

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING
WEDNESDAY 5th MARCH 2014 AT BUDBROOKE COMMUNITY CENTRE**

Present: Councillors 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 / 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

One member of the public was present to request that the council discuss the matter of the A46 footbridge in detail. The Chairman agreed that this would be discussed later in the meeting.

4 OUTSIDE BODIES

This item was brought forward on the agenda.

Community Centre

Julia Smith, Chair of the Community Centre Management Committee, informed the PC of the Committee’s plans for renovations to the centre. These include an extension to add storage space, a new roof and possibly moving the entrance, to enhance the appeal of the building. It was agreed that the PC would contribute 50% of the costs, up to the amount held in the Community Centre Reserve.

Neighbourhood Watch

It was noted that the chair of the Neighbourhood Watch group has stepped down for personal reasons. A new chair is being sought.

5 MINUTES

Resolved minutes of the meeting of the Council held on 5th February 2014 true and accurate.

6 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

It was agreed that the council would administer the funds for the Community Speedwatch equipment on behalf of the Community Forum. Clerk to request confirmation in writing, for PC records and audit purposes, that the money is not a grant awarded to the council and the PC is only providing a facility to receive and pay out money for equipment.

7 PLAYGROUNDS

Montgomery Avenue Play Area

The seat of the swing is splitting but is not dangerous. RM will replace this in May.

Styles Close Play Area

The PC is currently in discussions with HAGS about the soft fall matting at Styles Close and the contract for the work will have to be checked. Clerk to follow up.

8 MATTERS ARISING

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

The PC has received notification from the Land Registry that the property owner has entered a claim for adverse possession of the land. No further action can be taken until the Land Registry inspector has visited the site. The PC will be informed of the inspector's decision about whether the claim can continue.

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

A meeting is being arranged for mid-March to discuss this matter with the residents.

- **A46 re-surfacing**

The Highways Agency has confirmed, via WCC, that the resurfacing will be completed by June 2014 and that a low noise surface will be used.

- **New street lighting**

WDC Engineering Services have informed the PC that the replacement of the bulbs and older posts will be completed this year. Clerk to ask if there is a standard for lighting in rural areas and for confirmation that the new lighting conforms to any such standard, as members still have concerns about the brightness of the new lamps. Clerk to also request whether shields or hoods can be fitted to partially dim the lights where necessary.

- **A46 footbridge**

Following discussions, it was agreed that the Clerk will write to Richard Barnard at the WCC Rights of Way team and to the Highways Agency (Birmingham) to ask:

- if they own the existing bridge
- if there is a right of way over the bridge
- if they have plans to create a right of way over the bridge or to construct a new bridge for public use

9 CORRESPONDENCE

- Community Governance Review – notification of the second stage of the consultation. It was agreed that the PC has no further comments to make
- WALC notification of Local Government Boundary Commission review of WCC and briefing event on 10 March 2014 - noted
- NALC survey on training for Councillors – Clerk to reply the PC believes training is
- Query about fly-posting – the occasional problem of fly-posting in the parish was discussed and it was noted that such advertising is illegal. Fly-posting can be reported to WDC who will take it down and can fine posters

10 PARISH MAINTENANCE

Clerk to report the following items to the appropriate departments:

- The warning sign on the main road between HOTH to Hampton Magna has been hit and needs straightening/replacing
- On Birmingham Road the speed limits on either side of the road between the Shell Garage and Oaklands Farm differ - national speed limit on one side and 50 limit on the other side
- Old Budbrooke Road, opposite the former army houses - the marker posts by the stream need replacing
- The church car park lights are on all night
- Ruts in the verges at the bottom of School Lane, on both sides
- The Half Marathon sign is sticking out into the road between HM and HOTH
- The fence on the bend by station is in a bad state of repair
- More Water Board posts around the village need attention
- Vegetation is encroaching onto the footpath on Old Budbrooke Road, on the opposite side to the village, from the station to Blandford Way
- The sign at the junction of Old Budbrooke Road and Field Barn Road has not yet been replaced

11 PLANNING MATTERS

I. The following planning application was considered:

W/14/0160: 28 Woodway – Erection of a single storey side extension
No objections

II. The following planning decisions were noted

W/13/1459: Northbound Services, Warwick Bypass – Proposed construction of 50 square metre extension for catering purposes
Granted

W/14/0074: 2 Old School Lane, HOTH - Erection of a two storey rear extension after demolition of existing conservatory
Permission not required

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

III. Local Plan Update

The Local Plan will be go to the Council (WDC) for approval on 23rd April. PC representatives will meet with Stephen Hay in March before the final version of the plan is published. It was agreed that, whilst the PC opposes any further development in the village, the land between Daly Avenue and Arras Boulevard is the preferred site out of those proposed.

IV. Neighbourhood Plan

Cllr M Dutton gave his feedback from the recent WALC sessions on neighbourhood planning. It was agreed that work on the plan needs to start. WDC has produced a guide to the subject and should be able to offer further assistance if necessary.

12 FINANCIAL ADMINISTRATION

Bank balances: Investment Account £54,490.31, Current Account £38,397.66

I. It was noted that the following payment was authorised between meetings:

WALC Annual Briefing fee (Chairman and Clerk) - £80.00

II. Appointment of Internal Auditor and Review of Internal Audit Process

The council agreed to appoint Alan Winterburn as the internal auditor for the 2013/14 accounts and accepted the Clerk's satisfactory review of the process

III. The following payments were authorised:

Clerk's salary & expenses February 2014	£442.75
Richard Morton January 2014	£240.00
TWP Newsletter December 2013	£250.00

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

To discuss the PC's response to the Gypsy and Traveller Site Consultation

Next meeting: 8pm, Wednesday 2nd April, Budbrooke Village Hall, Hampton on the Hill