

# TIDBURY GREEN PARISH COUNCIL

**Clerk: Mrs Charlotte Kirby  
Tidbury Green PC  
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B13 3PR**

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To: – Councillors C.Farr (Chairman), A.Hussain, 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 via video conference (Zoom) on Wednesday 24<sup>th</sup> February 2021 at 6.45pm for the purposes of transacting the following business.

**Zoom Joining Instructions have been sent to Parish Councillors. Should the press or public wish to join the meeting, please email the Clerk - [tidburygreenpc@googlemail.com](mailto:tidburygreenpc@googlemail.com). The Clerk will then send you an invite with the relevant joining instructions, ID and password.**

Charlotte L Kirby  
Clerk to the Council

Dated this 18th February 2021

## 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. *Should you wish to join the meeting, please email the Clerk - [tidburygreenpc@googlemail.com](mailto:tidburygreenpc@googlemail.com). The Clerk will then send you an invite with the relevant joining instructions, ID and password.*

### 5. To Approve the Minutes

- To approve the Minutes of the meeting held on 20th January 2020 (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. Litter & Dog Waste Bins – Needed in Tidbury Green – Borough Cllr James Butler to attend)**

- To discuss this ongoing issue of being unable to secure any litter or dog waste bins in Tidbury Green, despite ongoing requests made to SMBC.
- Discuss how we can secure the required bins as soon as possible.

**8. Appointment of Additional Councillor via Co-Option process (Closed agenda item - Press and public are asked to leave the meeting when this agenda item is discussed)**

- **19:15 – 19:30** – First applicant to join the meeting to have an informal discussion to provide details of their backgrounds and reasons why they would like to join the Parish Council.
- **19:30 – 19:45** – Second applicant to join the meeting to have an informal discussion to provide details of their backgrounds and reasons why they would like to join the Parish Council.
- Councillors to discuss their view on the information provided by the 2 candidates and agree on a preferred candidate.
- Discuss and agree further actions required.

**9. 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.

**10. To consider the following planning matters**

**New Planning Applications**

- PL/2020/02751/MINFHO – 66 Shutt Lane **No Response Submitted**
- PL/2020/02750/MINGHO – Engine House Cottage – Valley Road **No Response Submitted**

**Planning Decisions by Solihull Borough Council**

- PL/2020/02694/MINFHO – 101 Wood Lane – **No Response Submitted - Approved**
- PL/2020/02368/MINFHO – 142 Norton Lane – **No Response Submitted – Approved**
- PL/2020/02528/MINFHO – 90 Norton Lane. **No Representation, submitted via delegated authority - Approved**
- PL/2020/02623/MINFHO – 5 Houndsfield Lane. **No Representation, submitted via delegated authority - Approved**
- PL/2020/01473/PPFL – Holly Cottage, Braggs Farm Lane. **-No Response submitted – Approved.**

**Ongoing matters**

- PL/2020/03076/TPO – 136A Norton Lane – **No Representation submitted, via delegated authority**
- PL/2020/02520/PPFL – 66 Shutt Lane – **No Response Submitted**
- PL/2020/02149/TPO – 25 Lowbrook Lane - **No Representation, provided that the tree works are carried out in a way that causes no long term damage. Submitted via delegated authority.**
- **Fulford Hall Road (Prohibition of Left Turn) 2020 – No Response Submitted**
- PL/2020/02344/TPO – Lowbrook Farm, Lowbrook Lane. **No Representation, provided certain conditions are met - submitted via delegated authority.**
- PL/2020/02390/PPFL – Rumbush Farm, Rumbush Lane – **Objection submitted via delegated authority.**
- Appeal Ref APP/Q4625/W/20/3251921 – Land rear of Cleobury Barn, Cleobury Lane. Appeal against PL/2019/01663/PPF - **No Representation -Via Delegated Authority.**

#### **11. Lowbrook Farm Development**

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

#### **12. Tidbury Heights Development**

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

#### **13. Solihull Local Plan Review**

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

#### **14. Residential Backland Development Supplementary Consultation**

- To receive and discuss any relevant updates.
- To agree Tidbury Green Parish Councils response to the consultation
- Discuss and agree any action to be taken.

#### **15. Consultation of new planning proposals – Right to Regenerate**

- Consider the proposals and the request for comments from NALC

#### **16. Anti-Social & Criminal Behaviour**

- To discuss concerns relating to reports of Anti-Social and Criminal Behaviour in Tidbury Green.
- To receive relevant updates on previously reported incidents of Anti-Social and Criminal Behaviour in Tidbury Green.

#### **17. Wood Lane / Lady Lane Parking Issues**

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

**18. Meeting with Saqib Bhatti MBE MP**

- To discuss and agree plans for the next meeting between the Parish Council and Saqib Bhatti MBE MP.

**19. Village Hall**

- To receive and discuss any relevant updates.
- Discuss Village Hall closure, management and plans during the Covid-19 virus and current plans for reopening (In Line with Government guidance)

**20. Financial Matters**

- Confirm that Councillors are content for the Clerk to attend the “How to Find New Town and Parish Councillors” Training Course given that they have 2 vacancies in the May 2021 Election.
- Invoices Received – to consider for payment those items listed in February 2021 Agenda Appendix 1
- Payments Received – None
- Income and Expenditure Budget Year to 31 January 2021.

**21. Calendar of Actions**

- AGM of Allotment Association and receive the Annual Accounts
- Carry out independent Councillor review of bank reconciliations
- Prepare VAT refund claim
- Arrange for internal audit to be carried out
- Review and adopt Financial Regulations
- Review Parish Council’s Equality & Diversity Policy
- Review Parish Council’s Health & Safety Policy
- Review Parish Council’s Lone Working Policy
- Review Parish Council’s Working from Home Policy
- Review Parish Council’s Disaster Recovery Policy
- Review TGPC Disciplinary and Grievance Procedure
- Review TGPC Complaints Procedure

**22. Census 2021**

- To receive and discuss any relevant information.

**23. Monthly meetings with Solihull MBC (Pilot)**

- To receive and discuss any relevant information.
- Discuss and agree an attendance schedule and process for the pilot monthly meetings with Solihull MBC.
- Discuss any matters to be raised at the next meeting, including narrow paths on the Dickens Heath Road, on route to the school, speeding vehicles on this route and litter/dog waste bins.

**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. Crimes in Tidbury Green**

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

**26. Neighbourhood Watch / Street Watch**

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

**27. Update from Parish Clerk**

- To receive updates on progress and any relevant issues

**28. Correspondence**

- As listed in February 2021 Agenda Appendix 1.

**Date of the next meeting: Wednesday 24<sup>th</sup> March 2021**

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

## February 2021 Agenda Appendix 1

### Invoices Received

### Invoice & Cheque No.

- |  |   |
|--|---|
| 1. Clerk's Pay (C Kirby) - £750.20<br>Standard Contracted Hours<br>(Excluding SO) - £648.80<br>Additional hours worked/pay January 2021- £101.40 | Invoice No: 2021/88<br>Cheque No:               |
| 2. Clerk's costs (C Kirby) £124.10<br>Phone, Zoom, stationary, Ink & training –<br>Cyber awareness)  | Invoice No: 2021/88<br>Cheque No:               |
| 3. Royal Mail Group LTD £360.00<br>PO Box £360.00 inclusive of VAT   | Invoice No: 1802323279<br>Cheque No:            |
| 4. WALC - £30.00<br>How to Find New Town and Parish Councillors<br>Training Course   | Invoice No: <b>INV-2021-21302</b><br>Cheque No: |

### Payments received

### Cheque & Bank Credit No.

- |         |                            |
|---------|----------------------------|
| 1. None | Cheque No:<br>Payment Ref: |
|---------|----------------------------|

**February 2021 Appendix 1 invoices and payments approved as correct:-**

**Signed..... Date.....**

**Chairman**

## February 2021 Agenda Appendix 1

Correspondence :( Those of particular note are in bold)

**January 2021**

1. *Member of Public – email 13/01 – FOIA Request - Virtual Public Meeting (Circulated 19<sup>th</sup> January 2021)*
2. **NALC – email 14/01 – Coronavirus Updates, including updates on May 2021 Elections (Circulated 18<sup>th</sup> January 2021).**
3. NALC – email 15/01 – Chief Executives Bulletin.
4. Member of public – email 16/01 - Tidbury Green Parish Council "Allotment waiting list.
5. **SMBC – email 18/01 – Planning Application PL/2020/02750/MINGHO – Engine House Cottage – Valley Road (Circulated 26<sup>th</sup> January 2020).**
6. SAC – email 19/01 - community champions
7. SAC – email 19/01 - Information Regarding Age UK Solihull.
8. SAC – email 19/01 - Stronger Communities & Neighbourhood Services Scrutiny Board - 20 January – Including Speed Enforcement in Solihull and Safer Solihull Partnership Review(Circulated 19<sup>th</sup> January 2021)
9. WALC – email 19/01 - Understanding Purpose, People & Powers - Councillor Training 2nd February.
10. SAC – email 19/01 - Electric Charging point.
11. **SAC – email 19/01 - Winter offer for families and vulnerable households - Winter Warmer Vouchers, Winter Warmth Campaign (expansion) and Jubilee Children's Storehouse**
12. WALC – 20/01 - Clerk Events in February.
13. SMBC – email 20/01 - Notification of Temporary Traffic Restrictions - Carriageway Resurfacing (Feb and March) Various Roads - Temporary Road Closures - 1 Feb to 2 March 2021.
14. SMBC – email 20/01 - Notification of Proposed Permanent Traffic Regulation Order - Creynolds Lane/Illshaw Heath Road/Vicarage Road/Watery Lane, Solihull - 30mph Maximum Speed Limit.
15. SMBC – email 20/01 - Notification of Establishment of New Pedestrian Crossing - Progress Way, Solihull.
16. SMBC – email 20/01 - Notification of Proposed Permanent Traffic Regulation Order - Kingshurst Way and Interconnecting Roads, Kingshurst - Waiting Restrictions and School Keep Clear.
17. WALC – email 20/01 - WALC Training & Events Newsletter - 20th January 2021.
18. SMBC – email 21/01 - Notification of Temporary Traffic Restrictions - Barston Lane, Barston - Temporary Road Closure - 1 to 5 Feb 2021.
19. SMBC – email 21/01 - Notification of Temporary Traffic Restrictions - Bradford Road (Service Road), Castle Bromwich - Temporary Road Closure - 31 January 2021.
20. SMBC – email 21/01 - Notification of Temporary Traffic Restrictions - Field Lane, Solihull - Temporary Road Closure - 29 January 2021.

21. SMBC – email 21/01 - Notification of Temporary Traffic Restrictions - Field Lane, Solihull - Temporary Road Closure - 29 January 2021.
22. *Parishioner – email 21/01 - Concerns around the walking path to Tidbury Green School. (Circulated 26<sup>th</sup> January 2021).*
23. *SLCC – email 22/01 - News Bulletin (Circulated 25<sup>th</sup> January 2021).*
24. NALC – email 22/01 - NALC – email 15/01 – Chief Executives Bulletin.
25. **Parishioner – emails (Several) 22/01 (& other various dates) – Dog waste bins. (Circulated to Councillors)**
26. *SMBC – email 25/01 - EMERGENCY Road Closure – Blacksmiths Lane, Hockley Heath, B94 6QP (outside number 1) – Immediate until 27/01/2021 at 16:00hrs.*
27. *SMBC – email 26/01 - Kerbside waste and recycling collections, deliveries and bulky waste collection. (Circulated 25<sup>th</sup> January 2021).*
28. *SAC – email 26/01 - Census 2021. (Circulated 1<sup>st</sup> February 2021).*
29. NALC – email 27/01 – Coronavirus update.
30. SMBC –email 27/01 - Agenda for Planning Committee, Wednesday 3rd February 2021.
31. WALC – email 27/01 - WALC Members Newsletter.
32. **SMBC – email 27/01 - Grant funding to parishes 2021/22.**
33. **SMBC – email 28/01 – Planning Application PL/2020/02751/MINFHO – 66 Shutt Lane (Circulated 26<sup>th</sup> January 2020).**
34. NALC – email 29/01 – Chief Executives Bulletin.
35. *SMBC – email 29/01 - Solihull Local Plan update (Circulated 1<sup>st</sup> February 2021).*
36. *Hockley Parish Council – email 30/01 - Potential E V charging site selection*
37. *SMBC – email 29/01 - Solihull Local Plan update (Circulated 1<sup>st</sup> February 2021).*

### February 2021

38. *SMBC – 01/02 - Briefing - Commonwealth Games Survey. (Circulated 1<sup>st</sup> February 2021).*
39. Rural Services Network – email 02/02 – The Rural Bulletin.
40. **SMBC – email 02/02 - Solihull - New Fuel Voucher and Support Scheme (Circulated 4<sup>th</sup> February 2021).**
41. Member of public – email 03/02 - Tidbury Green Parish Council "Allotment waiting list.
42. SMBC – email 03/02 - Notification of Temporary Traffic Restrictions - Coleshill Heath Road, Chelmsley Wood - Temporary Road Closure - 11 to 24 Feb 2021.
43. SMBC – email 05/02 - Notification of Temporary Traffic Restrictions - Stratford Road Service Road, Shirley - Temporary Road Closure - 15 to 17 Feb 2021.
44. SMBC – email 05/02 - Notification of Temporary Traffic Restrictions - Seven Star Road Service Road, Solihull - Temporary Road Closure - 15 to 17 Feb 2021.
45. SMBC – email 05/02 - Notification of Temporary Traffic Restrictions - Chester Road, Castle Bromwich - Temporary Road Closure - 15 to 19 Feb 2021.
46. Member of public – email 05/02 - Tidbury Green Parish Council "Allotment waiting list.
47. Member of public – email 05/02 - Tidbury Green Parish Council "Allotment waiting list.



48. **SMBC – email – 05/02 - Consultation commences on residential backland developments.**
49. NALC – email 05/02 – Coronavirus Updates.
50. **SLCC – email 05/02 - News Bulletin - 5th February 2021.SMBC – email 05/02 - Consultation on the Draft Residential Backland Development Supplementary Planning Document (Circulated 8<sup>th</sup> February 2021).**
51. NALC – email 05/02 - NALC – email 15/01 – Chief Executives Bulletin.
52. Member of public – email 07/02 - Tidbury Green Parish Council "Allotment waiting list.
53. SMBC – email 09/02 - Notification of Temporary Traffic Restrictions - Damson Parkway, Solihull - Temporary (Overnight) Road Closures - 22 Feb to 7 Mar 2021.
54. SMBC – email 09/02 - Notification of Temporary Traffic Restrictions - Oldwich Lane East, Balsall Common - Temporary Road Closure - 22 Feb to 5 March 2021.
55. **Tanworth-in-Arden Parish Council – email 09/02 – Query about PC use of Facebook.**
56. WALC – email -10/02 - WALC Members Newsletter.
57. **SLCC – email 10/02 - Census2021 carer’s guidance and update. (Circulated 8<sup>th</sup> February 2021).**
58. HMRC – email 10/02 - Important information and updates for all employers
59. SMBC – email 11/02 – Query about remote meetings.
60. **SMBC – email 11/02 – Street Naming & Numbering Application – SNN/2270 (Circulated 17<sup>th</sup> February 2021).**
61. NALC – email 12/02 - Chief Executives Bulletin.
62. SMBC – email 15/02 - Permanent Traffic Regulation Order - Notice of Implementation - Sharmans Cross Road, Woodlea Drive, Woodside Way and Adjoining Roads, Solihull - Waiting Restrictions and School Keep Clear.
63. SMBC – email 15/02 - Notification of Temporary Traffic Restrictions - Church Hill Road, Solihull - Prohibition of Turning Movements - 25 Feb to 5 Mar 2021.
64. SMBC – email 15/02 - Notification of Temporary Traffic Restrictions - Various Patching Works - Temporary Road Closures - 26 Feb 2021.
65. SMBC – email 15/02 - Notification of Temporary Traffic Restrictions - Yewhurst Road, Solihull - Temporary Road Closure - 24 to 26 Feb 2021.
66. SMBC – email 15/02 - Notification of Proposed Permanent Traffic Regulation Order - Lodge Road and Longdon Road, Knowle - Waiting Restrictions.
67. SMBC – email 15/02 - Notification of Proposed Permanent Traffic Regulation Order - St Bernards Road and Mereside Way, Olton - Waiting Restrictions.
68. SMBC – email 15/02 - Notification of Proposed Permanent Traffic Regulation Order - Solihull Road and Thornyfield Road, Shirley - Waiting Restrictions.
69. **WALC – email 16/02 - Consultation on new planning proposals.**
70. SMBC – email 17/02 - Additions to the Extremely Clinically Vulnerable Group.
71. WALC – email- 17/02 - WALC Training & Events Newsletter.
72. SMBC – email 17/02 - Agenda for Planning Committee, Wednesday 24th February 2021.
73. Hockley Heath PC – email 17/02 - Planning Consultation Deadline Extension Requests

## Action Tracker

### Outstanding Actions carried over from previous meetings

Month	Minute No.	Action	Owner	Complete Date	Progress
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. <b>To be considered, amended and approved once the Parish Council have their new Councillors settled in post.</b>
Sep-19	15.5	Investigate how the PC goes about updating the bank authorised signatory mandate.	CK		To be discussed at May 2020 Meeting. <b>Relevant Forms completed to make any required immediate changes. Cllr.L.Waites to be added to the mandate once the new Councillor is in post, so both signatories can be added at the same time.</b>
Sep-19	20.1	Contact SMBC and ask who supplies and empties litter and dog waste bins.	MR CK		Email sent on 14/10 Cllr.Reohorn attended the SMBC Localities Workshop, where Ken Hawkins advised that he could arrange this. Cllr Reohorn has sent requirements to Ken Hawkins. <b>26/02</b> Cllr.M.Reohorn reminded Ken Hawkins about his offer of including dog waste bins for Tidbury Green in the annual budget. Ken Hawkins advised that he would review this. Clerk to send a reminder to Ken H. Clerk emailed a reminder to Ken Hawkins on 23 March - No response received <b>Request for additional bin for Dickens Heath Road - Opp School sent to SMBC - 28/08. Various emails, including progress update request sent from Clerk on 09/09/2020.</b> <b>Several emails between Ken Hawkins and PC regarding overflowing bins. The matter currently remains with Ken Hawkins.</b>
Nov-19	Sept 9.5 Nov 6.5	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		21/11 - Barston PC Contact details passed to Cllr. Farr and Reohorn, who have agreed to arrange a meeting and take this initiative forward. <b>26/02 - It was agreed that the meeting will be delayed until the Parish Council have discussed this matter with the local Police Commander, Chief Superintendent. This has been delayed due to Covid-19.</b>

Dec-19	6.3	Meet with Millers on site Manager to attempt to get them to install a power socket at the entrance of their site, so that a Christmas tree can be lit at this location in future years, starting Christmas 2020.	CF MR	03/02 - Cllr.M.Reohorn has wrote to the he Chief executives of both Miller Homes and Regency Heights to request that they install power supplies at the entrance to their developments, to allow the Parish Council to install and light Christmas trees during the festive period. 05/02 Millers responded "I attach the plan for you to mark the location of the socket/supply. As discussed when in receipt of this we will do some work on the logistics/costs involved but until these are known I can't give an undertaking that we will be able to fulfil the request". 26/02 Additional details and photograph of required location sent to Miller Homes by Cllr.Farr.
Dec-19	17.2	Add to a future agenda to discuss who will attend the meeting with SMBC to discuss CIL Funding and to agree the objectives of the meeting.	CK	Delayed due to Covid-19 restrictions
Jan-20	6.4	Cllr.L.Waites to produce an email detailing requirements for a disabled parking space at the Village Hall and requesting a visit from Solihull MBC Highways to assess and offer advice on best approach. This should be submitted to the Clerk who will forward the request to Matthew Gardner – SMBC, in the first instance.	LW	26/02 The Clerk reminded Councillor Lynn Waites about this action. 18/03 - Councillor Waites advised that Mrs McHale of Tidbury Green School would liaise with Paul Tovey of Solihull MBC regarding tarmacking and remarking of the car parking spaces next to the Village Hall. Councillor Waites to monitor the situation. Due to Covid- 19 restriction Cllr.L.Waites has not chased progress, however she will liaise with Mrs McHale once the Covid 19 situation has improved. <b>20/01/2021 - Cllr.L.Waites thinks that some resurfacing works may have already been undertaken, however, there has been no disabled parking space added to the Village Hall carpark. Cllr. Waites advised that she will discuss the matter with Mrs R Fitter, (Tidbury Green School, Head Teacher) and possibly Paul Tovey of Solihull MBC, regarding tarmacking and remarking of the car parking spaces next to the Village Hall. Cllr.L.Waites will progress this action once the Covid 19 situation has improved and lockdowns have ended.</b>
Jan-20	N/A	Review Working at Home Risk Assessment Requirements	CK	
Jan-20	21.1	Asks WALC if every Parish Council has to have a disaster plan, or whether it is optional,	CK	13/02 - Question asked and the response received was that "It is not a legal requirement - it is good practice". It was agreed unanimously that this action should be reconsidered in 6 months' time, when new Councillors are in place. Action: Clerk to add this action to the Calendar of Actions for consideration at the November 2020 Parish Council Meeting. <b>Carried over to 2021.</b>

<b>Jan-20</b>	<b>33.1</b>	Read the Surveillance Cameras guidance included in the previously circulated NALC Chief Executives Bulletin on the 12th December 2019. Required action as the Parish Council are considering CCTV for Tidbury Green.	<b>All</b>	<b>As agreed at the Feb 20 meeting, clerk to recirculate. Re-circulated 18/03/2020</b>
<b>Feb-20</b>	<b>4.4</b>	Arrange a meeting between the Parish Council and the local Police Commander, Chief Superintendent, to discuss the possibility of having CCTV installed in Tidbury Green. Discussions to include details of regulations, restrictions, procedures etc. Also discuss speeding/dangerous driving concerns and possible interventions that could be used to reduce these issues	<b>MR</b>	<b>Delayed due to Covid-19 restrictions</b>
<b>Feb-20</b>	<b>9.1</b>	Visit the Tidbury Heights Show Home to request that they install power supplies at the entrance to their Tidbury Heights development, to allow the Parish Council to install and light a Christmas trees during the festive period.	<b>LW</b>	Councillor L.Waites liaised with Bellway Homes regarding the request. There was a positive response from Bellway, however they did raise a question regarding ongoing payment of the electricity for the power socket. Councillors agreed a response to the question, which Cllr.L.Waites will send to Bellway. Cllr.C.Farr will contact Paul Tovey from Solihull MBC to confirm that they will cover the minimal costs involved once they adopt the roads, for both Tidbury Heights and Regency Fields.
<b>May-20</b>	<b>7.1</b>	Once Covid 19 Restrictions are eased, review remote meeting Standing Orders and revert back to previous rules if appropriate.	<b>CK</b>	
<b>May-20</b>	<b>22.1</b>	Once Covid 19 Restrictions are eased, add an agenda item for the next available meeting entitled "Delegated Authority - Review and consider removal of temporary Changes to delegated authority, due to Covid-19.	<b>CK</b>	
<b>May-20</b>	<b>30.1</b>	Investigate the possibility of switching to online banking for the Village Hall.	<b>LW</b>	
<b>Jul-20</b>	<b>8.3</b>	Circulate email to all Councillors to obtain dates when Councillors are available to meet with Bromford.	<b>CK</b>	<b>Email sent to all Councillors, requesting availability for week commencing 21st September 2020. 24/08 - Limited response received. Clerk to circulate to Councillors a request for dates available to meet with Bromford.</b>

Jul-20	N/A	Request that SMBC arrange for all the ditches on Rumbush Lane and Fulford Hall Road to be cleared as soon as possible and then ongoing on a quarterly basis	CK		Email request sent to SMBC - 24/08. Response received 24/08 - stating that "The Street Care team, advise that the ditches in this case belong to and are therefore the responsibility of the owner of the land adjacent to the ditch. The council is therefore not responsible for cleaning or maintaining these ditches. The best thing to do in this situation would be to contact the land owners directly to discuss the issue." Clerk responded on 25/08 - Stating that "If SMBC will not do the work, could someone at SMBC organise closure of the roads in question 4 times per year and we will endeavour to get a team of volunteers available to do the litter picking in those areas in question" & "I've also been informed that some of the items in the ditches amount to fly tipping on the highway and therefore we believe that SMBC have responsibility for some of this." <b>At the Sept 2020 Meeting Councillors advised that it looked like some works had been undertaken on the ditches. It was agreed at the November 2020 meeting that this will be raised during planned monthly meetings with SMBC.</b>
Sep-20	14.2	Investigate and attempt to establish the purpose of the new gate that Cllr.C.Farr noticed, leading from the school to Tidbury Heights.	AL L		<b>All Councillors to have a look if and when passing. Cllr.L.Waites to ask the Tidbury Green School caretaker about the purpose of the gate.</b>
Sep-20	22.5	Send relevant details and paperwork to Cllr.M.Reohorn, to enable him to Carry out independent review of bank reconciliations	CK MR	31/01/2021	<b>Clerk to pass papers to Cllr.Reohorn at the December 2020 Meeting. Complete 31/01/2021</b>
Nov-20	4.2	Email PC McDowell, thanking her for all WMP assistance dealing with Anti-social behaviours, on Wood Lane / Earlswood Lane, following her attendance at the June 2020 Parish Council Meeting. Clerk to also raise Wood Lane/ Lady Lane parking issues and request West Midlands Police assistance with this matter.	CK		<b>Email sent 19/11. Also copied in (stating no response received) on email dated 07/12.</b>
Nov-20	4.2	Email Borough Councillor Ken Hawkins, to raise concerns about parking on Wood Lane and lady Lane and request that he liaises with the Highways Team at SMBC to discuss the Parish Council's suggestion of installation of double yellow lines on Wood Lane and Lady Lane.	CK		<b>Several emails sent to Ken H. He has now advised the PC to contact SMBC Highways direct. Matter raised with SMBC Highways. Ongoing agenda item - Refer to Minutes.</b>
Nov-20	18.4	Purchase the Arnold-Baker on local Council Administration – twelfth edition, at a cost of £120.00.	CK		

Nov-20	21.3	Contact the WALC Approved Internal Auditor and ask if she is content to carry out the Internal Audit role for 2020/21.	CK	31/01/2021	28/12 - Email sent. Internal Auditor agreed to complete. Clerk to send Engagement Document to Internal Auditor. Engagement letter produced and sent.
Dec-20	12.2	Arrange for £200.00 to be paid to CPRE, as a thank you to Jean Walters for her support, particularly on the Solihull Local Plan Review consultation Response	CK	16/02/2021	On Jan 2021 Agenda Complete
Dec-20	15.3	Arrange a face to face meeting, with Saqib Bhatti MBE MP, for May 2021. This is in addition to the March meeting.	CK		
Dec-20	18.1	Update Colin Redmond-Lyon, of RL Business solutions Ltd, that the PC have considered and accepted his quote of £960.00 (Inclusive of VAT) for carrying out the Stage 2 remedial works that are required to resolve as many as possible, of the non-compliance items identified during the stage 1 assessment (of "The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018."). The work should be completed between April 2021 and August 2021 (Inclusive)	CK		
Dec-20	18.2	Circulate to Councillors for consideration proposal of text formatting that is required with regards to the item 1.4.3 ("The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018.") which relates to the minimum contrast between the background and the foreground the colour, to meet part of the new regulations, provided by Colin Redmond-Lyon, of RL Business solutions Ltd.	CK		

**Actions From January 2021 Meeting**

1	7.2	Write to PC applicants to invite them to an informal meeting.	CK	30/01/2021	Complete
2	14.1	Clerk to find the contact details of the Meriden Councillor, who attended the SAC meeting and provide these to Cllr.Reohorn. Cllr Reohorn to make initial contact in order to share issues and lessons learnt, in terms of dealing with common issues including inconsiderate/dangerous parking.	CK MR		

3	14.1	Clerk to contact Cheswick Green Clerk to obtain some further information about interventions that they have used (including, use of signage, employment of a private firm to issue fines) to deal with parking issues, including vehicles parking on yellow lines or other restricted parking locations.	CK		
4	14.1	Engage with the Chairman of Earlswood & Forshaw Heath Residents' Association to discuss issues and potential interventions, to try and reduce the issues faced, in relation to anti social behaviours, including inconsiderate/dangerous parking, on Wood Lane and Lady Lane.	MR		
5	18.1	Submit the 2021/22 Precept Notice to SMBC.	CK	20/01/2021	Complete
6	19.1	Request a copy of the Allotment Associations Accounts.	CK		<b>Request sent. No AGM yet due to Covid 19. Accounts &amp; Statements Received. Just awaiting a copy of Insurance Documents.</b>
7	19.4	Complete PC VAT Refund Claim	CK		<b>Completed &amp; Submitted 01/02/2021. Awaiting response.</b>

	<b>Complete</b>
	<b>Action Complete, however awaiting action by others.</b>
	<b>Needs Action</b>
	<b>Needs urgent Action</b>

Planning Applications Registered with Solihull MBC in the Tidbury Green area								
Date	Consultation ends	Decision Date	Applicant	Planning Officer	Proposal	Notes from viewing the plans	PC	Status
02/02/2020	08/02/2020	22/03/2020	Mr Benton	Lou Randall	Alterations and extensions to first floor to include new dormer windows to the front and rear and balcony to rear.	Proposal includes addition of a number of dormer windows and a balcony.	<b>No Response Submitted</b>	
28/01/2020	08/02/2020	05/03/2020	Mr & Mrs Nicklin	Jessica Mantle	Two storey side extension, set back and set down to be subservient to existing building	Extension to side of house - 2 storey. Applicant states that the extension is not visible from the engine pumping Stations or Ealswood Lakes.	<b>No Response Submitted</b>	
07/01/2020	26/01/2020	23/02/2020	Mt Chris Mousley	Ruth Witherspoon	Reduce crown height by approximately 5-6m, reduce crown spread north/north east by approximately 5m, and remove dead wood on 1 No. oak tree in rear garden.	Mature tree has severe imbalance, bark coming away from trunk & stem is likely to continue to deteriorate over time leading to more dieback.	<b>No Representation</b>	
03/12/2020	22/12/2020	26/01/2021	Mr Benton	Laura Taylor	Conversion of stables into a two bedroom dwelling and detached garage with associated landscaping and parking	Appears using existing stables. States limited impact of openness of greenbelt. Structural report included, stating that existing outbuilding could be used for proposed dwelling without any required significant structural. works	<b>No Response Submitted</b>	



02/12/2020	18/12/2020	22/01/2021	Mrs Barbara Griffiths	Jessica Mantle	Demolition of conservatory and part of kitchen, and erection of an orangery style conservatory. Rebuild the first floor roof and gables. New front dormer windows. Rearrange internal rooms and spaces and alterations to front and side elevations	Appears a relatively large increase in roof space. Bat survey completed. Cert of Lawfulness Decision Notice for a single storey obtained. Increased space for family and daughter to move in. This and previous app result in greater than 40% increase. Greenbelt special circumstances required. Relate to family requirements and desire not to have to move away from long term family home.	<b>No Response Submitted</b>	<b>Approved</b>
25/11/2020	08/12/2020	28/12/2020	Mr & Mrs Thorne	Jasmine Preston-Wood	Demolition of existing conservatory and 2 storey element of rear of existing dwelling and proposed erection of 2 storey rear and side extension.	Limited change to front of property, in that you can see the 2nd floor above existing garage. Most work to the rear/side... Changing house to 4 bedroomed, from 3.	<b>No Response Submitted</b>	<b>Approved</b>
18/11/2020	07/12/2020	03/12/2020	Mr Craig Plant	Alan Lynch	Cedar tree remove lower limb over drive and electric cables, reduce height and evenly shape	Tree to be reduced by 3 Metres and limb removed	<b>No Representation - Provided no long term tree damage created.</b>	
16/11/2020	03/12/2020	01/01/2021	Mr & Mrs Richard Fox	Nikki Openshaw	Ground and first floor extension to rear	2 bungalows approved 2018. One has already been extended. (Plot 1) This is seeking approval to extend the other (Plot 2), just less than 40%. Mirrow of extension approved and constructed to plot 1.	<b>No Representation</b>	<b>Approved</b>
16/11/2020	26/11/2020	23/12/2020	Mr Alan Duffield	Lou Randall	Ground floor rear extension to kitchen/dining area.	To remove a conservatory and build a single storey extension that goes across the back of the house but doesn't protrude as far as the conservatory did into the rear garden. It's all to the rear of the property and can hardly be seen from the road.	<b>No Representation</b>	<b>Approved</b>
22/10/2020	10/11/2020	04/12/2020	Mr Adam Greenslade	Jessica Mantle	As per Keen Consultants' Schedule of Tree Works reference 1263-KC-XX-YTREE-Schedule-RevA Reasons: Integration of trees with new development.	Approx. 26 trees included. Mainly cutting back, crown lifting & reducing size. Appears to be one removal of an English Oak, to allow development.	<b>No Representation - Providing Conditions applied.</b>	

21/10/2020	09/11/2020	09/12/2020	Mitsubishi Tractors	Matt Preece	Change of use of part of building to use by agricultural tractor assembly company (Use Classes E(g)(iii) / B8)	The company is a dealer for Armatrac tractors and a UK importer of compact Mitsubishi tractors, primarily used in the agricultural industry. They import the tractors, put on the wheels and add the roll bar before onward distribution, each tractor taking two to three hours to assemble. The business employs four members of staff. Imported tractors would arrive 2-3 times each week on articulated container lorries and would be distributed as necessary by pickup and trailer, between 8 and 10 times each week.	<b>Objection</b>	
30/09/2020	14/10/2020	16/11/2020	Dr Stewart Phillips	Lou Randall	Fell tree T6 (Ash) due to basal rot.	It is reported that the tree has basal rot, meaning that it is weak and likely to fall in strong winds.	No Response submitted Due to insufficient PC Views	<b>Approved</b>
02/09/2020	23/09/2020	20/10/2020	K Baker	Jasmine Preston-Wood	Loft conversion and roof extension to form two new bedrooms with en-suite bathrooms, entrance porch alterations and single storey rear extension to replace existing rear extension.	Appears leaving 1 of the 2 existing bedrooms downstairs. Removing the second bedroom downstairs to create a larger living area. Using roof space to create room for 2 further bedrooms, both being on-suite. Little change to the external look of the side or front of the property, however more significant change to the rear. Does not appear that foot print is being increased.	No Response submitted Due to insufficient PC Views	<b>Approved</b>
02/09/2020	18/09/2020	14/10/2020	Mr Paul Warman	Alan Lynch	Erection of timber framed garage to front of property.	Appears quite a large wooden garage, set forward, away from house.	No Response submitted Due to insufficient PC Views	<b>Refused</b>
03/08/2020	19/08/2020	16/09/2020	Mr and Mrs Richard Fox	Jasmine Preston-Wood	Ground and first floor extension at rear.	Homes under construction - Plan for 40% increase to one house - 2 storey extension. Large homes. The previous application for this site - PL/2020/00484/PPFL was for 2 four bedroomed houses within former Glider Yard (Revised scheme to that previously approved under PL/2018/01292/PPFL). The Parish Council submitted No Representation for the application, however the application was withdrawn.	No Response submitted Due to insufficient PC Views	<b>Approved</b>

20/07/2020	06/08/2020	31/08/2020	Mr Paul Lake	Benn Watkinson	Replacement of a lawful caravan used as a self-contained dwelling unit with a dwelling and subdivision of plot	Green Belt. There is limited documentation, info available. This has been raised with the planning Officer. Additional info provided. - Proposed one story home slightly smaller than existing CLEUD caravan. Difference separated plot on the site.	No Response submitted Due to insufficient PC Views	<b>Approved</b>
08/07/2020	27/07/2020	27/08/2020	P Robinson	Lucy Hodgetts	Erection of a building (replacement of previous building) and erection of 2 metre high palisade fence (retrospective).	Building slightly smaller than the existing one. Similar to original. Retrospective.	No Representation	<b>Approved</b>
29/06/2020	15/07/2020	14/08/2020	Mr Anthony Watson	Lucy Hodgetts	Erect new multi-use games area (30m x 15m) with 2m wide pedestrian access to existing playing field.	Multi Use Games activity Area - 30 x 15 metres Artificial grass & football pitch. To be used for a range of outdoor sports and Physical activity. To be installed next to existing football playing field	No Response submitted Due to No PC Views	<b>Approved</b>
25/05/2020	12/06/2020	16/07/2020	Mr Mark Bainbridge	Alan Lynch	Redesign of Plot 4, previously approved under application number PL/2016/01524/PPFL. This application is seeking the approval of the redesign of Plot 4 for a replacement detached dwelling with sedum walls, associated parking, and garden and landscaping.	3 story, rather than 2. Higher building. Family home or separate apartments?	No Representation	<b>Withdrawn</b>
27/03/202	13/04/2020	14/05/2020	Mr & Mrs Richard & Susan Fox	Laura Taylor	2 No. four bedroomed houses within former glider yard (Revised scheme to that previously approved under PL/2018/01292/PPFL)	Homes under construction - Plan for 40% increase to that approved - 2 storey extension. Large homes.	No Representation	<b>Withdrawn</b>
12/03/2020	02/04/2020	07/05/2020	Mr Andrew Moakes	Laura Taylor	Demolition of fire-damaged cottage and adjoining outbuildings and erection of replacement cottage	Appears to replace building which suffered fire damage and vandalism. Proposed house appears slightly bigger than existing one. However a number of damaged outbuildings are being demolished.	No Representation	<b>Approved</b>

12/02/2020	26/02/2020	01/04/2020	Mr Graham Turner	Nikki Openshaw	Complete dead wood and removal of crossing branches to 2 No. oak trees (T1 & T2), fell 1 No. oak tree (T7), crown lift 4-5 metres and crown reduce by 30% 1 No. oak tree (T11) and fell 1 No. oak tree (T13).	Appears Tree inspection carried out to access quality/safety of trees. 2 of the trees need to be felled, due to poor health and decline of tree, causing safety concerns. Remainder to have deadwood, crossing branches, ivy etc. removed.	No Response submitted Due to No PC Views	<b>Approved</b>
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