



MINUTES OF BUDBROOKE PARISH COUNCIL MEETING WEDNESDAY 2ND September 2015 AT BUDBROOKE COMMUNITY CENTRE

Present: Councillors Bryan, K. Dutton, M. Dutton, Hales, Shirley, Treacy;
WDC Cllr Phillips & WDC Chairman Cllr Doody

PCSO – Police Community Support Officer / HOTH – Hampton on the Hill / HM – Hampton Magna / WDC – Warwick District Council / WCC – Warwickshire County Council / BB – Budbrooke / BCA – Budbrooke Community Association / 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

Seven members of the public were present.

Comments included concerns about the possible gypsy site at Oaklands farm, particularly with the recent crash on the A4177 close to the site, and questions about how self build might be included in the neighbourhood plan.

2 APOLOGIES AND ACCEPTANCE OF REASONS FOR ABSENCE

Received and accepted from Cllr Robey, Cllr Frank Roper, Cllr Carol Roper, WDC Cllr Rhead and WCC Cllr Caborn.

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 WELCOME WDC CHAIRMAN

The chairman welcomed the WDC Chairman, Cllr Michael Doody, to the meeting.

5 MINUTES OF THE LAST MEETING

Resolved minutes of the meeting of the Council held on 5th August 2015 true and accurate, with the following amendment:

“WDC Cllr Phillips confirmed that he and WDC Cllr Rhead are opposing the proposal” to be changed to:
“WDC Cllr Phillips confirmed that he and WDC Cllr Rhead are challenging the proposal”

6 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

The next forum is on 24th September 2015, 7.30pm at Shire Hall.

7 PLAYGROUNDS

• Playground report

The report has not yet been received – the clerk to follow up with David Connolly, playground inspector.

- **Bench at Montgomery Avenue**

The quote of £325.00 plus VAT for a 4 seater bench from 4memorialbench was accepted by the council. This bench is the same design as the WI memorial bench at the play area.

- **Anti-social behaviour at Styles Close**

Anti-social behaviour has again been reported to councillors, but it is unclear whether this has been reported to the police by those affected. The siting of the goal posts was queried, as they had been moved closer to the edge of the field several years ago, but it was confirmed that they have to remain where they are to meet the league conditions.

8 MATTERS ARISING

- **Footpath W78a diversion**

It was noted that a decision on the diversion has been postponed until the future of the temporary car park is decided

- **Traffic surveys for Hampton on the Hill**

It was agreed that a third traffic survey would be commissioned from NDC for the north end of Hampton on the Hill, at a cost of £150.00 plus VAT, to give a full picture of traffic speeds and volumes through the village. The survey will be arranged to take place during the same week as the other surveys on Hampton Road and Old School Lane.

9 CORRESPONDENCE

- WDC Gambling Policy Consultation – agreed this is a very comprehensive draft policy
- CPRE AGM invitation for 11th September – no one available to attend

10 PROPOSED GYPSY SITE AT OAKLANDS FARM

The chairman gave an update from the public meeting on 26th August, which had been attended by 250-300 people. The next stages of the process were clarified by WDC Cllr Phillips: on 23rd September, the district council will consider a proposal asking officers to investigate Oaklands Farm as a potential gypsy site. The report to be produced by the officers will be put out to consultation, assuming that it supports the proposal.

The parish council has not yet submitted its letter of opposition to the site to the district council and, following advice from the WDC Chairman, it was agreed that comments would be submitted at a later stage.

11 PARISH MAINTENANCE

The following items were reported:

The gully next to the shop is getting blocked

The barracks memorial at the entrance to the village needs cleaning and appears to be affected by damp – the clerk to obtain quotes from specialist memorial maintenance companies

It has been suggested that road closures should be publicised at bus stops so that bus users are aware of potential delays – the clerk to raise this with Highways.

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

Community Centre

The next events are: 6th September - bingo; Parish Show on 13th September; Scarecrow Trail on 26th–27th Sept. There is a committee meeting this month.

Village Hall

The Rule Britannia event was cancelled due to lack of support

13 PLANNING MATTERS

I. Planning applications & appeals:

None received

II. WDC Planning decisions

W/15/0587 – 2 Church Cottages, Church Lane, Budbrooke: Demolition of existing conservatory & erection of single storey extension to form larger kitchen dining room area

Granted

W/15/1000 – 7 Daly Avenue: Proposed erection of single storey front extension, linking to first floor with cat-slide roof

Refused

III. Planning Enforcement Enquiries

It was agreed to ask Planning Enforcement to investigate the following matters:

Annexe at 3 Grove Croft, Hampton on the Hill, as it has a separate address on the electoral roll but no planning permission for a separate dwelling

New building on the field at the junction of Hampton Road and Henley Road, Hampton on the Hill

IV. Neighbourhood Plan Update

The skeleton plan had been circulated prior to the meeting and published on the parish council website. Events are planned at the Open Door, the Community Centre and the Village Hall, to publicise the plan and receive comments. Notices will be displayed to inform residents of these meetings.

It was agreed to pay £30 for a voucher for the winning neighbourhood plan logo design, as decided on at the last meeting.

14 NEWSLETTER AND WEBSITE

- Proposed changes to the newsletter

Suggestions previously discussed included cutting down the minutes, incorporating more parish news and information and articles from local groups and residents, using the front cover to publicise events and changing the layout or font to include more on each page. A mock-up of the August newsletter including some of these ideas had been circulated prior to the meeting and was well received. The working group will meet again with the aim of producing another mock up for final approval.

- Facebook page

To be discussed at a future meeting

- Information to be included in the next newsletter or on the website

WDC Planning response to WDC Cllr Phillips' questions about the gypsy and traveller site to be published on the website

15 FINANCIAL ADMINISTRATION

Bank balances: Investment Account £54,531.09, Current Account £65,637.91

V. Conclusion of external audit

The successful conclusion of the external audit and receipt of an unqualified audit report were noted.

VI. Payments

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

Description	Amount
Clerk August Salary & Expenses	£481.47
Grant Thornton - external audit fee	£240.00
TWP - newsletter August	£300.00
Martin Davies - grass cutting August	£420.00
Total Payments	£1,441.47

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

Items for next agenda:

Review of standing orders

Next meeting: 7.30pm on Wednesday 7th October 2015, Budbrooke Village Hall, Hampton on the Hill.

Extended meeting with information about the council's role and responsibilities before the formal meeting begins.

Signed: Dated: