

# TIDBURY GREEN PARISH COUNCIL

**Clerk: Mrs Charlotte Kirby  
Tidbury Green PC  
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BIRMINGHAM  
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 16<sup>th</sup> September 2020 at 7.00pm 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 11th September 2020

## 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. Engagement with SMBC Local Community Development Worker, Jade Reddie.

**(Jade Reddie will join the meeting via Zoom).**

- To have initial introductions and discussions, to allow each other to learn about each other's roles, how we can work together and to provide Jade with relevant information regarding Tidbury Green and its community.

**6. To Approve the Minutes**

- To approve the Minutes of the meeting held on 22nd July 2020 (attached are unconfirmed).

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

**8. Whitlocks End - Station Adoption**

- To receive information and updates in relation to the proposal.
- To discuss and agree information to be included in the next newsletter.

**9. Appointment of Additional Councillor via Co-Option process**

- To agree the process and timeframes for advertising and filling the Parish Councillor Vacancy.

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

**New Planning Applications**

- PL/2020/01568/MINFHO – 145 Wood Lane.
- PL/2020/01886/MINFHO – 148 Norton Lane.
- PL/2020/01473/PPFL – Holly Cottage, Braggs Farm Lane. (No Response submitted)
- PL/2020/01437/MINFHO– Buildings & Land opposite 26 Houndsfield Lane. (No Response submitted)

**Planning Decisions by Solihull Borough Council**

- PL/2020/01293/MINFOT– Tidbury Green School Dickens Heath Road - **Approved**
- PL/2020/01223/PPFL – Garden Centre Adjacent 432 Norton Lane - **Approved**

**Ongoing matters**

- Appeal -Ref APP/Q4625/W/20/3249657 for Bowyer Farm - Lady Lane
- 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.**
- PL/2020/00888/PPFL – Tidbury Green Golf Club – Tilehouse Lane - **No Representation -Via Delegated Authority.**
- PL/2019/02870/PPFL – 396 Tilehouse Lane – **No Response Submitted.**

**11. Brunning & Price Pub & Restaurant.**

- To receive an update, including the news that Brunning & Price will not be proceeding with the purchase of Tidbury Green Farm/development of the pub & Restaurant.

**12. Changes to Planning system**

- To discuss any recent changes / proposals for changes to the planning system

**13. Lowbrook Farm Development**

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

**14. Tidbury Heights Development**

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

**15. Solihull Local Plan Review**

- To receive and discuss any relevant updates, including those provided by Jean Walter's (CPRE)
- Discuss and agree any action to be taken

**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.
- To discuss and agree a process for the Parish Council, in terms of their role and involvement in the reporting / resolution process.
- Agree a date to meet with Bromford Housing to discuss and current/ongoing issues.

**17. Village Hall**

- Review Tidbury Green Village Hall's Accounts and Risk Assessment Programme
- Discuss Village Hall Statutes, Rules, Constitution and Management Committee.
- To receive an update on any additional guidance received from WRCC, relating to opening the Village Hall after Lockdown.
- Discuss management and plans during the Covid-19 virus.

**18. Parish Council insurance cover**

- Review Parish Council's insurance cover

**19. Financial Matters**

- Invoices Received – to consider for payment those items listed in September 2020 Agenda Appendix 1
- Payments Received – £11,250.00
- Income and Expenditure Budget Year to 30 July & 31 August 2020.
- Consider for approval a laptop performance check, clean and optimise

**20. External Audit 2019/20**

- To receive an update

**21. Website Accessibility for Town & Parish Council Websites**

- To receive an update regarding works in progress, to meet new requirements.

**22. Calendar of Actions**

- Review arrangements for Christmas trees/ lighting
- Consider over 60's 2020 Christmas lunch
- Review and adopt Financial Regulations
- To receive a half yearly report from the Allotment Association
- Carry out independent review of bank reconciliations

**23. Newsletter**

- Consider the draft newsletter, additional information to be included and distribution plans, considering Covid- 19 Restrictions.

**24. Flooding issues**

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

**25. Litter and Dog Bins**

- Consider recent requests for litter and dog bins to be installed in Tidbury Green.
- Discuss and agree any further action to be taken

**26. Litter Picking in Tidbury Green**

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

**27. Crimes in Tidbury Green**

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

**28. Neighbourhood Watch / Street Watch**

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

**29. Update from Parish Clerk**

- To receive updates on progress and any relevant issues

**30. Correspondence**

- As listed in September 2020 Agenda Appendix 1.

**Date of the next meeting: Wednesday 21<sup>st</sup> October 2020**

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

## September 2020 Agenda Appendix 1

<b>Invoices Received</b>	<b>Invoice &amp; Cheque No.</b>
1. Clerk's Pay (C Kirby) - £805.95 Additional hours worked/pay July 2020	Invoice No: 84 Cheque No:
2. Clerks Holiday Pay 50% - July £591.50	Invoice No: Cheque No: -
3. Clerks Holiday Pay 50% - August £591.50	Invoice No: Cheque No:
4. Clerk's Pay (C Kirby) - £668.39 Additional hours worked/pay August 2020	Invoice No: 84 Cheque No:
5. Bell Computers £25.00 Install & Activate McAfee total protection 12 months	Invoice No: J20063 Cheque No:
6. WALC - £30.00 Understanding Finances & Governance Training Course – WALC	Invoice No: 20430 Cheque No:
7. Clerk's costs (C Kirby) £85.74 Paper, ink, Zoom pro, stationery & phone)	Invoice No: 84 Cheque No:
8. Clerk Office Expenses £ 165.00	Invoice No: Cheque No:
9. Zurich - £ 371.80 – Tidbury Green Parish Council Insurance renewal	Invoice No: 501721169 Cheque No:
<b>Payments received</b>	<b>Cheque &amp; Bank Credit No.</b>
1. 2 <sup>nd</sup> Instalment of 2020/21 Precept £11,250.00	Cheque No: Payment Ref: 2017775

**September 2020 Appendix 1 invoices and payments approved as correct:-**

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

**Chairman**

## September 2020 Agenda Appendix 1

Correspondence:

(Those of particular note are in bold)

**July 2020**

1. SLCC – email 15/07 - Bulletin
2. NALC – email 16/07 – Corona-virus — Information for Parish and Town Councils.
3. **SMBC – email 16/07 – Planning Application PL/2020/01473/PPFL – Holly Cottage, Braggs Farm Lane. (Circulated 19<sup>th</sup> July 2020).**
4. **WRCC Halls – email 17/07 - Free Member Village Hall event - Thursday 23rd July (Circulated 20<sup>th</sup> July 2020).**
5. **NALC – email 17/07 – Chief Executives Bulletin, including Remote working & checklist for face to face meetings. (Circulated 20<sup>th</sup> July 2020).**
6. SMBC – email 17/07 - Parish Council Briefing.
7. WALC – email 20/07 - Essential Planning Training for Councillors (repeat session) 5th August.
8. **Cheswick Green PC – email 20/07 – CCTV – Policy Documents Request to other Parish Councils. (Circulated 20<sup>th</sup> July 2020).**
9. **Linton Parish Council – email 20/07 – Query about who carried out TGPC 2013 Survey.**
10. SMBC – email 21/07 - Alert - Unauthorised Encampment - Hobs Meadow, Lyndon (Circulated 20<sup>th</sup> July 2020).
11. WALC – email 21/07 - WALC Training & Events News 21st July 2020.
12. NALC – email 21/07 – Corona-virus — Information for Parish and Town Councils.
13. SMBC – email 22/07 - Parish Council Briefing.
14. SMBC – email 23/07 - Parish Council Briefing.
15. **SLCC –email 23/07 - Briefing regarding Model Code of Conduct Consultation**
16. SMBC – email 24/07 - UPDATED: Notification of Temporary Traffic Restrictions - Grove Road, Dorridge - July 2020.
17. NALC – email 24/07 – Chief Executives Bulletin.
18. Rural Services Network – email 28/07 - The Rural Bulletin.
19. WALC – email 24/06 - Weekly update and information from WALC.
20. SMBC – email 29/07 - Notification of Temporary Traffic Restrictions - Meriden Village Centre 20mph Speed Limit - 6 Aug to 4 Sept 2020.
21. SMBC – email 29/07 - Notification of Establishment of New Parallel Crossing - Coleshill Heath Road, Solihull.
22. SMBC – email 29/07 - Parish Council Briefing.
23. **SMBC – email 29/07 - Planning Application PL/2020/01437/MINFHO– Buildings & Land Opposite 26 Houndsfield Lane. (Circulated 3<sup>rd</sup> August 2020).**
24. **NALC – email 30/07 – Corona-virus — Information for Parish and Town Councils, Including updated Government guidance on opening Village Halls (Circulated 30<sup>th</sup> July 2020).**

25. **SMBC – email 30/07 - Call for Community Champions (COVID-19) (Circulated 3<sup>rd</sup> August 2020).**
26. SMBC – email 31/07 - Notification of Proposed Traffic Calming Scheme - Corbetts Close, Hampton in Arden.
27. SMBC – email 31/07 - Notification of Temporary Traffic Restrictions - Shadowbrook Lane, Hampton in Arden - 18 to 20 Aug 2020.
28. SMBC – email 31/07 - Notification of Temporary Traffic Restrictions - Auckland Drive, Smith's Wood and Madams Hill Road, Shirley (Resurfacing) - 20 to 29 Aug 2020.
29. SMBC – email 31/07 - Notification of Temporary (Pedestrian) Traffic Restrictions - Arran Way/Ellice Drive, Smith's Wood (Footpath) - 24 Aug to 4 Sept 2020.
30. SMBC – email 31/07 - Notification of Temporary Traffic Restrictions - Access Road adj to Mell Square Car Park, Solihull Town Centre - (Overnights) 24, 31 Aug and 15 Sept 2020.
31. SMBC – email 31/07 – Notification of Temporary Traffic Restrictions - Field Lane, Solihull - 27 Aug 2020.
32. SMBC – email 31/07 – Notification of Temporary Traffic Restrictions - Various Locations - Zebra Crossing Resurfacing - 23 and 30 Aug 2020.
33. **SMBC – email 31/07 - Re-opening your Village Hall (Circulated 3<sup>rd</sup> August 2020).**
34. SLCC – email 31/07 - News Bulletin - 31st July 2020

### **August 2020**

35. SMBC – email 03/08 - Parish Council Briefing.
36. Parishioner – email 03/08 – Query about obtaining allotment plot.
37. SMBC – email 04/08 - Parish Council Briefing.
38. **Bell Computers – 04/08 – Invoice for McAfee installation and quote for annual Laptop Health check.**
39. NALC – email 04/08 – Rebuilding Communities.
40. WALC – email 04/08 - Parish Meetings and WALC Newsletters.
41. WALC – email 05/08 - WALC Training & Events News 5th August 2020.
42. SMBC – email 05/08 - Agenda for Planning Committee, Wednesday 12th August 2020 (Circulated 5<sup>th</sup> August 2020).
43. **NALC – email 07/08 – Chief Executives Bulletin, including the planning white paper (Circulated 27<sup>th</sup> August 2020).**
44. WALC – email 11/08 - Eligibility of Town and Parish councils for various business grants.
45. Rural Services Network – email 07/07 - The Rural Bulletin.
46. WALC – email 12/08 - Audit returns - This only applies to the 50% of you that have not yet sent in your AGAR returns.
47. SMBC – email 12/08 - Notification of Proposed Permanent Traffic Regulation Order - Damson Lane and Damson Parkway, Solihull - Red Route and Waiting Restrictions.
48. WALC – email 12/08 - Bi-weekly update and information from WALC - 12th August.

49. SLCC – email 12/08 - News Bulletin - 12th August 2020.
50. SMBC – email 12/08 - Agenda for Planning Committee, Wednesday 19th August 2020, (Circulated 3<sup>rd</sup> August 2020).
51. HMRC – email 12/08 - Important information for employers.
52. SMBC – email 13/08 - Parish Council Briefing.
53. **Parishioner – email 14/08 - Tidbury Heights Park - Access Restrictions (Circulated 27<sup>th</sup> August 2020).**
54. SMBC – email 17/08 - Parish Council Briefing.
55. SMBC – email 18/08 - Parish Council Briefing.
56. SMBC – email 19/08 - Permanent Traffic Regulation Orders - Notice of Implementation - School Streets Phase 2 - Prohibition of Driving and 20mph Speed Limit.
57. Rural Services Network – email 18/08 - The Rural Bulletin.
58. WALC – email 19/08 - WALC Training & Events News 19th August 2020.
59. SMBC – email 19/08 - Parish Council Briefing.
60. SLCC- email 19/08 - The Training Festival for Clerks.
61. SMBC – email 19/08 - Agenda for Planning Committee, Wednesday 26th August 2020 (Circulated 22<sup>nd</sup> August 2020).
62. WALC – email 20/08 - Just announced: Responding to Planning Applications: 4th & 11th November.
63. SMBC – email 21/08 - Parish Council Briefing.
64. SMBC – email 21/08 - Solihull Says Thank You (Circulated 22<sup>nd</sup> August 2020).
65. NALC – email 21/08 – Chief Executives Bulletin.
66. SMBC – email 24/08 - Parish Council Briefing.
67. WALC – email – 24/08 - Equality and Diversity.
68. **WALC – email 24/08 - 2020/20201 pay award.**
69. **WALC/SAC – email 24/08 - 2 consultations involving changes proposals to change the current planning system.**
70. **SMBC – email 25/08 - CPH Environment & Highways Decision Session - Flood risk management (Circulated 27<sup>th</sup> August 2020).**
71. Rural Services Network – email 25/08 - The Rural Bulletin.
72. SMBC – email 25/08 - Parish Council Briefing.
73. **Parishioner – email 25/08 - Tidbury Green Parish Council "Cherry Blossom Tree Location. (Circulated 27<sup>th</sup> August 2020).**
74. **Previous Parishioner – email 25/08 - Tidbury Green School reunion, lost book. (Circulated 26<sup>th</sup> August 2020).**
75. ALCC – email 26/08 - Recent News from ALCC.
76. SMBC – email 26/08 - Notification of Temporary Traffic Restrictions - Various Roads (Resurfacing) - 6 to 29 September 2020
77. WALC- email 26/08 -Bi-weekly update and information from WALC - 26th August, including advice about wearing face masks in village halls.
78. SMBC – email 26/08 - Notification of Temporary Traffic Restrictions - Covid-19 Recovery Phase in Solihull - 4 September 2020 to 11 January 2021.



79. SMBC – email 27/08- The Local Authorities (Members’ Allowances) Regulations 2003 – Parish Basic Allowances 2020-22 (Circulated 27<sup>th</sup> August 2020).
80. **Parishioner – email 27/08 - Miller Homes – Query about security fencing. (Circulated to Chris Farr on 2<sup>nd</sup> September 2020).**
81. **SMBC – email 28/08 - Solihull homes to be better protected from flooding thanks to Environment Agency funding (Circulated 3<sup>rd</sup> September).**
82. SMBC – email 28/08 - Notification of Temporary Traffic Restrictions - Seven Star Road (Service Road), Solihull - 7 to 10 September 2020.
83. SMBC – email 28/08 - Notification of Temporary Traffic Restrictions - Henwood Lane, Solihull - 9 September 2020.
84. SMBC – email 28/08 - Permanent Traffic Regulation Order - Notice of Implementation - Brookvale Road and Brookvale Grove, Olton - Waiting Restrictions.
85. SMBC – email 28/08 - Permanent Traffic Regulation Order - Notice of Implementation - Starley Way, Bickenhill - Waiting Restrictions.
86. SMBC – email 28/08 - Notification of Temporary Traffic Restrictions - Creynolds Lane, Shirley - 7 September 2020.
87. **SMBC – email 28/08 - Planning Application PL/2020/01886/MINFHO – 148 Norton Lane. (Circulated 2<sup>nd</sup> September).**
88. NALC – email 28/08 – Chief Executives Bulletin.
89. SLCC – email 28/08 - News Bulletin - 28th August 2020.
90. **National Express – email 28/08 – Village Hall availability for Team Day.**
91. SMBC – email 28/08 - Notification of Temporary Traffic Restrictions - Salter Street, Earlswood - 9 September 2020.

## September 2020

92. **WALC – email 01/09 - Give your Councillors a login to the WALC website**
93. Rural Services Network – email 02/09 - The Rural Bulletin.
94. **Jean Walters – email 02/09 - Solihull Council Finalise Housing Proposals. (Circulated 9<sup>th</sup> September).**
95. WALC – email 02/09 - WALC Training & Events News 2nd September 2020.
96. **SMBC – email 02/09 - Planning Application PL/2020/01568/MINFHO – 145 Wood Lane. (Circulated 10<sup>th</sup> September).**
97. **WALC – email 02/09 - WALC event registration confirmation Proposed changes to the Planning System (Registered 02/09/2020).**
98. CPRE – email 02/09 - Wild West Horror Show Coming Our Way (Circulated 2<sup>nd</sup> September 2020).
99. SMBC – email 02/09 - Notification of Proposed Permanent Traffic Regulation Order - Sharmans Cross Road and Adjoining Roads, Solihull - Waiting Restrictions.
100. **Zurich – email 02/09 - Tidbury Green Parish Council: Zurich Policy Renewal.**
101. **SMBC – email 02/09 - Flood Mitigation Scheme update Wednesday 2nd September 2020 (Circulated 3<sup>rd</sup> September).**

102. Tidbury Green School – email 03/09 – Weekly Newsletter.
103. **SMBC – email 03/09 – BACS Remittance for 2<sup>nd</sup> instalment of precept 2020-2021.**
104. Neighbourhood watch – email 03/09 – September 2020 Newsletter
105. WALC – email - 04/09 - Understanding: Meetings & Risk 10th September 2020.
106. NALC – email 04/09 – Chief Executives Bulletin.
107. SMBC – email 04/09 - Emergency Road closure - Haslucks Green Road, Shirley.
108. SMBC – email 04/09 - Notification of Temporary Traffic Restrictions - Coventry Road, Berkswell - 17 September 2020.
109. **Parishioner – email 07/09 – Query regarding bonfires.**
110. SMBC – email 08/09 - Notification of Proposed Permanent Traffic Regulation Order - Balsall Street East, Balsall Common - Waiting Restrictions and School Keep Clear.
111. WALC – email 08/09 – Link to Proposed changes to the Planning System - a briefing with Neil Pearce.
112. WALC – email 08/09 - Annual Parish Council Meetings and Annual Parish Meetings (Assemblies)
113. SMBC – email – 08/09 - Covid-19 update. (Circulated 10<sup>th</sup> September).
114. SMBC – email 09/09 - EMERGENCY Road Closure – Wootton Lane, Balsall Common, CV7 7BS (from junction with Bradnocks Marsh Lane) – immediate until 18/09/2020.
115. NALC – email 09/09 Rebuilding Communities training event.
116. SMBC – email 09/09 - Parish Council Briefing.
117. SMBC – email 09/09 - Agenda for Planning Committee, Wednesday 16th September 2020.
118. SMBC – email 10/09 - EMERGENCY Road Closure – Hobs Moat Service Road, Lyndon, B92 8JS (outside 303 to 331) – immediate until 11/09/2020.
119. Tidbury Green School – email 03/09 – Weekly Newsletter.
120. SMBC – email 10/09 - Parish Council Briefing.
121. WALC – email 10/09 - New Government directive on number meeting together.

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

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	09/09/2020	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 in New Year. Solihull MBC Neighbourhood Coordinator has suggested that a regular meeting is scheduled between him and the Parish Council in order to raise and progress any issues. The Parish Council agreed that this would be beneficial and agreed that a quarterly meeting would be most appropriate. Dates, attendees and timescales to be discussed at a future Parish Council Meeting. Delayed due to Covid-19 restrictions and SMBC restructure. <b>Action Closed due to SMBC restructure &amp; Covid - 19</b>
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. <b>It was agreed that Cllr Farr will arrange a meeting / walk around the area to discuss the trees which are of concern.</b>
Jul	24.1	To complete modernisation review of Clerks Contract by the end of March 2020.	Al		Delayed due to other work pressures / Issues <b>CK submitted docs to Councillors 08/07/2020</b> <b>Discussed in advance of the July 2020 Meeting.</b>
Jul	24.1	Circulate current contract, WALC model contract and any other relevant documents to Councillors, to assist with the update.	CK	08/07/2020	<b>Complete</b>
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. <b>24/06 Mark advised that he is meeting with Jean and he will ask her if there is anything specific that the PC need to be made aware of.</b>

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.	C K	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.	C K	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.	M R C K	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>Cllr.M.Reohorn to raise this issue with Nick Page - CEO SMBC.</b> <b>Request for additional bin for Dickens Heath Road - Opp School sent to SMBC - 28/08.</b> <b>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.</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.	C F & M R	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>
Nov-19	6.8	Issues raised with SMBC when Cllr.Farr and Reohorn met with SMBC and walked around the Village	C F	<b>CF to chase update.</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.	C F M R	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.	C K	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.	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. <b>22/07 - Due to Covid- 19 restriction Cllr.L.Waites has not chased progress, however she will liaise with Mrs McHale once the schools return, following the summer holidays.</b>
Jan-20	N/A	Review Working at Home Risk Assessment Requirements	C K	
Jan-20	21.1	Asks WALC if every Parish Council has to have a disaster plan, or whether it is optional,	C K	<b>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>
Jan-20	33.1	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 ll	<b>As agreed at the Feb 20 meeting, clerk to recirculate. Re-circulated 18/03/2020</b>
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 possible interventions that could be used to reduce these issues	M R	<b>Delayed due to Covid-19 restrictions</b>
Feb-20	8.2	Send photographs of the emergency road to Regency Field, which is constantly flooded, to Ed Bradford.	C F	<b>24/06 - Cllr.C.Farr to check if he has sent the photographs.</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>L W</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>C K</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>C K</b>	
<b>May-20</b>	<b>30.1</b>	Investigate the possibility of switching to online banking for the Village Hall.	<b>L W</b>	
<b>May-20</b>	<b>30.1</b>	Review and where appropriate update the Village Hall Banking Mandate.	<b>L W</b>	
<b>May-20</b>	<b>36.1</b>	Revisit Over 60's Christmas lunch plans for 2020, given Covid-19, at the September 2020 meeting	<b>A II</b>	
<b>Jun-20</b>	<b>7.1</b>	Inform Zac and share the forms that Zac needs to complete, should he wish to accept the offer of Casual vacancy. Cllr.L.Waites to facilitate the completing of forms, witness the signing of the Declaration of Acceptance Form and ensure that the forms are returned to the Clerk.	<b>C K L W</b>	29/06 - Required papers sent to Zac and copied to Lynn 22/07 - <b>Expression of Interest - Withdrawn</b>

**Actions From July 2020 Meeting**

<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>C K</b>	<b>Email sent to all Councillors, requesting availability for week commencing 21st September 2020. 24/08 - Limited response received.</b>
<b>Jul-20</b>	<b>13.1</b>	Circulate the completed Village Hall Risk Assessment to all Councillors s & the Clerk	<b>L W</b>	
<b>Jul-20</b>	<b>13.2</b>	Source and supply the Financial documents required, to carry out the 2019/20 Village Hall Accounts to Bev Heaven.	<b>L W</b>	

Jul-20	18.1	Send guidance received regarding The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018". This requires Public Sector Bodies, which includes Parish Councils, to ensure that reasonable adjustments are made to websites so they are accessible to people with various disabilities. Guidance to be sent to Cllr.M.Reohorn & the agreed Supplier of the upcoming work, to ensure compliance by September 23rd 2020. Cllr Reohorn also to liaise with the supplier.	C K M R		Emails sent. Supplier has accessed the guidance and is currently working on the project. However it is more work than originally anticipated.
Jul-20	20.1	Parish Councillors to consider a suitable location to plant the cherry tree, to be provided by Solihull MBC, to symbolise the community coming together during the Covid- 19 pandemic, to remember those who lost loved ones and to reflect on the hard work and dedication given by a number of people.	A II		
Jul-20	20.2	Submit a request to SMBC for bulbs and Wild Flower seeds, for planting in the village.	C K		Email sent to SMBC - 05/08. Response received from Matthew Gardner on 04/09 stating that "I am liaising with my colleague Sarah Jones, she is now the lead person for such requests relating to wild flower meadow projects. I hope to get some information for you relating to the bulbs by the end next week. "
Jul-20	20.3	To obtain further information from SMBC about the Arden Free Tree scheme and to add relevant details to the Parish Council website.	C K	09/09/2020	Complete
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	C K		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."

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

## Planning Applications – 12 Months

Application n. No.	Application Type	Date	Consultation	Decision Date	Planning Officer	Proposal	Location	Notes from viewing the plans	PC	Status
PL/2020/01568/MINFHO	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 ensuite 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.		
PL/2020/01886/MINFHO	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.		
PL/2020/01437/MINFHO	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	
PL/2020/01473/PPFL	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	



PL/2020/0122 3/PPFL	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	<b>Approved</b>
PL/2020/0129 3/MINFOT	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	<b>Approved</b>
PL/2020/0088 8/PPFL	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 Golfclub - Tilehouse Lane	3 story, rather than 2. Higher building. Family home or separate apartments?	No Representation	
PL/2020/0048 4/PPFL	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	<b>Withdrawn</b>
PL/2020/0036 7/PPFL	Planning Portal - Full Application	12/03/2020	02/04/2020	07/05/2020	Laura Taylor	Demolition of fire-damaged cottage and adjoining outbuildings and erection of replacement cottage	Milk house Farm, Salter Street	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>

PL/2019/0313 7/PPTREE	TPO	12/02/ 2020	26/02/2020	01/04/2020	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).	Trees alongside Dewberry Road & Mulberry Grove.	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>
PL/2019/0287 0/PPFL	Minor Full Householder	29/01/ 2019	17/02/2020	17/03/2020	Lou Randall	Erect porch to front of house	396 Tilehouse Lane	Appears improving current porch - including V shaped roof. Appears to extend only slightly in front of building line of house.	No Response submitted Due to No PC Views	
PL/2019/0317 3/MIRDW	Minor Reserved Matters Dwelling	27/01/ 2020	14/02/2020	N/K	Benn Watkinson	Approval of reserved matters - 1-appearance and 2-landscaping in planning approval PL/2017/02768/PPOL- Removal of existing storage containers, structures and buildings and redevelopment of the site for up three detached dwellings	167A Wood Lane	PL/2017/02768/PPOL approved May 2018	No Response submitted Due to No PC Views	<b>Approved</b>
PL/2019/0238 5/LBC	Listed Building Consent	27/11/ 2019	13/12/2019	16/01/2020	Lou Randall	Listed building consent for new conservatory and garage conversion (for ancillary use to main dwelling)	Engine House Collage - Valley Road	Appears garage conversion for ancillary use requires no significant alterations. Conservatory mainly glass with bi-folding doors	No Representation	<b>Approved</b>
PL/2019/0207 1/CLEUD	CLEUD	03/10/ 2019	22/10/2019	N/K	Jasmine Preston-Wood	Certificate of Lawful development for the existing construction of 2 No. dwellings in accordance with Planning approval PL/2015/00060/FULL	Hedgerows, Clebury 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	<b>Approved</b>
PL/2019/0194 0/PPFL	Change of Use	18/09/ 2019	08/10/2019	12/11/2019	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 Representation	<b>Approved</b>

PL/2019/0210 2/MIODW	Minor Outline Dwellings	11/09/ 2019	02/10/2019	07/10/2019	Benn Watkinson	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	<b>Refused Appeal Lodged Ref APP/Q4625/W/ 20/3249657 July 2020</b>
PL/2019/0199 8/MINFHO	Minor Full Householder	09/09/ 2019	26/09/2019	24/10/2019	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	<b>Approved</b>

<b>Actual at 31/07/2020</b>		<b>Budget</b>
£		£
£ 11,250.00	Precept and support grant	£ 22,500.00
£ 1,616.00	Grant Funding for Coronavirus impact	
£ -	Community Infrastructure Levy	
	VAT Refund	
£ 12,866.00		£ 22,500.00
<b>Expenditure:</b>		
£ 7,290.66	Clerks' pay and expenses	£ 14,000.00
£ 694.04	Printing, postage, telephone and stationery	£ 2,100.00
£ 1.80	Travel	£ -
£ -	Consultancy	£ 1,000.00
	Website Hosting, Maintenance & Support & Laptop Support - Anti Virus Etc	£ 220.00
£ 472.00	WALC and other subscriptions	£ 550.00
£ -	Election Costs	£ 300.00
£ -	Over 60's Xmas lunch	£ 950.00
£ -	Insurance	£ 380.00
	Sponsorship of entertainment	£ 150.00
£ 30.00	Training	£ 400.00
£ 386.45	Internal & External Audit	£ 550.00
	Christmas Tree/lights	£ 200.00
	Donations	£ 100.00
£ 24.28	Bank Charges	£ 100.00
£ 185.50	VAT	
£ -	Website Accessibility resources requirements	£ 500.00
	Other	
----- £ 9,084.73 -----		----- £ 21,500.00 -----
	Contingency	£ 1,000.00
----- £ 3,781.27 -----		----- £ 22,500.00 -----
£ 78,496.98	Cash at 31 March 2020	
----- £ 82,278.25 -----	Cash at 31 May 2020	

\*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 £18,239.73.