

TIDBURY GREEN PARISH COUNCIL

**Clerk: Mrs Charlotte Kirby
Tidbury Green Parish Council
Tidbury Green Village Hall
Dickens Heath Road
(On Tidbury Green School Site)
Solihull
West Midlands B90 1QW**

**E-mail: tidburygreenpc@googlemail.com
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To: – Councillors M.Reohorn (Chairman), G.Thomas (Vice-chair) A.Hussain, C.Farr, L.Waites, A.Higgins, and D.Edwards of Tidbury Green Parish Council.

You are hereby summoned to attend the Parish Council's Annual meeting to be held in Tidbury Green Village Hall on Wednesday 23rd June 2021 at 7:00pm for the purposes of transacting the following business.

Please Note: - Due to Covid-19 Government Guidance, there are restrictions to the number of people permitted to meet inside. Therefore if you, as a member of the public or press, wish to attend please contact the Parish Clerk, Charlotte Kirby (Email: - tidburygreenpc@googlemail.com – Telephone Number: - 07832 925080, to book your attendance at the meeting. This is to ensure that the Parish Council comply with current guidance.

Charlotte L Kirby
Clerk to the Council

Dated this 18th June 2021

Please note that due to the large quantity of matters to discuss and the anticipated time for a number of key agenda items, some agenda items below, may be delayed until the next Parish Council Meeting. The agenda items that are highlighted in grey are those that may be delayed. However, if a member(s) of the public requests that any of these items be discussed the Parish Council will ensure that they are considered during the meeting.

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 26th May 2021 (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. New National Code of Conduct.

- To review and if appropriate adopt the Local Government Association Model Councillor Code of Conduct 2020

8. To consider the following planning matters

New Planning Applications

- PL/2021/01463/TPO – Trees and Hedges Lowbrook Lane
- PL/2021/01450/MINFHO – 56 Fulford Hall Road.

Planning Decisions by Solihull Borough Council

- PL/2021/00962/MINFOT – Earlswood Lakes Craft Centre – Wood Lane - **No Representation -via delegated authority - Approved**
- PL/2021/00967/ADV – Earlswood Lakes Craft Centre – Wood Lane - **No Representation -via delegated authority**, providing that the applicant provides the information requested by Solihull MBC and Solihull MBC are satisfied that statutory requirements are met, along with any other requirements – **Approved**
- 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 – Dismissed.**
- Appeal Ref APP/04625/W/21/3268215 - **Rumbush Farm, Rumbush Lane – Appeal against PL/2020/02390/PPFL – Objection submitted via delegated authority – Allowed.**

Ongoing matters

- PL/2021/01164/MINFHO – 259 Rumbush Lane.
- PL/2021/01480/MINFHO– 117 Dewberry Road
- PL/2021/0046/PPTREE – Open Space off Cherry Tree Drive - **Objection submitted via delegated authority. Objection due to the absence of any evidence of damage/disease to tree.**
- **Fulford Hall Road (Prohibition of Left Turn) 2020 – No Response Submitted**
- PL/2021/00268/PNCUDW – Bowyer Farm, Lady Lane – Response submitted **Via Delegated Authority.**
- PL/2021/00332/PPFL – 5 Houndsfield 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.**

9. Regency Fields Development

- To receive feedback from the meeting between Parish Councillors and Citizen Housing
- To receive and discuss any further relevant updates.
- Discuss and agree any further action to be taken

10. Tidbury Heights Development

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

11. Solihull Local Plan Review

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

12. 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.

13. Wood Lane / Lady Lane Parking Issues

- To receive and discuss relevant updates, including those from Cllr.Reohorn regarding the ASB Working Party.
- Discuss and agree any further action to be taken

14. Village Hall

- Review Tidbury Green Village Hall's accounts and risk assessment programme
- Restart grants for community Buildings
- To receive and discuss any relevant updates

15. Financial Matters

- Invoices Received – to consider for payment those items listed in June 2021 Agenda Appendix 1
- Payments Received – None
- Income and Expenditure Budget Year to 30 April & May 2021.
- HSBC Safeguard Review/Account Closure Letter

16. External Audit 2020/21

- To receive any relevant updates.

17. Calendar of Actions

- Review of documents for Chairman's Black Box
- Update Calendar of Actions
- Carry out independent review of bank reconciliations
- Reconfirm Clerk's payments under Standing Order arrangements
- Review Internal Controls, Risk Assessment documents and Asset Register
- Review Clerk's pay
- Review document retention policy
- Review "Actions taken against Objectives" for the previous year
- Publish the year's Council meeting dates on website, notice boards and next newsletter.
- Appoint Internal Auditor
- Review work undertaken by Internal Auditor
- Consider venues / plans for over 60's lunch

18. Community Infrastructure Levy (CIL) Funding

- To discuss and agree further actions required and next steps, following Cllr.A.Higgins meeting with SMBC

19. Work Allocations

- Consider task distribution/ task owner
- Consider allocation of meetings/ Meeting Owners
- Agree delegated authority for Meeting Owners
- Consider process for managing meetings and feeding back to full Council

20. Parish Council Newsletter

- Discuss Timescales and Plans for the next Newsletter.
- Agree information/ articles to be included in the next newsletter.

21. Monthly meetings with Solihull MBC (Pilot)

- To receive and discuss any relevant information.

22. Litter & Dog Waste Bins – Needed in Tidbury Green

- To discuss this ongoing issue of being unable to secure any litter or dog waste bins in Tidbury Green.

23. Litter Picking in Tidbury Green

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

24. Crimes in Tidbury Green

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

25. Neighbourhood Watch / Street Watch

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

26. Update from Parish Clerk

- To receive updates on progress and any relevant issues

27. Correspondence

- As listed in June 2021 Agenda Appendix 1.

Date of the next meeting: Wednesday 28th July 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

June 2021 Agenda Appendix 1

Invoices Received	Invoice & Cheque No.
1. Clerk's Pay (C Kirby) - £810.64 Standard Contracted Hours (Excluding SO) - £648.80 Additional hours worked/pay May 2021- £161.84	Invoice No: 2021/92 Cheque No:
2. Clerk's costs (C Kirby) £41.07 Phone, Zoom & Mileage	Invoice No: 2021/92 Cheque No:
3. Councillor A.Hussain £50.00 Refund for M&S Voucher Purchased for the winner of the TG neighbour with most votes for making a positive contribution.	Invoice No: N/A Cheque No:
4. WALC - £60.00 Chairmanship Skills – Mark Reohorn	Invoice No: INV-21507 Cheque No:
5. Eleanor Choudry (Parish Council Internal Auditor 2020/21 Internal Audit and Expenses £348.60	Invoice No: #012 Cheque No:
(Paid in advance of meeting as a result of due date)	

Payments received	Cheque & Bank Credit No.
1. None	Cheque No: Payment Ref:

June 2021 Appendix 1 invoices and payments approved as correct:-

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

Chairman

June 2021 Agenda Appendix 1

Correspondence:

(Those of particular note are in bold)

May 2021

1. SMBC – email 19/05 - Solihull Local Plan update.
2. **Keep Britain Tidy – email 19/05 - Keep Britain Tidy - Great British Spring Clean (Sent to Dan Edward 27th May 2021)**
3. **Parishioner – email 19/05 – Concerns about speeding on Norton Lane.**
4. WALC – email 20/05 - Securing a Ballot MP: Calls to Action Content - Local Electricity Bill.
5. **SMBC – email 21/05 - Solihull Local Plan update - Reg 22 Submission for Examination. (Circulated 24th May 2021).**
6. Bromsgrove Redditch Gov – email 21/05 - Bromsgrove District Plan Review Update – Draft Timetable Published. (Circulated 27th May 2021).
7. NALC – 21/05 - Chief executive's bulletin.
8. **Jean Walters – email 21/05 - Planning issues following Queen's Speech (Circulated 7th June 2021).**
9. **SMBC – email 24/05 – Planning Application - PL/2021/01164/MINFHO – 259 Rumbush Lane. (Circulated 27th May 2021).**
10. **SMBC – email 25/05 – Planning Application - PL/2021/01480/MINFHO– 117 Dewberry Road. (Circulated 27th May 2021).**
11. SMBC – email 26/05 - Notification of Temporary Footway Restrictions - Bills Lane, Shirley - Temporary Footway Closure - 3 to 16 June 2021.
12. **WALC – email 26/05 - WALC Members Newsletter – Including Clarification of Rule of 6 For Council Meetings, Police & Crime Plan for WM & Restart Grants for Community Buildings (Circulated on various dates)**
13. CSW – email 27/05 - CSW Broadband Update - June 2021 (Circulated 27th May 2021).
14. Tidbury Green School – email 27/05 – Weekly News.
15. **SMBC – email 27/05 – Latest News, including – Volunteering for the Commonwealth Games (Circulated 7th June 2021).**
16. SMBC – email 28/05 - Unauthorised Encampment in Solihull – Castle Bromwich.
17. SMBC – email 28/05 - Notification of Temporary Traffic Restrictions - Various Roads, Solihull - Surface Dressing Works - Temporary Road Closures - June 2021 (Not Tidbury Green)
18. NALC – 28/05 - Chief executive's bulletin.
19. SLCC – email 28/05 - News Bulletin - 28 May 2021.
20. Member of public – email 30/05 – Request to be added to Allotment Site Waiting List.

June 2021

21. Neighbourhood Watch Network – email 01/06 - June Our News - Neighbourhood Watch National Newsletter (Circulated 7th June 2021).
22. **SAC – email X 2 - 02/06 – Minutes - (Circulated 7th June 2021).**
23. **Parishioner x 2– email 02/06 – Issues at Regency Fields.**
24. NALC – 03/06 - Newsletter.
25. Member of public – email 03/06 – Request to be added to Allotment Site Waiting List.
26. NALC – 04/06 - Chief executive's bulletin.
27. **Parishioner x 2– email 05/06 – Issues at Regency Fields.**
28. **WALC – email 07/06 - Two part Chairmanship Skills training sessions (circulated to Cllr.M.Reohorn, who will be attending)**
29. SMBC – email 09/06 - Agenda for Planning Committee, Wednesday 16th June 2021.
30. NALC – email 09/06 – Newsletter.
31. SMBC –email 09/06 - Potential Projects- Welcome Back Funding for local High Streets.
32. WALC – email 09/06 - WALC Members Newsletter.
33. HMRC – email 09/06 - Important information for employers.
34. **SLCC – email 11/06 - News Bulletin – Article on Precept Charging (circulated 14th June 2021)**
35. **SMBC – email 11/06 – Planning Application – PL/2021/01450/MINFHO – 56 Fulford Hall Road. (Circulated 14th June 2021).**
36. NALC – 11/06 - Chief executive's bulletin.
37. **SMBC – email 15/06 – Planning Application – PL/2021/01463/TPO - Trees and hedges, Lowbrook Lane. (Circulated 17th June 2021).**
38. WALC – email 16/06 - WALC Upcoming Training & Events.

Action Progress**Outstanding Actions carried over
from previous meetings**

Month	Minute No.	Action	Owner	Complete Date	Progress
Jul	171	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. To be considered, amended and approved once the Parish Council have their new Councillors settled in post.
Sep-19	155	Investigate how the PC goes about updating the bank authorised signatory mandate.	CK		To be discussed at May 2020 Meeting. 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. 26/05/2021 - Cllr.C.Farr to arrange and attend a meeting with HSBC.
Sep-19	201	Contact SMBC and ask who supplies and empties litter and dog waste bins.	MRCK		Cllr.Reohorn attended the SMBC Localities Workshop, where Ken Hawkins advised that he could arrange this. Cllr Reohorn has sent requirements to Ken Hawkins. 26/02 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 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. Several emails between Ken Hawkins and PC regarding overflowing bins. The matter currently remains with Ken Hawkins. Later Ken Hawkins denied knowledge of agreeing to bins. Feb 2021 - Borough Cllr James Butler is assisting the PC with trying to get litter/dog waste bins in TG. Awaiting copy of leaflet for residents. 26/05 - Cllr.M.Reohorn to chase this.

Nov-19	S e p t 9 . 5 N o v 6 . 5	<p>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.</p>	C F M R	<p>21/11 - Barston PC Contact details passed to Cllr. Farr and Reohorn, who have agreed to arrange a meeting and take this initiative forward. 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.</p>
Dec-19	6 . 3	<p>Christmas trees at the entrance of Tidbury Heights & Regency Fields.</p>	C F M R	<p>03/02/2020 - 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. <u>Current Position Regency Fields - June 2021</u> 28/05/2021 - Cllr.Farr sent email to M.Gardner to ask of SMBC are happy with a low voltage "un-metered" supply coming off one of the lamps that will be passed to their responsibility. This approval is required prior to Millers been able to take any action.</p>
Dec-19	1 7 . 2	<p>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.</p>	A H	<p>Delayed due to Covid-19 restrictions May 2021 - Cllr Higgins, had a meeting with SMBC. Some very useful information was obtained and shared from the meeting. Cllr Higgins is awaiting a response from SMBC regarding one or two points/questions raised at the meeting. To be discussed at the June 2021 meeting.</p>

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.	L W	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. 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.
Jan-20	N / A	Review Working at Home Risk Assessment Requirements	C K	
Jan-20	2 1 . 1	Asks WALC if every Parish Council has to have a disaster plan, or whether it is optional,	C K	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. Carried over to 2021.
Jan-20	3 3 . 1	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.	A II	As agreed at the Feb 20 meeting, clerk to recirculate. Re-circulated 18/03/2020
Feb-20	4 . 4	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	M R	Delayed due to Covid-19 restrictions

		possible interventions that could be used to reduce these issues			
Feb-20	9 . 1	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.	L W		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. <u>Current Position Tidbury Heights -June 2021</u> - Cllr.L.Waites has chased Bellway on this matter on several occasions, but not received a response. Cllr.Waites advised that she believes that there is electrical wiring for the lights at the entrance of the development
May-20	7 . 1	Once Covid 19 Restrictions are eased, review remote meeting Standing Orders and revert back to previous rules if appropriate.	C K	01/05/2021	PC reverted to Face to Face Meetings. SO's updated
May-20	2 2 . 1	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.	C K		
May-20	3 0 . 1	Investigate the possibility of switching to online banking for the Village Hall.	L W		
Jul-20	8 . 3	Circulate email to all Councillors to obtain dates when Councillors are available to meet with Bromford.	C K	01/05/2021	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. Superseded with Meeting Schedule.
Sep-20	1 4 . 2	Investigate and attempt to establish the purpose of the new gate that Cllr.C.Farr noticed, leading from the school to Tidbury Heights.	A L L		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.

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.	C K	01/04/2021	Email sent 19/11. Also copied in (stating no response received) on email dated 07/12. Superseded by Action April 2021 - 5.2
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.	C K	01/04/2021	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. Superseded by Action April 2021 - 5.2
Nov-20	1 8 · 4	Purchase the Arnold-Baker on local Council Administration – twelfth edition, at a cost of £120.00.	C K		
Dec-20	1 5 · 3	Arrange a face to face meeting, with Saqib Bhatti MBE MP, for end of July / August 2021.	C K		
Dec-20	1 8 · 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)	C K		

Dec-20	182	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		
Jan-21	141	Clerk to find the contact details of the Meriden Councillor, who attended the SAC meeting and provide these to Cllr.Rehorn. Cllr Rehorn 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		MR will be joining the Earlswood ASB WP, where Tanworth PC are members. A lot of the issues are similar, so Cllr.M.Rehorn should be able to obtain the required information from this forum.
Jan-21	141	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		MR will be joining the Earlswood ASB WP, where Tanworth PC are members. A lot of the issues are similar, so Cllr.M.Rehorn should be able to obtain the required information from this forum.
Jan-21	191	Request a copy of the Allotment Associations Accounts.	CK	01/05/2021	Request sent. No AGM yet due to Covid 19. Accounts & Statements Received. Complete Just awaiting a copy of Insurance Documents. Received.
Feb-21	75	Speak to Bellway Customer services about the reports about the bin that has been installed, by the developer, at the park at Tidbury Heights, being overflowing and about litter, particularly alcohol cans and bottles.	LW	24/03/2021	24/03 - Cllr.L.Waites advised that she had visited the Bellway Customer services office and reported the issue about the bin that has been installed by the developer, being overflowing and about litter, particularly alcohol cans and bottles. They advised that they will monitor the situation. It was confirmed that Bellway remain responsible until Solihull adopt the park and open space.

Mar-21	2 1 .5	Add the approved Financial Regulations to the Parish Council's website.	C K	01/03/2021	Complete
Mar-21	2 1 .6 - 2 1 . 1 2	The Chairman and the clerk to sign the following adopted policy documents and the clerk to add the approved policy documents to the Parish Council's website. Parish Council's Equality & Diversity Policy Parish Council's Health & Safety Policy Parish Council's Lone Working Policy Parish Council's Working from Home Policy Parish Council's Disaster Recovery Policy TGPC Complaints Procedure TGPC Disciplinary and Grievance Procedure	C K	01/03/2021	Complete
Mar-21	2 1 .1 1 1	Complete a full review and update of the TGPC Disciplinary and Grievance Procedure, by the end of September 2021	C K		
Apr-21	5 .2	Parking issues on Lady Lane and Wood Lane.	M R		April 2021 - Cllr.M.Reohorn and the Chairman of Earlswood ASB and Traffic Issues Working Party, had a meeting with Paul Tovey, SMBC's Head of Highways Management, to discuss the ongoing issues. For Solihull MBC to assess whether priority action needs to be taken, with limited funding available, a number of things are required, including clearly documented evidence, of the issues. Therefore, for a period of time Local residents need to collect relevant evidence, including the following:- - Logging of reports to the police; - Logging of reports to SMBC; - Date and time stamped photographic evidence. Once the information is gathered it needs to be collated and analysed, to assess possible solutions. Paul Tovey (SMBC) advised that if the above evidence is produced and presented to him that he will aim to present it to the SMBC Cabinet Meeting on 11th November. He also advised that he would visit site during the busiest periods, i.e. sunny weekends to observe the issues himself.

Apr-21	6 . 3	Liase with Cllr.A.Higgins to provide guidance, forms and details of relevant training courses over the next few months.	C K	01/06/2021	Some guidance has been provided. Online training completed. Training course booked Ongoing
Apr-21	1 8 . 1	Circulate response report to points raised by Internal Auditor, to Councillors, providing them with an opportunity to suggest any amendments to the report. Following this the Clerk is to write to the Internal Auditor with the Parish Council's response to the two queries raised in addition to the Draft Internal Audit Report.	C K	01/05/2021	Internal Audit Complete
Apr-21	2 0 . 3	Annual Parish meeting Action: Clerk to circulate an email to all Councillors to check their availability between 17th May and the 1st June 2021.	C K	26/05/2021	Email circulated 8th April. 3 responses received. Date needs to be confirmed. Complete
Apr-21	2 0 . 5	Produce an action plan, detailing GDPR requirements, detailing areas of full compliance, progress made and further actions required. This should be produced and Submitted to the July 2021 Parish Council meeting, for consideration. At this point the Draft TGPC GDPR Policy should be revisited.	C K		WIP
Apr-21	2 1 . 2	Procure a gift (up to £50.00) on behalf of the Parish Council to award to the person Member of the community nominated most, for going the extra mile, for the benefit of Tidbury Green.	L W	01/05/2021	Complete

Actions From May 2021					
1	1 4 . 2	Organise and complete the Annual Village Hall risk assessment, along with the Village Hall Caretaker, by the end of August 2021.	L W		

2	1 5 · 2	Send contact details, details of requirements and a copy of Allotment Association Lease to Cllr.A.Higgins.	C K	10/06/2021	Circulated
3	1 6 · 1	Arrange to meet with the bank to carry out a review of the list of Signatories and to confirm that it is correct and up to date.	C F		
4	1 9 · 3	Organise Group Bespoke training	C K		To be considered further at the June 2021 meeting.
5	3 7 · 1	Consider ways of stream lining the newsletter production, sharing the production, E.G by using a template to which all Councillors and the Clerk contribute one or 2 articles to each of the newsletters.	A II		
6	E m a i l	Speeding on Norton Lane	M R		From resident. Mark to arrange a Face to Face Meeting

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

Planning Applications

Application No.	Application Type	Date	Consultation ends	Decision Date	Decision	Planning Officer	Proposal	Location	Notes from viewing the plans	PC	Status
PL/20 21/01 463/T PO	TPO	17/06/ 2021	06/07/2021	15/07/2021		Lindsey Carson	Oak tree (T154 - T159) - 2m tip reduction & 3m lift. Oak tree (T164 - T165) - 2m tip reduction & 3m lift. Mixed species hedgerow blackthorn, hazel, holly, hawthorn trees (166) - Reduce vegetation in order to construct boundary fencing. Group of oak trees (T167) - 3m tip reduction & lift to allow for height of scaffold lift. Oak tree (T167) - 1 No. tree felled due to overhanging of proposed plot boundary.	Trees And Hedges Lowbrook Lane	From Location Plan provided it appears that a number of trees will be cut, but limited removal. However it is an oak tree that is proposed for removal.		
PL/20 21/01 450/M INFH O	Minor Full Householder	14/06/ 2021	02/07/2021	23/07/2021		Alan Lynch	Single storey extension to side	56 Fulford Hall Road.	Kitchen extension, using existing garage, extending behind the new kitchen to include new garage, hall and WC.		
PL/20 21/01 164/M INFH O	Minor Full Householder	27/05/ 2021	14/06/2021	18/06/2021		Jessica Mantle	Resubmission of PL/2020/00360/MINFHO For a detached garage, boundary wall and gate.	259 Rumbush Lane.	Resubmission of application, which was refused by SMBC, due to being inappropriate development in the greenbelt and the close proximity to Trees, protected by TPO. Unable to see much difference between original and new proposal. Additional tree location info provided for the latest application.		
PL/20 21/01 480/M INFH O	Minor Full Householder	27/05/ 2021	15/06/2021	17/07/2021		Ruth Witherspoon	Ground floor link garage and alterations to existing part of garage to form gym.	117 Dewberry Road.	No difference to footprint. Potential dwelling???		

PL/20 21/00 967/A DV	Minor Full Other	06/05/ 2021	26/05/2021	29/06/2021	Tristan Hazel	Small Parking Control Sign	Earlswood Lakes Craft Centre - Wood Lane	Currently Invalid. Awaiting additional drawings/ sizes etc. Links with Installation of Pole Mounted A.N.P.N - P/A PL/2021/00962/MINFOT.	No Representati on	Approved
PL/20 21/00 962/M INFO T	Minor Full Other	06/05/ 2021	25/05/2021	29/06/2021	Tristan Hazel	Installation of pole mounted A.N.P.N camera (retrospective)	Earlswood Lakes Craft Centre - Wood Lane	Already installed. Links with charging for use of carpark. Located by exit of carpark.	No Representati on	Approved
PL/20 21/00 046/P PTRE E	TPO	06/05/ 2021	21/05/2021	15/06/2021	Jasmine Preston- Wood	Fell 1 No.Oak Tree (T1) diseased with bleeding canker and in severe decline.	Open Space Off Cherry Drive	Bellway appear to have submitted. States deceased, Possible danger of falling. By open space, road and a house	Objection submitted	
PL/20 21/00 332/P PFL	Prior Notificat ion Agg Building to residenti al	09/03/ 2021	23/03/2021	26/04/2021	Lucy Hodgetts	Erection of a two storey dwelling between plots 1 and 2	5 Houndsfield Lane	Between 2 houses recently built. Proposed as an infill development. Site of Glider Yard - After several applications received CLEUD. The site was accepted for inclusion in part 1 of the Council's Brownfield Land Register, which estimated that the site could contain 2 - 4 dwellings. Appears proposed dwelling, is the same as the other 2, including height.	No Response Submitted	
PL/20 21/00 268/P NCU DW	Prior Notificat ion Agg Building to residenti al	03/03/ 2021	17/03/2021	31/03/2021	Benn Watkinson	Prior notification for a change of use from agricultural building to dwelling.	Bowyer Farm, Lady Lane	Use of existing wooden agricultural building. One storey, 1 bedroom.	Response submitted referring to confusion about this P/A, due to vast history at site. Also concerns raised generally about these types of P/A's	

PL/20 20/02 751/M INFH O	Minor Full Householder	02/02/ 2020	08/02/2020 22/03/2020	Lou Randall	Alterations and extensions to first floor to include new dormer windows to the front and rear and balcony to rear.	66 Shutt Lane	Proposal includes addition of a number of dormer windows and a balcony.	No Response Submitted	Approved
PL/20 20/02 750/M INFH O	Minor Full Householder	28/01/ 2020	08/02/2020 05/03/2020	Jessica Mantle	Two storey side extension, set back and set down to be subservient to existing building	Engine house Cottage, Valley Road	Extension to side of house - 2 storey. Applicant states that the extension is not visible from the engine pumping Stations or Earlswood Lakes.	No Response Submitted	Refused
PL/20 20/03 076/T PO	TPO	07/01/ 2020	26/01/2020 23/02/2020	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.	136A Norton Lane	Mature tree has severe imbalance, bark coming away from trunk & stem is likely to continue to deteriorate over time leading to more dieback.	No Representation	Approved
PL/20 20/02 520/P PFL	Minor Full Dwellings	03/12/ 2020	22/12/2020 26/01/2021	Laura Taylor	Conversion of stables into a two bedroom dwelling and detached garage with associated landscaping and parking	66 Shutt Lane	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	No Response Submitted	Approved
PL/20 20/02 694/M INFH O	Minor Full Householder	02/12/ 2020	18/12/2020 22/01/2021	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	101 Wood Lane	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.	No Response Submitted	Approved
PL/20 20/02 368/M INFH O	Minor Full Householder	25/11/ 2020	08/12/2020 28/12/2020	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.	142 Norton Lane	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.	No Response Submitted	Approved

PL/20 20/02 149/T PO	TPO	18/11/ 2020	07/12/2020	03/12/2020	Alan Lynch	Cedar tree remove lower limb over drive and electric cables, reduce height and evenly shape	25 Lowbrook Farm	Tree to be reduced by 3 Metres and limb removed	No Representati on - Provided no long term tree damage created.	
PL/20 20/02 623/M INFH O	Minor Full Householder	16/11/ 2020	03/12/2020	01/01/2021	Nikki Openshaw	Ground and first floor extension to rear	5 Houndsfield Lane	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%. Mirror of extension approved and constructed to plot 1.	No Representati on	Approved
PL/20 20/02 528/M INFH O	Minor Full Householder	16/11/ 2020	26/11/2020	23/12/2020	Lou Randall	Ground floor rear extension to kitchen/dining area.	90 Norton Lane	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.	No Representati on	Approved
PL/20 20/02 344/P PTRE E	TPO	22/10/ 2020	10/11/2020	04/12/2020	Jessica Mantle	As per Keen Consultants' Schedule of Tree Works reference 1263-KC-XX-YTREE-Schedule- RevA Reasons: Integration of trees with new development.	Lowbrook Farm, Lowbrook Lane,	Approx. 26 trees included. Mainly cutting back, crown lifting & reducing size. Appears to be one removal of an English Oak, to allow development.	No Representati on - Providing Conditions applied.	Approved
PL/20 20/02 390/P PFL	Minor Full Householder	21/10/ 2020	09/11/2020	09/12/2020	Matt Preece	Change of use of part of building to use by agricultural tractor assembly company (Use Classes E(g)(iii) / B8)	Rumbush Farm, Rumbush Lane.	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.	Objection	Refused Appeal Lodged - Appeal Ref APP/04625/W/21/3268 215 Appeal Allowed
PL/20 20/02 146/T PO	TPO	30/09/ 2020	14/10/2020	16/11/2020	Lou Randall	Fell tree T6 (Ash) due to basal rot.	38 Houndsfield Lane	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	Approved

PL/20 20/01 568/M INFH O	Minor Full Householder	02/09/ 2020	23/09/2020	20/10/2020	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.	145 Wood Lane	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	Approved
PL/20 20/01 886/M INFH O	Minor Full Householder	02/09/ 2020	18/09/2020	14/10/2020	Alan Lynch	Erection of timber framed garage to front of property.	148 Norton Lane	Appears quite a large wooden garage, set forward, away from house.	No Response submitted Due to insufficient PC Views	Refused
PL/20 20/01 437/M INFH O	Planning portal - Full Application	03/08/ 2020	19/08/2020	16/09/2020	Jasmine Preston- Wood	Ground and first floor extension at rear.	Buildings and Land Opposite 26 Houndsfield Lane	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	Approved
PL/20 20/01 473/P PFL	Planning portal - Full Application	20/07/ 2020	06/08/2020	31/08/2020	Benn Watkinson	Replacement of a lawful caravan used as a self-contained dwelling unit with a dwelling and subdivision of plot	Holly Cottage - Braggs Farm	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	Approved
PL/20 20/01 223/P PFL	Planning portal - Full Application	08/07/ 2020	27/07/2020	27/08/2020	Lucy Hodgetts	Erection of a building (replacement of previous building) and erection of 2 metre high palisade fence (retrospective).	Garden Centre Adjacent 432 Norton Lane Earlswood	Building slightly smaller than the existing one. Similar to original. Retrospective.	No Representation	Approved
PL/20 20/01 293/M INFO T	Minor Full Other	29/06/ 2020	15/07/2020	14/08/2020	Lucy Hodgetts	Erect new multi-use games area (30m x 15m) with 2m wide pedestrian access to existing playing field.	Tidbury Green School Dickens Heath Road	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	Approved

PL/20 20/00 888/P PFL	Planning Portal - Full Application	25/05/2020	12/06/2020	16/07/2020	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, garden and landscaping.	Tidbury Green Golf club - Tilehouse Lane	3 story, rather than 2. Higher building. Family home or separate apartments ?	No Representation	Withdrawn
PL/20 20/00 484/P PFL	Minor Full Dwelling	27/03/2020	13/04/2020	14/05/2020	Laura Taylor	2 No. four bedroomed houses within former glider yard (Revised scheme to that previously approved under PL/2018/01292/PPFL)	Buildings and Land Opposite 26 Houndsfield Lane	Homes under construction - Plan for 40% increase to that approved - 2 storey extension. Large homes.	No Representation	Withdrawn

Actual at 30/04/2021	£		Budget	£
£	13,207.00	Precept and support grant	£	26,000.00
£	-	Community Infrastructure Levy		
		VAT Refund		
£	13,207.00		£	26,000.00
		Expenditure:		
£	2,749.72	Clerks' pay and expenses	£	15,500.00
£	343.00	Employer NI	£	-
£	154.51	Printing, postage, telephone and stationery	£	2,100.00
£	-	Consultancy	£	800.00
		Website Hosting, Maintenance & Support & Laptop Support - Anti Virus Etc	£	250.00
£	606.00	WALC and other subscriptions	£	700.00
£	-	Election Costs	£	400.00
£	-	Over 60's Xmas lunch	£	1,000.00
£	-	Insurance	£	380.00
		Sponsorship of entertainment	£	300.00
£	82.80	Training	£	200.00
£	-	Internal & External Audit	£	700.00
		Christmas Tree/lights	£	170.00
		Donations	£	100.00
£	-	Bank Charges	£	100.00
£	20.56	VAT		
£	-	Website Accessibility resources requirements	£	900.00
		Bulbs & Plants for the Village	£	500.00
		Survey - CIL Etc - Volunteers	£	900.00
£	40.00	Other		
£	3,996.59		£	25,000.00
		Contingency	£	1,000.00
£	9,210.41		£	26,000.00
£	79,502.45	Cash at 31 March 2021		
£	88,712.86	Cash at 30 April 2021		
£	88,712.86		£	64,038.52
			£	24,674.34

*This balance includes CIL money totalling £64,038.52, which can be spent solely on infrastructure. The amount available for general purpose expenditure is therefore £24,674.34

Actual at 31/05/2021	£		Budget	£
£	13,207.00	Precept and support grant	£	26,000.00
£	-	Community Infrastructure Levy		
		VAT Refund		
£	13,207.00		£	26,000.00
		Expenditure:		
£	5,054.59	Clerks' pay and expenses	£	15,500.00
£	343.00	Employer NI		
£	337.54	Printing, postage, telephone and stationery	£	2,100.00
£	-	Consultancy	£	800.00
		Website Hosting, Maintenance & Support & Laptop Support - Anti Virus Etc	£	250.00
£	606.00	WALC and other subscriptions	£	700.00
£	-	Election Costs	£	400.00
£	-	Over 60's Xmas lunch	£	1,000.00
£	-	Insurance	£	380.00
		Sponsorship of entertainment	£	300.00
£	99.60	Training	£	200.00
£	-	Internal & External Audit	£	700.00
		Christmas Tree/lights	£	170.00
		Donations	£	100.00
£	-	Bank Charges	£	100.00
£	50.39	VAT		
£	-	Website Accessibility resources requirements	£	900.00
		Bulbs & Plants for the Village	£	500.00
		Survey - CIL Etc - Volunteers	£	900.00
£	40.00	Other		
£	6,531.12		£	25,000.00
		Contingency	£	1,000.00
£	6,675.88			
£	79,502.45	Cash at 31 March 2021		
£	86,178.33	Cash at 30 May 2021		
£	86,178.33		£	64,038.52
£	-		£	22,139.81

*This balance includes CIL money totalling £64,038.52, which can be spent solely on infrastructure. The amount available for general purpose expenditure is therefore £21,139.81.