

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. To consider the following planning matters

New Planning Applications

- 8.1 PL/2021/01204/TPO - 158 Tilehouse Lane – It was proposed by Cllr.G.Thomas, seconded by Cllr.D.Edwards and **agreed unanimously** that the Parish Council should **object**.
- 8.2 PL/2022/00226/TPO - Trees and Hedges Lowbrook Lane - It was proposed by Cllr.D.Edwards and seconded by Cllr.G.Thomas and **agreed unanimously** that the Parish Council should **object**.

Planning Decisions by Solihull Borough Council

- 8.3 PL/2021/02688/TPO– 27 Farmers Lane **Objection submitted via delegated authority – Approved**
- 8.4 PL/2021/01164/MINFHO – 259 Rumbush Lane - **No Representation -via delegated authority - Refused**

Ongoing matters

- 8.5 Application PL/2021/03133/MINFHO 70 Lowbrook Lane
- 8.6 PL/2021/02773/MINFHO – 61A Wood Lane - **No Representation -via delegated authority - Approved.**
- 8.7 PL/2021/03057/PNCUDW– Bowyer Farm – **Relevant Points raised and decision left to SMBC**
- 8.8 PL/2021/03058/PNCUDW– Bowyer Farm - **No Representation, however conditions requested -via delegated authority**
- 8.9 PL/2021/02969/MINFHO– Cleobury Barn, Cleobury Lane - **No Representation.**
- 8.10 PL/2021/02865/PPFL– Pinewood 62 Shutt Lane – **Objection Submitted.**
- 8.11 PL/2021/02682/PPFL – 95 Lowbrook Lane - **Objection -via delegated authority.**
- 8.12 PL/2021/02561/PNCUDW – Bowyer Farm - **No Representation (However, conditions to Approval requested) -via delegated authority**
- 8.14 PL/2021/02477/PPOL – Land Encompassing 146 and 150 Tilehouse Lane. **No Response Submitted.**
- 8.15 PL/2021/01946/MINFHO – Tall Trees – Fulford Hall Road. **No Representation**
 PL/2021/00046/PPTREE – Open Space off Cherry Tree Drive - **Objection Submitted via delegated authority. Objection due to the absence of any evidence of damage/disease to tree.**

9. Regency Fields Development

- 9.1 Whilst unable to attend the meeting, regular updates have been provided by Cllr.A.Higgins, including details of a number of positive outcomes.

10 Tidbury Heights Development

- 10.1 It is unclear when Tidbury Heights will be officially handed over to Solihull MBC, from Bellway. However, it is anticipated that it will be in the near future.
- 10.2 Cllr.L.Waites confirmed that she has sent details and photographs of the bend on Cherry Drive, where vehicles often speed. This issue has been raised by a number of parishioners. Councillors discussed the matter at the January 2022 meeting and agreed that road markings or signage should be considered as options to reduce this issue. **Action:** Cllr.C.Farr to raise the matter with SMBC Highways, when he next engages with them regarding other ongoing matters.

11 Solihull Local Plan Review

- 11.1 EiP hearings have been completed and Solihull MBC have received a letter from the independent Inspectors outlining their initial views on Solihull's new Local Plan. In summary "the Inspectors have concluded that the Council has complied with the duty to co-operate in the preparation of the Local Plan, but they are still giving consideration to a number of significant issues of soundness raised at the hearings. These include the period of the plan. As the plan is likely to be adopted sometime in 2022/23 they suggest extending the plan period to at least 2036/37 so that Solihull's strategic policies look ahead over a minimum 15 year period from adoption so it is consistent with national policy. While they agree that the plan should recognise the importance of the NEC, and the potential for new housing at the complex, the Inspectors are seeking more evidence to justify the ambitious vision for the site that would see the delivery of more than 2,000 new homes by 2036." SMBC now has to produce the evidence to support the NEC's masterplan proposals and consider the time period covered by the plan.

12. Fulford Green: A new zero carbon community for Solihull

- 12.1 There were no further updates, however, this matter is highly reliant on the outcomes of the Draft Solihull Local Plan.

13. Brunning & Price – Tidbury Green Farm – Pub

- 13.1 As agreed at previous Meetings the Clerk will contact Brunning & Price to see, if they would be willing to meet with the Parish Council. This would allow the Parish Council to learn about their plans and seek opportunities to collaborate with them, so that the proposed pub is developed and managed with the community at heart.

14. Wood Lane / Lady Lane Parking Issues

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

15. Village Hall

- 15.1 Upon arriving at the Parish Council meeting, it was noted that large lettering had been painted at the front of all nine parking spaces, eight of which read TGS and the other HT. The PC believe that this means Tidbury Green School and Head Teacher. As per the Village Hall Lease the PC understand that that 8 of the 9 parking spaces are specifically for visitors to the Village Hall. Given that Solihull MBC is the freeholder of this site, we assume that this action has been taken by or with the approval of the Council. This action will have significant detrimental effects on Village Hall usage, as the signage will deter Village Hall users from parking by the Village Hall. **Action:** Cllr.G.Thomas to draft a letter to be sent to Solihull MBC and circulate for review.

16. Queen's Diamond Jubilee

- 16.1 As agreed at previous meetings, the Parish Council will make £1,000 available to support celebrations in Tidbury Green for the upcoming Queen's Diamond Jubilee. Volunteers will also be sought to form a social committee, not only to organise the Queen's Diamond Jubilee, but also ongoing community events, such as quizzes, fetes etc. Cllr.A.Higgins has included a request for volunteers on the Local Facebook Group and Cllr.L.Waites has discussed the matter with the Head teacher at Tidbury Green School. There is also an article included in the latest newsletter, seeking volunteers to form a Tidbury Green Social Committee, to organise celebrations for the Queen's Diamond Jubilee and also ongoing community social events.

17. Parishioner of the Year Award

- 17.1 Relevant details are included in the latest newsletter, which will be delivered to all Tidbury Green Parishioners, in the near future.

18. Financial Matters

- 18.1 As per previous minutes, the Parish Council disputed invoice 111727- £1,853.74, received from Solihull MBC, which is for works that they claim were undertaken several years ago. Consequently Solihull MBC have issued a Credit Note (127131) for £763.44. Based on analysis completed by the Parish Council they believe that they owe £702.58. Therefore it was proposed by Cllr.G.Thomas, Seconded by Cllr.L.Waites and **agreed unanimously** that the Parish Council should pay the amount of £702.58 to Solihull MBC and send this to them, with a covering letter. This payment of £702.58 will then be reclaimed back from the Village Hall.
- 18.2 Payment of the items listed in the February 2022 Agenda Appendix 1 were discussed, including pay for hours worked by the Clerk. Extra hours were worked due to various matters, but predominately due to Finance and Internal Audit Requirements and production of the Newsletters. It was proposed by Cllr.M.Reohorn, seconded by Cllr.G.Thomas and **agreed unanimously** that payment of the items should be made.

Payments Received

- 18.3 £145.00 – cash contributions from Over 60's Christmas lunch attendees. This was included on the January 2022 agenda as cash – to be paid in to bank. (Therefore this is not additional funds above the £655.00 included on the January 2022 agenda). The Clerk advised that she visited HSBC to bank the Cash, however the bank, does not have the facility to accept cash. There are only a few which do and these require travelling in to a busy City. Consequently the Clerk held on to the cash and completed a bank transfer from her personal account to the Parish Councils account, for the total of £145.00.

Income and Expenditure Budget Year to 31 January 2022.

- 18.4 The Responsible Financial Officer talked through the Income and Expenditure to 31 January 2022. The RFO also had produced a year to date summary, detailing year to date expenditure, forecast expenditure for the remainder of the FY and any resulting variances. This was circulated and discussed.

Council as a Managing Trustee

- 18.5 This matter was discussed and it was **agreed unanimously** that the Parish Council should continue with the same process/ responses when completing Internal and External Audit requirements

HSBC Safeguard Update

- 18.5 As discussed at the January 2022 meeting, the Clerk advised that HSBC had called and left a message and later followed this up with an email, stating that they need to speak to someone regarding the Parish council's safeguard update. A telephone number was provided by HSBC, which was shared with Parish Councillors. **Action:** Cllr.C.Farr to call HSBC regarding this matter

Banking mandate in relation to account signatories

- 18.6 The Clerk advised that the completed banking mandate to update account signatories, has been returned from HSBC. They advise that the Parish Council need to complete an alternative form, which they have provided. This will need to be completed at the March 2022, as all Councillors to be included on the banking mandate, need to be in attendance for completing and signing the form.

19. 20's Plenty For Warwickshire

- 19.1 There were no further updates to report.

20. Community Infrastructure Levy (CIL) Funding

- 20.1 As reported at the January 2022 Parish Council Meeting a young parishioner, who is undertaking her Duke of Edinburgh has carried out some work for the Parish Council. She has produced an excellent CIL questionnaire / Survey to obtain the view of Tidbury Green Parishioners, in terms of what the available CIL money could be spent on. The survey is included in the latest newsletter, which will be delivered during the coming weeks.
- 20.2 The Parish Council also agreed that they would like the questionnaire added to the Parish Council website, so that those who wish to do so can complete and submit electronically. After discussing this with the Parish Councillors, website developer and manager it became apparent that additional software was required to allow the Parish Council to undertake surveys. He advised that in total the cost for the software, development and implementation would be £450 plus VAT. Having the software would enable the Parish Council to undertake future surveys to obtain the views of Parishioners. Other quotes were not sought as RL Business Supplies developed and manages the Parish Council's website. Having an alternative supplier involved would risk changes being made which are not compatible with how the website is managed and would take longer for someone to familiarise themselves with the website in advance of undertaking the work, hence increasing costs. Parish Councillors had confirmed via email that they would like to progress with the work and that they accepted the quote and agreed the funding. However, to officially note this, it was proposed by Cllr.M.Reohorn, seconded by Cllr.G.Thomas that the Parish Council accept the quote, agreed to the works and approve the expenditure. This was **agreed unanimously**.

21. Calendar of Actions

- Review of documents for Chairman's Black Box
- Consider production of PC Disaster Recovery Plan

Review any Employment Contracts

- 21.1 The Clerks contract, which was circulated in advance of the meeting was discussed. It was proposed by Cllr.M.Reohorn, seconded by Cllr.G.Thomas and **agreed unanimously** that no changes were required to the Clerks Contract and that it should be readopted.
To review the Parish Council's updated Disaster Recovery plan
- 21.2 It was agreed that this agenda item will be deferred until the March 2022 meeting.
To review the Parish Council's newly developed Social Media Policy
- 21.3 It was agreed that this agenda item will be deferred until the March 2022 meeting. The Clerk stressed the importance of all Councillors reading this document in advance of the meeting.

22. Newsletter

- 22.1 The newsletter has been delayed, awaiting development of the website, to include the electronic CIL survey. It is anticipated that the newsletter will be finalised and ready for distribution, in the next few weeks.

23. Website Accessibility for Town & Parish Council Websites

- 23.1 The Parish Council website work that is required to comply with W3C's Web Content Accessibility Guidelines (WCAG), has now been completed and the invoice to pay R L Business, is included in appendix 1.

24. Flooding

- 24.1 There were no updates to report.

TIDBURY GREEN PARISH COUNCIL

February 2022 Agenda Appendix 1

Invoices Received

Invoice & Cheque No.

- | | |
|---|---|
| 1. Clerk's Pay – January 2022 (C Kirby) - £864.71
Standard Contracted Hours
(Excluding SO) - £648.80
Additional hours worked/pay Dec 2021- £215.91 | Invoice No: 2022/3
Cheque No: 100616 |
| 2. Clerk's costs (C Kirby) January / February 2022
£403.95– Printer, ink, paper, stationary,
Phone, Zoom & Mileage. | Invoice No: 2022/3
Cheque No: 100617 |
| 3. RL Business Solutions Limited £187.20
Website email hosting, Domain Renewal &
WordPress website and email support (1 Year) | Invoice No: 197
Cheque No: 100618 |
| 4. RL Business Solutions Limited £960.00
To carry out changes to the website to
address the non-compliances with “The Public Sector
Bodies (Websites and Mobile Applications)
Accessibility Regulations 2018” itemised in the 2020
Website Content Accessibility Evaluation Report for
Tidbury Green Parish Council | Invoice No: 198
Cheque No: 100618 |
| 5. SMBC - £702.58
Inv 111727 - £1,853.74 received from SMBC
For Village Hall works that they claim were
Undertaken several years ago.
Less Credit Note 127131. £763.44
Parish Council pay and reclaim from village Hall. | Invoice No: 111727
Credit Note 127131
Cheque No: 100620 |
| 6. WALC £16.80
E-Learning – Data Protection Essentials | Invoice No: 111727
Cheque No: 100619 |

Payments received

Cheque & Bank Credit No.

- | | |
|--|--|
| 1. £145.00 – cash contributions from Over 60's
Christmas lunch attendees. Included on
January 2022 agenda as cash received, but not banked
– Had to bank transfer | Payment Ref: Over 60s 2021
Cheque No: Various |
|--|--|

February 2022 Appendix 1 invoices and payments approved as correct:-

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

Chairman

Minutes of Tidbury Green Parish Council Ordinary meeting held on Wednesday 23rd February 2022

Signed Date.....