

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 20th January 2021 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 14th January 2021

AGENDA

1. Record of members present

2. Apologies and reasons for Absence

3. Declarations of Interest and Dispensations

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

4. Open Forum

- Parishioners of Tidbury Green are invited to address the Parish Council on any relevant matter for a maximum of three minutes. *Should you wish to join the meeting, please email the Clerk - tidburygreenpc@googlemail.com. The Clerk will then send you an invite with the relevant joining instructions, ID and password.*

5. To Approve the Minutes

- To approve the Minutes of the meeting held on 16th December 2020 (attached are unconfirmed).
- Revisit, reconsider and if appropriate agree to record an amendment to Minute 7.2 of the meeting held on 11th November 2020 (attached are unconfirmed).

- 6. To review and consider progress against actions as detailed on the Action Tracker (Previously Distributed) and if necessary consider any matters arising from minutes.**
- 7. Appointment of Additional Councillor via Co-Option process (Closed agenda item - Press and public are asked to leave the meeting when this agenda item is discussed)**
- To consider applications received for the current Parish Councillor Vacancy
 - Discuss and agree any further actions required.
- 8. Community Governance Review**
- Receive an update on the Community Governance Review, to increase the number of Councillors.
 - Discuss any issue regarding the Community Governance Review.
- 9. To consider the following planning matters**
- New Planning Applications**
- PL/2020/03076/TPO – 136A Norton Lane – **No Representation submitted, via delegated authority**
- Planning Decisions by Solihull Borough Council**
- **Unable to check planning applications for any decisions, as Solihull MBC Planning website has been undergoing essential maintenance works and hence is not accessible.**
- Ongoing matters**
- PL/2020/02520/PPFL – 66 Shutt Lane – **No Response Submitted**
 - PL/2020/02694/MINFHO – 101 Wood Lane – **No Response Submitted**
 - PL/2020/02368/MINFHO – 142 Norton 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.**
 - PL/2020/02528/MINFHO – 90 Norton Lane. **No Representation, submitted via delegated authority.**
 - PL/2020/02623/MINFHO – 5 Houndsfield Lane. **No Representation, submitted via delegated authority.**
 - **Fulford Hall Road (Prohibition of Left Turn) 2020 – No Response Submitted**
 - PL/2020/02344/TPO – Lowbrook Farm, Lowbrook Lane. **No Representation, provided certain conditions are met - submitted via delegated authority.**
 - PL/2020/01473/PPFL – Holly Cottage, Braggs Farm Lane. **-No Response submitted**
 - PL/2020/02390/PPFL – Rumbush Farm, Rumbush Lane – **Objection submitted via delegated authority.**
 - Appeal Ref APP/Q4625/W/20/3251921 – Land rear of Cleobury Barn, Cleobury Lane. Appeal against PL/2019/01663/PPF - **No Representation -Via Delegated Authority.**
- 10. Lowbrook Farm Development**
- To receive and discuss any relevant updates.
 - Discuss and agree any further action to be taken

11. Tidbury Heights Development

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

12. Solihull Local Plan Review

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

13. 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.

14. Wood Lane / Lady Lane Parking Issues

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

15. Meeting with Saqib Bhatti MBE MP

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

16. Village Hall

- Discuss Village Hall Statutes, Rules, Constitution and Management Committee.
- Discuss challenge received from Parishioner, regarding the decision to close the Village Hall, including for mother and toddler classes, when Solihull went into Tier 4.
- Discuss Village Hall closure, management and plans during the Covid-19 virus

17. Financial Matters

- Invoices Received – to consider for payment those items listed in January 2021 Agenda Appendix 1
- Payments Received – £999.60 – Bank Charges Refund
- Income and Expenditure Budget Year to 30 November & 31 December 2020.

18. 2021/22 Precept

- Consider/ approve final 2021/22 precept request to be submitted to SMBC

19. Calendar of Actions

- Review the Village Hall's insurance arrangements
- Attend AGM of Allotment Association and receive the Annual Accounts
- Carry out independent Councillor review of bank reconciliations
- Prepare VAT refund claim
- Arrange for internal audit to be carried out

20. Monthly meetings with Solihull MBC (Pilot)

- Receive an update of the first meeting with SMBC from Cllr.C.Farr.
- Discuss and agree an attendance schedule and process for the pilot monthly meetings with Solihull MBC

21. Litter Picking in Tidbury Green

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

22. Crimes in Tidbury Green

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

23. Neighbourhood Watch / Street Watch

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

24. Update from Parish Clerk

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

25. Correspondence

- As listed in January 2021 Agenda Appendix 1.

Date of the next meeting: Wednesday 17th February 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

January 2021 Agenda Appendix 1

Invoices Received

Invoice & Cheque No.

- | | |
|---|--|
| 1. Clerk's Pay (C Kirby) - £613.85
Additional hours worked/pay December 2020 | Invoice No: 87
Cheque No: |
| 2. Clerk's costs (C Kirby) £124.10
Phone, Zoom pro & Ink) | Invoice No: 87
Cheque No: |
| 3. HMRC - £ 771.44 (£476.38 - Employee Tax & NI -
Deducted from Clerk's pay - £295.06 Employers NI
(Paid in advance of meeting as a result of due date) | Invoice No: Quarter 3
Cheque No: 100550 |
| 4. Cllr.Azra Hussain £50.00
Refund for voucher presented to
Residents for planting the SMBC donated cherry tree | Invoice No: N/A
Cheque No: |
| Payment included on December 2020 – Agenda Appendix 1 – However Cheque 100547
which was produced was cancelled, due to an error. | |
| 5. CPRE - £200.00
(As agreed at December 2020 Meeting –
Minute 12.2 as a thank you for Jean Walter's
Support and work undertaken for the PC. | Invoice No: N/A
Cheque No: |

Payments received

Cheque & Bank Credit No.

- | | |
|-------------------------------|---|
| 1. Bank Charges Refund £999.6 | Cheque No:

Payment Ref: CMTY01/CIN10643679 |
|-------------------------------|---|

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

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

Chairman

January 2021 Agenda Appendix 1

Correspondence:

(Those of particular note are in bold)

December 2020

1. HMRC – email 09/12 - Important information and updates for all employers.
2. **SMBC – email 09/12 - Tidbury Green Parish Council Election (Circulated 4th January 2021).**
3. NALC – email 11/12 – Chief Executives Bulletin.
4. **SMBC – email 11/12 - Indicative Tax Base 2021/22 – Precept Form**
5. Allotment Association – 12/12 – Email and contact details change.
6. CPRE – email 12/12 - Newsletter.
7. SLCC – email 14/12 - Next Meeting Thursday 14th January 2021.
8. SAC – email 15/12 - Commonwealth Games - Local Stories.
9. **NALC – email 15/12 – NALC Coronavirus update – Remote Meetings. (Circulated 28th December 2020).**
10. WALC – email 16/12 - WALC Training & Events Newsletter - 16th December 2020.
11. CPRE – email 16/12 - Stratford District Council's Site Allocation Plan. (Circulated 28th December 2020).
12. **SMBC – email 17/12 - Flood mitigation schemes update (Circulated 4th January 2021).**
13. WRCC – email 18/12 - Warm Hubs launch in Warwickshire.
14. CSW – email 18/12 – Newsletter.
15. SMBC – email 22/12 - Emergency Road Closure in Earlswood.
16. SMBC – email 22/12 - Agenda for Planning Committee, Wednesday 6th January 2021.
17. SAC – email 28/12 - Solihull Area Committee Meeting 14th January (Circulated 4th January 2021).

January 2021

18. **Parishioner – email 03/01- Cancelled Parent and Child Classes at Village Hall.**
19. Wythall Parish Council – email 04/01 - Street lighting contract.
20. WALC – email 05/01 - WALC Clerk's Events and Training in January
21. NALC – email 05/01 – Coronavirus update.
22. **SMBC – email 05/01 – Planning Application PL/2020/03076/TPO – 136A Norton Lane (Circulated 7th January 2020).**
23. Parishioner – email 07/01 - Deposits of soil on Tilehouse Lane.
24. SMBC – email 07/01 - Notification of Temporary Traffic Restrictions - Cornets End Lane, Meriden - Temporary Road Closure - 16/17 January 2021.
25. WALC – email 07/01 - Understanding: The Planning System - Council Training 25 January.

26. SMBC – email 07/01 - Notification of Temporary Traffic Restrictions - Collector Road (Access Road) Smith’s Wood - Temporary Road Closure - 14 to 20 January 2021 (excl weekend).
27. **Information Commissioners Office – email 08/01 - ICO - receipt of payment ICO: 00015413521.**
28. SLCC – email 08/01 - News Bulletin
29. NALC – email 08/01 – Chief Executives Bulletin.
30. CPRE – email 09/01 - Star Count, the stay at home edition (Circulated 11th January 2021).
31. SLCC – email 11/01 - Practitioners' Conference 2021.
32. SMBC – email 11/01 - EMERGENCY Road Closure – A4141Warwick Road - at Junction with Arbour Tree Lane near Chadwick End. – Immediate until 12/01/2021 at 18:00hrs.
33. SMBC – email 11/01 - EMERGENCY Road Closure – Braggs Farm Lane, Earlswood, B90 1RD – Immediate until 14/01/2021 at 17:00hrs.
34. SMBC – email 12/01 - UPDATED: EMERGENCY Road Closure – A4141Warwick Road - at Junction with Arbour Tree Lane near Chadwick End. – Ongoing until 15/01/2021 at 17:00hrs.
35. SMBC – email 12/01- Notification of Temporary Traffic Restrictions - Windmill Lane, Packwood - Temporary Road Closure - 20 to 22 January 2021.
36. NALC – email 12/01 – Open letter to all Councillors (Circulated 13th January 2021).
37. WALC – email 13/01 - WALC Members Newsletter.
38. SMBC – email 13/01 - Notification of Temporary Traffic Restrictions - Fillongley Road, Meriden - Temporary Road Closure - 25 January to 22 March 2021.
39. SAC – email 13/01 – Meeting Joining Instructions (Circulated 13th January 2021).
40. SMBC – email 13/01- Notification of Proposed Permanent Traffic Regulation Order - Radway Road, Solihull - No Parking Zone for Vehicles over 5 Tonne.
41. SMBC – email 13/01- Notification of Temporary Traffic Restrictions - Carriageway Resurfacing (Jan and Feb) Various Roads - Temporary Road Closures - 26 Jan to 5 Feb 2021.
42. SMBC – email 13/01- Notification of Proposed Permanent Traffic Regulation Order - Windward Way, Smith's Wood - Waiting Restrictions and School Keep

0 **Outstanding Actions carried over from previous meetings**

Month	Minute No.	Action	Owner	Complete Date	Progress
Jul	17.1	Produce a list of all tasks that the Parish Council need to complete and identify any gaps where task owners need to be allocated.	CK		Draft produced for discussion at Oct 2019 meeting. 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	<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>	CF MR	<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>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.</p>	CF MR	<p>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.</p>
Dec-19	17.2	<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>	CK	<p>Delayed due to Covid-19 restrictions</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.	LW	26/02 The Clerk reminded Councillor Lynn Waites about this action. 18/03 - Councillor Waites advised that Mrs McHale of Tidbury Green School would liaise with Paul Tovey of Solihull MBC regarding tarmacking and remarking of the car parking spaces next to the Village Hall. Councillor Waites to monitor the situation. Due to Covid- 19 restriction Cllr.L.Waites has not chased progress, however she will liaise with Mrs McHale once the Covid 19 situation has improved.
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. Carried over to 2021.
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	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		
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 s & the Clerk	LW	16/12/2020	Complete

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.	CK MR	16/12/2020	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. Quote for further work required, received and approved at December 2020 Meeting.
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, advice 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. It was agreed at the November 2020 meeting that this will be raised during planned monthly meetings with SMBC.





Sep-20	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	13/01/2021	Draft sent, but no response received. Response chased, however, still no response. Newsletter produced and distributed - Action closed. To be reopened if further correspondence received.
Sep-20	14.2	Investigate and attempt to establish the purpose of the new gate that Cllr.C.Farr noticed, leading from the school to Tidbury Heights.	ALL		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.
Sep-20	22.5	Send relevant details and paperwork to Cllr.M.Reohorn, to enable him to Carry out independent review of bank reconciliations	CK MR		Clerk to pass papers to Cllr.Reohorn at the December 2020 Meeting.
Nov-20	4.2	Email PC McDowell, thanking her for all WMP assistance dealing with Anti-social behaviours, on Wood Lane / Earlswood Lane, following her attendance at the June 2020 Parish Council Meeting. Clerk to also raise Wood Lane/ Lady Lane parking issues and request West Midlands Police assistance with this matter.	CK		Email sent 19/11. Also copied in (stating no response received) on email dated 07/12.
Nov-20	4.2	Email Borough Councillor Ken Hawkins, to raise concerns about parking on Wood Lane and lady Lane and request that he liaises with the Highways Team at SMBC to discuss the Parish Council's suggestion of installation of double yellow lines on Wood Lane and Lady Lane.	CK		Several emails sent to Ken H. He has now advised the PC to contact SMBC Highways direct.
Nov-20	18.4	Purchase the Arnold-Baker on local Council Administration – twelfth edition, at a cost of £120.00.	CK		

Nov-20	21.3	Contact the WALC Approved Internal Auditor and ask if she is content to carry out the Internal Audit role for 2020/21.	CK		28/12 - Email sent. Internal Auditor agreed to complete. Clerk to send Engagement Document to Internal Auditor.
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Actions From December 2020 Meeting

1	7.1	Produce two acknowledgement of Receipts of Applications, for Casual Councillor vacancy, which Cllr.C.Farr will deliver.	CK	04/01/2021	Complete
2	12.2	Arrange for £200.00 to be paid to CPRE, as a thank you to Jean Walters for her support, particularly on the Solihull Local Plan Review consultation Response	CK		On Jan 2021 Agenda
3	15.3	Arrange a face to face meeting, with Saqib Bhatti MBE MP, for May 2021. This is in addition to the March meeting.	CK		
4	16.1	Update the risk Register Checklist Programme to show that the fire extinguisher has been serviced.	CK	31/12/2020	Complete

5	18.1	Update Colin Redmond-Lyon, of RL Business solutions Ltd, that the PC have considered and accepted his quote of £960.00 (Inclusive of VAT) for carrying out the Stage 2 remedial works that are required to resolve as many as possible, of the non-compliance items identified during the stage 1 assessment (of “The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018.”). The work should be completed between April 2021 and August 2021 (Inclusive)	CK		
6	18.2	Circulate to Councillors for consideration proposal of text formatting that is required with regards to the item 1.4.3 (“The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018.”) which relates to the minimum contrast between the background and the foreground the colour, to meet part of the new regulations, provided by Colin Redmond-Lyon, of RL Business solutions Ltd.	CK		

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

Date	Consultation ends	Decision Date	Planning Officer	Proposal	Location	Notes from viewing the plans	PC	Status
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	
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	
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	
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	
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 Representation - Provided no long term tree damage created.	

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 Representation	
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 Representation	
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 Representation - Providing Conditions applied.	
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	
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	
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

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
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	
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	
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
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

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
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
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
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
29/01/2020	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
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

Actual at 30/11/2020		Budget
£		£
£ 22,500.00	Precept and support grant	£ 22,500.00
£ 1,616.00	Grant Funding for Coronavirus impact	
£ -	Community Infrastructure Levy	
	VAT Refund	
£ 24,116.00		£ 22,500.00
	Expenditure:	
£ 13,775.66	Clerks' pay and expenses	£ 14,000.00
£ 1,161.60	Printing, postage, telephone and stationery	£ 2,100.00
£ 3.60	Travel	£ -
£ -	Consultancy	£ 1,000.00
	Website Hosting, Maintenance & Support & Laptop Support - Anti Virus Etc.	£ 220.00
£ 669.00	WALC and other subscriptions	£ 550.00
£ -	Election Costs	£ 300.00
£ -	Over 60's Xmas lunch	£ 950.00
£ 371.80	Insurance	£ 380.00
	Sponsorship of entertainment	£ 150.00
£ 55.00	Training	£ 400.00
£ 686.45	Internal & External Audit	£ 550.00
	Christmas Tree/lights	£ 200.00
	Donations	£ 100.00
£ 24.28	Bank Charges	£ 100.00
£ 285.52	VAT	
£ -	Website Accessibility resources requirements	£ 500.00
	Other	
----- £ 17,032.91 -----		----- £ 21,500.00 -----
	Contingency	
----- £ 7,083.09 -----		----- £ 1,000.00 ----- <u>£ 22,500.00</u>
£ 78,496.98	Cash at 31 March 2020	
<u>£ 85,580.07</u>	Cash at 30 November 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 £21,541.55.

Actual at 30/12/2020		Budget
£		£
£ 22,500.00	Precept and support grant	£ 22,500.00
£ 1,616.00	Grant Funding for Coronavirus impact	
£ -	Community Infrastructure Levy	
	VAT Refund	
£ 999.61	Refund of Fees on Community Current Account	
£ 25,115.61		£ 22,500.00
	Expenditure:	
£ 15,054.74	Clerks' pay and expenses	£ 14,000.00
£ 1,665.69	Printing, postage, telephone and stationery	£ 2,100.00
£ 17.10	Travel	£ -
£ -	Consultancy	£ 1,000.00
	Website Hosting, Maintenance & Support & Laptop	
£ 156.00	Support - Anti Virus Etc.	£ 220.00
£ 749.00	WALC and other subscriptions	£ 550.00
£ -	Election Costs	£ 300.00
£ -	Over 60's Xmas lunch	£ 950.00
£ 371.80	Insurance	£ 380.00
	Sponsorship of entertainment	£ 150.00
£ 55.00	Training	£ 400.00
£ 686.45	Internal & External Audit	£ 550.00
	Christmas Tree/lights	£ 200.00
	Donations	£ 100.00
£ 24.28	Bank Charges	£ 100.00
£ 440.44	VAT	
£ 500.00	Website Accessibility resources requirements	£ 500.00
	Other	
----- £ 19,720.50 -----		----- £ 21,500.00 -----
	Contingency	
----- £ 5,395.11 -----		----- £ 1,000.00 -----
£ 78,496.98	Cash at 31 March 2020	
----- £ 83,892.09 -----	Cash at 31 December 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 £19,853.57