the Clerk later been informed that Solihull MBC had visited the location and cut back the verges, Councillors to check verge along Dickens Heath Road and report any issues to the Clerk.	All	26/09/2019	Cllrs advised that the verges looked okay and agreed that this action could be closed.

Actions From September 2019 Meeting

1	9.3	Meet with McHale, the Head Teacher of Tidbury Green School, to discuss the ongoing issues with restricted access to parking, accessibility etc. to the Village Hall by hirers. Also discuss issues raised including security, access etc. in the letter sent by the school to the Parish Council, regarding the Village Hall,	LW		
2	9.5	In relation to considering installation of CCTV in Tidbury Green:- Contact Barston PC to obtain some further information about CCTV, including: - How much would it cost to have CCTV installed. Would there be any ongoing costs associated with the CCTV. What regulations would the Parish Council need to comply with in order to install and manage such a system Is there any other information that would be relevant for the Parish Councils consideration. How would the Parish Council go about undertaking such a project, i.e. what is the process of initiating and delivering such a project.	CF MR		
3	10.18	Contact SMBC and copy the email to Borough Cllr. R.Holt, who chaired the Planning Committee, requesting that they provide the Parish Council with evidence of the significant community support for the Brunning & Price, Tidbury Green Farm pub proposal, which SMBC and the Committee reported at the Sept 2019 Planning Committee Meeting.	CK		Email sent on 10/10 Chased 24/10 Response received 24/10 - To be discussed at next PC meeting.
4	15.5	Investigate how the PC goes about updating the bank authorised signatory mandate.	CK		
5	17.2	Contact Solihull MBC confirm that the relevant criteria is demonstrated to use the CIL funding for Village Hall Boiler replacement.	CK	30/09/2019	30/09 SMBC confirmed that criteria met. Reported to Cllr's. L Waites confirmed that she would advise Derek VH Manager and let him know that they can proceed with instructing the supplier to undertake the works.

6	17.2 & 17.3	Let the Village Hall Committee know that CIL funds will be used to procure the new Village Hall boiler, but explain that this is one off funding from the Parish Council / CIL funding and that the Village Hall Committee are responsible for all ongoing maintenance costs and any future expenditure related to the maintenance and upgrade of the Village Hall.	LW	24/10/2019	
7	18.3	Have a discussion with Graham Thomas to see if he would be willing to work with the Parish Council to offer his expertise and experience.	CF		
8	19.2	Advise Chris Mills that the Parish Council will pay £50.00 for raffle prizes at the 2019 Over 60's Christmas lunch	CK	26/09/2019	Complete
9	20.1	Contact SMBC and ask who supplies and empties litter and dog waste bins.	CK		Email sent on 14/10
10	21.2	Review and update Tidbury Green Parish Council's Financial Regulations.	CK		Reviewed and updated and ready for review.
11	25.1	Rearrange the October 2019 PC Meeting, potentially for the 30th October 2019, based on village hall & councillors availability.	CK	01/10/2019	Agreed for 13th November, room booked and website updated.
12	26.1 & 26.3	Provided feedback from meeting with SMBC regarding the PCs request to have if the 20mph Regency Height speed limit could be extended to Lowbrook Lane. Also to confirm that the Parishioner who raised the same question has been updated.	CF MR		

	Complete
	Action Complete, however awaiting action by others.
	Needs Action
	Needs urgent Action

Planning Applications Registered with Solihull MBC in the Tidbury Green area													
		Last update: 16/10/2019											
Applicati on. No.	Applica tion Type	Date	Con sultation ends	Decision Date	Decision	Applicant	Plannin g Officer	Proposal	Location	Notes from viewing the plans	PC	Status	
PL/2019/0 2071/CLE UD	CLEUD	03/10/ 2019	22/10/2019	N/K		Mr & Mrs T Flannery	Jasmin e Preston -Wood	Certificate of Lawful development for the existing construction of 2 No. dwellings in accordance with Planning approval PL/2015/00060/FULL	Hedgerows Cleobury Lane	Planning Application PL/2015/00060/FULL, to which this CLEUD relates was for demolition of existing commercial buildings & the erection of 2 no.bungalows, garages & ancillary works. This was approved in January 2015.	No Response submitted Due to No PC Views		
PL/2019/0 1940/PPF L	Change of Use	18/09/ 2019	08/10/2019	12/11/2019		Mr Peter Mitchell	Rebecca Hadley	Change of use from existing office use to a mixed B1 and D1 use	Woodfield Farm, Norton Lane	No material changes to structure of building. Space currently used as offices to be used to accommodate a practising sports therapist.	No Representa tion		
PL/2019/0 2102/MIO DW	Minor Outline Dwellings	11/09/ 2019	02/10/2019	07/10/2019		Mr Peter & Mrs Bridget Bulcock	Benn Watkins on	Outline application with all matters reserved to erect 2 No. 3 bedroom detached 1.5 houses with garage (Resubmission of refused planning application PL/2019/01167/MIODW)	Bowyer Farm - Lady Lane	Green Belt. Never notified of original P/A PL/2019/01167/MIODW - Raised this with Planning Officer.	Objection	Refused	

PL/2019/0 1998/MIN FHO	Minor Full Householder	09/09/ 2019	26/09/2019	24/10/2019	Mrs Kathryn Poppitt	Nikki Openshaw	Front elevation dormer window	400 Tilehouse Lane	Adding dormer window to front elevated roof. Bungalow property	No Response submitted Due to No PC Views	Approved
PL/2019/0 2096/TPO	TPO	31/08/ 2019	18/09/2019	11/10/2019	Mr Andrew Douglas	Lou Randall	Fell 1 No. declining 4.5m x 2m juniper tree(T1): reduce height by 5m or less due to excessive shading and reduce the effects of wind rocking of 10 No. 17, x 10m x 5m Lawson cypress trees (G1)	106A Norton Lane	As per proposal description.	No Response submitted Due to No PC Views	Approved
PL/2019/0 1958/TPO	TPO	14/08/ 2019	03/09/2019	20/09/2019	Mandjela	Nikki Openshaw	Reduce lateral limbs growing towards house and over parking space by 1-2m and reduce weight on heavy section over lawn area by 2- 3 m to reduce risk of failure on 1 No. oak tree (T1)	21 lowbrook Lane	As per proposal description.	Objection	Refused
PL/2019/0 1901/MIN GHO	Minor Full Householder	31/07/ 2019	20/08/2019	16/09/2019	Mr T Geraghty	Jasmine Preston -Wood	Erect new 3 car garage with granny annex and rear dormer.	Land Rear Of Cleobury Barn Cleobury Lane	Green Belt Land. 3 car Garage previously approved under PL/ 2018/00492/MINFHO & Relocation of garages approved under PL/2018/03258/MINFHO. This application adds a granny annex and rear dormer, with the same footprint as the former building.	Objection	

PL/2019/01663/PPFL	Planning Portal - Full Application	29/07/2019	16/08/2019	09/09/2019	Mr T Geraghty	Jasmine Preston-Wood	Changes to dwelling design to include a single story rear projection and rear dormer (Following planning approval PL/2016/02651/PPOL).	Land Rear Of Cleobury Barn Cleobury Lane	Green Belt Land. Old Grade 2 Listed Barn. 2010 CLEUD Approved as workshop. Plan to remove building and replace with a single storey dwelling of similar footprint. PL/2016/02651/PPOL approved for Outline application for replacement of existing workshop with 1 No. single storey dwelling with appearance, means of access and scale. PC submitted No Representation to PA PL/2016/02651/PPOL	No Representation	
PL/2019/01950/MIN FHO	Minor Full Householder	29/07/2019	16/08/2019	19/09/2019	Mr Ray Booker	Ruth Witherspoon	Ground floor extension to form orangery	66 Fulford Hall Road	Appears relatively small extension to create a garden room to the rear. Appears to be in line with other homes building line.	No Response Submitted, Due to no Majority.	Approved
PL/2019/01734/PPFL	Planning Portal - Full Application	08/07/2019	29/07/2019	21/08/2019	Mr Nigel Jones	Lucy Hodgetts	Use of detached recreational building as a single 2 bedroom dwelling with private amenity space at land rear and side of 448 Norton Lane.	Land Rear of 448 Norton Lane	Green Belt. Propose using Single storey with pitched roof which is currently laid out as a recreational facility for the owner, comprising a study, gym, bar and games area etc. to create a 2 bedroomed dwelling. Previous applications - 4 bedroomed refused on basis of green belt.	No Representation	

PL/2019/01640/MIN FHO	Minor Full Householder	03/07/2019	22/07/2019	26/08/2019	Mr Martin Depper	Jessica Mantle	Detached Garage with games room over	The Spinney House, Tanners Green Lane	Large garage for 3 cars. High elevation. Number of roof lights included. Greenbelt & the plan in the application does not seem to include all buildings within the curtilage of the site therefore giving a false impression of the application.	Objection	
PL/2019/01471/MIN FHO	Minor Full Householder	11/06/2019	19/06/2019	24/07/2019	Mr Jon Walton	Jessica Mantle	Loft extension to existing bungalow, to incorporate two double bedrooms with en suites and two dormer windows to front and rear roof, with slight increase in ridge height.	103 Wood lane	Appears almost the same as PL/2019/00554/MINFHO, which the PC submitted No representation. However changed from loft conversion to extension, due to slight increase in ridge height.	No Representation	Approved
PL/2019/01112/MIN FHO	Minor Full Householder	23/05/2019	12/06/2019	25/06/2019	Mr Jitesh Chauhan	Alan Lynch	Retrospective planning application to retain gated access (Resubmission of PL/2018/0345/MINFHO).	97 Lowbrook Lane	Resubmission of PL/2018/0345/MINFHO which was refused. PC did not object but suggested that gates be painted in a colour more in keeping with the area. States that he has canvassed neighbours and provides photograph of other gated properties, in the local vicinity.	No Representation	Refused
PL/2019/01338/MIN FHO	Minor Full Householder	23/05/2019	10/06/2019	09/07/2019	Mr Dave Portas	Ruth Witherspoon	Rear extension and internal remodelling	420 Tilehouse Lane	Does not appear to be a change a significant increase in size. Appears rearranging layout.	No Representation	Approved

PL/2019/01101/MIN FHO	Planning Portal - Full Application	29/04/2019	15/05/2019	13/06/2019	Mr & Mrs Anfilogoff	Hazel Bailey	Single storey extension and internal alterations	Fulford Hall, Fulford Hall Road	Looking to extend the kitchen with an orangery styled extension. The building is listed. Total increase floor area with this extension = 31.3%	No Representation	
PL/2019/00830/MIN FHO	Planning Portal - Full Application	03/04/2019	22/04/2019	19/05/2019	Mr & Mrs Richard Fox	Jasmine Preston-Wood	2 No. five bed roomed houses within former Glider Yard (Revised scheme to that previously approved under PL/2018/01292/PPFL)	Buildings and Land Opposite 26 Houndsfield Lane	2 Large houses. Subject to a number of applications over the years. CLEUD agreed in 2016 to recognise existing buildings. Applicant claims land is previously developed land. SMBC approved in 2018 for 2 4 bed roomed bungalows.	No Representation	Refused
PL/2019/00554/MIN FHO	Planning Portal - Full Application	28/03/2019	17/04/2019	21/05/2019	Mr Jon Walton	Jessica Mantle	Loft conversion to existing bungalow, to incorporate two double bedrooms with en suites and two dormer windows to front and rear roof.	103 Wood lane	Nothing additional to note.	No Representation	Withdrawn
PL/2019/00228/PPFL	Planning Portal - Full Application	07/02/2019	27/02/2019	25/03/2019	Mr & Mrs Bainbridge	Alan Lynch	Erection of three proposed structurally insulated panels (SIP) garages	The Lake Houses, Lake Drive	Former Driving Range TG Golf Course	No Representation	Approved
PL/2019/00039/PPFL	Change of use	18/01/2019	06/02/2018	12/03/2019	Brunning & Price ? Mrs Pamela Cox, Ms Julie Marshall Miss Wendy Greenfield & Miss Emily Vyse.	Rebecca Hadley	Change of use of existing farmhouse, associated buildings and land from residential use. (Use Class C3) to a pub / restaurant (Use Class A3/A4) with ancillary, manager's accommodation, and construction of extensions	Tidbury Green Farm Pub & restaurant	Under review - 40+ Documents, a number of which are large. (Resubmission of withdrawn application PL/2018/00235/PPFL), which TGPC objected to.	Objection Submitted	

and associated works, including: formation of access and car parking; partial infilling of the pond; and hard and soft landscaping. (Resubmission of withdrawn application PL/2018/00235/PPFL)

Erection of 1, 1.5 storey 4 bedroom dwelling in the rear garden of the property. To have detached garage, access from adjacent development approved under application references PL/2016/02834/PPOL & PL/2017/00556/PPRM.

Retrospective application for railings and gates to the front of the property.

Extension and alterations to existing outbuildings.

PL/2017/01568/PPFL	Planning Portal - Full Application	09/01/2019	29/01/2019	02/11/2017	Miss Lizzi Wilson	Claire Bishop	27 Lowbrook Lane	Previously submitted, PC Objected - Approved Application resubmitted under P/A PL/2018/01717/PPFL - PC Objected - undecided by SMBC. Proposed site is in greenbelt. Large house, taking up large proportion of garden Access proposed via adjacent development 25 Lowbrook Lane.	Objection Submitted	Refused
PL/2018/03485/MIN FHO	Minor Full Householder	09/01/2019	30/01/2019	06/03/2019	Mr J Chauhan	Alan Lynch	97 Lowbrook Lane	Gates and fence have been installed for several months. White gates, fairly high and close to the highway. Applicant claims added for security, due to recent burglary's in the area. Claims did not realise that planning permission was required.	No Representation, providing conditions re colour imposed.	Refused
PL/2018/03502/MIN FHO	Minor Full Householder	02/01/2019	23/01/2019	15/02/2019	Martin Recci	Jasmine Preston-Wood	The Grove House, Tanners Green Lane	Appears that the applicant wishes to turn an outbuilding currently used as a garage and gym into a 2 bedroomed dwelling.	No response submitted	Approved

PL/2018/03344/MIN FHO	Minor Full Householder	03/12/2018	21/12/2018	23/01/2018	Mr John Cannon	Jasmine Preston-Wood	Erection of a new boundary wall to the front elevation including pedestrian and vehicular access gates and decorative fencing panels in wrought iron.	44 Houndsfield Lane	Brick and Wrought iron Decorative Fencing Panels.	No Representation	Approved
PL/2018/03258/MIN FHO	Minor Full Householder	29/11/2018	17/12/2018	15/01/2019	Mr T Geraghty	Bali Kaur	Relocation of 3 bay garage and garden store (As granted under PL/2018/00492/MINFHO).	Land Rear of Cleobury Barn - Cleobury Lane	Previously approved. However applicant wanting to relocate the outbuildings associated with a new dwelling which has also been approved.	No Representation	Approved
PL/2018/03267/PPFL	Minor Full Dwellings	28/11/2018	17/12/2018	21/01/2018	Mr & Mrs Richard Fox	Laura Taylor	Demolition of former Glider repair and maintenance workshop and stores and erection of erection of 3 No. four bedroomed dwellings.	Former Glider Yard Land opposite 26 Houndsfield Lane	Appears that 2 houses were approved to be built as per PA PL/2018/03267/PPFL. Applicant now seeking to build 3 homes .	No Response Submitted	Refused Appeal APP/Q4625/ W/19/322872 3 Refused
PL/2018/03238/MIN FHO	Minor Full Householder	25/11/2018	14/12/2018	14/01/2018	Mr Rob Daffurn	Nikki Openshaw	Ground Floor and first floor front extension, render existing brickwork.	156 Tilehouse Lane	Appears the proposal is to extend out to front of property almost in line with existing garage.	No Representation	Approved

PL/2018/03149/MIN FHO	Minor Full Householder	24/11/2018	11/12/2018	04/01/2019	Mr C Joel	Jasmine Preston-Wood	Single Storey Extension to the Rear.	8 Lowbrook Lane	Relatively small extension to facilitate a family room.	No Representation	Approved
PL/2018/03030/PPFL	Planning Portal - Full Application	02/11/2018	22/11/2018	24/12/2018	Mr Paul Lake	Laura Taylor	Replacement of existing caravan used as a self-contained dwelling unit with a single storey dwelling and subdivision of plot	Holly Cottage, Braggs Farm Lane	Caravan for which a CLEUD exists to be replaced with one storey 2 roomed dwelling. Same footprint. Green Belt.	No Response Submitted, Due to no Majority.	Withdrawn
PL/2018/02514/PPFL	Planning Portal - Full Application	01/11/2018	21/11/2018	26/12/2018	Mr David Reynolds	Benn Watkins	Erect dwelling on the footprint of the existing garage, plus porch.	167 Wood Lane	1 new 3 bedroomed property, using footprint of existing garage. Greenbelt. In October 2017 an application was submitted for this site to Erect 3 No. new 4 bedroom dwellings with associated parking and garages	No Representation	Refused
PL/2018/02991/PPFL	Planning Portal - Full Application	31/10/2018	20/11/2018	19/12/2018	Mr B Hutton	Benn Watkins	Demolition of substandard existing social room, substandard toilet blocks and outbuildings. Construction of new shower, toilet block and reception facility either side of existing dwelling	Lady Lane Marina	Appears to be removing substandard social club and adding facilities for Canal Users - Toilets and showers. Reduced Footprint.	Objection Submitted	Approved

The Parish Council of Tidbury Green

Income and Expenditure Budget – Year to 31 March 2020

Actual at 30/09/19 £		Budget £	Comment
Income:			
19,000	Precept and support grant	19,000	
3,699	Community Infrastructure Levy	-	
-----		-----	
22,699		19,000	
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Expenditure:			
(7,735)	Clerks' pay and expenses	11,500	
(1,255)	Printing, postage, telephone and stationery	1,800	
(357)	Consultancy	1,500	
-	Additional noticeboard	1,000	
(1,080)	Boundary gates and signage	-	Earmarked reserve £1,000
(927)	Office Equipement (Assets) **	-	-
-	Over 60's Xmas lunch	850	
(374)	WALC and other subscriptions	500	
-	Insurance	370	
(275)	Election Costs May 2019	-	
-	Sponsorship of entertainment	300	
(175)	Training	200	
(386)	Audit	400	
-	Christmas Tree/lights	200	
-	Donations	100	
(55)	Bank charges	100	
(648)	VAT	-	Recovered or recoverable
-	Other	-	
-----		-----	
(13,267)		18,820	
-----		-----	
-	Contingency	180	
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-----		19,000	
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9,432			
30,707	Cash at 31 March 2019		

40,139	Cash at 30 Sep 2019*		
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*This balance includes CIL money totaling £13,498, which can be spent solely on infrastructure. The amount available for general purpose expenditure is therefore £26,641.

** Office Shredder £158 – Laptop & Software Etc. - £769