

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING  
WEDNESDAY 1<sup>st</sup> APRIL 2015 AT BUDBROOKE VILLAGE HALL**

**Present:** Councillors Bryan, K.Dutton, M. Dutton, Robey, Simmons, Standbridge, Thomas; 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**

Two members of the public were present.

**2 APOLOGIES**

Received and accepted from Cllrs Reid and Shirley.

**3 DECLARATIONS OF INTEREST AND DISPENSATIONS**

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

None received.

**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 4<sup>th</sup> March 2015 true and accurate.

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

The chairman to circulate the notes from the last forum, when received. The next forum will be held on 14<sup>th</sup> May 2015 at Shire Hall

**6 PLAYGROUNDS**

**Playground report**

The report was received prior to the meeting. The following issues were raised:

**Styles Close**

Wooden picnic table top not fully secured – new bolts to be fitted

Damage to concrete post at top gate. Clerk to speak to D Connolly about repairs.

**Montgomery Avenue**

Bench seat beams in poor condition – to be monitored

**Inspection Costs**

It was resolved to accept the increased charges for playground inspections - £20 per visit (inspection of both sites), from 1<sup>st</sup> April 2015.

**7 MATTERS ARISING**

• **Parking restrictions on Blandford Way/Field Barn Road**

Changes are being made to roles and staffing in the WCC departments responsible for these matters, meaning that WCC Cllr Caborn has, as yet, been unable to identify a direct contact for the parish council to deal with.

- **Additional traffic calming measures for Hampton on the Hill**

WCC Cllr Caborn gave an outline of measures proposed by Graham Stanley, Road Safety, and the costs, which would have to come out of his budget of approximately £25,000. Provisional costings are £21,000 plus £6,000 for a feasibility study, which cannot come out of Cllr Caborn's budget. To be discussed at the Warwick District Traffic Seminar later this month.

- **The Open Door Sunday opening**

Cllr Robey to speak to Mary Lodge about how this complies with the planning permission for the café.

- **Shop signs**

The farm shop owner is in contact with Planning to ensure the signs comply with planning regulations.

## 8 CORRESPONDENCE

The following items of correspondence were noted, having been circulated prior to the meeting:

- Letter from the Secretary of State for Communities and Local Government regarding VE Day anniversary events
- WDC notification of submission of the Local Plan and consultations on the CIL Draft Charging Schedule
- Response from WI regarding memorial bench for Montgomery Avenue play

## 9 PARISH MAINTENANCE

The following items to be reported to the appropriate authority:

- Sunken drain on Old School Lane, HOTH
- Rubbish to be cleared from Old Budbrooke Road
- Hardcore dumped on Watery Lane layby, just over the motorway
- Hampton Croft footpath needs resurfacing as it could be hazardous
- Street light number 1 Slade Hill is out
- Bins and recycling left out at Maple Lodge had resulted in rubbish being blown across the road

The roof of the bus shelter on Slade Hill is leaking and needs to be repaired – the clerk to ask Martin Davies if he is able to repair this .

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

Village Hall – The AGM was held on 24<sup>th</sup> March. An additional event is being planned for September, to mark the Queen becoming the longest reigning British monarch.

Community Centre – Planning permission for the extension has been granted. The clerk to write to the committee to thank them for their work on this so far and to say that the parish council is looking forward to working with the committee to bring their ideas to fruition.

## 11 PLANNING MATTERS

### I. Planning applications:

W/15/0273 - Rye Crest, Birmingham Road, Budbrooke, Warwick, CV35 7DX: Construction of a front 1.5 metre brick wall and automated sliding driveway gate  
No objections

### II. To note response submitted between meetings

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  
Objection withdrawn to allow Planning to extend the temporary permission for two years, to give Chiltern Railways time to fully assess demand for the car park.

**III. Planning decisions**

W/15/0116 – Budbrooke Community Centre: Erection of single storey extensions to side and front  
Granted

W/15/0029 - Warwick Parkway Station: Construction of an overflow car park  
Temporary permission extended until 29/03/17

**IV. Neighbourhood Plan Update**

The working group met on 31<sup>st</sup> March to receive a presentation from Kirkwells planning. The chairman is to set up another meeting for the group for 14<sup>th</sup> April. Meeting group notes will be published on the website in due course.

**12 NEWSLETTER AND WEBSITE**

The Community Centre Chair’s report did not include the chair’s name – to be included in future reports.

The clerk to ask for a facility on the website for residents to register their interest in receiving the newsletter by email only. This would be a survey rather than a request to receive only an electronic copy of the newsletter.

**13 FINANCIAL ADMINISTRATION**

Bank balances: Investment Account £54,519.58, Current Account £50,603.45

**I. Payments in between meetings**

It was resolved to sign cheques for the clerk’s April salary and D Connolly’s April invoice between meetings, as the next meeting has been put back due to the elections.

**II. Payments**

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

Description	Amount
Clerk’s salary & expenses March	£471.74
Richard Morton March	£490.00
David Connolly March	£60.00
TWP - newsletter March	£250.00
Information Commissioner's Office - renewal of registration	£35.00
Warwickshire County Council - Legal fees re-lease of land & 12 Montgomery Avenue	£1,350.00
Roger Mills - gift for website manager	£104.99
Warwick District Council - land rent Apr-Sep 15	£400.00
<b>Total Payments</b>	<b>£3,161.73</b>

**III. Other financial matters**

The clerk to check the insurance policy to establish whether the council can make a claim for the legal fees relating to the encroachment onto parish council land at 12 Montgomery Avenue

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

Next meetings: 8pm on Wednesday 13th May 2015, Budbrooke Community Centre, Hampton Magna  
Annual Parish Meeting

Annual General Meeting of the Parish Council

Ordinary Meeting of the Parish Council – agenda items to include approval of the annual accounts and annual return.

The chairman reminded councillors that they retire on 11<sup>th</sup> May, following the elections on 7<sup>th</sup> May, and the new council takes its seats after this.

Signed: ..... Dated: .....