

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING
WEDNESDAY 8th JANUARY 2014 AT BUDBROOKE COMMUNITY CENTRE**

Present: Councillors Bryan, M. Dutton, K.Dutton, Reid, Robey, Simmons, Thomas

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 / 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

Received from Cllr Shirley, Cllr Standbridge and Richard Morton

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, 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 MARTYN STACEY FROM WDC WASTE MANAGEMENT TEAM

Martyn Stacey gave an overview of his team’s responsibilities, which include dealing with fly tipping, street cleaning and grounds maintenance. Work has recently been carried out on Blandford Way near the war memorial and the rest of the village will be given a deep clean in the near future. The team will be in Hampton Magna over the coming weeks to target the problem of dog fouling.

WDC have an ongoing programme to improve and standardise the litter bins in the district and remove dog waste bins; recycling bins are being introduced into parks and open spaces.

4 PUBLIC COMMENTS

Three members of the public were present. The Housing Needs Survey and the Village Housing Options Consultation were discussed.

5 MINUTES

Resolved minutes of the meeting of the Council held on 4th December 2013 true and accurate.

6 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

School Parking is a major concern. The PCSO has confirmed that checks have been carried out but it was agreed that action needs to be taken against those who park illegally. Cllr M Dutton to raise this at the Community Forum on 23rd January.

7 PLAYGROUNDS

A copy of the playground report had been forwarded prior to the meeting. Nothing additional to report this month.

8 MATTERS ARISING

- **Encroachment onto PC land at 12 Montgomery Avenue**

In the absence of any further correspondence or a claim of adverse possession from the owner, it was agreed that the Clerk would ask Legal Services to send a letter requesting removal of the fence

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

It was agreed that the Clerk would write to householders on the Normandy Close border with the playing field and give the option of entering into a licence agreement to regulate direct access onto the land or removing gates and reinstating the PC's fence.

- **Housing Needs Survey**

Clerk to circulate the standard cover letter which will accompany the survey and members to let the Clerk know of any changes or additions they would like included in the Budbrooke version

- **Grit Bin for Gould Road**

The quote of £106.20 for a 200L grit bin from ESE Direct was accepted. Clerk to order the bin, which is to be sited at the bottom end of Gould Road

- **Gritting in Hampton Magna**

An email from Bryn Patefield of WCC, in response to the PC's request for Field Barn Road and Styles Close to be added to the gritting route, was read out. The roads will not be added to the precautionary gritting routes but will be gritted "in severe and prolonged weather spells and as resources allow"

9 CORRESPONDENCE

The following items of correspondence were received:

- A request from Mr and Mrs Roper of Hampton Magna Residents' Association, for PC sponsorship to attend the WALC course "How to Make Effective Responses to Planning Applications" on 22/03/14. It was decided on majority vote not to sponsor them so as not to set a precedent for such sponsorship
- Local Government Financial Written Statement forwarded by WALC
- Royal Garden Party Nomination request – no nomination to be made this year
- Local Councils' Charter – the two suggested formats circulated by WALC were discussed. The PC accepts the longer, more detailed version as it stands, with a view to moving to the shorter, more concise version in the future

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

Nothing to report this month

11 PLANNING MATTERS

I. To consider the following planning applications:

W/13/1481: 58 Arras Boulevard: Formation of habitable rooms in roof space with rear dormer and raised ridge line

Object – This is inappropriate development in the village and not in keeping with the existing street scene

W/13/1805: Oldence: Proposed ground floor extension to side and retrospective application for rear porch

No objections due to the location of the property

II. Local Plan – Village Housing Options and Settlement Boundaries Consultation

The PC's response to the consultation was agreed. This is to include the PC's previous objections to the development and the fact that no details have been given about how the problems raised will be addressed. The response is to be approved by the Chairman before being submitted.

III. Neighbourhood Plan

a. To discuss the WALC email and letter from Adderbury Parish Council to the Prime Minister, regarding Neighbourhood Planning

Clerk to copy the Adderbury letter and personalise for Budbrooke. Letter to be approved by the Chairman before it is sent

b. The WALC Annual briefing on 1st March 2014 is to include sessions on Neighbourhood Planning. Clerk to circulate details when received

IV. Other Planning Matters

Clerk to query whether permission is required for the Barracks Bar sign

12 FINANCIAL ADMINISTRATION

Bank balances: : Investment Account £54,485.61 Current Account £39,852.56

I. Precept for 2014-15, including Chairman's Allowance and amounts to be allocated to reserves

The PC considered and approved the draft budget and precept and the breakdown of the reserves, with the following amendment: Chairman's Allowance to be reduced to £400 and reviewed annually. A precept of £22,350 will be requested; WDC will pay an additional grant of £1459, giving a total of £23,809

It was agreed that the PC's annual contribution to the Community Centre reserve will be reviewed. The Community Centre Management Committee will be meeting soon to discuss the ongoing renovations and how to fund these. The Chair and Vice-Chair are to be invited to attend a PC meeting to present the committee's plans

II. It was noted that the following payments were authorised between meetings:

- TWP Newsletter December - £250.00
- Aon UK Ltd, changes to insurance cover - £135.06
- Warwickshire Training Partnership – FOI course fee - £50.00

III. The following payments were authorised:

Clerk's salary & expenses	£467.00
Richard Morton December	£120.00
Perdix - Pest Control	£96.00
Budbrooke Village Hall – Hire Oct & Dec	£40.00
R Dutton – filing cabinet	£40.00

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

Next meeting: 8pm, Wednesday 5th February, Budbrooke Village Hall, Hampton on the Hill