

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING  
WEDNESDAY 5th APRIL 2014 AT BUDBROOKE VILLAGE HALL**

**Present:** Councillors Bryan, M. Dutton, K.Dutton, Reid, Robey, Simmons, Shirley, Standbridge, Thomas; WCC Cllr Les Caborn; Richard Morton

PCSO – Police Community Support Officer / HOTH – Hampton on the Hill / HM – Hampton Magna / WDC – Warwick District Council / WCC – Warwickshire County Council / BB – Budbrooke / HOTHRA – Hampton on the Hill Residents’ Association / HMRA – Hampton Magna Residents’ Association / CC – Community Centre / VH – Village Hall / PC – Parish Council / NALC – National Assoc of Local Councils / WALC – Warwickshire Assoc of Local Councils / WAC – Warwickshire Area Committee / WRWCF – Warwick Rural West Community Forum / HA – Highways Authority / PP – Parish Plan / HNS – Housing Needs Survey / NW-Neighbourhood Watch / WRCC – Warwickshire Rural Community Council.

**1 APOLOGIES**

None received

**2 DECLARATIONS OF INTEREST AND DISPENSATIONS**

2.1 To receive declarations of interest from councillors on items on the agenda

Cllr Robey declared an interest in Item 8 – Encroachment onto PC Land, due to her position as Secretary of the Montgomery Avenue Residents’ Association

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None received

2.3 To grant any requests for dispensation as appropriate

**3 PUBLIC COMMENTS**

Nine members of the public were present.

The following issues were raised:

Gypsy and Traveller Site consultation – the Chairman confirmed that the council would be discussing its response later in the meeting

Grit bin for Gould Road – it was confirmed that the bin was now at the Highways Depot awaiting installation

Footbridge over the A46

**4 MINUTES**

Resolved minutes of the meeting of the Council held on 5<sup>th</sup> March 2014 true and accurate.

**5 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES**

The next forum is on 15th May at 7.30pm at Shire Hall

The grant funds have been received for the Community Speedwatch equipment and written confirmation that the funds are not directly for Budbrooke has been received, for PC records.

**6 PLAYGROUNDS**

A copy of the playground report had been forwarded prior to the meeting.

**Montgomery Avenue Play Area**

Dog fouling continues to be a problem

### **Styles Close Play Area**

It was agreed that, having received advice from an independent inspector, the PC would pay for additional soft fall matting around the swings. The agreement with HAGS had not specified the area of matting that would be laid and the company would not agree to lay additional matting at their expense. RM will fit the matting.

## **7 MATTERS ARISING**

- **Encroachment onto PC land**

The claim for adverse possession has been received. Clerk to circulate the relevant sections of the claim and the PC will discuss its response at the June meeting.

- **Access onto PC land at Styles Close**

A meeting between members of the PC and residents had taken place on 18<sup>th</sup> March. The PC agreed to send the letter drafted by Legal Services to residents who had recently installed a gate.

- **New street lighting**

An email from WDC Engineering had been received, giving further information about the upgrade. The light output is actually 5% less than from the previous lights and the new lighting meets current standards. All complaints have been investigated and shields are being fitted in some cases.

- **Bus Stop in Hampton on the Hill**

Road safety engineers are now in the process of arranging for the bus stop to be moved. A dropped kerb will be installed if possible.

- **Sign**

The clerk is waiting for information on which signs need planning permission

## **8 CORRESPONDENCE**

- Gypsy and Traveller Site Consultation – members will meet on 15<sup>th</sup> April to draw up a response, which will be ratified at the May meeting. Clerk to confirm with WDC that a late response will be accepted. The Chairman stated for the record that the PC is not in favour of the proposed sites within the parish and will be objecting to them
- WCC Chairman's Open Evening invitation – no one available to attend
- WALC notification of meeting on 14<sup>th</sup> May - noted
- Budbrooke Community Association notification of change to charitable status - noted
- Email from Hampton Magna Residents' Association – circulated prior to the meeting. The subject of communication between the PC and local residents' associations will be on a future agenda.
- Two objections to the Gypsy & Traveller sites had been received from residents

## **9 PARISH MAINTENANCE**

The clerk to report the following items to the appropriate departments:

- Pot holes in Hampton Road
- Verge cutting – Curlieu Close and outside Hampton Croft have been missed
- Resurfacing of A46 is not a full resurfacing so far, it is pot hole filling and patching – Cllr Caborn to check whether a full resurfacing will be carried out
- Flooding/leaking water in HOTH by the allotments – WCC Flood Alleviation team and Highways are currently dealing with this

- The grit bin at Lloyd Close/Woodway is fractured. RM to assess if it needs replacing or can be repaired
- The road surface in Caen Close is breaking up
- Clerk to write to residents who have placed a skip and building materials on the PC's verge, asking them to reinstate the grass when work has finished

It was noted that the oak tree in the school grounds by Ryder Close has now been removed.

## **10 MATTERS PERTAINING TO OUTSIDE BODIES (CC / VH / OTHER)**

Village Hall – the AGM was held on 26<sup>th</sup> March. The committee remains largely the same with Barry Dales taking over as Treasurer.

Community Centre – Plans are being drawn up for the proposed extension. An “Old School Meal” evening is planned for later in the year.

## **11 PLANNING MATTERS**

### **I. Planning Applications**

There were no planning applications to consider

### **II. The following planning decisions were noted**

**W/14/0160:** 28 Woodway – Erection of a single storey side extension  
Granted

### **III. Local Plan Update**

Cllr M Dutton gave feedback from the meeting with Stephen Hay and subsequent discussions on proposed housing sites.

The draft Local Plan should be available to the public from mid-April and will be discussed at council, (an open meeting) on 23rd April. The examination in public is expected to take place in September 2014. This does not include the gypsy and traveller site proposals.

### **IV. Neighbourhood Plan**

The area designation cannot be formalised until the parish boundary changes are finalised, which is expected soon. The PC cannot apply for funding for the plan until the area is designated but can start work on the plan.

It was agreed that a working group should be set up, made up of volunteers from the community and parish councillors. The group will work on creating a plan within terms of reference set out by the PC. Cllrs Thomas, Simmons and Standbridge will represent the PC on the group.

Cllr M Dutton will arrange a first meeting of the group.

## **12 FINANCIAL ADMINISTRATION**

Bank balances: Investment Account £54,492.40, Current Account £38,175.48

- I. It was noted that £1,800 had been received from the Community Forum grant fund for Community Speedwatch equipment

II. The following payments were authorised:

Clerk's salary & expenses March 2014	£446.65
Richard Morton March 2014	£60.00
TWP Newsletter March 2013	£210.00
Information Commissioner – registration fee	£35.00

**13 MATTERS FOR INCLUSION ON THE NEXT AGENDA & DATE OF NEXT MEETING**

Next meeting: Annual Parish Meeting and AGM at 8pm, Wednesday 7<sup>th</sup> May, Budbrooke Community Centre, Hampton Magna