

Minutes of the Tanworth-in-Arden Parish Council
Meeting held on Thursday 17th March 2022 at Tanworth Village Hall

Present: Councillor Burgess (Chair), Councillor Cunningham, Councillor Doidge, Councillor Saunders, Councillor Brougham, Councillor Willmott, Councillor O'Brien, Councillor Lines
 In attendance: Lil Ryder (Parish Clerk; taking minutes), Hayli Jennings (Deputy Clerk)

Three members of the public joined the meeting.

With no one wishing to address the Council, the Chairman opened the meeting and introduced the new office staff; Lil Ryder as Parish Clerk and Hayli Jennings as Responsible Finance Officer & Deputy Clerk.

21/22/154 – Apologies for absence – Apologies were received from Councillor Ebbutt, Councillor Chaudry, Councillor Dryden and Councillor Ross.

Councillor Burgess went on to explain that Councillors Ebbutt and Dryden were resigning from the Parish Council due to changes in work circumstances.

21/22/155

- i. **To received declarations of interest from Councillors on items on the agenda** – Councillor Burgess declared an interest in the finance section of the meeting.
- ii. **To receive written request for dispensations for disclosable pecuniary interests** – None
- iii. **To consider any requests for dispensations as appropriate** – None

21/22/156 –

To confirm and sign the minutes of the Parish Council Meeting of 17th February 2022

Councillor Cunningham proposed that the minutes were a true and accurate record. This was seconded by Councillor Willmott and all were in favour. The Chairman signed the minutes.

To receive minutes from the Staffing Sub-Committee meeting of 7th January 2022

The minutes were received.

21/22/157 – Any matters arising from the minutes, not otherwise dealt with –

Councillor Saunders reminded the Council regarding an external review to assess the workings of the Parish Council and what, if any, improvements could be made. The Clerk advised that this was on her list and will investigate with WALC to see whether they offer a service.

Councillor Burgess suggested that a deadline of the April meeting should be implemented for anyone wishing to apply for a donation towards any Community Jubilee Celebrations, and also that the T&Cs on the reverse of the application form should be amended to reflect the event.

21/22/158 – Matters raised in the Public Forum

None

21/22/159 – To note items of correspondence received:

6.12 – Park Keeper – Severe tree damage in Earlswood Park following the storms. The Chairman and Clerk arranged for a tree surgeon to attend and tidy up as a matter of urgency.

6.30 – Update regarding 7-7 closure on the Causeway – dated 2nd March 2022; Paul Taylor explained that the legal team had requested further documentation from WCC.

6.43 – Speedwatch Update – Following concern at a previous meeting regarding the actions taken after the speedwatch team submit their data to the Police, an update was received regarding the consequences of being caught by Speedwatch.

6.47 – Earlswood Wildlife Partnership – EWP requested after hours access to the car park at Earlswood Park to hold a Bat Walk for the local Guide group. The Park Keepers are happy to help with this providing the Parish Council were happy. Councillor Burgess suggested that we return to the guidelines given out for such events prior to Covid19, all Councillors were happy with this.

6.55 – CCTV Valley Road update – Final figures for the works have now been received, as they were within the boundaries discussed at the previous meeting, the Clerk gave the go ahead with the planning application but requested a contract for the figures received so that no further increases are received.

21/22/160 – Finance

- i. The Chair of Finance reported that the first half of the precept should arrive within the first few weeks of April.
- ii. It was proposed by Councillor Willmott and seconded by Councillor Cunningham that the payments are approved en bloc. Seven votes in favour with Councillor Burgess abstaining due to his declared interest.

21/22/141 – Planning

- i. The Chair of Planning reported that the independent examiner returned the NDP with a few minor alterations. Once these are done, then the NDP will go to referendum.
- ii. To note decisions received since the last meeting

22/00109/TREE	Orchard House, The Green, TiA	G1, conifers x7no. - Remove	Consent
21/04107/COUQ	Wynyard, Forshaw Heath Road	Change of use of agricultural building to dwelling	Withdrawn
21/03818/FUL	The Old Boot Shop, The Green	New driveway with dropped kerb and access to the highway. Removal of 1.6 metre high fence on existing boundary between Old Boot Shop and adjoining property, and construction of 1.8metre high brick wall on new boundary. Also removal of 4.8metres of existing fence and gate along highway boundary	Withdrawn
21/03819/LBC	The Old Boot Shop, The Green	New driveway with dropped kerb and access to the highway. Removal of 1.6 metre high fence on existing boundary between Old Boot Shop and adjoining property, and construction of 1.8metre high brick wall on new boundary. Also removal of 4.8metres of existing fence and gate along highway boundary	Withdrawn
21/03686/FUL	The Spinney, Broad Lane	Proposed two storey side extension, first floor side extension, single storey rear and porch to the front.	Permission
21/01678/FUL	60 Malthouse Lane	Two storey side extension, conversion of existing garage into study and store, existing porch remodelling and new render finish to existing front and rear elevations.	Appeal Dismissed
21/03768/FUL	Merryfields, Vicarage Hill	Single storey courtyard infill extension	Permission
22/00217/HHPA	3 Warren Close, Earlswood	Single storey extension which will extend beyond the original rear wall by no more than 4.38metres, no	Prior approval not required

		more that 3.2m in height, and no more than 3.2m in height to the eaves.	
22/00186/TREE	New House, The Green	T1 birch – Crown clean and reduce by 1metre and shape	Consent
21/04003/FUL	Nuthurst Chapel, Pound House Lane	Change of use from holiday let to C3 residential	Withdrawn
22/00004/FUL	Wynyard, Forshaw Heath Road	Proposed extensions and detached double garage and store	Permission

iii. To consider planning application

22/00610/TPO	5 Arden Leys, TiA	T1 – oak -Reduce by approx. 2.5m to balance shape. Crown thin by 30%	No Representation
22/00625/FUL	129 Earlswood Common, Earlswood	Proposed rear kitchen/dinning extension	No Representation
22/00655/FUL	The Bungalow, Pig Trot Lane	Proposed internal and external alterations plus extension and loft conversion to garage building	Object – site already had a large increase in volume, over-development within greenbelt.
22/00741/TREE	The Old Vicarage, Vicarage Hill	T1 – Cedar - Remove	Object – The PC want to see a report from a competent person before coming to a final decision.

iv. To note any delegated planning comments by The Clerk (in consultation with the planning sub-committee)

22/00263/TEL28	Radio Relay Station, Woodlands Farm	Removal and replacement of 3no antennas, installation of 1no new equipment cabinet and associated ancillary works thereto	No Representation
22/00370/FUL	Franche, Blind Lane	Two storey gable extension to front, rear single storey extension to replace conservatory together with rear first floor extension	Objection – This may conflict with Green Belt policy because of the scale of accumulative extension. A detailed calculation needs to be done against the original dwelling size. This may conflict with Green Belt policy because of the scale of accumulative extension.
22/00348/FUL	The Old Forge Cottage, Poolhead Lane	Replacement of existing 1.4m high metal railing gate and metal railing fence 1.3m high (4.1m in length) with 2m high metal railing gate and 1.85m high brick wall in order to improve security.	Object – A solid wall and gate as detailed in the proposal is not acceptable, however a 1m wall and 1m railing as suggested in the plans would be an acceptable boundary along with a slatted or spoked gate.
21/03870/FUL	Wychpitts Farm, Tithe Barn Lane, Hockley Heath	Replacement dwelling house, detached outbuilding containing garages and storage as well as a new access.	Object – The proposal represents a significant increase over the existing dwelling and is contrary to Green belt policies about redevelopment. In this case the site is very prominent, and the proposal will have a big impact on the openness of the green belt. Moreover, the design, mock Georgian, is completely out of sympathy with the prevailing character of the area.

22/00322/VARY	Lampton, Broad Lane	To replace approved front elevation drawing PAM2679/02D Proposed Plans and Elevations with a minor addition. Approval of replacement drawing 00LAM2021-02 Proposed Plans and Elevations.	No Representation
22/00355/LBC	Warings Green Farm, Hockley Heath	Replacement roof tiles	No Representation
22/00261/COUQ	High Chimneys Farm, Tinkers Lane	Prior approval notification for conversion of an agricultural unit to 1no. dwelling and associated operational development under Class Q(a) and Class Q(b)	No Representation

21/22/162 – Outstanding Issues

Investigation into feasibility of electronic gates in Earlswood Leisure Park	Cllr Willmott reported that the CCTV part isn't easy to secure
Meeting with The Bell landlord re licence for use of Village Green	The present Councillors asked whether the Clerk could write to the landlord to arrange a meeting to discuss a licence.
CCTV on Malthouse Lane and Valley Road	The clerk is due to speak with Karin Stanley this week and will obtain an update regarding Malthouse Lane CCTV
Green Shoots grant	All is set to go ahead to plant the remaining tree whips on 20 th March, hosted by Tanworth Cubs.
Portable Speeding Device	It was agreed that this item would be removed from the agenda as the Police and WCC would not accept any data received.

21/22/163 – To discuss Anti-Social Behaviour

A resident reported that ASB was an on-going issue with events happening almost every night along the Causeway. The Parish Council will continue to obtain answers on the 7-7 closure for the Causeway.

21/22/164 – To review key holders for the Parish Office

With the previous clerk needing to be removed from the intruder alarm system, and both Vice Chairs not being local to the Office; Councillor Burgess proposed that Councillor Cunningham is added to the alarm system and become a key holder. Councillor Willmott seconded this and all were in favour.

This means that Councillors Burgess, Willmott and Cunningham will be key holders and on the alarm system.

21/22/165 – To discuss and confirm details of the Parish Assembly

Councillor Burgess reminded that the Parish Assembly would be held at Tanworth Village Hall on Thursday 31st March 2022. There will be a short presentation before cheese & wine is served. It was suggested that we invite Paul Taylor to the Parish Assembly.

21/22/166 – To discuss the option to hold an informal, virtual session to discuss topics of potential, or actual, interest.

Councillor Burgess proposed moving this item to the end of the agenda to be discussed in confidential session. Councillor Willmott seconded this proposal and all were in favour.

21/22/167 – To discuss Bell Field Questionnaire results

The responses from the questionnaire has been evaluated and the two most favourable suggestions were to slightly reduce the grass area, and to leave it as it is. Councillor Burgess suggested that the Council now look into what 'slightly reduce' would consist of and how this can help the residents.

21/22/168 – Items for future agenda/any other business

None

21/22/169 – Resolution to exclude members of the public and press from the meeting due to the confidential business to be discussed (Public bodies [Admission to Meetings] Act 1960)

Councillor Burgess proposed that members of the public and press were excluded from the meeting. Councillor Willmott seconded this proposal. All were in favour.

21/22/170 – To discuss latest National Salary Scale published 2nd March 2022

Councillor Burgess advised that all members of staff were on the Salary Scale and so would automatically receive a pay rise which is being backdated to April 2021.

Councillor Burgess then advised that due to Covid19, staff appraisals are now overdue. As Lil & Hayli are new in position, they will receive an appraisal in September. However, the Park Keepers will need one in the near future.

21/22/171 - To discuss the option to hold an informal, virtual session to discuss topics of potential, or actual, interest.

There was discussion over the legality of virtual meetings and proper practices surrounding meetings. It was suggested that should a Councillor wish to discuss a matter prior to a formal meeting, then they should contact the other Councillors directly and arrange a suitable time to discuss the matter.

21/22/172 – To note date, place and time of next meeting

21st April at Earlswood Village Hall – 7.30pm

The chairman closed the meeting at 20:47.

Signed _____ Date _____