

## NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council which will be held on **Monday, 17<sup>th</sup> August 2020**, electronically via zoom, at 1930 hours to transact the business shown on the Agenda below. This is in accordance with L01-20 | THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020.

*S. Whittaker*

Clerk

10<sup>th</sup> August 2020

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### AGENDA

- 1 Apologies and Reasons for Absence (if any)**
- 2 Declarations of interest (existence and nature) with regard to items on the agenda**

Members are reminded that the Council's Code of Conduct requires that any Member, having a Pecuniary or a Non-pecuniary interest in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is discussed.

If a Member declares a non-pecuniary interest then that Member may remain in the meeting, take part in the discussion and vote on the matter.

If a Member declares a pecuniary interest, then he/she must not take part in any discussion of the matter at the meeting and must NOT vote on the matter. Members need not withdraw from the meeting but any participation by the Member at the meeting in respect of the matter in which they have a pecuniary interest is a criminal offence for which the Member may be prosecuted as well as referred to the City Council's Standards Committee.

- 3 Public participation session with respect to items on the Agenda**

*[No decision on the matter before the Council shall be made at this point in the meeting]*

Where a Member has a pecuniary interest in the business of the Council that Member must declare that interest but may speak at the meeting for the purpose of making representations, answering questions, or giving evidence relating to the business providing the public are also permitted to attend the meeting for the same purpose. Any representations relating to the business contained on the agenda in which a member has a pecuniary interest or members of the public wish to speak on, should be made at this point of the meeting.

**Attached 4 Minutes**

To approve and authorise the signing of the Minutes of the meeting of the Council held on 20<sup>th</sup> July 2020.

**5 Chairperson's Announcements**

To receive the Chairperson's announcements and any such communications as the Chairperson may wish to place before the Council.

**6 Questions**

In accordance with Standing Order 9, Members of the Council may ask the Chairperson any question concerning the business of the Council.

**Attached 7 Pump Track Proposal Report**

To note the Pump Track Proposal report from the RFO, two alternatives are presented for the Member's consideration. The council's instructions are requested.

**Attached 8 Schedule of Payments**

To approve the payments as set out on the attached schedule.

**Attached 9 Annual Governance and Accountability Return 2017/2018 – External Auditor Report and Certificate**

To note the report of the external auditor.

**10 Planning Applications**

There were no new planning applications to consider.

## **Attached 11 Decisions made on Planning Applications**

To note the City Council's approval on the following developments:

### **114 Holly Hill Road, Birmingham, B45 0EF**

Application Number 2020/03223/PA

Site 114 Holly Hill Road, Birmingham, B45 0EF

Proposal Installation of ramped access and handrail to front and installation of flat roof to porch

Decision Approved subject to Conditions

### **3 Titania Close, Rednal, Rubery, Birmingham, B45 0EE**

Application Number 2020/03219/PA

Site 3 Titania Close, Rednal, Rubery, Birmingham, B45 0EE

Proposal Installation of platform lift to front and flat roof to existing porch.

Decision Approved subject to Conditions

## **12 Transport Issues**

To receive a verbal report.

## **13 Items for Information Only**

Members may raise items not on the agenda under this heading as long as they involve no more than an exchange of information.

## **14 Reports of District Councillors**

The Councillors for the Longbridge Ward are invited to report of any matter pertaining to the activities of the Parish Council which are not included in the foregoing agenda.

(Note: No decisions can be made on matters raised under this item. If necessary, a report can be requested for a future Council meeting.)

## **15 Local Issues Raised by Members of the Public**

To allow members of the public to raise matters of local concern.

(Note: No decisions can be made on matters raised under this item. If necessary, a report can be requested for a future Council meeting.)

## **16 Authority to Chairperson and Officers**

Chairperson to move: -

“That the Chairperson (or in his absence, the Vice Chairperson, if appropriate) is hereby authorised to act until the next meeting of the Parish Council except in respect of the Council’s functions in which case the appropriate officers are hereby authorised to act in pursuant of the powers delegated to them in consultation with the Chairperson or Vice-Chairperson; further, that a report of all action taken under this authority be submitted to the next meeting of the Council and that such a report shall explain why this authority was used.”

## **17 Annual Salary Review**

In accordance with the provisions of their Contracts of Employment, the Council is required to undertake an annual review of the Clerk’s and Assistant Clerk’s Salaries. The last review was carried out in May 2019 with the resultant increases effective from 1<sup>st</sup> April 2019. The current year’s review has been delayed by Covid-19 but any increase awarded, will be effective from 1<sup>st</sup> April 2020.

Sarah Whittaker, Clerk

0121 457 9410

[newfrankleyparishcouncil@gmail.com](mailto:newfrankleyparishcouncil@gmail.com)

At a meeting of the New Frankley  
in Birmingham Parish Council, held  
via Zoom on Monday,  
20<sup>th</sup> July 2020, at 1930 hours

Present:

Councillors Bruce Pitt, Sam Goodwin, Marion Kenyon and Andy  
Cartwright.

Also, in Attendance Roger Griffiths (Responsible Financial Officer)  
Sarah Whittaker (Clerk)  
Rachael Anstey (Assistant Clerk)

## MINUTES

### **ABSENCE OF THE CHAIRPERSON AND VICE-CHAIRPERSON**

- 5655 In the absence of the Chairperson and the Vice Chairperson, it was agreed that Councillor Jo Walker be elected Chairperson for the duration of the meeting.

### **COUNCILLOR JO WALKER IN THE CHAIR.**

### **APOLOGIES AND REASONS FOR ABSENCE**

- 5656 Apologies for absences were received on behalf of Councillors Bruckshaw, Price, Carter, Sue Baker and Tammy Clayton (IT problems), Linda Coates (prior appointment) and Grey (holiday). The apologies were accepted.

### **DECLARATIONS OF INTERESTS (EXISTENCE AND NATURE) WITH REGARD TO ITEMS ON THE AGENDA**

- 5657 There were no declarations of interest with regards to items on the agenda.

### **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA.**

- 5658 No items were raised by the Member of the Public with respect to items on the agenda at this point of the meeting.

## MINUTES

It was proposed by Councillor Cartwright, seconded by Councillor Marion Kenyon and, with none dissenting, was-

- 56 RESOLVED: That, the Minutes of the meeting of the Parish Council held on 15<sup>th</sup> July 2020, having previously been circulated, were taken as read, confirmed and signed.

## PUMP TRACK PROPOSAL

(Interleaved Document No. 1)

A pump track is a bicycle circuit typically constructed with a tarmac surface. A community track would typically cost £60,000 to £100,000 to construct. The proposal was that the Parish Council allocate £30,000 towards the construction of such a track, £3,000 per annum for the next 15 years towards maintenance and £15,000 towards clearing the site should the track become redundant.

The Responsible Financial Officer pointed out that a decision to proceed with the project would be subject to the identification of the necessary finances, finding a site from City Council if land could be made available for the site and insuring it.

David Walker, head of Royal Society of the Prevention of Accidents' programme, was on hand to answer questions on a presentation provided to Councillors. He clarified the costs were based around two years of looking at 25 different sites and having visited other up and running tracks. In particular, he took a lot of the baselines from Matt Derby, a Head ranger in Sandwell, and some of the guys in Bristol. Sue in Parks and Bruce Pitt. David confirmed that costs were probably higher than what they will be as it was virtually zero maintenance due to it being made of tarmac. The majority of the build costs would come from Sport England and British Cycling through match funding. The fund was earmarked until January 2021 and the bid should come from the Parish Council.

Councillor Pitt had been in consultations with schools who expressed interest. It was agreed that more consultation was needed with the support from Simon Morrall.

Councillors felt it would be good to bring people in from outside Frankley. Building on various projects, like the Erratics, and look at increasing the spend whilst in Frankley, based on this they would relook at the location to be nearer to amenities.

In the meantime, David would forward photographs of St George's Park in Kidderminster and recommended a visit which was in the nearest proximity and had a similar economic background to Frankley. It was agreed to email the Clerk any points.

It was proposed by Councillor Goodwin, seconded by Councillor Marion Kenyon, and, with none dissenting, was-

- 5660 RESOLVED: That, the Council approved in principle the proposal to construct, maintain and removal of the Pump Track as referred to above.

#### **CHAIRPERSONS' ANNOUNCEMENTS**

- 5661 No announcements due to the Chairperson not being present.

#### **QUESTIONS**

- 5662 Councillor Goodwin asked about what was happening to the Diamond buses.

The Clerk would have a look at what was available on their website.

#### **ANALYSIS OF RECEIPTS AND PAYMENTS FOR THE FIRST QUARTER**

- 5663 The analysis of the Parish Council's 1<sup>st</sup> Quarter Receipts and Payments for the period ending 30<sup>th</sup> June 2020 was noted.

(Interleaved Document No. 2)

#### **SCHEDULE OF PAYMENTS**

The following Schedule of Payments was submitted –

(Interleaved Document No. 3)

It was proposed by Councillor Marion Kenyon, seconded by Councillor Goodwin, and, with none dissenting, was-

- 5664 RESOLVED: That the payments, as set out in the schedule now submitted, be approved.

#### **PLANNING APPLICATIONS**

- 5665 There were no planning applications to consider.

#### **DECISIONS MADE ON PLANNING APPLICATIONS**

(Interleaved Document No. 4 - 6)

##### **7 Titania Close, Birmingham, B45 0EE**

Application Number 2020/03222/PA

Site 7 Titania Close, Birmingham, B45 0EE

Proposal Installation of ramp with railings to front and associated works including alterations to existing porch.

Decision Approved subject to Conditions

**28 Crychan Close, Rednal, Rubery, Birmingham, B45 0JQ**

Application Number 2020/03181/PA

Site 28 Crychan Close, Rednal, Rubery, Birmingham, B45 0JQ

Proposal Installation of access ramp to front and alteration to porch roof.

Decision Approved subject to Conditions

**Grass verge outside carpark on Arden Road, Rednal, Rubery, Birmingham, B45 0JB**

Application Number 2020/02487/PA

Site Grass verge outside carpark on Arden Road, Rednal, Rubery, Birmingham, B45 0JB

Proposal Application for Prior Notification for proposed installation of a 20m monopole accommodating no. antennas, 2 no. microwaves dishes, installation of 1 no. equipment cabinet and ancillary works.

Decision No Prior Approval Required

5666: The City Council's approval on the above developments were noted.

**TRANSPORT ISSUES**

5667: No verbal report was received.

**ITEMS FOR INFORMATION ONLY**

5668: Councillor Pitt declared funding was available from the Housing Liaison Board to install 10 new bins this week.

5669: The Clerk announced that the opening of the office had been very well received people and that the Parish Council will be looking to increase days open from potentially 1st August.

5670: Councillor Goodwin informed that they have started work on The Old Cock Inn constructing a residential home for the elderly.

**REPORTS OF DISTRICT WARD COUNCILLORS**

5671: There were no District Ward Councillors present.



**LOCAL ISSUES RAISED BY MEMBERS OF THE PUBLIC**

5672 There were no members of the public present.

**AUTHORITY TO CHAIRPERSON AND OFFICERS**

It was proposed by Councillor Marion Kenyon, seconded by Councillor Pitt, and, with none dissenting, it was -

5673 **RESOLVED:** That the Chairperson (or in his absence, the Vice Chairperson, if appropriate) is hereby authorised to act until the next meeting of the Parish Council, except in respect of the Council's functions in which case the appropriate officers are hereby authorised to act in pursuant of the powers delegated to them in consultation with the Chairperson or Vice-Chairperson; further, that a report of all action taken under this authority be submitted to the next meeting of the Council and that such a report shall explain why this authority was used.

**MEETING ENDED AT 20.39 HOURS**

Chairperson.....

Date.....

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## New Frankley in Birmingham Parish Council

17<sup>th</sup> August 2020

### Pump Track Proposal

Members will be aware that proposals for a Pump Track sited within Frankley have been the subject of discussion for some time.

At the last Council meeting in July, David Walker from ROSPA, gave a presentation of a suggested proposal for a Pump Track (see attached) and following discussion it was agreed that the RFO put forward proposals for funding the construction/maintenance/demolition( needed to return the site to its original state) of the track.

Two alternatives are presented for Member's consideration.

1. A project managed solely by the Parish Council. Funding for the project to be made via ear-marked reserves to be agreed by the Council;
2. An External body comprising Elected Members and Local Residents be formed to administer the project – would have be constituted in accordance with the Council's requirements regarding Grant Applications– funding available via Grant Applications from the Council

Given the short time scale to put together a proposal and funding to meet the requirements to submit a Grant Application to Sport England and British Cycling, it is suggested that the first alternative be pursued.

#### Funding

At the close of the 2019/2020 Accounts, the Council had approximately £60,000 in reserves.

It is proposed that £30,000 be earmarked for the construction and £15,000 for demolition. The proposed annual maintenance programme to be funded from the Council's revenue account as and when needed.

The application to Sport England and British Cycling to receive funding for the track needs to be confirmed as would the proposed location of the track.

Funding from the Council would be made under its powers contained in Section 19 of the Local Government (Miscellaneous Provisions) Act 1976

Recommended: That the instructions of the Council be requested.

**New Frankley in Birmingham Parish**

17th August 2020

Voucher Numbers 144/20- 160/2

Voucher No	Cheque Number	BACs Number	Payee
144/20		BAC 190	Zoom Video Communications
146/20		BAC 192	Scottish and Southern Energy
145/20		BAC 191	Ms D Seymour
147/20		BAC 193	Ms R Anstey
148/20		BAC 194	Cllr Ian Bruckshaw
149/20		BAC 195	R A S Griffiths
150/20		BAC 196	Mrs S Whittaker
151/20		BAC 197	Ms D Seymour
153/20		BAC 199	Fu'Shia Landscapes
152/20		BAC 198	Birmingham City Council
155/20	DD		Nest Pensions
154/20	DD		Water Plus
158/20	DD		Lloyds Bank Services
156/20		BAC 200	Fu'Shia Landscapes
157/20		BAC 201	Ms D Seymour
158/20		BAC 202	PKF Littlejohn LLP
159/20	DD		Opus Energy
160/20	DD		Midshires Business Systems

R A S Griffiths  
Responsible Financial Officer

17/08/2020

**Council**

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Description	£.p
Standard Monthly Fee for Zoom	14.39
Electricity Bill	109.89
Wages	29.31
Salary	497.76
Chairperson's Allowance	64.00
Salary	433.90
Salary	748.05
Wages	29.31
Gardening Services	60.00
Supply and Maintenance of 10 Planters	217.25
Employee (net), Employer Contributions	36.29
Monthly Water Bill	6.83
Multipay Reimbursement	407.92
Gardening Services	60.00
Wages	29.31
External Audit Fee	360.00
Gas Bill (2/7/20 to 1/8/20)	0.68
Usage/Service Charges	138.71
Total	<u>3,243.60</u>

Mrs S Whittaker  
New Frankley In Birmingham Parish Council  
12 Arden Road  
Frankley  
Birmingham  
B45 0JA

Our ref WA0140  
SAAA ref SB06102

Email sba@pkf-littlejohn.com

06 August 2020

Dear Mrs Whittaker

**New Frankley In Birmingham Parish Council  
Completion of the limited assurance review for the year ended 31 March 2020**

We have completed our review of the Annual Governance & Accountability Return (AGAR) for New Frankley In Birmingham Parish Council for the year ended 31 March 2020. Please find the external auditor report and certificate (Section 3 of the AGAR Part 3) included for your attention as another attachment to the email containing this letter along with a copy of Sections 1 and 2, on which our report is based.

The external auditor report and certificate detail any matters arising from the review. The smaller authority must consider these matters and decide what, if any, action is required.

**Action you are required to take at the conclusion of the review**

The Accounts and Audit Regulations 2015 (SI 2015/234) as amended by the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose.
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 November, which must include publication on the smaller authority's website. This deadline has been extended from 30 September 2020 for 2019/20 only as a result of the restrictions imposed by the government to prevent the spread of Covid-19. (Please note that when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which the "Notice" must be published. There is no requirement for the "Notice" to be publicly accessible for 5 years, as there is for the AGAR and the external auditor report and certificate. The previous statute required 14 days; but it is now up to the authority to make this decision).
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Tel: +44 (0)20 7516 2200 • [www.pkf-littlejohn.com](http://www.pkf-littlejohn.com)

PKF Littlejohn LLP • 15 Westferry Circus • Canary Wharf • London E14 4HD

## Fee

We enclose our fee note for the review, which is in accordance with the fee scales set by Smaller Authorities Audit Appointments Ltd. Please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we were required to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR; or
- we had to seek clarification and/or correction to supporting documentation due to a mistake or omission by the smaller authority; or
- it was necessary for us to undertake additional work.

**Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5<sup>th</sup> Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD.** Please include the reference WA0140 or New Frankley In Birmingham Parish Council as a reference when paying by BACS.

## Timetable for 2020/21

The timetable for this year was exceptional due to the impact of Covid-19. Next year we plan to set a submission deadline for the return of the completed AGAR Part 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Thursday 1 July 2021. It is anticipated that the instructions will be sent out during March 2021, subject to arrangements for the 2020/21 AGARs and Certificates of Exemption being finalised by SAAA. Our instructions will cover any changes about which smaller authorities need to be aware.

The timetable amendments introduced as a result of the exceptional Covid-19 circumstances apply to 2019/20 only. The arrangements for next year are expected to revert to those set out in the Accounts and Audit Regulations 2015 but if there are any changes arising from updates to the statutory requirements, you will be notified in good time.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2021, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
  - at the earliest, between Thursday 3 June and Wednesday 14 July 2021; and
  - at the latest, between Thursday 1 July and Wednesday 11 August 2021.

As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

## Feedback on 2019/20

Please note that if you wish to provide feedback, our satisfaction survey template can be used, which is available on our website: [https://www.pkf-littlejohn.com/sites/default/files/24\\_satisfaction\\_survey\\_2019-20.docx](https://www.pkf-littlejohn.com/sites/default/files/24_satisfaction_survey_2019-20.docx)

Yours sincerely



PKF Littlejohn LLP





## DECISION DOCUMENT

**APPLICATION NUMBER: 2020/03223/PA**

**TOWN AND COUNTRY PLANNING ACT 1990**

BIRMINGHAM CITY COUNCIL GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS FOR THE FOLLOWING DEVELOPMENT IN ACCORDANCE WITH THE PLANS AND APPLICATION AS NUMBERED ABOVE:

Installation of ramped access and handrail to front and installation of flat roof to porch  
at

114 Holly Hill Road, Birmingham, B45 0EF

### Conditions that affect this development or use

- 1 Implement within 3 years (Full)  
The development hereby permitted shall be begun before the expiration of (3) years from the date of this permission.  
Reason: In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended) and the National Planning Policy Framework.
- 2 Requires the scheme to be in accordance with the listed approved plans  
The development hereby approved shall be implemented in accordance with the details submitted with the application and shown on drawing numbers 519/208-02 and 519/208-01 ('the approved plans')  
Reason: In order to define the permission in accordance with Policy PG3 of the Birmingham Development Plan 2017 and the National Planning Policy Framework.
- 3 Requires that the materials used match the main building  
The materials to be used in the construction of the external surfaces of the extension(s)/building(s)/dwelling(s)/development hereby permitted shall match those used in the existing building.  
Reason: In order to secure the satisfactory development of the application site in accordance with Policy PG3 of the Birmingham Development Plan 2017 and the National Planning Policy Framework.

Date: Wednesday 5th August 2020

*Ian J. MacLeod*

Ian MacLeod, Director – Inclusive Growth (Acting)

P.O. BOX 28, Birmingham B1 1TU

**Please note**  
**This is not a building regulation approval**

INFORMATIVE NOTE(S) (if any)

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In arriving at this decision, Birmingham City Council has endeavoured to work with the applicant in a positive and proactive manner to secure an appropriate outcome as required in the National Planning Policy Framework, paragraph 38.

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If you want to appeal this decision and to use the inquiry procedure, you now need to tell us, and the Planning Inspectorate, at least 10 working days in advance of appeal submission by email to [inquiryappeals@planninginspectorate.gov.uk](mailto:inquiryappeals@planninginspectorate.gov.uk) and [planning.appeals@birmingham.gov.uk](mailto:planning.appeals@birmingham.gov.uk) of your intention. More information on this and a template to attach to your email can be found at <https://www.gov.uk/government/publications/notification-of-intention-to-submit-an-appeal>

APPROVED

**DECISION DOCUMENT****APPLICATION NUMBER: 2020/03219/PA****TOWN AND COUNTRY PLANNING ACT 1990**

BIRMINGHAM CITY COUNCIL GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS FOR THE FOLLOWING DEVELOPMENT IN ACCORDANCE WITH THE PLANS AND APPLICATION AS NUMBERED ABOVE:

Installation of platform lift to front and flat roof to existing porch.

at

3 Titania Close, Rubery, Rednal, Birmingham, B45 0EE

**Conditions that affect this development or use**

- 1 Implement within 3 years (Full)  
The development hereby permitted shall be begun before the expiration of (3) years from the date of this permission.  
Reason: In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended) and the National Planning Policy Framework.
- 2 Requires the scheme to be in accordance with the listed approved plans  
The development hereby approved shall be implemented in accordance with the details submitted with the application and shown on drawing numbers 519/202-01 and 519/202-02 ('the approved plans')  
Reason: In order to define the permission in accordance with Policy PG3 of the Birmingham Development Plan 2017 and the National Planning Policy Framework.
- 3 Requires the submission of sample materials  
Samples of the materials to be used in the construction of the external surfaces of the extension(s)/building(s)/dwelling(s)/development hereby permitted shall be submitted to and approved in writing by the Local Planning Authority prior to their use. The development shall be implemented in accordance with the approved details.  
Reason: In order to secure the satisfactory development of the application site in accordance with Policy PG3 of the Birmingham Development Plan 2017 and the National Planning Policy Framework.

Date: Friday 17th July 2020

*Ian J. MacLeod*

Ian MacLeod, Director – Inclusive Growth (Acting)

P.O. BOX 28, Birmingham B1 1TU

**Please note**  
**This is not a building regulation approval**

INFORMATIVE NOTE(S) (if any)

---

In arriving at this decision, Birmingham City Council has endeavoured to work with the applicant in a positive and proactive manner to secure an appropriate outcome as required in the National Planning Policy Framework, paragraph 38.

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If you want to appeal this decision and to use the inquiry procedure, you now need to tell us, the Planning Inspectorate, at least 10 working days in advance of appeal submission by email to [inquiryappeals@planninginspectorate.gov.uk](mailto:inquiryappeals@planninginspectorate.gov.uk) and [planning.appeals@birmingham.gov.uk](mailto:planning.appeals@birmingham.gov.uk) of your intention. More information on this and a template to attach to your email can be found at <https://www.gov.uk/government/publications/notification-of-intention-to-submit-an-appeal>

APPROVED