

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING
WEDNESDAY 4th FEBRUARY 2015 AT BUDBROOKE VILLAGE HALL**

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

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 / HNS – Housing Needs Survey / NW-Neighbourhood Watch / WRCC – Warwickshire Rural Community Council.

1 PUBLIC COMMENTS

Three members of the public were present.

Mr Bob Davis spoke to complain about the length of time until the request for a parking restriction on Blandford Way/Field Barn Road would be considered by WCC and requested that double yellow lines be put down if this would be quicker. The chairman stated that the parish council shared his concerns about the possible danger of the situation at this junction.

2 APOLOGIES

Received and accepted from Cllr Simmons.

3 DECLARATIONS OF INTEREST AND DISPENSATIONS

I. To receive declarations of interest from councillors on items on the agenda

Cllr Robey declared an interest in Item 7 – Encroachment onto PC Land, due to her position as Secretary of the Montgomery Avenue Residents’ Association.

II. To receive written requests for dispensations for disclosable pecuniary interests

None received.

III. To grant any requests for dispensation as appropriate

None received.

4 MINUTES

Resolved minutes of the meeting of the Council held on 7th January 2015 true and accurate.

5 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

The chairman gave a brief report from the January community forum, which he had attended. PCSO Paul Coleman received the Joanne Graham Award Certificate of Commendation; the Street Works permit scheme is coming into force shortly and any issues with road works in the area should be reported to Mike Peet at WCC, via the clerk; the forum grant fund has now been spent.

6 PLAYGROUNDS

Playground report

The report was received prior to the meeting.

Montgomery Avenue

The toddler and junior swing seats both need replacing. It was agreed that RM would replace these in the next month

Inspections

RM to contact David Connolly as the clerk has been unable to contact him about taking over the playground inspections

7 MATTERS ARISING

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

The fence enclosing an area of PC land has been removed and wire fencing installed on the property border. The clerk to let Legal Services know that the issue is now resolved.

- **Station parking on Blandford Way and parking restrictions**

The parking restrictions requested for Blandford Way/Field Barn Road will be considered by WCC in November. Cllr Caborn to follow this up on the parish council's behalf and obtain a contact name at WCC who the PC can deal with. Cllr Caborn to speak to Graham Stanley about the possibility of putting in yellow lines as an interim measure.

- **Possible planning enforcement issue, regarding the change of use of a property**

WDC Planning were unable to give a response to the general enquiry and would need to know the specifics of the situation in order to advise whether conditions had been breached and if this was a matter for the enforcement officers.

8 CORRESPONDENCE

- Notification of WALC Annual Briefing Day, 7 March 2015
- Letter from WDC Chief Executive regarding boundary changes in the Community Governance Review, noted. The northern boundary of the parish will be the A4177.
- Request from Budbrooke WI for permission to install a commemorative bench at Montgomery Avenue play area. It was agreed that a bench could be installed in the area discussed with RM and that the parish council would take responsibility for insuring and maintaining the bench if the WI were in agreement. The Clerk to respond to the WI.
- Warwickshire Local Flood Risk Management Strategy consultation – councillors to respond individually
- Consultation on Warwickshire Strategic Justice Board Delivery Plan 2015/16 – councillors to respond individually

9 PARISH MAINTENANCE

- The trees on Styles Close field behind the Field Barn Road houses are in need of pruning as they are displacing the council's tall fence and overhanging the gardens. It was agreed that RM will carry out this work
- The bus shelter on Old School Lane is in need of repair – the roof needs new, stronger felt and weighting down. It was agreed that RM will carry out these repairs
- The verges are being worn away on Church Lane, Ugly Bridge and Woodway
- It was noted that hedge cutting and clearance of fly tipping has been carried out as requested
- Branches dumped at charity field entrance need to be cleared
- Farm shop sign in Hampton on the Hill was noted

Traffic calming measures for Hampton on the Hill

Cllr Caborn had received an email from Graham Stanley, WCC Road Safety, suggesting additional traffic calming measures for the village. The council has not received details of these and would like further details of the proposals before making a decision. Cllr Caborn to speak to Graham Stanley and request further information for the PC.

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

Community Centre – the painting carried out in 2013 is to be redone by the decorator. The Late Christmas Dinner held in January raised £385 for CC funds and thanks go to those who put on the meal.

Village Hall – the next meeting is on 18th February.

11 PLANNING MATTERS

I. Planning applications:

W/15/0029 - Warwick Parkway Station: Construction of an overflow car park adjacent to the existing overflow car park to the west of Old Budbrooke Road

Cllr Thomas had monitored use of the overflow car park over recent weeks, since receiving notification of the application. It appears that the existing car parks are not being managed properly, with drivers not parking in marked bays and blocking other bays and the "Car park full" signs being displayed when spaces are available.

The PC objects on the grounds that it was originally allowed for temporary use only and the reasons for this are still valid. Cllr Thomas to put his comments in writing and send to the clerk, to be submitted by 6th February.

W/14/1675 – 38 Daly Avenue: Erection of single storey rear and two storey extension to the front
No objections

W/15/0116 – Budbrooke Community Centre: Erection of single storey extensions to side and front
The chairman to write a letter in support of the application. WDC Cllr Sawdon has also agreed to write in support of this application.

II. Planning decisions

W/14/1533 – 9 Hatton Terrace, Birmingham Road: Erection of a two storey front extension
Granted

A response of "no objections" to the revised drawings circulated between meetings had been submitted.

W/14/1606 – Budbrooke House, Birmingham Road: Erection of rear canopy to provide external covered play area
Refused

III. Local Plan

The plan was approved by WDC on 28th January by a majority of 25 to 10, with one abstention. It has now been submitted to the inspector and the public enquiry date will be announced soon.

IV. Neighbourhood Plan Update

Members of the group have met to further the plan. The group is currently investigating sources of funding and plans to put in a bid this month. Further work can start in April once funding is secured and a consultant is found. The aim is to get the plan in place to influence the development outlined in the Local Plan.

Constitution for neighbourhood plan group

The chairman had circulated a draft constitution/terms of reference prior to the meeting. Some minor amendments were discussed, and it was agreed to adopt these terms, with the amendments. The parish council will be the accounting body for the group.

12 NEWSLETTER AND WEBSITE

Newsletter

The clerk to speak to the editor to establish whether the minor errors in the latest edition are a printing issue.

13 FINANCIAL ADMINISTRATION

Bank balances: Investment Account £54,515.17, Current Account £52,656.52

I. Payments

The following payments were authorised and the payment authorisation sheet signed off:

Description	Amount
Clerk's salary & expenses January	£478.10
Richard Morton January	£60.00
TWP February Newsletter	£300.00
Total Payments	£838.10

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

Next meeting: 8pm on Wednesday 4th March 2015, Budbrooke Community Centre, Hampton Magna

Next agenda:

- Appointment of internal auditor
- Arrangements for the Annual Parish Meeting in May

Signed: Dated: