

HAMPTON IN ARDEN PARISH COUNCIL

MINUTES

Held at: The Parish Office, Meeting Rooms, Marsh Lane, B92 0AH

On: Wednesday 16 July 2025

Start: 7:30pm

End: 9pm.

PRESENT

Councillors

Cllr Tim Beresford (Chairman)
Cllr Giles Cook (Vice Chairman)
Cllr Cat Sellars
Cllr Peter Green
Cllr John Eccleston
Cllr Dave Cuthbert
Cllr Piers Reid
Cllr Roger Waring

Clerk

Mrs Julie Barnes

Public

4 residents in attendance.

NO.

ACTION

26/25 APOLOGIES FOR ABSENCE

Received and accepted from Cllrs Sandells & Blanch.

26/26 STANDING DECLARATIONS OF INTEREST

- John Eccleston: President of Sports Club. Recreational Trust Trustee.
- Dave Cuthbert: chair of the Catherine de Barnes Residents Association and Trustee of Catherine de Barnes Village Hall.
- Tim Beresford: George Fentham Trustee.

26/27 PUBLIC PARTICIPATION

None.

26/28 APPROVAL OF THE MINUTES OF THE AGM HELD 14 MAY 2025

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

26/29 MATTERS ARISING

25/41 CCTV the clerk confirmed that the landlord has been written to and a response is now awaited.

25/113 Build out Catherine de Barnes. The clerk is seeking an update from Solihull MBC's Highways engineer, Mr Dean Ward as to exactly what alteration work will be undertaken to the build out.

25/113 White Lines. The clerk confirmed that the white lines have now been refreshed.

26/11 Graffiti. The parish council have noted a turn down in recent anti-social behaviour but are continuing to closely monitor the situation. West Midlands Police and the British Transport Police are continuing to assist the parish council.

26/11 Overgrown verges. This remains an ongoing issue. David Turton of Public Realm is working with the parish council. The chair will follow up the issue with Hampton Manor.

TB

26/12 Width restriction sign on Catherine de Barnes Lane. The parish council has been notified that this sign will be in place by the end of July.

26/12 Parking consultation in Catherine de Barnes. The Major Infrastructure Working Group have discussed this issue with Highways engineer, Mr Dean Ward. This remains on Solihull MBC's long-term plan.

26/14 Footpath improvements. The parish council are awaiting a response from Solihull MBC regarding M117 and the partial cutback.

26/30 STANDING ORDERS & FINANCIAL REGULATIONS

Members considered the Standing Orders and Financial Regulations, and it was **agreed as proposed by Cllr Cook** to formally adopt both documents. The proposal was **seconded by Cllr Cuthbert** with all members being in favour.

26/31 TERMS OF REFERENCE APPROVALS

The chair referred to his report circulated in advance noting that all Committees and Working Groups have now agreed their Terms of Reference. **Cllr Eccleston proposed** that the Terms of Reference be formally adopted. **This was seconded by Cllr Reid** with all members being in favour.

26/32 FEEDBACK FROM THE MAINTENANCE COMMITTEE

The chair referred to the Maintenance Committee Minutes circulated in advance. No comments were raised. **The Minutes were proposed as accepted by Cllr Beresford, seconded by Cllr Eccleston.**

26/33 FEEDBACK FROM THE MAJOR INFRASTRUCTURE COMMITTEE

It was **proposed by Cllr Cook** to change this Committee to a Working Group. **This was seconded by Cllr Cuthbert.**

Members were referred to the report with no additional comments upon it.

Cllr Cook updated members on the A4545, confirming it is not yet fully open and that works are likely to continue until year end. Signage issues were discussed, Skanska are aware, and the parish council remains in contact with them.

26/34 FEEDBACK FROM THE RIGHTS OF WAY AND FOOTWAY REPRESENTATIVE

Cllr Waring referred to his report circulated in advance noting in particular his concern over the lack of progress in reinstating footpaths that have fallen into disrepair during the M42 J6 Improvement Scheme. Cllr Cook reminded residents that this did not fall under Skanska's remit and that Solihull MBC were in ongoing communication with National Highways with NH giving their assurance that this work would be undertaken.

It was noted that Solihull MBC had recently undertaken some minor vegetation

clearance to footpath M117, but it was felt by the parish council that it was not sufficient. The clerk confirmed she had returned to Solihull Council and was awaiting their response.

Clerk

26/35 FEEDBACK FROM CIL COMMITTEE

Cllr Green referred to his report circulated in advance. No comments were raised.

26/36 FEEDBACK FROM THE COMMUNICATIONS COMMITTEE

Cllr Sellars formally handed over Village Signage to the Maintenance Committee.

Clerk

Members discussed a possible change to when Newsletters were circulated. Cllr Sellars confirmed that the Committee would discuss that in their next meeting.

CS

Articles were discussed and agreed upon.

ALL

26/37 FEEDBACK FROM THE PLANNING COMMITTEE

Cllr Cuthbert referred members to the Committee Minutes and Planning Reports circulated in advance. Several additional items were noteworthy: -

02987 Oak Farm

The reserved matters application raised concerns over potential land loss impacting the Canoe Club. Following negotiations, Solihull MBC has now earmarked the land, though within the boundary, as non-developable. Layout plans confirm the land will remain for Canoe Club use. CALA has committed to transferring the freehold at the appropriate time. The parish council are pleased with the outcome.

Castle Hills Solar Farm

Councillors recently attended a public roadshow event. Concerns were noted and will be addressed when a formal planning application is submitted. Bickenhill and Marston Green parish councils are working jointly with the parish council on this matter. The Catherine de Barnes Residents Association are also monitoring the situation.

Proposed Development on Old Station Road, Hampton in Arden

Some residents had received information regarding a potential development of 130 homes on Old Station Road. No application has been submitted at this stage; the site is undergoing a pre-application consultation. It was included in the Call for Sites but has not yet been evaluated by Solihull MBC. A parish council meeting with the developers is scheduled for 29/07/2025. The parish council acknowledges residents' concerns and will follow due process, the parish council will keep residents informed.

Mell Square Solihull Phase 1 Development

A response had been submitted. Decision pending.

26/38 FEEDBACK FROM THE NEIGHBOURHOOD PLAN WORKING GROUP

The working group have convened and completed all necessary discussions. The outcomes will now be consolidated into a formal document for submission.

26/39 FEEDBACK FROM THE CLIMATE CHANGE COMMITTEE

It was **proposed by Cllr Waring** that the Committee be changed to a Working Group entitled Greener Hampton & Catney Working Group. **This was seconded by Cllr Beresford.**

Members were referred to the report circulated in advance. The chair provided an overview of the work undertaken by Jane Humphreys and Juliet Mian and thanked them for all their support and work.

Members discussed the groups next steps, and **it was proposed by Cllr Beresford** that the group work towards creating a Local Climate & Nature Plan. **This was seconded by Cllr Reid.**

26/40 APPOINTMENT OF DATA PROTECTION OFFICER

The chair noted the clerk had previously been appointed as Data Protection Officer to the Council and sought members approval to formally ratify that position. **This was proposed by Cllr Sellars and seconded by Cllr Waring.**

26/41 REGULATORY POLICY DOCUMENTATION

Members were asked to consider the Code of Conduct previously adopted in 2021. Members were asked to confirm that they would continue to abide by the terms within the Code of Conduct. **This was proposed by Cllr Sellars, seconded by Cllr Eccleston with all members being in favour.**

26/42 FOR INFORMATION: REMOTE ATTENDANCE GOVT. PAPER

The chair referred to the report circulated in advance. The item was noted.

26/43 HAMPTON IN ARDEN SOCIETY – SHOWCASE EVENT – 24/09/2025

The chair referred to the report circulated in advance. Members agreed it was important for the Council to attend. The clerk will request a table. The chair also asked the clerk to notify both the Conservation Group and Greener Hampton & Catney Working Group.

Clerk

26/44 REQUEST FROM HISTORY GROUP – PARGETTING

Cllr Green provided an overview of the pargetting issue and raised the question of whether there is community support to help address it.

The parish council expressed its view that this is an important matter, noting the heritage value of the building and concerns regarding health and safety, as the pargetting overhangs a pavement on the High Street.

It was agreed that the issue should be raised with the Heritage Officer at Solihull MBC in the first instance. The building is both historic and listed, and appropriate guidance is needed.

Cllr Waring and Green will draft a letter for the clerk to send to the Heritage Officer.

RW/PG/
Clerk

26/45 SCOUT AND GUIDE LEASE CONSIDERATION

The chair referred to his report circulated in advance. It was agreed by members that an appendix could be added to the lease to reflect the change that the Scout and Guide Supporters Association wish to apply. **This was proposed by Cllr Beresford and seconded by Cllr Cuthbert.** The clerk will arrange for all parties to sign an amended appendix document.

Clerk

The chair provided members with a brief update on the Solar Panel installation at the Scout and Guide HQ. The battery for the panels will be situated on the wall located next to the bins.

26/45 CYCLE HIRE SCHEME

The chair referred to his report circulated in advance. **It was proposed by Cllr Cuthbert** to not progress this scheme further. **This was seconded by Cllr Reid.**

26/46 FENTHAM ROAD COMMUNITY ALLOTMENTS – INSTALLATION OF WATER SUPPLY

The chair referred to his report circulated in advance noting the significant costs that it will cost the parish council to install a water supply at Fenthams Road Community Allotments. Cllr Cuthbert requested that funding be investigated via the Airport Community Fund. An application to CIL could also be considered. Before those steps can be taken the chair is going to obtain further quotes to try and reduce the cost impact. Further information will follow.

TB**26/47 REPORTS FROM OTHER MEETINGS**

The Council considered a draft consultation regarding the settlement hierarchy, specifically a questionnaire exploring the distinction between a village and a town.

A discussion took place on the characteristics that define a village versus a town, and the relevance of these definitions within the context of the consultation.

It was agreed that the parish council would consider submitting a formal response to the consultation. Further review of the questionnaire will take place before a decision is made.

26/48 FINANCE

The clerk referred members to the financial report circulated in advance. Members were asked to authorise a Debit Card mandate to allow the clerk to have a debit card following Cllr Blomer's resignation. **This was proposed by Cllr Clayson and seconded by Cllr Sellars.**

The quarterly accounts and payments for 3 months ending 30 June 2025 were accepted as **proposed by Cllr Cuthbert seconded by Cllr Eccleston** with all members being in favour.

The clerk provided an overview of up-to-date savings accounts held by the parish council.

26/49 DATES OF NEXT MEETING

parish council Meeting: 17 September 2025

MEETING CLOSED AT 9pm.

Reports detailed in the minutes are attached.

Minutes taken and prepared by Clerk, Julie Barnes