

## HAMPTON IN ARDEN PARISH COUNCIL

### DRAFT MINUTES

*Held at: Catherine de Barnes Village Hall*

*On: Wednesday 9 March 2022*

*Start: 7:30pm*

*End: 9:52pm.*

#### PRESENT

#### Councillors

Mr Mike Blomer (Chairman)  
Mr Tim Beresford (Vice Chairman)

Mr Roger Waring  
Mr Peter Green  
Mr Dave Cuthbert  
Mr Giles Cook  
Mr David Sandells  
Mr Dave Cuthbert  
Mr John Eccleston  
Mrs Min Grimshaw  
Mr Ken Blanch  
Mr Alexander Clayson

#### Clerk

Mrs Julie Barnes

#### Public

Stephen Wallis  
Gareth Thomas  
Lesley Cuthbert  
Sheila Blomer

#### ITEM

#### ACTION

##### 21/97 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Ward Councillor Alison Rolf and Councillor Catherine Sellars.

##### 21/98 DECLARATIONS OF INTEREST

- Councillor John Eccleston – President of Hampton in Arden Sports Club and Recreational Trust Trustee.
- Councillor Dave Cuthbert – Catherine de Barnes Residents Association and Trustee of the Catherine de Barnes Village Hall.
- Councillor Tim Beresford – George Fentham Trust Trustee and George Fentham Endowed School Governor.

##### 21/99 PUBLIC PARTICIPATION

Please see item 21/106.

##### 21/100 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 JANUARY 2022

The draft Minutes taken and prepared by Julie Barnes were approved as **proposed by Councillor Dave Cuthbert, seconded by Councillor Ken Blanch** with all members being in favour.

##### 21/101 MATTERS ARISING

No matters arising.

**21/102 APPROVAL OF THE BUDGET MINUTES HELD ON 5 JANUARY 2022**

The draft Minutes taken and prepared by Julie Barnes were approved as **proposed by Councillor Giles Cook, seconded by Councillor David Sandells** with all members being in favour.

**21/103 MATTERS ARISING**

No matters arising.

**21/104 APPROVAL OF THE MAINTENANCE SUBCOMMITTEE MINUTES HELD ON 2 FEBRUARY 2022**

The draft Minutes taken and prepared by Julie Barnes were approved as **proposed by Councillor John Eccleston, seconded by Councillor Dave Cuthbert** with all members being in favour.

**21/105 MATTERS ARISING**

No matters arising.

**21/106 CATHERINE DE BARNES VILLAGE HALL – CONSIDERATION OF 7 YEAR LEASE**

The chairman referred members to his report. Members were reminded that Catherine de Barnes Village Hall is owned by a Trust with the Birmingham Diocese as custodian Trustees and is now managed, as a community asset, by Trustees of the Catherine de Barnes Village Hall Trust (VHT), one of whom is Councillor Dave Cuthbert.

Members were also reminded that the VHT had recently been granted Community Infrastructure Levy (CIL) funding from the Parish Council so that they could install a play area in the Village Hall grounds.

Trustees of the VHT had approached the Parish Council to ascertain whether they would be willing to enter a lease with the Birmingham Diocese to ensure the ongoing longevity of Catherine de Barnes Village Hall as a community asset.

In previous Parish Council meetings, it had been agreed that the Parish Council would investigate the possibility of entering a lease and therefore the CIL payment relating to the play area had been placed on hold whilst a decision could be finalised.

Stephen Wallis, chair of the VHT and a public participant, addressed members to provide a detailed background of the current agreement in place. Stephen confirmed that St Alphege Church had been appointed by the Birmingham Diocese as Managing Agents and that initial discussions had taken place with both the Birmingham Diocese and St Alphege who confirmed that they would be willing to enter further discussions regarding the possibility of providing the Parish Council a lease. To comply with charitable laws, it was agreed that this lease would be for no more than 7 years.

Members discussed the concern that negotiations could take a considerable amount of time and that this would therefore place an unacceptable delay on the release of CIL funds to enable the play area to be constructed.

Members considered with Stephen whether it might be a quicker solution for a lease to be granted for the land only and for ongoing discussions to take place separately regarding a lease for the building. Pros and cons were discussed in more detail before a proposal was put to members by Councillor Peter Green.

**Councillor Green proposed that** the Parish Council seek to obtain a lease either for the land only or for the entire site from the Birmingham Diocese/St Alphege

PCC. Should it not be possible to finalise that lease within 6 months, that CIL funds be released to the VHT in order that they do not face any further delay in building the play area. **Councillor Tim Beresford seconded the proposal**, and it was agreed by all members with Councillor Cuthbert abstaining from voting due to a conflict of interest. **DC**

**21/107 HAMPTON IN ARDEN SPORTS CLUB (RENT RENEWAL, MAINTENANCE AND LEASE CONSIDERATIONS)**

Councillor Beresford noted that the Parish Council owns the land on which the Hampton in Arden Sports Club is located and that the current lease provides for a rental increase every 5 years which was now due.

Councillor Beresford had recently met with the managing committee at the Sports Club and had proposed that both parties use the average of the increase in CPI and RPI over the last 5 years which has been approximately 11.44%. This would increase the building rent from £605 to £675, the contribution to the car park maintenance from £1,265 to £1,410 and the contribution to grass cutting from £1,165 to £1,295 bringing the total payment from £3,035 being the last uplift agreed 5 years to £3,380.

The managing committee also discussed the possibility of extending the lease on the current Sports Club building, however it was noted that the Parish Council have concerns because this lease would then need to be revised upon the completion of a new Sports Club building. It was therefore agreed that the Parish Council would instead provide a *Letter of Undertaking* to provide confirmation to the Sports Club that a new lease would be entered into when the new building had been completed.

Councillor Beresford therefore **proposed that the rent be increased as per the above terms and that a Letter of Undertaking be granted**. This was **seconded by Councillor Sandells** with all members being in favour save for Councillor Eccleston who abstained due to a conflict of interest. **TB**

**21/108 FEEDBACK FROM CIL SUBCOMMITTEE**

Councillor Green confirmed that so far CIL payments had been received totalling £136.3k and that the Parish Council had awarded payments totalling £16.6k to date. A reserve is presently held in the sum of £60k for Pedestrian and Road Safety Schemes in both Hampton and Catherine de Barnes. £36k for the Catney Play Area and £8.6k for resurfacing the Recreational Ground Under 7s Play Area leaving available funds of £15.1k.

A recent meeting of the CIL Subcommittee had been adjourned and it had been agreed by all members to continue to hold the reserve of £60k for Pedestrian and Road Safety and £8.6k towards the Under 7s play area resurfacing. An application for footpath lighting had been rejected and it had been agreed, that due to insufficient funds held by CIL an application made by the Sports Club for £70k would be deferred until their scheme is better developed and potentially more CIL funds are forthcoming.

The chair stated that the footpath lighting application had been rejected by the CIL Subcommittee but noted that members felt that the installation of this lighting was an important safety issue and **proposed** that funds be taken from Parish Council reserves to allow these works to proceed. **This was seconded by Councillor Eccleston** with all members being in favour. **TB**

**21/109 FEEDBACK FROM THE COMMUNICATIONS SUBCOMMITTEE**

In Councillor Sellars absence, Councillor Cuthbert provided an update to members.

Councillor Cuthbert noted that Minutes had been taken and circulated following

the last Communications Subcommittee meeting noting that articles are due for the next Parish Council newsletter in advance of 9 April. **ALL**

Councillor Cuthbert reminded members that a Village Tidy would be taking place in both villages at 10:30am on 26 March 2022. **ALL**

A discussion was held regarding the Parish Council's Chronicle article, it was agreed that members all supported the subcommittee's decision to use this article as a way of reminding residents to divert to our website and social media platform. **CS**

Councillor Clayson confirmed that he is holding ongoing discussions with broadband providers, it is estimated that fibre will be installed around September 2022. **AC**

**21/110 FEEDBACK FROM THE ROADS AND FOOTPATHS REPRESENTATIVE**

Councillor Waring confirmed that a satisfactory conclusion had been reached regarding the rerouting of the footpath that traverses the Manor Grounds. It was his intention to contact Hampton Manor regarding the old gate that opens onto the Meadow from the original footpath line. Whilst it is in poor condition, Councillor Waring, believes that it is restorable and would like to use it in place of a broken stile on the path alongside Fentham Hall.

Councillor Waring confirmed that ongoing discussions were being held with Nigel Redfern regarding the grounds off Shadowbrook Lane noting that Nigel has been keen and willing to assist the Parish Council wherever he can. Further updates will follow. **RW**

**21/111 FEEDBACK FROM THE PLANNING SUBCOMMITTEE**

Councillor Cuthbert referred to his reports circulated in advance, noting in particular: -

- 51409 – MSA – no further information at present.
- 02546 – Land rear of 86 Meriden Road – Clerk to check the status of this.
- 02784 – Newlands Bishop – no further developments.
- 02677 – Meadow Drive – no further developments.
- 02958 – Meriden Road – a retrospective application which was rejected.
- 02732 – High Street – this application remains pending.
- 03229 and 03236 – Moat House – one application withdrawn, the other approved.

Councillor Cuthbert confirmed that 00190 – Land off Berry Hall Lane, was a prior notification application meaning that the Parish Council had a very short timeframe in which to provide a response. In view of that, professional advice was sought, and a response provided to SMBC on behalf of Hampton in Arden Parish Council and Catherine de Barnes Residents Association. As such, Councillor Cuthbert **proposed** that 50% of the professional fees be met by the Parish Council. **This was seconded by Councillor Eccleston** with all members being in favour. **CLERK**

Councillor Cuthbert noted that further complaints had been received at the Parish Council regarding Chestnut Farm and the disruption to the sightline from the Village. This had been referred to the SMBC Enforcement Team who confirmed that they are in regular contact with the landowners.

Woodhouse Farm – Same Day Transport – this application was refused; a further appeal was subsequently refused also, and Same Day Transport were given a year in which to leave the site. That time is nearly at a conclusion and both the Parish Council and SMBC are maintaining a watching brief.

Solihull Local Plan – the Inspector had found that the “Duty to Cooperate” had

been fulfilled but noted four areas of unsoundness which had subsequently been notified to SMBC. This will delay the delivery of the local plan.

**21/112 PEDESTRIAN AND ROAD SAFETY PROGRESS – HAMPTON IN ARDEN PARISH COUNCIL – PHASE 2 PROPOSALS**

Councillor Blanch confirmed that Phase 2 proposals had now been formally submitted to SMBC Highways and a response was awaited.

It was noted that Phase 1 of the scheme concentrated on improving pedestrian safety, phase 2 will now concentrate on slowing the traffic speeds further through the village.

Estimated costs of the Phase 2 scheme would be approximately £75,000. £50,000 had been sought from the HS2 Road Safety Fund with £25,000 coming from CIL funds held by the Parish Council.

Members discussed what additional features may be required in the future in addition to Phase 2 and Councillor Blanch confirmed that traffic calming measures would need to be considered on Diddington Lane following confirmation that the Lane will remain open.

Councillor Clayson enquired whether it would be possible to put Zebra Crossing lines on top of the informal crossings and Councillor Blanch confirmed that he would put that request forward to SMBC Highways.

**Councillor Green proposed** that the Parish Council proceed with Phase 2 proposals, this was **seconded by Councillor Beresford** with all members being in favour.

**21/113 PROPOSED CATHERINE DE BARNES PEDESTRIAN AND ROAD SAFETY PLAN**

Councillor Blanch confirmed that a proposal was now in place for a scheme in Catherine de Barnes that was supported by SMBC Highways who were now working on drawing up plans so that further information could be provided to residents.

Funding is still an issue. An application has been made to National Highways Designated Funds and it is hoped that this will be successful. Further options for funding are also being explored.

The costs are expected to be in the region of £60,000 with possible partial funds coming from CIL in the sum of approximately £30,000 if it is required.

Should funding be an issue then it may be possible to implement a partial scheme as was progressed in Hampton in Arden to get some of the proposals in place as quickly as possible.

Councillor Blanch confirmed that an event was being held at Catherine de Barnes Village Hall on 15 March to update residents on the progress made so far.

**21/114 FEEDBACK FROM THE NEIGHBOURHOOD PLAN WORKING GROUP**

Councillor Cuthbert thanked Councillor Green for his considerable efforts in liaising with SMBC and redrafting the Neighbourhood Plan noting that the working group had recently met and had spent considerable time running through the drafts line by line.

Councillor Green provided members with an update following his most recent meeting with Claire O'Connor of SMBC. Following circulation of a draft v.8 of

the plan several updates were included and an amended draft v.9 was submitted to SMBC for review on 3 March. Members had all been provided with a copy of the most recent draft.

It is hoped that a response will be obtained before purdah.

**21/115 CONSIDERATION FOR A FUNDING/GRANTS WORKING GROUP**

The chair referred members to his report circulated in advance noting that in recent times the Parish Council had successfully obtained grants to undertake projects within the villages from HS2, CIL, WALC, SMBC etc. but it was a concern that funding opportunities were being missed in the absence of a group who could possibly draw together information from various sources.

Members agreed that it would be useful to begin a working group in this regard and the chair confirmed that he would work with the clerk to prepare some terms of reference in advance of the AGM when members would be able to put their names forward to join such a group.

**CHAIR**

Councillor Beresford indicated that the George Fentham Trust were also looking into this and stated that it might be worthwhile the Parish Council coming on board and working with the Trust to source greater opportunities for funding. He would discuss this with the chair of the Trust and return to the Parish Council in due course.

**TB**

**21/116 PREPARATIONS FOR THE ANNUAL MEETING**

The chair confirmed that the Annual Parish Meeting, held in Fentham Hall, would proceed this year on 27 April. Refreshments would be provided at 7:30pm with the meeting commencing at 8pm. All members were required to attend.

The clerk would circulate the Annual Report shortly for members to complete their sections.

**ALL**

Councillor Cuthbert noted his apologies in advance for this meeting.

**21/117 CORRESPONDENCE**

Most correspondence is received by email and is forwarded to Members as a matter of course with the majority being of a routine nature. Examples are regular consultations from SMBC on planning applications, updates and training opportunities from WALC and NALC, notifications from HS2, M42 Junction 6 Improvement Scheme etc. The following are those that depart from the routine since the last meeting:

- 25/01 – SMBC – Business Grants Scheme
- 27/01 – Warwickshire, Solihull and Coventry Local Access Forum – Invitation to join the Forum
- 31/01 – Locality Website – Access details
- 02/02 – SMBC – Community Updates
- 14/02 – WM Combined Authority – Community Green Grants
- 14/02 – SMBC – Community Updates
- 17/02 – CAVA – Newsletter
- 17/02 – WALC – Response to Levelling Up the UK White Paper\*

\*NALC requests parish and town councils support the local leadership needed to level up communities and ensure a social economic recovery from the pandemic.

The chair requested members consider their response to the Levelling up and the UK White Paper and provide their comments to the clerk by email.

**ALL**

## 21/118 REPORTS FROM OTHER MEETINGS

### Meeting with Skanska – Martin Follmer

Both the chair and Councillor Waring provided an update to members regarding ongoing regular meetings with SKANKSA. The chair noted that the Parish Council are currently awaiting paperwork regarding application made to the Designated Fund pots.

Councillor Waring noted that following an article in the most recent newsletter some residents had been touch regarding increased aircraft noise. Most of the responses being from Old Station Road. Councillor Waring confirmed that he is in contact with Birmingham Airport and that SKANSKA are also undertaking further noise monitoring.

### Airport Consultative Committee Meeting

Councillor Sandells confirmed that following a meeting with the ACC it had been confirmed that flight levels had increased, although not to pre-pandemic levels. It is expected that flight levels will continue to increase throughout the summer period. The airport is happy to investigate any noise level complaints that they receive.

### Solihull Area Committee Meeting

Councillor Cuthbert confirmed that a SAC meeting had been held and that a representative from SMBC Community Team had attended. SMBC are currently working on streamlining communications and information reporting and Councillor Cuthbert has concerns over the lack of Parish Council liaison that is detailed within those plans.

## 21/119 FINANCE

The quarterly accounts and payments for 11 months ending 28 February 2022 were accepted as **proposed by Councillor Cuthbert, seconded by Councillor Beresford** with all members being in favour.

## 21/120 DATES OF NEXT MEETING

Annual Parish Meeting – 27 April 2022 at 7:30pm – Fentham Hall.

Annual General Meeting – 11 May 2022 at 7:30pm – Meeting Rooms

Maintenance Subcommittee Meeting – 8 June 2022 at 7pm – Recreational Ground.

**MEETING CLOSED AT 9:52pm**