

TIDBURY GREEN PARISH COUNCIL

**Clerk: Mrs Charlotte Kirby
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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 11th November 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. 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 5th November 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. 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 16th September 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 discuss progress for advertising and filling the Parish Councillor Vacancy.

10. To consider the following planning matters

New Planning Applications

- PL/2020/02344/TPO – Lowbrook Farm, Lowbrook Lane.
- PL/2020/02390/PPFL – Rumbush Farm, Rumbush Lane.
- PL/2020/02146/TPO – 38 Houndsfield Lane. **No Response Submitted.**
- PL/2020/01568/MINFHO – 145 Wood Lane. **No Response Submitted.**
- PL/2020/01886/MINFHO – 148 Norton Lane. **No Response Submitted.**
- PL/2020/01473/PPFL – Holly Cottage, Braggs Farm Lane. (No Response submitted)

Planning Decisions by Solihull Borough Council

- PL/2020/00888/PPFL – Tidbury Green Golf Club – Tilehouse Lane - **No Representation -Via Delegated Authority. Withdrawn**
- PL/2019/02870/PPFL – 396 Tilehouse Lane – **No Response Submitted. Approved**
- PL/2020/01437/MINFHO– Buildings & Land opposite 26 Houndsfield Lane. (No Response submitted) **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.**

11. Changes to Planning system

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

12. Lowbrook Farm Development

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

13. Tidbury Heights Development

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

14. Solihull Local Plan Review

- To receive and discuss any relevant updates.
- To discuss and agree the Parish Council's response to the Solihull Local Plan Review, Consultation.
- To discuss and agree the information to be included in the next Parish Council Newsletter.
- To thank Jean Walter's (CPRE) for all her support.
- Discuss and agree any action to be taken.

15. 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 the proposed process included in the draft newsletter, for parishioners reporting crimes and anti-social behaviours.
- Agree a date to meet with Bromford Housing to discuss and current/ongoing issues.

16. Meeting with Saqib Bhatti MBE MP

- To discuss and agree matters that the Parish Council wish to discuss with Saqib Bhatti MBE MP, during their upcoming meeting.
- To plan and agree the schedule of the meeting.

17. Village Hall

- Review Tidbury Green Village Hall Accounts
- Review Tidbury Green Village Hall Risk Assessment Programme
- Discuss Village Hall Statutes, Rules, Constitution and Management Committee.
- Discuss management and plans during the Covid-19 virus.

18. Financial Matters

- Invoices Received – to consider for payment those items listed in November 2020 Agenda Appendix 1
- Payments Received – None
- Income and Expenditure Budget Year to 30 September & 31 October 2020.
- Consider for approval Purchase of Arnold-Baker on local Council Administration – twelfth edition. - £120.00

19. External Audit 2019/20

- To receive an update

20. Website Accessibility for Town & Parish Council Websites

- To receive an update regarding works undertaken.
- Consider further work required and the relevant funding to meet full requirements.

21. Calendar of Actions

- Review and adopt Financial Regulations
- Carry out independent review of bank reconciliations
- Appoint Internal Auditor
- Review work undertaken by Internal Auditor
- Advertise and hold the Annual Parish Meeting
- Receive and discuss initial proposals from Councillors for objectives and expenditure on projects for the following financial year/ Consider a first draft budget and Objectives Statement
- Consider the need for a three year financial forecast
- Review use of deposit account.
- Consider production of PC Disaster Recovery Plan (As agreed at February 2020 meeting – Minute 6.6)

22. Newsletter

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

23. Bulbs & Wildflowers

- To discuss any updates

24. Update from Parish Council Chairman re meeting with SMBC

- Cllr.C.Farr to provide an update following his recent meeting with Matthew Gardner (SMBC), regarding various issues including Dickens Heath Road pavement, leading from Tidbury Green to the school.

25. Flooding issues

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

26. 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

27. Litter Picking in Tidbury Green

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

28. Crimes in Tidbury Green

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

29. Neighbourhood Watch / Street Watch

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

30. Update from Parish Clerk

- To receive updates on progress and any relevant issues
- Discuss and agree the Clerks revised contract.

31. Correspondence

- As listed in November 2020 Agenda Appendix 1.

Date of the next meeting: Wednesday 9th December 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

November 2020 Agenda Appendix 1

Invoices Received	Invoice & Cheque No.
1. Clerk's Pay (C Kirby) - £677.35 Additional hours worked/pay September 2020	Invoice No: 85 Cheque No:
2. Clerk's Pay (C Kirby) - £731.89 Additional hours worked/pay October 2020	Invoice No: 85 Cheque No:
3. Clerk's costs (C Kirby) £228.64 Paper, ink, Zoom pro, stationery & phone)	Invoice No: 85 Cheque No:
4. HMRC - £ 738.42 (£453.31 - Employee Tax & NI - Deducted from Clerk's pay - £285.11 Employers NI (Paid in advance of meeting as a result of due date)	Invoice No: Quarter 2 Cheque No: 100491
5. PKF Littlejohn LLP £360.00 Limited Assurance Review of AGAR for Year Ended 31 March 2020	Invoice No: SB20202038 Cheque No: 100491
6. SLCC Membership £201.00 (£161.00 SLCC & £40.00 ALCC)	Invoice No: MEM226168 Cheque No:
7. CPRE Annual Membership £36.00	Invoice No: N/A Cheque No:
 Payments received	 Cheque & Bank Credit No.
1. None	Cheque No: Payment Ref:

November 2020 Appendix 1 invoices and payments approved as correct:-

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

Chairman

November 2020 Agenda Appendix 1

Correspondence:
(Those of particular note are in bold)

September 2020

1. NALC – email 09/09 – Chief Executives Bulletin.
2. **SMBC – email 09/09 - Parish Council Briefing, Including info relating to Village Halls (Circulated 21st September 2020).**
3. WALC – email 10/09 - New Government directive on number meeting together.
4. **SMBC – email 11/09 - Parish Council Briefing, Including info relating to Village Halls (Circulated 15th September 2020).**
5. Allotment association – email 12/09 - Letting of the vacant plots TGAA.
6. Member of public – email 12/09 - Tidbury Green Parish Council, history question.
7. NALC – email 14/09 - Corona-virus — Information for Parish and Town Councils.
8. SMBC – email 14/09 - RE: COVID-19 – The situation in Solihull x 2
9. SMBC - email 16/09 - RE: COVID-19 – Government Updates.
10. Tidbury Green School – email 17/09 – Weekly Newsletter.
11. SMBC – email 17/09 - Notification of Temporary Traffic Restrictions - Hobs Moat Road Service Road - 28 September to 23 October 2020.
12. SMBC - email 17/09 - RE: COVID-19 – Government Updates.
13. SMBC – email 17/09 - Permanent Traffic Regulation Order - Notice of Implementation - Auckland Drive, Smith's Wood - Waiting Restrictions.
14. **SMBC – email 17/09 - Tidbury Green - Property Flood Resilience. (Circulated 21st September 2020).**
15. NALC – email 18/09 – Chief Executives Bulletin.
16. SMBC – email 18/09 - Community Champions Update.
17. WRCC – email 21/09 - Re-opening your Village Hall.
18. NALC – email 21/09 - Corona-virus update.
19. **WALC – email 22/09 - Holding Parish Council Meetings.**
20. **MP Saqib Bhatti – email 22/09 – Contact/ meeting proposal**
21. **SMBC- email 23/09 - Alert - Unauthorised Encampment - Prologis Site (Circulated 28th September 2020).**
22. **Jean Walters – email 23/09 - Green Belt (Question to PM, by MP Saqib Bhatti) (Circulated 28th September 2020).**
23. WALC – email 23/09 - Bi-weekly update and information from WALC (Circulated 28th September 2020 – Due to info regarding opening village halls & Test & Trace etc).
24. **SMBC – email 23/09 – Planning Application PL/2020/02146/TPO – 38 Houndsfield Lane. (Circulated 30th September 2020).**
25. SMBC – email 23/09 - Notification of Proposed Permanent Traffic Regulation Order - Tanworth Lane, Shirley - Waiting Restrictions.
26. **SMBC – email 23/09 - Commonwealth Games Funding Opportunity (Circulated 28th September 2020).**

27. SLCC – email 24/09 - News Bulletin - 24th September 2020.
28. SMBC – email 24/09 – EMERGENCY Road Closure – Dorchester Road, Solihull (at the junction with Streetsbrook Road) – immediate until 29/09/2020 at 15:30.
29. Tidbury Green School – email 24/09 – Weekly Newsletter.
30. **SMBC – email 24/09 - Solihull's Draft Submission Plan moves to next stage (Circulated 29th September 2020).**
31. SMBC – email 25/09 - COVID-19 – Government Updates.
32. NALC – email 25/09 – Chief Executives Bulletin.
33. SMBC – email 25/09 - Community Champions Update.
34. SMBC – email 25/09 - Remembrance Sunday & Armistice Day.
35. WALC – email – 25/09 - Has your Chairman or Mayor changed this year?
36. SMBC – email 25/09 – Notification of Temporary Traffic Restrictions - Dog Kennel Lane, Shirley - 5 to 7 October 2020.
37. SMBC – email 25/09 - Notification of Temporary Traffic Restrictions - Houndsfield Lane, Tidbury Green - 5 to 7 October 2020.
38. Parishioner – email 26/09 – Query about obtaining allotment plot.
39. CSW Broadband – email 29/09 - CSW Broadband Update - Sept 2020.
40. SMBC – email 29/09 - RE: COVID-19 – Government Updates.
41. SMBC – email 30/09 - Remembrance Day 2020 - Parish and Town Councils.
42. **SAC – email 30/09 - Draft Local Plan being presented to Cabinet tomorrow night. (Circulated 5th October 2020).**

October 2020

43. SMBC – email 01/10 - COVID-19 – Government Updates 1.10.20.
44. Tidbury Green School – email 01/10 – Weekly Newsletter.
45. WM Now – email 01/10 - Neighbourhood Watch October Our News Newsletter Is Here (Circulated 5th October 2020).
46. **Savills – email 02/10 - Tidbury Green Parish Council "Tidbury Green Neighbourhood Plan"**
47. SMBC - email 02/10 - RE: COVID-19 – Government Updates.
48. SMBC – email 02/10 - Community Champions Update.
49. SMBC – email 02/10 - UPDATED: Notification of Temporary Traffic Restrictions - Various Roads (Resurfacing) - 6 to 29 September 2020.
50. SMBC – email 02/10 - Notification of Temporary Traffic Restrictions - Packwood Road, Dorridge - 12 to 14 October 2020.
51. SMBC – email 02/10 - CANCELLED: Notification of Temporary Traffic Restrictions - Houndsfield Lane, Tidbury Green - 5 to 7 October 2020.
52. NALC – email 02/10 – Chief Executives Bulletin.
53. SAC – email 04/10 - Membership List.
54. SAC – email 04/10 - SAC Meeting 20th October 2020 (Circulated 5th October 2020).

55. **WALC – email 04/10 - Your registration for Understanding: Finance & Governance.**
56. Zoom – email 04/10 - Zoom Payment Processed for Account 126808184
57. SMBC – email 05/10 - COVID-19 – Government Updates.
58. SAC – email 05/10 - Solihull Local Plan Review - need for longer objection period and reporting of responses to Members Panel. Later (05/10/2020) circulated to all Councillors via email by Jean Walters – CPRE.
59. Rural Services Network – email 06/10 - The Rural Bulletin.
60. WALC – email 06/10 - Handouts to support Finance & Governance training.
61. SMBC – email 07/10 - Agenda for Planning Committee, Wednesday 14th October 2020, (Circulated 7th October 2020).
62. SMBC - email 07/10 - RE: COVID-19 – Government Updates.
63. Member of public – email 07/10 – Query about obtaining allotment plot.
64. SLCC – email 07/10 - News Bulletin.
65. SMBC – email 09/10 - COVID-19 – Government Updates.
66. SMBC – email 09/10 - COVID-19 – Government Updates.
67. **Solihull Ratepayers – 09/10 - Local Plan Update for Dickens Heath - Community News Issue 31 9th October 2020. (Circulated 12th October 2020).**
68. NALC – email 09/10 – Chief Executives Bulletin.
69. CPRE – email 10/10 - Planning campaign – we’re making progress, and other news. (Circulated 12th October 2020).
70. WALC – email 12/10 - Budgeting for your council? Try the 3P's.
71. NALC – email 12/10 – Rebuilding Communities Event.
72. Rural Services Network – email 13/10 - The Rural Bulletin.
73. SMBC – email 13/10 - COVID-19 – Government Updates.
74. SMBC- email 14/10 - Notification of Temporary Traffic Restrictions - Hampton Lane, Solihull - 26 October to 1 November 2020.
75. SMBC- email 14/10 - Notification of Temporary Traffic Restrictions - Harvard Road, Solihull - 26 October to 20 November 2020.
76. SMBC- email 14/10 - Notification of Temporary Traffic Restrictions - Bickenhill Road, Marston Green - 26 October to 18 December 2020 and 4 January to 29 January 2021.
77. SMBC- email 14/10 - Notification of Temporary Traffic Restrictions - Ravenshaw Lane, Solihull - 22 October 2020.
78. SMBC- email 14/10 - Notification of Proposed Permanent Traffic Regulation Order - Marsh Lane, Hampton in Arden - Prohibition of Driving.
79. SMBC – email 14/10 - COVID-19 – Government Updates.
80. SMBC – email 14/10 - Remembrance Sunday - 8th November 2020 (Circulated 15th October 2020).
81. HMRC – email 14/10 - Important information for employers.
82. Tidbury Green School – email 15/10 – Weekly Newsletter.
83. SMBC – email 16/10 - Community Champions Update.

84. SMBC – email 16/10 - Notification of Temporary Traffic Restrictions - Chester Road (Service Road), Castle Bromwich - 26 to 29 October 2020.
85. SMBC – email 16/10 - Notification of Temporary Traffic Restrictions - Widney Road, Bentley Heath - 26 to 30 October 2020.
86. SMBC – email 16/10 - Briefing Note: Solihull Youth offer.
87. SMBC – email 16/10 - Notification of Temporary Traffic Restrictions - Old Lode Lane, Solihull - 26 to 30 October 2020
88. SMBC – email 19/10 - Notification of Temporary Traffic Restrictions - St Peters Lane, Bickenhill - 26 October 2020.
89. SMBC – email 19/10 - COVID-19 – Government Updates 19.10.20.
90. **SMBC – email 19/10 – Planning Application PL/2020/02390/PPFL – Rumbush Farm, Rumbush Lane. (Circulated 21st October 2020).**
91. Rural Services Network – email 20/10 - The Rural Bulletin.
92. SMBC – email 20/10 - COVID-19 – Government Updates.
93. SMBC – email 20/10 - Notification of Temporary Traffic Restrictions - A45 Coventry Road, Bickenhill (Eastbound Slip Road) - 28 to 29 October 2020.
94. SMBC – email 20/10 - EMERGENCY Road Closure – Meriden Drive, Kingshurst (side of number 62) – Immediate until 26/10/2020 at 16:00hrs.
95. SLCC – email 20/10 - Membership Renewal Notice.
96. **SMBC – email 20/10 – Planning Application PL/2020/02344/TPO – Lowbrook Farm, Lowbrook Lane. (Circulated 22nd October 2020).**
97. WALC – email 21/10 - WALC Training & Events Newsletter - 21st October 2020.
98. SMBC – email 21/10 - Permanent Traffic Regulation Order - Notice of Implementation - Damson Parkway and Damson Lane - Waiting Restrictions & Red Route.
99. SMBC – email 21/10 - Notification of Temporary Traffic Restrictions - Wootton Lane, Balsall Common - 3 to 16 November 2020
100. SMBC – email 21/10 - COVID-19 – Government Updates.
101. SMBC – email 22/10 - Notification of Temporary Traffic Restrictions - Netherwood Lane, Chadwick End - 2 November 2020.
102. SMBC – email 22/10 - Notification of Temporary Traffic Restrictions - Smiths Lane, Knowle - 2 to 4 November 2020.
103. The Mayor of Solihull – email 22/10 - Remembrance Sunday Service inside St Alphege Church. (Circulated 22nd October 2020)
104. Tidbury Green School – email 22/10 – Weekly Newsletter.
105. SMBC – email 22/10 - COVID-19 – Government Updates.
106. **Zurich – email 22/10 - Tidbury Green Parish Council - Zurich Insurance Payment Confirmation. (Circulated 22nd October 2020).**
107. SMBC – email 22/10 - Guidance for Halloween. (Circulated 26th October 2020).
108. WALC – email 22/10 - Special on line adaptation of the play Shell Shock (Circulated 26th October 2020).
109. Member of public – email 23/10 – Query about obtaining allotment plot.

- 110. **Osbaston Parish Council – email 23/10 - Tidbury Green Parish Council "Parishioners Survey 2013 (Circulated 5th November 2020).**
- 111. SLCC – email 23/10 - News Bulletin - 23rd October 2020
- 112. NALC – email 23/10 - Chief Executives Bulletin.
- 113. SAC – email 24/10 - Support for social media costs.
- 114. **Open Spaces Society – email 24/10 – Response to Planning Application (Circulated 26th October 2020).**
- 115. SMBC – email 26/10 - COVID-19 – Government Updates 26.10.20 x 2.
- 116. SMBC – email 27/10 - Notification of Temporary Traffic Restrictions - Colebrook Road, Shirley - 4 November 2020.
- 117. SMBC – email 27/10 - RE: COVID-19 – Government Updates.
- 118. SMBC – email 28/10 - RE: COVID-19 – Government Updates.
- 119. Bromsgrove & Redditch.Gov – email 28/10 - Bromsgrove District Plan Update - October 2020 (Circulated 28th October 2020).
- 120. WALC – email 28/10 - WALC Members Newsletter - 28th October 2020.
- 121. **SMBC – email 28/10 - Solihull Local Plan PC/NF Briefing (Circulated 2nd November 2020).**
- 122. SMBC – email 29/10 - Notification of Temporary Traffic Restrictions - Dog Kennel Lane, Shirley - 6 to 9 November 2020.
- 123. Member of public – email 30/10 – Query about obtaining allotment plot.
- 124. NALC – email 30/10 - Chief Executives Bulletin.

November 2020

- 125. WRCC – email 01/11- Annual General Meeting
- 126. SMBC – email 02/11 - Notification of Temporary Traffic Restrictions - A452 Collector Road (Access Road) - 9 to 13 November 2020.
- 127. SMBC – email 02/11 - EMERGENCY Road Closure – Bradnocks Marsh Lane, Solihull, B92 0LH (Outside Oakfield Farm) – Immediate until 02/11/2020 at 15:30.
- 128. NALC – email 02/11 - Coronavirus Update.
- 129. NALC – email 03/11 - Coronavirus Update - update on Remembrance Sunday.
- 130. SMBC – email 04/11 - RE: COVID-19 – Government Updates.
- 131. SMBC – email 04/11- Agenda for Planning Committee, Wednesday 11th November 2020. (Circulated 4th November 2020).
- 132. **NALC – email 04/11 - NALC launches campaign to promote local elections.**

Action Progress

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Outstanding Actions carried over from previous meetings

Month	Minute No	Action	Owner	Complete Date	Progress
Oct-18	17.1	Draft an email to be sent to SMBC, requesting that TPO's are added to all the trees on avenues bordering pavements throughout the Tidbury Triangle. Circulate to Councillors for comments.	CF		Email drafted, agreed and submitted. 15/10 SMBC responded, stating that given that the Council already has control over its own tree stock that there would be nothing to be gained from imposing TPOs, but there would be some serious disadvantages as the existence of a TPO would hamper the proper management and maintenance of the trees in question. It may therefore be more fruitful for you speak to the relevant Tree Officer for your part of the Borough (Charles Venables) about any concerns you may have regarding recent or future works to highway trees. It was agreed that Cllr Farr will arrange a meeting / walk around the area to discuss the trees which are of concern.
Jul	24.1	To complete modernisation review of Clerks Contract by the end of March 2020.	All		Delayed due to other work pressures / Issues CK submitted docs to Councillors 08/07/2020 Discussed in advance of the July 2020 Meeting. Updated. To be agreed by Councillors
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. 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. Ongoing
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. To be considered, amended and approved once the Parish Council have their new Councillors settled in post.

Sep-19	15.5	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.
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. 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 Cllr.M.Reohorn to raise this issue with Nick Page - CEO SMBC.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.
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. 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.
Nov-19	6.8	Issues raised with SMBC when Cllr.Farr and Reohorn met with SMBC and walked around the Village	CF	CF to chase update.

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. 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.
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.
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.	All	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 possible interventions that could be used to reduce these issues	MR		Delayed due to Covid-19 restrictions
Feb-20	8.2	Send photographs of the emergency road to Regency Field, which is constantly flooded, to Ed Bradford.	CF	16/09/2020	24/06 - Cllr.C.Farr to check if he has sent the photographs. Complete
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.	LW		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.
May-20	7.1	Once Covid 19 Restrictions are eased, review remote meeting Standing Orders and revert back to previous rules if appropriate.	CK		
May-20	22.1	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.	CK		
May-20	30.1	Investigate the possibility of switching to online banking for the Village Hall.	LW		

May-20	30.1	Review and where appropriate update the Village Hall Banking Mandate.	LW		
May-20	36.1	Revisit Over 60's Christmas lunch plans for 2020, given Covid-19, at the September 2020 meeting	All	16/09/20	Due to Covid - the over 60's Christmas Lunch will not take place. Update included in the November 2020 Newsletter.
Jul-20	8.3	Circulate email to all Councillors to obtain dates when Councillors are available to meet with Bromford.	CK		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.
Jul-20	13.1	Circulate the completed Village Hall Risk Assessment to all Councillors & the Clerk	LW		
Jul-20	13.2	Source and supply the Financial documents required, to carry out the 2019/20 Village Hall Accounts to Bev Heaven.	LW		
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.Rehorn & the agreed Supplier of the upcoming work, to ensure compliance by September 23rd 2020. Cllr Rehorn also to liaise with the supplier.	CK MR		Emails sent. Supplier has accessed the guidance and is currently working on the project. However it is more work than originally anticipated. First round of work completed. Awaiting invoice and quote for further work required.

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.	All	30/09/2020	Agreed - Next to Village Hall.
Jul-20	20.2	Submit a request to SMBC for bulbs and Wild Flower seeds, for planting in the village.	CK		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. " SMBC advised that they are unable to supply bulbs. They can ask about the wild flower, but they require details of location. Email sent to Councillors, requesting locations. No response received.
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." At the Sept 2020 Meeting Councillors advised that it looked like some works had been undertaken on the ditches.
Actions From September 2020 Meeting					
1	8.4	Clerk to send the existing draft of the information regarding Whitlock's End Train Station, for inclusion in the next PC newsletter, to Sarah Oakley for review and updating as required.	CK		Draft sent, but no response received. Response chased, however, still no response.

2	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.	LW	
3	16.2	Review the section in the draft newsletter, which details the process for reporting crimes and Anti-Social Behaviours, to the relevant organisations. Provide feedback and required changes to allow the process to be approved.	All	
4	22.1	Lead on Village Christmas tree decorations.	MR	
5	22.5	Send relevant details and paperwork to Cllr.M.Reohorn, to enable him to Carry out independent review of bank reconciliations	CK MR	

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

Planning Applications

Application No.	Application Type	Date	Consultation ends	Decision Date	Planning Officer	Proposal	Location	Notes from viewing the plans	PC	Status
PL/2020/02344/PPTR EE	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.		
PL/2020/02390/PPFL	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.		
PL/2020/02146/TPO	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	

PL/2020/01568/MIN FHO	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.	No Response submitted Due to insufficient PC Views	
PL/2020/01886/MIN FHO	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	
PL/2020/01437/MIN FHO	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/2020/01223/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	Approved
PL/2020/01293/MIN FOT	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/2020/00888/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, and garden and landscaping.	Tidbury Green Golfclub - Tilehouse Lane	3 story, rather than 2. Higher building. Family home or separate apartments?	No Representation	Withdrawn
PL/2020/00484/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	Withdrawn
PL/2020/00367/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	Approved

PL/2019/03137/PPTR EE	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	Approved
PL/2019/02870/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	Approved
PL/2019/03173/MIR DW	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	Approved
PL/2019/02385/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	Approved
PL/2019/02071/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, Cleobury Lane	Planning Application PL/2015/00060/FULL, to which this CLEUD relates was for demolition of existing commercial buildings & the erection of 2 no.bungalows, garages & ancillary works. This was approved in January 2015.	No Response submitted Due to No PC Views	Approved

PL/2019/01940/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	Approved
PL/2019/02102/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	Refused Appeal Lodged Ref APP/Q4625/W/20/324965 7 July 2020

Finance Report -**Actual at
30/09/2020**

£

£ 22,500.00

£ 1,616.00

£ -

£ 24,116.00

Budget

£

£ 22,500.00

Precept and support grant

Grant Funding for Coronavirus impact

Community Infrastructure Levy

VAT Refund

£ 22,500.00

Expenditure:

£ 10,788.00

£ 960.81

£ 1.80

£ -

£ 472.00

£ -

£ -

£ 371.80

£ 55.00

£ 386.45

£ 24.28

£ 199.47

£ -

£ 13,259.61

£ 10,856.39

£ 78,496.98

£ 89,353.37

Clerks' pay and expenses

Printing, postage, telephone and stationery

Travel

Consultancy

Website Hosting, Maintenance & Support & Laptop
Support - Anti Virus Etc

WALC and other subscriptions

Election Costs

Over 60's Xmas lunch

Insurance

Sponsorship of entertainment

Training

Internal & External Audit

Christmas Tree/lights

Donations

Bank Charges

VAT

Website Accessibility resources requirements

Other

£ 14,000.00

£ 2,100.00

£ -

£ 1,000.00

£ 220.00

£ 550.00

£ 300.00

£ 950.00

£ 380.00

£ 150.00

£ 400.00

£ 550.00

£ 200.00

£ 100.00

£ 100.00

£ 500.00

£ 21,500.00

£ 1,000.00

£ 22,500.00

Contingency

Cash at 31 March 2020

Cash at 30 September 2020

£ 89,353.37

*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 £25,314.85.