

HAMPTON IN ARDEN PARISH COUNCIL MEETING

To be held at Hampton in Aden Parish Council Meeting Rooms, Marsh Lane, Hampton in Aden

WEDNESDAY 7 JANUARY 2026

AT 7:30PM - AGENDA FOR PARISH COUNCIL MEETING

You are summoned to attend the meeting of the Parish Council.

Clerk: Julie Barnes

The Parish Council would advise members of the public that following agenda item 3, they are not entitled to participate in the meeting but are welcome to observe. The public are referred to the Parish Council's Standing Orders for further information.

1. To receive apologies for Absence.
2. To notify any declarations of Interest.
3. To hear any public participation comments.
4. To consider and approve the Budget for 2026/27.
5. To approve the Minutes of the last Parish Council Meeting.
6. To hear any matters arising from the above meeting.
7. To agree any new Policy Approvals.

Committee and Working Group Updates

8. Feedback from Maintenance Committee.
9. Feedback from the Major Infrastructure Working Group.
10. Feedback from the Rights of Way and Footway Representative.
11. Feedback from CIL Committee.
12. Feedback from the Communications Committee.
13. Feedback from the Planning Committee.
14. Feedback from the Neighbourhood Plan Working Group.
15. Report from the Greener Hampton & Catney Working Group.

Any Other Business

16. To consider any reports from other meetings and any other correspondence.
17. Finance:
To consider and approve all Quarterly Accounts
To sign off payment approvals (spreadsheet sign off); and
To review and agree the up-to-date CIL position.

18. **To Resolve: that due to the special nature of the business due to be transacted any public and press are asked to be temporarily excluded and are therefore asked to withdraw.**
19. Dates of next meeting: 18 March 2026

HAMPTON IN ARDEN PARISH COUNCIL

MINUTES

*Held at: The Parish Office, Meeting Rooms, Marsh Lane, B92 0AH
On: Wednesday 19 November 2025*

Start: 7:30pm

End: 9:31pm

PRESENT	Councillors	
	Cllr Tim Beresford (Chairman) Cllr Giles Cook (Vice Chairman) Cllr Peter Green Cllr John Eccleston Cllr Piers Reid Cllr Roger Waring Cllr Alexander Clayton Cllr D Cuthbert Cllr D Sandells Cllr K Blanch Cllr John Ainsworth (26/78)	
	Clerk	Mrs Julie Barnes
	Public	6 in total.

NO.	ACTION
26/73	APOLOGIES FOR ABSENCE Received and accepted from Ward Cllrs Mr and Mrs Sleigh and Cllr C Sellars.
26/74	STANDING DECLARATIONS OF INTEREST <ul style="list-style-type: none"> • John Eccleston: President of Sports Club. • Dave Cuthbert: chair of the Catherine de Barnes Residents Association and Trustee of Catherine de Barnes Village Hall.
26/75	PUBLIC PARTICIPATION It was noted by a member of the public that there was a lack of female representation around the Parish Council table. The chair explained the Parish Council does not take gender, or any other personal characteristic, into account when considering appointments or co-options. A request was made for an additional <i>Public Participation</i> item to be added later in the agenda. The clerk confirmed she would investigate the legal position and provide more information at the next Parish Council meeting. Clerk
26/76	APPROVAL OF THE MINUTES OF THE AGM HELD 17 SEPTEMBER 2025 The draft Minutes taken and prepared by Julie Barnes were approved as proposed by Cllr Cuthbert, seconded by Cllr Clayton with all members being in favour.
26/77	MATTERS ARISING 26/68 Clerk to request that Tommy is brought in. Clerk

26/78 CO-OPTION FOR VACANT PARISH COUNCIL POSITION

Members were referred to the report circulated in advance.

Members were given the opportunity to raise any questions or concerns about the process, the applicants, or the recommendation. No such issues were raised, and all members confirmed that they were satisfied with the recommendation presented to them.

It was therefore proposed by Cllr Green to co-opt Mr John Ainsworth. This was seconded by Cllr Cuthbert with all members being in favour. Mr Ainsworth signed the Declaration of Interest form and took a seat at the Council table.

The chair thanked Jane Humphreys for also applying for the position. Jane expressed her disappointment that she hadn't been successful. The Parish Council are extremely grateful to Jane for her ongoing involvement in the Greener Hampton & Catney Working Group and for all she has contributed to the Parish Council thus far.

26/79 FEEDBACK FROM THE MAINTENANCE COMMITTEE

The chair referred to the Maintenance Committee Minutes circulated in advance. No additional comments were raised.

26/80 FEEDBACK FROM THE MAJOR INFRASTRUCTURE COMMITTEE

Cllr Blanch referred to his report circulated in advance, noting parishioners' concerns regarding the lack of visible work on Solihull Road. Cllr Cook advised that National Highways had confirmed works would be completed in sections from beneath the bridge, at night when lanes along the M42 are closed, with Skanska indicating completion by mid-January. The Clerk was asked to write to National Highways to seek reassurance that works are progressing and to provide an update to residents.

Clerk

Cllr Blanch also provided a HS2 update, confirming that installation of precast beams for the Meriden Road viaduct would require a series of overnight closures, as confirmed in a meeting with Solihull MBC on 09/10. Cllr Blanch expressed concerns that further closures may be muted by HS2, and the clerk was asked to clarify that would not be the case with Solihull MBC.

Clerk

Cllr Reid raised concerns about recurring parking issues on Marsh Lane once cones had been removed and asked whether the Parish Council could overrule the consultation to implement double yellow lines in that vicinity. Cllrs Cook and Sandells advised against overruling the consultation and Ward Councillor recommendations. The Chair noted that meetings are being arranged with relevant parties to consider all options, with advice to monitor the situation initially. The Clerk was asked to confirm whether the Council can overrule the decision should they wish, and Cllrs Clayson, Reid, and Waring expressed support for doing so. The clerk will investigate the position and report further at the next Parish Council meeting. The Clerk will also circulate the consultation responses to members in the meantime for information.

Clerk

26/81 FEEDBACK FROM THE RIGHTS OF WAY AND FOOTWAY REPRESENTATIVE

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

26/82 FEEDBACK FROM CIL COMMITTEE

Cllr Green referenced his report and the Minutes taken at the recent committee meeting.

The Committee sought approval for the £12k investment in kissing gates, recognising this as the first use of CIL funds for public footpath improvements and noting the accessibility benefits for elderly and infirm users. As Solihull MBC is only responsible for repairs where there are health and safety issues, the Committees view was to recommend approval as an improvement but felt that full council approval was required. **The proposal to allocate funds was made by Cllr Green, seconded by Cllr Clayson, and carried with all in favour except Cllr Waring, who abstained.**

Cllr Waring will now write to the landowners, with works to proceed once agreement is reached; ongoing maintenance will then rest with the landowner. Cllr Waring thanked the Council for its support.

RW

Discussion was held regarding the type of kissing gates to be installed with a request that they be both sustainable and wheelchair accessible.

26/83 FEEDBACK FROM THE COMMUNICATIONS COMMITTEE

Cllr Sellars was not present at the meeting but had confirmed to the clerk in advance that the next Newsletter was due in February with no further comments to report to full council at this stage.

26/84 FEEDBACK FROM THE PLANNING COMMITTEE

A copy of the running report and recent committee minutes were circulated in advance by Cllr Cuthbert.

A discussion was held regarding the extraction system at Soho Tavern with it being noted that a new application will be processed by Solihull MBC shortly. Enforcement Officers are in touch with Soho Tavern regarding any outstanding requirements.

26/85 FEEDBACK FROM THE NEIGHBOURHOOD PLAN WORKING GROUP

Cllr Green referred to the report circulated in advance noting that the Neighbourhood Plan Regulation 16 Consultation was now live, a copy of which is published on both Solihull MBCs and our Parish Council website.

The chair thanked the group for all their efforts in reaching this stage.

26/86 FEEDBACK FROM THE GREENER HAMPTON AND CATNEY WORKING GROUP

A copy of the working group's reports was circulated in advance for information purposes. The chair thanked Jane and Juliet for all their work with the working group.

Cllr Green noted that St Mary's Pharmacy appears to be no longer accepting blister packs. Jane Humphreys is liaising with the Pharmacy in this regard.

Green Homes continues to be successful. It was noted that if any residents are interested, they can get in touch with the clerk. The clerk will put a post on Facebook to highlight this offering.

Clerk

26/87 PARISH COUNCIL REPRESENTATIVES – THE GEORGE FENTHAM TRUST

Members were referred to the attached report for information with a recommendation to accept the appointments of Mr Devany and Mr Purcell as Parish Council representatives to The George Fenthams Trust.

It was proposed by Cllr Beresford to accept the appointment. Seconded by Cllr Eccleston with all members being in favour.

26/88 HAMPTON IN ARDEN TRAIN STATION – LACK OF DISABLED ACCESS

Members noted the content of the attached report, including that the Parish Council had written to all relevant parties lobbying for funding and infrastructure improvements at Hampton in Arden Railway Station to enable step-free access, noting it is the only station in Solihull without such provision. All parties have expressed their support, and the Parish Council will continue to pursue the matter with Ward Councillors.

26/89 HAMPTON IN ARDEN SPORTS CLUB – FOOTPATH REALIGNMENT/ REQUEST FOR A BALL AND COMMUNITY USE AGREEMENT

Members approved planning in principle, noting that the land where the padel courts will sit is not currently leased to the applicant and that legal advice is required to determine whether a new lease or an amendment to the existing lease is appropriate. The clerk is seeking further information from Solihull MBC's legal department.

Clerk

As the proposed padel court works will require realignment of the existing footpath, a temporary closure of that footpath may be necessary; however, members agreed that a footpath should be always maintained. **A proposal that an alternative route be provided during the works was put forward by Cllr Sandells and seconded by Cllr S. Alexander. All were in favour, with John Eccleston abstaining.**

The Community Use Agreement was noted by members.

Members considered a request to hold a Village Ball in June 2026, with a potential Hockey Dinner the following week while the marquee remained in place. Cllr Sandells noted the need to be mindful of nearby residents, particularly regarding noise, finishing times, and advance notification to affected residents. It was agreed in principle that any loud music must finish by 11pm unless a licence permits otherwise. **The proposal, made by Cllr Reid and seconded by Cllr Beresford, received 8 votes in favour and 3 abstentions, and was therefore carried.**

26/90 TRO – CATHERINE DE BARNES – PLANS FOR CONSIDERATION

Members considered the proposed plans submitted and contained within the attached report pack. **Cllr Cuthbert proposed that the Parish Council confirm their support for it to proceed to public consultation. This was seconded by Cllr Cook with all in favour except for Cllr Ainsworth who abstained.**

26/91 VILLAGE FILM – HAMPTON IN ARDEN HISTORY GROUP – RATIFICATION ITEM

It was noted that members had considered this item by email due to the History Group requiring a response in advance of the Parish Council meeting. Therefore,

by email of 19 November, members had **proposed** to be involved in and support the production of a Village Film on the proviso that it included the entire Parish **with all members being in favour**.

26/92 VILLAGE SIGNAGE – CONSIDERATION AND APPROVAL BY MEMBERS

Members were referred to the amended signage in the attached report pack. Cllr Beresford requested that the clerk alter the website to a *list of businesses* rather than a blurb. It was confirmed that Inktree had quoted in the region of £300 to print the signs but that the clerk would also liaise with London Northwestern regarding installation of the signs.

Clerk

Cllr Beresford proposed that the amended signage be accepted the scheme progressed. This was seconded by Cllr Waring with all in favour.

26/93 FLAG POLICY FOR CONSIDERATION – FLAGPOLE – VILLAGE GREEN

It was noted that flags had been erected in the Parish and removed without Council involvement but by residents. The chair referred to the report provided in advance that explained that the Parish Council had received one request from a member of the public to install a flagpole on the Village Green in Hampton in Arden. Cllr Cuthbert advised that installing a flagpole on the Village Green without planning permission would be unlawful.

Members discussed possible alternative locations, with Cllr Waring suggesting the Church as the most suitable site, while concerns were raised by Cllr Ainsworth regarding potential vandalism should a flagpole be placed on the Village Green.

A proposal against installing a flagpole on the Village Green was put forward by Cllr Cuthbert and seconded by Cllr Green; the motion was carried with 7 votes for, 1 against and 3 abstentions.

26/94 SOLIHULL MBC HUMANITARIAN EMERGENCY PLANNING

Members were referred to the report circulated in advance with the clerk confirming that she was attending a meeting shortly and would update members following that meeting regarding any potential Parish Council involvement.

Clerk

26/95 PARISH COUNCIL RESPONSE TO SOLIHULL MBC SPATIAL DEVELOPMENT STRATEGY (SDS) CONSULTATION

Members were referred to the report circulated in advance with Cllr Cuthbert noting that the consultation will be a lengthy exercise. It was agreed to maintain a watching brief.

26/96 UPDATE ON REMEMBRANCE SUNDAY SERVICE

Cllr Sandells expressed thanks to all who supported the event, noting the need for additional marshals next year and ongoing issues with road closures and signage, despite requests to Solihull Council and others.

Thanks were extended to Revd Dimes and to all the volunteer marshals.

Members agreed a new gazebo (approximate cost £250), additional cones, barriers, and replacement road closure signage are needed; the Clerk will ask Highways/HS2/Skanska about possible donations.

Clerk

Whilst bodycams were discussed, it was agreed not to progress that at this stage.

The Chair thanked Cllr Sandells for his work and for laying the Remembrance Sunday Wreath on behalf of the Parish Council.

**26/97 CHRISTMAS LIGHT SWITCH ON EVENT
REQUEST TO HOLD LICENCED BAR – MULLED WINE – PRE SCHOOL**

Members were referred to the report circulated in advance. **It was proposed to agree to the pre-school's request to obtain a licence to sell Mulled Wine at the Christmas Light Switch on Event. This was seconded by Cllr Blanch with all in favour.**

The clerk provided an overview of the running order for the event. Cllrs Beresford, Sandells and Eccleston confirmed they could marshal at the event. The clerk would ensure High-Vis jackets were available.

Clerk

26/98 REPORTS FROM OTHER MEETINGS

Members were referred to the report pack for further information. The following were discussed in more detail: -

Hampton in Arden Parking Group Meeting: The chair confirmed that the Parish Council had recently met with the group to discuss the group's concerns surrounding various aspects linked to Soho Tavern. It was agreed that the Parish Council would facilitate a meeting with all interested parties. The Parish Council are currently awaiting details of the group's availability so that this can be progressed.

Motorway Service Area Meeting: No further information to report at this stage. A follow up meeting is planned for 16 January 2026.

Airport Consultative Committee Meeting: Cllr Sandells had attended this meeting noting updates on the NATS AMS modernisation scheme, night-flying usage, and that the meetings remain informative, though it was emphasised the need for the group to fully address the night flying policy. Residents with concerns about night flying are encouraged to report incidents via the airport's online form, with noise monitored through sound meters used by both Solihull Council and Birmingham Airport.

Hampton in Arden Railway – Step free access. The chair referred members to the detailed report contained within the report pack.

Solihull Area Meeting: Cllr Cuthbert reminded members that they can attend this meeting should they wish with Cllr Cook already regularly attending. The next meeting will take place in January 2026.

26/99 FINANCE

The clerk referred members to the financial report circulated in advance.

Payments for the last 7 months were authorised by the Chairman in accordance with the Parish Council's Financial Regulations.

The quarterly accounts and payments for 7 months ending 31 October were accepted as **proposed by Cllr Cook seconded by Cllr Cuthbert** with all members

being in favour.

26/100 DATES OF NEXT MEETING

Parish Council Meeting: 7 January 2026.

MEETING CLOSED AT 9:31pm.

A handwritten signature in black ink, appearing to read 'John Smith'.

Clerk to the Hampton in Arden Parish Council

Report to Parish Councillors

Public Participation at Parish Council Meetings

I am writing to provide a clear summary of the rules around Public Participation at our parish council meetings, explaining how these are governed by our Standing Orders and by the guidance issued by WALC.

Legal and Governance Context

- Under the Public Bodies (Admission to Meetings) Act 1960, meetings of the Council must be open to the public unless the Council resolves to exclude them for specific confidential items.
- The Act gives the public a right to attend, but not an automatic right to speak. Speaking rights are therefore granted at the Council's discretion through its Standing Orders, in line with WALC good practice.

Standing Orders

Our adopted Standing Orders, approved 16 July 2025, include provisions on public participation:

- Meetings are open to the public except when exclusion is formally resolved.
- The public may make representations, ask questions, and provide evidence only in relation to business on the agenda.
- The public participation period is limited to 3 minutes per person unless the Chairman directs otherwise.
- A member of the public must raise their hand to speak and may only speak when invited by the Chairman.
- Only one person may speak at a time.
- Comments may be summarised in the minutes but there is no requirement for a verbatim record.
- The public and press may record or report on meetings while they are open.

WALC Guidance

WALC recommends:

- A dedicated public participation session should be included on every agenda.
- Time limits should be applied to the session and to individual speakers (commonly 3 minutes).
- Where many people wish to speak on the same issue, the Chairman may request one spokesperson or limit repetition.
- Councils are not obliged to respond immediately during the meeting. Responses may be provided later, or items may be added to the future agenda.
- Public participation should relate to agenda items; other matters may be better dealt with by the Clerk outside the meeting.

Recommendations

Given the above information, I therefore recommend:

- Retaining a dedicated Public Participation section on every agenda.
- Retaining its current location on the agenda, which has been recommended by WALC and adopted by all other local Parish Councils.
- Reinforcing the 3-minute rule and related restrictions.
- Summarising, but not verbatim recording, public comments in the minutes.

Julie Barnes
Clerk & Responsible Financial Officer
Hampton in Arden Parish Council

PUBLIC PARTICIPATION POLICY

1. Introduction

This statement has been produced by Hampton in Arden Parish Council in conjunction with WALC to explain the process of its meetings and how public participation is managed.

2. Ordinary Meetings

Ordinary meetings of the Parish Council ('the Council') are held in a public place, usually The Parish Office, George Fenthams Meeting Rooms, Marsh Lane, Hampton in Arden B92 0AH on the second Wednesday of each month (with the exception of August and December) and begin at 7:30pm.

Members of the public have a legal right to attend meetings of the Council and its committees, except where they are excluded for specific items which need to be discussed in confidence, for example, staffing matters or tenders for contracts. (Public Bodies (Admission to meetings) Act 1960 s1(2) as amended by s100 of Local Government Act 1972). They have no legal right to speak at meetings of the council or its committees. However, as part of its community engagement, the Council will set aside time for electors of the parish to speak at meetings.

3. Public Participation

A specific time is set aside for public participation at all ordinary meetings, which is usually at the very beginning before the formal business of the Parish Council begins. Standing Orders state that this public forum will not exceed 20 minutes in total, with individual contributions being limited to 3 minutes. All comments and questions are to be directed to the Chairman. Any question or comment which may be considered scurrilous, improper, capricious, irrelevant or otherwise objectionable, will be disallowed by the Chairman. If it appears that a large number of people wish to speak, the chairman will encourage people not to repeat comments made by earlier speakers, or even ask for a single representative to be appointed.

Neither the Parish Council Clerk ('the Clerk') nor the Councillors are obliged to respond immediately to comments or questions during the public forum. Comments may be referred to the Clerk in writing to the speaker or could form the basis for an agenda item at a future meeting. Comments made during public forum will be (very briefly) minuted. Names of members of the public who speak will not be minuted unless the person concerned requests it.

4. Disruption at Meetings

Members of the public are invited to remain after the public forum has ended to observe the meeting of the Parish Council. They are not permitted to converse further with the Parish Council

without invitation. Members of the public should not heckle or interrupt the meeting. The Chairman will cut an interrupter short and warn them that further interruptions could result in his or her exclusion from the room. Alternatively, if there is serious disorder the chairman could adjourn the meeting for a short time to allow people to calm down.

5. Principal Authorities

Principal Authority Councillors have no special rights at Council meetings. However, it is beneficial to the community for the Council to maintain good relationships with Solihull MBC. The Council's agenda will therefore provide for the receipt of reports from the principal authorities where necessary. Members of the public are not permitted to question or make comments on these reports during the meeting. The salient points of these reports given will be included in the minutes of the meeting.

6. Other ways to engage with the Parish Council

Members of the public are invited to contact Councillors or the Clerk outside of meetings, by email (preferably) or telephone.

The Parish Council should be contacted by emailing their Clerk in the first instance:
clerk@hamptoninardenparish.gov.uk

Adopted on :

To be reviewed annual at the Parish Council's AGM.

Reference:



Mrs Julie Barnes
Clerk & Financial Officer
Hampton in Arden Parish Council



Website Accessibility Statement Hampton in Arden Parish Council

Commitment to Accessibility

Hampton in Arden Parish Council is committed to making its website accessible to all users, including people with disabilities. We aim to meet the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standard, in line with the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018.

Measures to Support Accessibility

We have implemented the following measures to improve accessibility:

- Text alternatives for images, charts, and other non-text content.
- Clear and consistent navigation throughout the site.
- Keyboard-friendly navigation for users who cannot use a mouse.
- Compatibility with screen readers and other assistive technologies.
- Use of high-contrast text and scalable fonts to support users with visual impairments.

Content that May Not Yet Be Fully Accessible

While we are committed to accessibility, some content may not yet fully meet accessibility standards, including:

- PDF documents and older file formats.
- Embedded content from third-party websites that we do not control.
- Some interactive forms or tools that may not yet be fully keyboard accessible.

We are continuously working to improve the accessibility of these materials.

Feedback and Assistance

If you experience any difficulty accessing information on our website or require information in an alternative format (e.g., large print, audio recording, or braille), please contact us:

clerk@hamptoninardenparish.gov.uk

Adopted on

To be reviewed annually at the Parish Council's AGM.

Reference:

A handwritten signature in black ink, appearing to read "Julie Barnes".

Mrs. Julie Barnes

Clerk & Financial Officer

Hampton in Arden Parish Council



Code of Practice in Handling Complaints

This Code of Practice in Handling Complaints was formally adopted by Hampton in Arden Parish Council. The aim of this code is to ensure that a reasonable, accessible, and transparent process of dealing with complaints is adopted.

Introduction

A complaint is an expression of dissatisfaction by one or more members of the public about the Council's action or lack of action or about the standard of a service, whether the action was taken, or the service provided by the Council itself or a person or body acting on behalf of the Council.

The Council will do its utmost to settle complaints and satisfy complainants that any grievance has been properly and fully considered in the interest of the good reputation of the Council. The Council will adhere to the Data Protection Act 1998 as well as the Freedom of Information Act 2000 when dealing with complaints.

Complainants

Complainants can be members of the public, councillors, or employees of the Council.

Complaints outside this Code

The complaints listed below are excluded from this code:

Financial Irregularity

Complaints about financial irregularity should be referred to the Council's auditor.

Criminal activity

West Midlands Police.

Member conduct

Complaints relating to a member's failure to comply with the Code of Conduct must be submitted to the Monitoring Officer at Solihull MBC.

Employee conduct

Employees to be dealt with under internal disciplinary procedure.

Procedure

Informal Complaints

All complaints will be deemed informal unless stated otherwise in writing.

Investigations will be dealt with as quickly as possible, normally within 15 working days.

Formal Complaints

Formal complaints must be lodged in writing and will be heard in public unless otherwise resolved.

Contact Details

Parish Clerk

Hampton in Arden Parish Council

The Parish Office, Marsh Lane, Hampton in Arden B92 0AH

clerk@hamptoninardenparish.gov.uk

Monitoring Officer

Solihull MBC

Council House, Manor Square, Solihull B91 2QB

akinsey@solihull.gov.uk

Adopted on

To be reviewed annual at the Parish Council's AGM.

Reference:



Mrs. Julie Barnes

Clerk & Financial Officer

Hampton in Arden Parish Council

Adopted by Hampton in Arden Parish Council at their meeting on:
Reference:

Model publication scheme

Freedom of Information Act

This model publication scheme has been prepared and approved by the Information Commissioner. It may be adopted without modification by any public authority without further approval and will be valid until further notice.

This publication scheme commits an authority to make information available to the public as part of its normal business activities. The information covered is included in the classes of information mentioned below, where this information is held by the authority. Additional assistance is provided to the definition of these classes in sector specific guidance manuals issued by the Information Commissioner.

The scheme commits an authority:

- To proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the authority and falls within the classifications below.
- To specify the information which is held by the authority and falls within the classifications below.
- To proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme.
- To produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public.
- To review and update on a regular basis the information the authority makes available under this scheme.
- To produce a schedule of any fees charged for access to information which is made proactively available.
- To make this publication scheme available to the public.
- To publish any dataset held by the authority that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable, in an electronic form that is capable of re-use; and, if any information in the dataset is a relevant copyright work and the public

authority is the only owner, to make the information available for re-use under the terms of the Re-use of Public Sector Information Regulations 2015, if they apply, and otherwise under the terms of the Freedom of Information Act section 19.

The term 'dataset' is defined in section 11(5) of the Freedom of Information Act. The term 'relevant copyright work' is defined in section 19(8) of that Act.

Classes of information

Who we are and what we do.

Organisational information, locations and contacts, constitutional and legal governance.

What we spend and how we spend it.

Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts.

What our priorities are and how we are doing.

Strategy and performance information, plans, assessments, inspections and reviews.

How we make decisions.

Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations.

Our policies and procedures.

Current written protocols for delivering our functions and responsibilities.

Lists and registers.

Information held in registers required by law and other lists and registers relating to the functions of the authority.

The services we offer.

Advice and guidance, booklets and leaflets, transactions and media releases. A description of the services offered.

The classes of information will not generally include:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure.
- Information in draft form.
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

The method by which information published under this scheme will be made available

The authority will indicate clearly to the public what information is covered by this scheme and how it can be obtained.

Where it is within the capability of a public authority, information will be provided on a website. Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, a public authority will indicate how information can be obtained by other means and provide it by those means.

In exceptional circumstances some information may be available only by viewing in person. Where this manner is specified, contact details will be provided. An appointment to view the information will be arranged within a reasonable timescale.

Information will be provided in the language in which it is held or in such other language that is legally required. Where an authority is legally required to translate any information, it will do so.

Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

Charges which may be made for information published under this scheme

The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the authority for routinely published material will be justified and transparent and kept to a minimum.

Material which is published and accessed on a website will be provided free of charge.

Charges may be made for information subject to a charging regime specified by Parliament.

Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information

Charges may also be made for information provided under this scheme where they are legally authorised, they are in all the circumstances, including the general principles of the right of access to information held by public authorities, justified and are in accordance with a published schedule or schedules of fees which is readily available to the public.

Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with the terms of the Re-use of Public Sector Information Regulations 2015, where they apply, or with regulations made under section 11B of the Freedom of Information Act, or with other statutory powers of the public authority.

If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.

Written requests

Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act.

MAINTENANCE COMMITTEE REPORT – 7 January 2026

Dog fouling general in Hampton is still an ongoing issue as is leaving of full dog poo bags in spinney and arboretum (unsure about Catherine de Barnes)

SMBC works – the majority of the cutting back works requested of SMBC have now been done. There are other works still being chased, relating to drainage and regularity of street cleaning and this will be reported at the Maintenance Committees as soon as we have any update.

Solihull Road – In addition to the works undertaken by SMBC I can advise that whilst Solihull Road was closed the Manor have finished off cutting back their hedges to the edge of their boundary line.

Village signboard at station – this was all approved at the last PC meeting. Just waiting on confirmation from WM Trains/Network Rail regarding the installation. QR Code information to be finalised.

Paving slabs at sports club – still to be actioned.

Water supply to Fenthams Road allotments – discussions with mole man suggested it would not be feasible (due to unknown ground conditions and potential below ground services) to make a connection to the water supply at the school.

Goal Posts – New goal posts have now been purchased and installed in the school playing fields with a £1000 contribution from the Hampton Festival Committee.

Spinney trees – in the autumn and number of trees fell down within the spinney that were cut up by Dawsons but has caused us to ask Dawson to look at what other trees they think need felling or works undertaken. They have provided a quote of over £7k and so we have arranged to meet Midland Forestry on 9th January to provide a second comparative quote.

Spinney hedging – The conservation group have been successful in obtaining some whips that they propose to plant on the astro turf side of the spinney. This is being partly funded by the PC (circa £500) to allow Dawsons to clear and prepare the hedge line

Spinney Paths – The conservation group are continuing with maintaining and wood chipping the paths in the spinney. This is an ongoing and continual job for which the PC and the wider community would again like to express our thanks to all the volunteers involved.

Conservation group container – The conservation group are still keen to proceed with obtaining the storage container to store their equipment. Will report further when all costs are known and source of funding decided.

Resurfacing works – we were recently advised that Belle Vue Terrace was to be resurfaced which is now completed. We have highlighted to SMBC that we felt Fenthams Road at either end was in more urgent need of resurfacing and SMBC have noted this

Christmas lights – at the Christmas Light switch on in December David Lusry (the lighting engineer who installs the lights) suggested that we use a different fir tree for 2026 as he is having trouble accessing the current tree we use which is more central to the green. The alternative tree is closer to the road.

Councillor Tim Beresford – 30/12/25



G.R.Dawson Garden Services

29 Alspath Road, Meriden, Coventry CV7 7LU Tel 01676 522019
Mob: - 07774 196691 e mail: - grdawsongarden@btinternet.com

Quotation for recommended tree work in the Spinney

Job Description	Cost Excl V.A.T.
Fell or reduce to a 6m standing stem, 9x medium to large Sycamores including clearing the two fallen trees.	£3,600.00
Fell 8x smaller Sycamores	£900.00
Reduce 1x Common Beech by 30-40%	£600.00
Reduce 1x Copper Beech to 8m standing stem/Monolith	£900.00
Total	£5,900.00
V.A.T. 20%	£1,180.00
Total Incl V.A.T.	£7,080.00

All logs to be left as path edgings and any woodchip spread on the paths.

If it is decided to go ahead with the clear felling of self set Sycamores to re plant I can provide a quotation for this also.

Any questions please get in touch.

Regards, James

Major Infrastructure Committee

HS2

HS2 have now advised us that they will indeed be closing Solihull Road during February for two weeks to allow the precast beams to be lifted into position at the Blythe Valley Viaduct. We understand that this will be daytime closures only with the road reopened during the night.

Serious questions remain regarding this course of action. These include:

- Why? It is 'normal' for civil engineering contractors to aim to minimise the effect of construction work on local communities.
- Diversion routes for emergency services (fire, police and ambulance) into Hampton from the east, are not detailed.
- Diversion routes for the No 82 bus into Hampton. The only possible route is Diddington Lane with all the difficulties for this re-routing via Stonebridge particularly for eastbound services.

M42 Junction 6 – Solihull Road Closure

Solihull Road has now at last now been reopened to through traffic with no one-way restrictions over the M42 bridge. Now we await the development of the proposed MSA in a few years time which will result in yet another closure as the MSA access road is constructed.

Parking in Hampton in Arden

New single and double yellow lines work for the village are scheduled to start 12 Jan 2026. The extent of the new lines has been marked along Marsh Lane, High Street and Shadowbrook Lane including the junctions and we await the start of work. On inspection the extent of the proposed works does seem somewhat excessive on Marsh Lane compared to the Parish Council's original recommendations. One comment that has been stated any number of times – these measures will make no difference unless enforcement happens!

Hampton Station

Discussion with residents continues regarding easier access to the Birmingham bound platform. Provision of a ramp or a lift is an expensive undertaking, and has been rejected in the past due to high cost (in the hundreds of thousands) and low footfall at the station. The new company name change may help but don't hold your breath.

K Blanch

4 Jan 2026

Clerk's Major Infrastructure Update for the January 2026 Meeting:

Road Works – November 2025

Friday Lane (Severn Trent Emergency Works)

Friday Lane was closed due to emergency works undertaken by Severn Trent. The Parish Council was not notified in advance and therefore contacted Highways once the closure became apparent to seek clarification and updates.

Multi-way traffic signals were in operation. Highways later confirmed that the works were urgent, unplanned, and carried out by Severn Trent.

Belle Vue Terrace – Resurfacing

The Parish Council was aware that resurfacing works would take place at Belle Vue Terrace; however, we were not informed that temporary traffic signals would be used, nor were we advised of the specific dates.

The works caused significant disruption within the village and residents expressed dissatisfaction. An email was sent to Highways requesting clearer scheduling information to enable residents to be properly informed.

A Facebook post was issued to keep residents updated. Dean Ward of Highways subsequently provided a detailed response confirming that advance signage had been placed two weeks prior and that the works were completed within one working day as scheduled. A further update was posted to the Parish Council Facebook page.

Water Works – November 2025

On 28 November 2025, the Parish Council was notified of extensive Severn Trent works due to take place in Catherine de Barnes. Residents were informed that a public drop-in session would be available, and details of the scheme were shared via the Parish Council website and Facebook page.

The works were scheduled to commence on 1 December and were expected to involve traffic management systems, with associated disruption.

Road Works – December 2025

On 1 December, the Parish Council wrote to Highways requesting confirmation of any planned maintenance works within the Parish for the next financial year. We also requested that both ends of Fenthams Road be inspected for deterioration to assess whether remedial works may be required.

On 3 December, the Parish Council was notified that a drain had been covered with tarmac during the Belle Vue Terrace resurfacing works. The Clerk liaised with Solihull Council engineers to arrange a repair.

On 9 December, Solihull Road Bridge was reopened successfully, five weeks ahead of schedule.

Hampton-in-Arden Parish Council

Also on 9 December, discussions took place with Solihull Council regarding future planned works within the Parish. The importance of advance notice was reiterated to ensure residents can be informed in good time. Fenthams Road was highlighted as a potential area requiring improvement. A Highways engineer subsequently confirmed that no works are currently planned; however, a paper will be submitted to the board in February 2026 and, if approved, any Parish-related works will then be communicated.

Parking and Local Meetings

The Parish Council continues to engage with the Hampton in Arden Parking Group regarding ongoing parking concerns within the village.

On 9 December, the Clerk liaised with all relevant parties to identify a suitable date for a meeting to discuss parking issues on Marsh Lane, as requested by the Parking Group. Initial availability was not provided, which delayed progress, although one member later confirmed their intention to attend.

Following further calls and emails, the parking meeting was formally confirmed on 11 December and took place on 22 December. A report is provided by the Chairman on that meeting.

Drainage and Streetcare Issues

On 16 December, emails were sent regarding ongoing drainage and street care issues along Hampton Lane. The Clerk has been liaising with inspectors and engineers. One drain has been temporarily topped with tarmac until temporary traffic lights can be installed and a longer-term solution identified.

Streetcare has confirmed that Hampton Lane will receive particular attention during upcoming inspection rounds.

Junction 6 Improvement Scheme, National Highways, Skanska and HS2

The Parish Council wrote to National Highways to request an update on repair works to Solihull Road Bridge and was advised that works remain ahead of schedule.

Highways were also contacted to seek confirmation that Meriden Road would not be subject to daytime closures because of HS2 works.

On 9 December, following communication with Skanska, confirmation was received that they are willing to donate 50 traffic cones and safety barriers to the Parish Council. The Clerk is liaising with them regarding delivery. Delivery was subsequently scheduled for 18 December at 11:30am.

On 12 December, the Clerk followed up with Paul Tovey regarding his recent meeting with HS2, again expressing concerns about potential daytime closures of Meriden Road.

Subsequently, Paul Tovey confirmed that following a meeting between Solihull MBC and HS2, a 10-day daytime closure of Meriden Road had been agreed.

Members considered this information against previous assurances and agreed that the matter should be escalated. Draft updates were prepared for residents, along with correspondence to Paul Tovey and emails to Ward Councillors seeking their support.

Hampton-in-Arden Parish Council

On 18 December, further engagement took place with Ward Councillors regarding the proposed closure, residents were notified of the plans, and a formal response was issued to Highways.

Ward Cllr Rolf has written to the Parish Council to confirm that following their discussions with Solihull MBC formal dates have not yet been provided but once they were the Parish Council would be provided with that information.

The Parish Council responded with concern that HS2 already appear to be notifying residents that closures will take place between 23/02 to 08/03.

The Parish Council will again raise this issue when they meet with Highways in the New Year.

General Streetcare and Maintenance

The Parish Council has written to Ward Councillors seeking their support in raising concerns about resourcing levels within Solihull MBC. Issues highlighted include the lack of clear schedules and the impact of leaf fall not being cleared, leading to blocked drainage systems.

Subsequent discussions have taken place with Dean Ward (Highways) and Chris Barr (Public Realm), and a meeting is scheduled for January to discuss resourcing and service delivery.

Additional actions include:

- Organising the repair of a damaged bus shelter now complete.
- Ongoing liaison with Streetcare regarding several roads within the village, particularly Marsh Lane and Hampton Lane

Christmas Light Switch-On Event

The Christmas Light Switch-On event took place on 5 December. In preparation:

- Risk assessments were completed
- Road closure paperwork was submitted to Solihull MBC
- Tree lights were installed and ready for the event
- Barriers, cones and high-visibility jackets were prepared
- Road closure signage was installed

The event was a success despite the poor weather.

Mrs J Barnes
Clerk, Responsible Financial Officer/Data Protection Officer
Hampton in Arden Parish Council

30/12/2025

Hampton-in-Arden Parish Council

Public Rights of Way report for January 2026

M42 J6a affected paths.

I met with Highways representatives on 28th October on site to discuss access from Shadowbrook Lane to M122. I also attended the regular PROW Teams session with Paul Tovey on Tuesday 9th December.

Regrettably there is no alternative to the M122 step ladder stile. However, it is in good condition. The November date for reopening of both M122 and M123 was met.

I have inspected both paths and can confirm that they are walkable, with no major obstructions. For proper completion however, there are some points that need further action:

1. Waymarkers are needed on the fencing around the new bridge where the two paths cross, as four ways are possible.
2. A PUBLIC FOOTPATH post is needed on Catherine de Barnes Lane at the start of M122.
3. The exit of M123 on to Shadowbrook Lane is now a padlocked farm gate. This is unacceptable. A gate needs to be erected alongside. SMBC to be advised of this problem. I had flagged up this possibility earlier.

I reported all of these items on 9th December at the meeting. I expect Alison Lonnion to action.

I note that two other paths seem to be marked on new maps around the area of the new bridge. I await confirmation of their status and purpose.

It would be advantageous to have one more kissing gate erected on M123, in order to avoid the use of a large heavy farm gate. I will request this at some convenient point.

The date for opening of other connected paths is expected to be end of January 2026.

PROW review September 2025.

I acknowledge the support of Council for my proposals to replace all stiles with kissing gates.

I have written to all landowners, and have received a positive reply from landowner of stiles on M123, at Hampton Lane Farm. I hope to have all replies in by the end of January. Dawsons will commence work in the next few weeks, potentially starting on Meriden Road – Diddington Lane, followed by Hampton Lane Farm. As the improvements suggested are of an upgrade nature rather than maintenance, they fall outside of SMBC's legal responsibilities. Nevertheless, I am pleased to report that I have the support of SMBC Highways Dept. in undertaking these works.

Future improvements.

A walkable/cyclable path alongside Solihull Road would be immense value.

Maintenance.

The problem of rotting gates is a potential liability to landowners. The one on M117 off the Crescent is an example. Research is ongoing to ascertain proper responsibility. This research has been protracted, and conflicting reports relating to maintenance responsibilities.

With agreement from council, I hope to form a PROW support group next year, recruiting volunteers from within the community. It would be helpful to receive some modest financial support from the council to cover the cost of equipment.

Cllr Roger Waring
17th December 2025.

PRoW supplemental report.

I have now ascertained details of all of the landowners who have sections of footpath M117, which runs from Station Bridge and The Crescent to Corbetts Close.

In total, there are 11. For a relatively short footpath of some 300 meters, this presents difficult maintenance issues.

Section 1, from the railway bridge to the Crescent, is not a problem at present. For the next 9 sections, these are owned by residents of houses that do not have immediate access to the path from their properties. (And may not even be aware of their ownership). Furthermore, on only 4 of these properties is the public right of way actually mentioned in their deeds under a covenant.

The last, the short section that exits on to Meriden Road appears to be owned by Highways, (but may be ownerless) and the legal position is that the two adjoining properties who frontage on to it have responsibility for the maintenance of each of the sides.

Solihull Council's position is that the whole path is Unadopted. Therefore, they have no legal obligation to maintain it other than an historical one in terms of the path surface. The problems with this path are more often than not with the borders: bushes, trees and shrubs.

This is a well-used path, and needs to be maintained to a good standard. I therefore propose the following:

1. That we write to each of the landowners, pointing out the situation in terms of their implied responsibilities, and ask for their commitment to contribute to the overall maintenance of the footpath. Either in manual form or a financial contribution.
2. Failing such agreement by all concerned, I then propose that a volunteer group, which I hope to set up in conjunction with another councillor, take over responsibility for its general maintenance, but not for major works for which other agencies should bear responsibility.

R N Waring
29th December 2025.

Hampton-in-Arden Parish Council - CIL & Funding Committee Report – Jan 2026

CIL Summary to date

Received since inception of scheme in 2017 - **£504k**

Spent to date - **£204k**

Earmarked - **£19k**

Available - **£281,000.**

Commentary

- **Kissing Gates** – The CIL Committee recommendation to award circa **£13,000** to fund the installation of kissing gates on footpaths within the Parish was approved by the PC at their last meeting.
- **Security Cameras Marsh Lane** – We have informally earmarked **£6,000** for this project.

Approximate Estimates of Future Income

- Oak Farm £300k.
- Lugtrout North £170K
- Old Station Road £400k
- MSA - ???

The challenge remains the unpredictable nature and timing of the CIL funding.

Peter Green
Chair, CIL Subcommittee

Hampton in Arden Parish Council

Planning Committee Meeting

5 January 2026 at 9:30am

In attendance

Cllr Cuthbert (Chairman)
 Cllr Tim Beresford
 Cllr Cook
 Cllr Green
 Cllr Eccleston
 Cllr Ainsworth; and

Clerk: Julie Barnes

No.	Notes	ACTION
1	<p>Approval of the last Planning Committee Minutes</p> <p>The Committee considered the Minutes taken on 17 November. The Minutes were approved as proposed by Cllr Cook and seconded by Eccleston with all members in favour.</p>	
2.	<p>Review and Approval of the Planning Report</p> <p>The Committee considered and formally approved the running planning report as being present and correct.</p>	
3	<p>Review of all applications received since the last Parish Council meeting:</p> <p>Since the last Parish Council Meeting the following applications have been received into the Committee. The sub-group of all Committee Members discusses applications by e-mail and periodic meetings to ensure the swift action of any applications received into the Parish.</p> <p>02323 Soho Tavern – Listed Building Consent.</p>	
4.	<p>Review of all responses submitted since the last Parish Council Meeting:</p>	

	<p>The Committee considered each application and considered that an application required a formal response. The response has therefore been submitted on behalf of the Committee for the following application:</p> <p>2025/00393 HS2</p> <p>A copy of all responses submitted can be found on the Parish Council's website under Planning: » Planning along with a copy of the up to date planning report.</p>	
5.	<p>Any Other Business</p> <p>The chairman confirmed that additional documentation had been added to 02283 104 Lugtrout Lane but that it was proposed to not make any further additional comments to those that have already been submitted.</p> <p>The Solihull Area Meeting will meet shortly with representations due from Gary Adams and Mark Andrews of Solihull MBC. The Parish Council will be seeking updates on S01 and the Parish Council's Neighbourhood Plan.</p> <p>Cllr Beresford requested that considering ongoing parking issues within the village the clerk seek an update on applications 00817 and 00816 Hampton Manor.</p>	Clerk



Mrs Julie Barnes
Clerk & Financial Officer
Hampton in Arden Parish Council

PLANNING REPORT

Date	App. No.	Details	Outcome	Decision Level	Deadline Response	Case Officer
31/10/22	02283	104 Lugtrout Lane, erection of 5 dwellings and associated landscaping. *** FURTHER EMAIL SENT TO PLANNING BY PC ***	Pending	PPFL	21/11/2022	Becky Matravers
12/06/24	00975	Land off Lapwing Drive, residential dwellings and infrastructure. ** EMAIL SENT TO PLANNING BY PC ***	Pending	PPFL	03/07/2024	Matt Preece
01/08/24	00754	Land off Patrick Farm – Application for Alternative Development.	Pending	HS2LCA	22/08/2024	Benn Watkinson
16/02/25	00286	HS2 Request for approval in relation to conditions. ** EMAIL SENT TO PLANNING BY PC ***	Pending	HS2DIS	-	Claire Bishop
16/02/25	00285	HS2 Request for approval in relation to conditions. ** EMAIL SENT TO PLANNING BY PC ***	Pending	HS2DIS	-	Victoria Lane
28/02/25	00395	HS2 Request for approval in relation to conditions * EMAIL SENT TO PLANNING BY PC ***	Pending	HS2 DIS	-	Claire Bishop
27/03/25	00153	Land off the Grove demolition of redundant kennels	Pending	PPFL	17/04/2025	Benn Watkinson
27/03/25	00164	Heath Farm 26 Henwood Lane replacement existing bungalow.	Unknown (not determined/appeal submitted).	PPFL	17/04/2025	Benn Watkinson
			07/10/2025			
09/04/25	00606	Proposed Motorway Service Area – Variation of Conditions	Pending	VAR	30/04/2025	Lawrence Osborne.
25/04/25	00817	Hampton Manor. Listed Building Consent - Extension	Pending	LBC	16/05/2025	Matthew Heynes
25/04/25	00816	Hampton Manor – Proposed Extension ** EMAIL SENT TO PLANNING BY PC ***	Pending	PPFL	16/05/2025	Matthew Heynes
23/07/25	01344	Woodhouse Farm, change of use.	Approved 25/11/2025	COU	13/08/2025	Benn Watkinson
29/07/25	01404	Woodhouse Farm, Catherine de Barnes. Solar Farm ** Consultation on hold ***	Pending	PPFL	19/08/2025	Lawrence Osborne
30/07/25	01324	Woodside, Solihull Road – extension works	Withdrawn 13/11/2025	PPFL	20/08/2025	Jess Coghlan
22/08/25	01572	Land west of Old Station Road. 130 dwellings ** EMAIL SENT TO PLANNING BY PC ***	Pending	PPOL	12/09/2025	Laura Taylor
10/09/25	00975	Land off Lapwing Drive, erecting of residential dwellings. ** EMAIL SENT TO PLANNING BY PC ***	Pending	PPFL	01/10/2025	Matt Preece

Hampton-in-Arden



PLANNING BY PC						
Date	Ref	Address	Planning Type	Decision	MinFHO	Date
17/09/25	01616	53 Hampton Lane ** EMAIL SENT TO PLANNING BY PC	Approved 11/12/2025	MinFHO	08/10/2025	Jess Coghlan
18/09/25	01324	Woodside, Solihull Road, two storey rear extension	WITHDRAWN	PPFL	09/10/2025	Jess Coghlan
19/09/25	00884	Heath Farm, 26 Henwood Lane, erection of 1 dwelling ** EMAIL SENT TO PLANNING BY PC **	Pending	PPFL	20/10/2025	Rebecca Hadley
24/09/25	01715	Oak Farm – discharge of conditions. ** EMAIL SENT TO PLANNING BY PC **	Pending	DIS	15/10/2025	Becky Matravers
20/10/25	01954	186 Old Station Road, single storey rear extension.	Approved 16/12/2025	MinFHO	10/11/2025	Lou Randall
05/11/25	02045	14 Foxley Drive, Catherine de Barnes, Oak Tree reduction	Pending	TPO	25/11/2025	Percival Worsley
05/11/25	02022	Bridge House, 1A, The Grove, Tree Works	Pending	TPO	25/11/2025	Percival Worsley
23/12/25	02323	Soho Tavern. Listed building consent for a beer drop.	Pending	LBC	13/01/2025	Matthew Heynes
Appeals & other planning matters affecting the Parish:						
Enforcement Case – 20 Meriden Road						
PL/2025/00547 – Mell Square Hybrid Planning Application						
PL/2025/00020/TREE Wellingtonia Tree.			Response submitted by the Parish Council on 27/05/2025			

Clerk and Financial Officer
Data Protection Officer
Julie Barnes

updated on 30/12/2025

Hampton PC Meeting January 2026

Neighbourhood Plan update.

Our Draft Neighbourhood Plan and all its associated documents and appendices have been submitted by SMBC for **Regulation 16 Consultation**. This process formally closed on Friday **19th December 2025**. The documentation can be viewed on the Council's website at [Hampton-in-Arden neighbourhood plan | Solihull Metropolitan Borough Council](https://www.solihull.gov.uk/planning-and-regulation/planning-and-development/consultations-and-notices/hampton-in-arden-neighbourhood-plan)

We don't expect to hear the outcome of this exercise until sometime during January when SMBC will advise us of next steps. At this stage all we know is that Historic England and West Midlands Police have formally responded.



Outlook

Re: Reports

Jane.Humphrey@hamptoninardenparish.gov.uk

Date Tue 23/12/2025 17:07

To Clerk <clerk@hamptoninardenparish.gov.uk>

Cc Climate Change Committee <climatechange@hamptoninardenparish.gov.uk>

2 attachments (6 MB)

WALC Sustainability Nov 2025.pdf; Warwick Sustainability comments edited.docx;

Hi Julie

I took part in a 2 hour Zoom on Wednesday 17 December with Mike Deegan Consulting and WALC (Warwickshire & West Midlands Association of Local Councils). I have just been sent the presentation which includes considerable signposting (ignore the date, clearly Mike gave the same presentation in November). In addition, the chat comments were collated, and I attach these too.

David Chapman (Green Homes Lead) sent me notice of a Switch Together scheme, running until Jan 31st to support residents to switch to cheaper and greener energy: [Switch Together Energy | Solihull Metropolitan Borough Council](#). More support can also be found via Here2Help: [Here2Help | Solihull Metropolitan Borough Council](#).

David is also running more visits to homes which have switched to green energy: The event time and dates can be found here:

[Solihull – Green Doors Birmingham and the West Midlands](#)

I don't know if you are interested but I also attended an event at the surgery and advocated for Hampton Walking. And I gave one of the partners an antibiotic quiz for health professionals (Birmingham Women's Hospital were running an antibiotic awareness week).

Finally, thank you to everyone who is placing their used empty blister packs in the box outside of the Pharmacy. This is a great success.

With best wishes

Jane

From: Clerk <clerk@hamptoninardenparish.gov.uk>

Sent: 09 December 2025 20:39

To: Climate Change Committee <climatechange@hamptoninardenparish.gov.uk>

Subject: Reports

Dear Greener Hampton & Catney Working Group

Our next Parish Council meeting will take place on 7 January. Could I ask that any report you wish to be included is sent to me by no later than 30 December.

Many thanks again for all your support with this group.

A report is only necessary if you wish Members to approve any steps you wish to take. If there is nothing further to report please don't feel pressured to provide a report.

Many thanks,

Kind regards.

Julie Barnes

Parish Clerk, Responsible Financial Officer & Data Protection Officer
to Hampton-in-Arden Parish Council

Telephone: 01675 442017

Website: hamptoninardenparish.gov.uk

Clerk: Julie Barnes, clerk@hamptoninardenparish.gov.uk

Address: The Parish Office, Fenthams Hall, Marsh Lane, Hampton-in-Arden, Solihull, B92 0AH

Find us on Facebook: www.facebook.com/HamptonInArdenParishCouncil

You're receiving this message because you're a member of the Climate Change Committee group from The Parish in Hampton in Arden. To take part in this conversation, reply all to this message.

[View group files](#) | [Leave group](#) | [Learn more about Microsoft 365 Groups](#)

Report of Other Meetings Attending - Tim Beresford

Padel Courts – On 15th December I met with Graham Hollway and John Morgans to discuss the programming and site area when the padel courts are installed. Currently they are hoping works will start in April/May 2026 and be a 3 to 4 month construction period.

The current plan is to store the materials in the bottom 10 car parking spaces (5 either side) by the scout and guide hut. They will then access to working area using the path from the car park that runs along the front of the scout and guide hut down past the under 7 play area and to the astro turf.

There will be a full time banksman on site to ensure the scout and guide hut and the astro turf can remain fully operational. The sports club at the request of the contractor they are in discussions with has requested if the under 7's play area and the path from the astro turf to the pond area can be closed off for a period of up to 6 weeks (depending on weather) whilst the main ground works are undertaken – including realigning of the current path.

A meeting to be set up in the new year with the sports club and the preferred contractor to discuss the final proposed plans and programme, which they are both aware needs full PC approval.

Parking on Marsh Lane – On 22nd December I attended a meeting with the Hampton Parking Group, Soho Tavern & Fenthams Trust to discuss the well known parking issues on Marsh Lane and at the junction with the Fenthams Road and Fenthams Hall. The meeting was very positive and the main actions coming out of it are that The Trust are pursuing the application for the temporary car park to make it a permanent car park.

We have also agreed to speak to SMBC to see whether anything can be done regarding the level of lighting at the junction.

The Hampton Parking group are going to obtain evidence from Knowle where they believe permanent bollards and railings have been installed on pavements of a similar width to that on Marsh Lane.

The cones currently in Marsh Lane were also discussed and everyone agreed that this was not a suitable permanent solution. It was highlighted that these cones seem to have been accepted by residents which is a bit ironic as their purpose is to achieve exactly the same as double yellow lines along that same stretch but that were unanimously rejected in the recent consultation.

Councillor Tim Beresford – 30/12/25

ANALYSIS OF RECEIPTS AND PAYMENTS
FOR 9 MONTHS ENDING 31 DECEMBER 2025
Opening bank and cash balances at 1 April 2025

	Account number	£
Nationwide & Lloyds Bank Fixed Saver Accounts		42,793.16
Investment Account, Lloyds Bank	7420002	304,803.21
Community Account, Lloyds Bank	932717	1727.69
Total		349,324.06

RECEIPTS for 9 months ending 31 December 2025

	<u>Budget</u> 2025/26	<u>Actual</u> 2025/26
Precept	52011.5	52,011.50
SMBC Support Grant	0	0.00
Rental income:	0	0
Sports Club	3380	1,690.00
Scouts and Guides Supporters Association	100	0.00
Allotments (inc. Orchard Water Supply Reimbursement)	990	640.00
Recreation Trust	735	735.00
Bank interest	500	2,584.85
CIL Interest (not incorporated into Notice Account)	0	1,888.70
Other Income: Football Training	0	340.00
Additional Cricket Cuts	0	792.00
Barrier Damage		520.00
Sugden Unsworth (Conservation Group Donation)	0	200.00
Contribution to Hedge Cut Eastcote F Trust	0	60.00
Wykham Blackwell (Conservation Group Donation)	0	500.00
Remembrance Sunday Poppy Wreath (other parties)	0	120.00
Height Restricting Barrier Recharge	0	280.00
VAT refund from Customs and Excise	0.00	0.00
PC INCOME LESS CIL	57,716.50	62,362.05
CIL INCOME	0.00	178,294.20
TOTAL INCOME	57,716.50	240,656.25

PAYMENTS for 9 months ending 31 December 2025

	<u>Budget</u> 2025/26	<u>Actual</u> 2025/26
Section 137	0.00	0.00
Cricket Pitch **recharge**	0	792.00
Scout and Guide Barrier Open **recharge**	0	280.00
Grass Cutting Hampton in Arden Parish	4888.50	4,657.00
Grass Cutting & Maintenance Catherine de Barnes Common	1700.00	900.00
Grass Cutting Hampton Church	1400.00	1,592.00
Remembrance Sunday & Christmas Light Switch	1278	1,030.00
Tree Works	2000	2,040.00
Parish Maintenance Works	8500.00	6,553.80
Clerk's Salary/Tax/NI and Pension	28000.00	20,199.41
WALC and NALC Subs	790.00	805.00
Office Expenses (inc. Email/Phone and Broadband)	1400.00	1,039.07
Website	150.00	150.00
Insurance	1600.00	0.00
Sundries and Parish Online	400.00	544.22
Audit and Legal Fees & Account Service Charges	400.00	677.50
Office Rental from the George Fenthams Trust	1700.00	0.00

Additional Printing Costs	0.00	0.00
Parish Newsletter	2300.00	1,780.70
Training Expenses	200.00	70.00
GDPR fee	45.00	0.00
Neighbourhood Plan Amendments	300.00	0.00
Allotments (Maintenance Costs and Lease fee)	600.00	769.90
Election year expenses	0.00	0.00
VAT	0.00	3690.58
Remembrance Sunday Poppy Wreath (other parties recoverable)	0.00	120
Barrier Damage (recovered from responsible party)		520.00
Expenditure Less CIL	57,651.50	48,211.18
CIL EXPENDITURE	0.00	133,456.00
Transfer to allocated reserves	0.00	0.00
TOTAL EXPENDITURE	57,651.50	181,667.18
	<u>0.00</u>	<u>0.00</u>
TOTAL	<u>57,651.50</u>	<u>181,667.18</u>

Cash Book Reconciliation

Opening Balance	349,324.06
Add receipts for 9 months to 31/12/25	240,656.25
Less payments for 9 months to 31/12/2025	181,667.18
TOTAL	<u>408,313.13</u>

Bank Account Reconciliation

Balance due from fixed term high interest a/c Virgin Banking at 31/12/2025	21,839.00
Balance due from fixed term high interest a/c Lloyds Banking Group at 31/12/2025	20,953.41
Balance due from investment a/c per bank statement at 31/12/2025	56,184.06
Balance due from current/community a/c per bank statement at 31/12/2025	6009.29
CIL 32 Notice Account	303327.37
TOTAL	<u>408,313.13</u>

<u>Payee</u>	<u>Less VAT</u>	<u>VAT</u>	<u>Details</u>	<u>Date</u>
--------------	-----------------	------------	----------------	-------------

Payment Entries out through Bank Account since 1 November 2025

Inktree	427.58	0	November Newsletter Printing	01/11/2025
RG Plants	53.71	10.74	Plants for Train Station	05/11/2025
RG Plants	9.44	1.88	Plants for Train Station and Planter	05/11/2025
CIL Award Georg Fent	33000	0	CIL AWARD - IT EQUIPMENT	05/11/2025
George Fentham Endo	200	0	Eastcote Lane Allotment Rent	06/11/2025
Dawsons Groundcare	859	171.8	Grass Cutting All Areas	06/11/2025
Robannas Studio	240	48	Remembrance Sunday PA System	12/11/2025
Viking Stationery Orde	20.52	4.11	Stationery Order	12/11/2025
West Midlands Pensio	368.6	0	Employer and Employee Pension Contributions	20/11/2025
J Barnes	1481.47	0	Clerk's November Salary	20/11/2025
HMRC	381.84	0	HMRC	20/11/2025
Tracey Draper/Lavendi	60	0	November Maintenance and Plants for Flat Bed	24/11/2025
Roger Waring	49	0	Land Registry fees	01/12/2025
JRB Enterprise	239.6	47.92	Dog Fouling Bags	01/12/2025

J Barnes	8.5	0	Stamps for Stiles Letters	05/12/2025
G McBrien	40	0	Refund of Allotment Fee overpayment	05/12/2025
Family Care Trust	300	60	Catney Common Gardening Services	05/12/2025
Eon	16.91	0.85	November Feeder Pillar Electricity Supply	05/12/2025
Dawsons Groundcare	479	95.8	Leaf Clearing/Hampton Church	05/12/2025
Ebner Consultants	650	130	Christmas Lights	08/12/2025
Central Fast Response	50	0	First Aid Response for Light Switch on	08/12/2025
Land Registry	14	0	Title Plan and Deeds for Sports Club Proof of Own	12/12/2025
West Midlands Pension	368.6	0	Employer and Employee Pension Contributions	12/12/2025
Realpoint	50	10	Domain Renewal Fee	12/12/2025
Trevor Honeysett	162.8	0	Wetpour Under Swing Repair Play Area	16/12/2025
Trevor Honeysett	190	0	Installation and Build of Goal Posts School Field	16/12/2025
Trevor Honeysett	80	0	Dog Fouling Bin Emptying	16/12/2025
Trevor Honeysett	160	0	Scout and Guide Barrier Hirers (recharge)	16/12/2025
J Barnes	1481.47	0	Clerk's December Salary	19/12/2025
HMRC	381.84	0	Tax and NI Contributions	19/12/2025

Payment Entries in through Bank Account since 1 November 2025

Various	620	0	Eastcote Lane Community Allotment Rent	Various
Various	120	0	Poppy Wreath Recovery	Various
Lloyds Bank	58.18	0	Bank Interest	03/11/2025
Lloyds Bank	34.78	0	Bank Interest	10/11/2025
G Fentham Trust	60	0	Contribution to Hedge Cut Eastcote Lane	13/11/2025
Little Stars Football	40	0	Football Training/Recreational Ground Rent	01/12/2025
Lloyds Bank	29.24	0	Bank Interest	05/12/2025
Hampton Sports Club	792	0	Cricket Pitch Recharge	09/12/2025
Little Stars Football	30	0	Football Training/Recreational Ground Rent	23/12/2025

**HAMPTON IN ARDEN PARISH COUNCIL- NEIGHBOURHOOD COMMUNITY
INFRASTRUCTURE LEVY - INCOME TO DATE**

DATE	PAYMENT	TOTAL	Fund Expiry
April 2017	£2,308.00	£2,308.00	April 2022
October 2017	£5,356.50	£5,356.50	October 2022
April 2018	£5,692.50	£5,692.50	April 2023
April 2020	£61,471.17	£61,471.17	April 2025
October 2020	£30,735.59	£30,735.59	October 2025
April 2021	£30,725.59	£30,725.59	April 2026
December 2022	£2,925.34	£2,925.34	December 2027
April 2024	8,556.08	£8,556.08	April 2029
November 2024	178,294.20	£178,294.20	November 2029
July 2025	178,294.20	£178,294.20	July 2030
TOTAL		£504,359.17	

PAYMENTS MADE FROM CIL FUNDS

DATE	PAYMENT	TOTAL
02/10/2019	Church Clock Repair Contribution	£163.99
14/01/2021	Catney Residents Associations – Defibrillator	£1,532.00
20/02/2021	George Fenthams Endowed School – Dining Tables	£7,650.00
31/03/2021	Catherine de Barnes Village Hall – Double Glazing	£7,278.00
28/06/2022	Festival Committee – New Marquee	£2,200.00
09/09/2022	Catherine de Barnes Village Hall Trust – Play Area	£36,000
16/01/2023	George Fenthams Endowed School – Play Equipment	3,000.00
12/09/2023	Hampton in Arden Parish Council (Play Area Updates)	7,800.00

	– Bonded Rubber Mulch)		
20/12/2023	George Fentham Endowed School – Sensory Equipment.		£2,500.00
27/03/2025	Catherine de Barnes Village Hall - Survey		£2,500
27/03/2025	Village Tidy Equipment		467.49
25/04/2025	Hampton in Arden Village Surgery		£75,000
16/07/2025	George Fentham Endowed School – LED Lighting		£25,008.50
04/11/2025	George Fentham Endowed School – IT Equipment		£33,000
TOTAL			£204,099.98
Sub Total			£300,259.19
CIL NOTICE ACCOUNT	Fixed Account	32 days Notice.	£303,327.37
Inclusive of Interest			£3,068.18
Parish Council Acc.	CIL interest earned		£1,188.70

Updated on 05/01/2026