

NOTICE OF A MEETING OF HINTS WITH CANWELL PARISH COUNCIL

To be held at Hints Village Hall, Hints, at 7:30 pm on Tuesday 19 March 2019

Members of the public and press are welcome to attend

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c/o 5 Hillside
Lichfield
WS14 9DQ

13 March 2019

Dear Councillor

You are summoned to attend a Meeting of Hints with Canwell Parish Council to be held at Hints Village Hall, Hints, at **7:30 pm on Tuesday 19 March 2019** at which the following business will be transacted. Any councillor unable to attend should forward their apologies either to the Clerk or the Chairman.



Peter Young
Parish Clerk

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence.
2. **Public participation**
The meeting to adjourn for up to 15 minutes to allow for public participation.
Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman.
Members of the public wishing to raise issues which are not on the Agenda should notify the Clerk before the meeting. Members of the public may not take part in the Council meeting itself.
3. **Declarations of Interest and Dispensations**
To receive Declarations of Interests and consider grant of any Dispensations of which written notice has been received by the Clerk.
4. **Minutes:**
To approve the Minutes of the Council meeting held on 8 January 2019 (**APPENDIX 1**).
5. **Reports from County and District Councillors if present**
6. **Policing Matters**
 - a. the Police desk in the LDC reception is to close.
 - b. any other Policing matters.
7. **Progress reports for information/action**
8. **Reports from Chairman, Councillors and Clerk**
 - a. the CAA have approved revised departure routes from Birmingham Airport which will come into effect on 23 May 2019.
 - b. new regulations for websites – under the ‘Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018’ not later than 22nd September 2020, every existing public sector website and app will need to meet certain accessibility standards and publish a statement saying they have been met.
 - c. the next meeting of the Lichfield District Parish Forum will take place on Tuesday 2nd April in the Council Chamber at Lichfield District Council House, Frog Lane, Lichfield, at 7pm.
 - d. Parish Elections 2 May 2019 - the Notice of Election will be published on 18 March. Completed nomination papers can be accepted until 4pm on Wednesday 3 April.
 - e. any other matters.

9. Planning

- a. To consider new applications: none at agenda date.
- b. To note that a consultation on the Local Plan Review Preferred Options & Policy Directions will run until **18 March 2019**. For further information see: http://lichfielddc-consult.limehouse.co.uk/portal/planning/local_plan_review/popd
- c. To note comments submitted on previous applications, and LDC decisions, as follows:

App Ref	Address	Details	Comment submitted	Decision
18/00937/FUL	Manor Farm, School Lane, Hints	Retention of 'Pick Your Own' building and car park extension	No objections	Awaited
18/01245/FUL	Lodge Farm Nurse, Watling St, Hints	Installation of gate and dropped kerb	No objection subject to no objection from highway authority	Awaited
18/01416/FUL	Hints Croft, School Lane	Demolition of existing bungalow and erection of 1no four-bedroom replacement dwelling house	No objection to a new residence but recommend refusal of this application. Was formerly a bungalow, so replacement should also be a bungalow. Modern style of the dwelling out of keeping with adjacent properties in Conservation Area.	Awaited
18/01755/PNH	Meadow Farm, 78 Carroway Head	Prior Notification: Proposed single storey extension to rear projecting 6.25m from the rear wall of original dwelling reaching a max height of 4.00m and eaves height of 2.30m.	Noted, but technical planning policy matter so no comment submitted	Prior Notification not required 10/1/19
18/01788/HST	Land Adjacent Rookery Wood	Construction of one pond and a single reptile basking bank	No objections	Approved 1/2/19
18/01836/PND	Southwood Barn, Canwell Drive	Change of use of agricultural barn to form 1no dwelling house and associated operational development.	No objection to the change of use of the building, but there are some concerns regarding the long and narrow access to the property which may make it "impractical or undesirable" for conversion to a dwelling with regard to item Q2(e) of the General Permitted Development Order	Refused 13/2/19
18/01850/FUL	Tamworth Lodge, Carroway Head	Single storey extension to side to form dining kitchen, utility, bathroom, bedroom and store, including removal of existing single storey outbuilding	No objections	Approved 13/2/19

10. Accounts for Payment

To note the bank reconciliation for the month end and to approve the payment of accounts (details to be circulated at the meeting).

11. Date, Time, and Venue of Next Meetings

Tuesday, 14 May 2019, 7:30 pm at Hints Village Hall, Hints (Annual Council Meeting)

Tuesday, 9 July 2019, 7:30 pm at Hints Village Hall, Hints

NB The meeting on 14 May 2019 will be preceded at 7pm by the Annual Parish Meeting

12. Quinney Hall/Canwell Playing Field

- a. To agree any actions required regarding new Quinney Hall lease.
- b. To consider any actions required regarding possible exchange of land at Canwell Playing Field/rear of Quinney Hall, including submitting a Planning Application for change of use of the land to the rear of Quinney Hall to include recreational use.

* * *

APPENDIX 1

HINTS WITH CANWELL PARISH COUNCIL

Minutes of the Meeting of Council held at 7.30pm on Tuesday 8 January 2019 at Quinney Hall, Canwell

Present: Cllrs Mrs S Petford (Chairman), S Clarke, G Kynaston, Mrs P Kynaston, Cllr C Meadows and Mrs S Shepherd.

In attendance: Five members of the public, County Councillor David Smith, and Mr P Young (Clerk).

58. Apologies: Cllr A Yeates.

59. Public Participation

- a. A member of the public reported that the woodland management scheme for various areas had been approved by the Forestry Commission and would be undertaken over the next 10 years. Ash Chalara disease was an increasing problem. There was a Cedar tree at the entrance to Canwell Drive which needed attention, but ownership of the tree could not be ascertained.
- b. The Clerk read an email from the County Rights of Way Officer in response to the enquiry at the Public Forum on 13 November regarding footpath diversions. The footpaths concerned were in Weeford Parish. **Action:** the Clerk to forward the email from the County Rights of Way Officer to the member of the public, so that he could pursue the matter direct.
- c. The Clerk reported that following the issue raised at the Public Forum on 13 November regarding the missing central reservation barrier at Carroway Head he had reported this to SCC highways who had responded that they would undertake the repair as a non-urgent matter.

60. Declarations of Interest and Dispensations: None.

61. Minutes

RESOLVED: *That the Minutes of the meeting held on 13 November 2018, having been circulated, be confirmed and signed as a correct record.*

62. Reports from County and District Councillors

County Councillor David Smith reported the results of a recent traffic survey undertaken in Canwell. There was some increase in traffic which may be related to vehicles seeking alternative routes following the introduction of the 'no right turn' from Slade Road at Carroway Head. It was reported to Cllr Smith that the central reservation barrier at Carroway Head had been missing ever since an accident a year ago, and he was asked to seek to have this repaired as a matter of urgency as vehicles were making right turns by cutting across the central reserve.

Cllr Smith asked that members report highway matters directly to him, as well as contacting the relevant Highways Officer, so that he was aware of them and could pursue them. **Action:** Cllr S Petford agreed to copy in Cllr Smith on her correspondence re Watling Street Flooding, and Cllr G Kynaston agreed likewise to copy in Cllr Smith on his correspondence re London Road flooding.

63. Policing Matters

Matthew Ellis, the Staffordshire Police and Crime Commissioner would be attending the Annual Parish Meeting at Hints Village Hall at 7pm on 14 May.

There had been a marked increase in burglary and theft. Normally any unknown vehicles could be noted by residents, but this was difficult as there were large numbers of HS2 contractors operating in the area. The Chairman had been in contact with HS2 and obtained assurances that HS2 contractor vehicles would have identification in their windscreens. **Action:** These security concerns to be raised at the next HS2 liaison meeting.

64. Reports from Chairman, Councillors and Clerk

The following matters were reported:

- a. BT poles for fibre optic cables had been erected at inappropriate places on School Lane, Hints. No cables had yet been attached to the poles, but when installed it was likely that the cables could be brought down by vehicles or damaged by overhanging trees. It would be preferable to lay the cables underground. **Action:** Cllr S Clarke to continue to pursue the matter with BT.

- b. Highway verge maintenance – an email had been received (21/12/18) from Mary Raftery, SCC Community Infrastructure Manager, stating that, ‘the County Council will now be delaying the savings identified for grass cutting services in 2019/20 until the following year’. The Council would therefore have more time to consider whether it would meet the cost of undertaking verge cutting to compensate for SCC cutbacks.

65. Quinney Hall/Canwell Field

- a. It was reported that some repointing works were required to the east wall of Quinney Hall above the kitchen window as damp was coming in. **Action:** Quotations to be obtained and the necessary repointing works undertaken.
- b. Members considered the quotation received for minor clearance works around Quinney Hall; the cost of which included the necessary application for TPO consent. The works would need to take place during February to be clear of the nesting season.

Resolved: That the quotation be accepted, and the works proceed.

- c. It was noted that SJL Landscapes had agreed the renewal of the grass cutting contract for 2019.

66. Planning Applications

a. New applications

- i. **18/01836/PND** - (Prior Notification Dwelling). Southwood Barn, Canwell Drive. Change of use of agricultural barn to form 1no dwelling house and associated operational development.

Two members of the public reported on their concerns regarding the development, particularly access to the site. It was noted that this was a PND application as to whether the change of use was permitted development under Class Q of the Town and Country Planning (General Permitted Development) Order 2015, and that a similar application (18/00095/PND) had been refused by the District Council in March 2018 on the basis that it did not meet the qualifying criteria. Following discussion, it was agreed to submit the same consultation response as for the previous application: ***Hints with Canwell Parish Council has no objection to the change of use of the building itself, but there are some concerns regarding the long and narrow access to the property which may make it “impractical or undesirable” for conversion to a dwelling with regard to item Q2(e) of the General Permitted Development Order 2015.***

- ii. **18/01850/FUL** - Tamworth Lodge, Carroway Head. Single storey extension to side to form dining kitchen, utility, bathroom, bedroom and store, including removal of existing single-storey outbuilding. **No objections.**
- iii. **18/01788/HST** - Land Adjacent Rookery Wood. Construction of one pond and a single reptile basking bank. **No objections.**

b. Local Plan Allocations Main Modifications

It was noted that a consultation on the Local Plan Allocations Main Modifications would run until 6 February 2019. There were no specific matters affecting Hints with Canwell parish.

- c. **LDC decisions on previous applications:** The following were noted:

App Ref	Address	Details	Comment submitted	Decision
18/00585/FUL	Escote, 91 Watling St	Installation of 2m high sliding gate and rendered boundary wall to front of property	Recommend Refusal: height and design of new wall would be an over-dominant and incongruous in streetscene	Refused 14/12/18
18/00937/FUL	Manor Farm, School Lane, Hints	Retention of 'Pick Your Own' building and car park extension	No objections	Awaited
18/01245/FUL	Lodge Farm Nurse. Watling St	Installation of gate and dropped kerb	No objection subject to no objection from highway authority	Awaited
18/01410/FUL	159 Carroway Head, Canwell	Single storey rear & 2-storey side extension to form kitchen, dining room, bedrooms and bathrooms	No objections	Approved 15/11/18

App Ref	Address	Details	Comment submitted	Decision
18/01416/FUL	Hints Croft, School Lane	Demolition of existing bungalow and erection of 1no four-bedroom replacement dwelling house	No objection to new residence but recommend refusal of this application. Formerly a bungalow so replacement should be a bungalow. Modern style out of keeping with Conservation Area.	Awaited
18/01755/PNH	Meadow Farm, 78 Carroway Head	Single-storey extension projecting 6.25m from rear etc	Noted, but technical planning policy matter so no comment submitted	Awaited

67. Budget and Precept for 2019/20

A draft budget, circulated as Appendix 2 to the agenda, was discussed.

RESOLVED: That the budget for 2019/20 be as circulated, with a Precept of £8,200.

68. Accounts for Payment

Members noted the bank reconciliation at 31 December 2018 as circulated at the meeting.

RESOLVED: Payment of the accounts as detailed below:

Date	Chq No.	Payee	Details	Gross	VAT
8/1/19	766	P Young	Salary, home allowance, expenses – Dec + Jan	434.52	-
8/1/19	767	HMRC	PAYE on salary	95.00	-
				529.52	-

69. Date, time, and venue of next meetings

The Calendar of Meetings was agreed as follows:

Tuesday, 19 March 2019, 7:30 pm at Hints Village Hall, Hints

Tuesday, 14 May 2019, 7:30 pm at Hints Village Hall, Hints (Annual Council Meeting)

Tuesday, 9 July 2019, 7:30 pm at Hints Village Hall, Hints

Tuesday, 10 September 2019, 7:30 pm at Hints Village Hall, Hints

Tuesday, 12 November 2019, 7:30 pm at Quinney Hall, Canwell

Tuesday, 14 January 2020, 7:30 pm at Quinney Hall, Canwell

Tuesday, 10 March 2020, 7:30 pm at Hints Village Hall, Hints

Tuesday, 12 May 2020, 7:30 pm at Hints Village Hall, Hints

NB The meeting on 14 May 2019 will be preceded at 7pm by the Annual Parish Meeting

70. Confidentiality

Resolved: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting.

71. Quinney Hall/Canwell Field

a. **Possible land exchange:** It was noted that the valuation report had been received from the District Valuer regarding the respective values involved in the possible land exchange. It was also noted that LDC had indicated that Planning Consent would be required for change of use of the land to the rear of Quinney Hall from agricultural use to public open space.

b. **Quinney Hall lease:** The Clerk read an email received from the Council's solicitors regarding the matters that would need to be included in a new lease in order to comply with Land Registry requirements – the main issues being that the current lessee (Quinney Hall Management Committee) was an unincorporated body which could not legally hold a lease, and that the current lease contained no plan of the land leased. Members noted the estimated legal costs of preparing a new lease.

Resolved: to instruct the Council's solicitor to commence preparation of a new lease.

There being no further business the Chairman declared the meeting closed at 10.15pm

..... Signed

..... Date