



Budbrooke Parish Council

Clerk to the Council: Mrs Alex Davis

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To all members of the council

You are hereby summoned to attend an **ordinary meeting of Budbrooke Parish Council**, to be held at **Budbrooke Village Hall**, Hampton on the Hill, on **Wednesday 2nd December 2015 at 8pm**, for the purpose of transacting the following business.

Alex Davis

Clerk to the Council
25 November 2015

Agenda

1 PUBLIC COMMENTS

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

- I. To receive declarations of interest from councillors on items on the agenda
- II. To receive written requests for dispensations for disclosable pecuniary interests
- III. To grant any requests for dispensations as appropriate

3 APOLOGIES AND ACCEPTANCE OF REASONS FOR ABSENCE

4 MINUTES OF LAST MEETING

To confirm the minutes of the ordinary meeting of the council held on 4th November 2015 and the minutes of the extraordinary meeting of the council held on 11th November 2015.

To agree to amend the minutes of the June 2015 meeting as follows, due to an incorrect figure recorded:

Item 14: Financial Administration, II: Payments: DA Shirley – plants for planters

Amend to £23.80 (recorded as £28.30).

5 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

6 PLAYGROUNDS

- To consider the monthly playground report, to be circulated to councillors prior to the meeting
- To consider the following quotes from Martin Davies for work required at the play areas:
 - To remove and dispose of the bench at Montgomery Avenue play area and replace with a new one to be supplied: £75.00 +VAT
 - To cut and remove all cuttings from the trees behind the goal on the Styles Close playing field: £200.00 +VAT
 - To remove dead tree behind the Matt Davis memorial bench at Styles Close: £75.00 +VAT

7 MATTERS ARISING

To receive an update on any matters arising, including:

- Community Centre extension plans – Julia Smith to attend with Darren Chadwick of GCG Group, who are providing design and project management services to Budbrooke Community Association, to give further information about the plans, how contractors will be chosen, costs and funding sources.
 - To confirm the amount of money the parish council will make available for the community centre extension and building works, to enable the committee to start the process of applying for grants. £44,525 is currently allocated to the Community Centre Capital Reserve.
- HOTH traffic calming
- Drain survey

8 CORRESPONDENCE

- M40 Junction 15 Longbridge Bypass consultation – to agree a response
- WDC Taxi consultation – to agree a response

9 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

To confirm the council's standing orders and financial regulations for the next twelve months.

10 PARISH MAINTENANCE

Barracks memorial cleaning – to consider the estimates/quotes for cleaning and additional work on the memorial, from IMI and Inspire Conservation, circulated prior to the meeting.

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

12 PLANNING MATTERS

I. To consider current planning applications and appeals

W/15/1365 - Ebenezer, 329 Birmingham Road, Budbrooke, Warwick, CV35 7DZ: Erection of a single storey rear extension

W/15/1810 - Northbound Services, Warwick Bypass, Warwick, CV35 8RH: Erection of Starbucks Drive Thru' Coffee Shop and associated parking. 24 Hours

II. To note WDC planning decisions

W/15/1652 AG - Church Farm, Church Lane, Budbrooke, Warwick, CV35 8QL: Agricultural Building to BS5502 Class II

Prior approval refused.

W/15/1541 - Warboro Farm, Henley Road, Hampton On The Hill, Budbrooke, Warwick, CV35 8QX:

Proposed change of use of agricultural building to a dwelling house

Prior approval refused.

III. Neighbourhood plan update

An update on progress towards, and the funding of, the Neighbourhood Plan including the possible allocation of reserves to cover necessary expenditure.

13 NEWSLETTER AND WEBSITE

- To agree any information to be included in the next newsletter or on the website
- To consider the mock-up of the revised format newsletter – hard copies to be circulated prior to the meeting
- To consider the proposal from the working group for revised newsletter advertising fees



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14 FINANCIAL ADMINISTRATION

Bank balances: Investment Account £54,537.89, Current Account £72,060.38

I. Precept & budget discussions

To discuss the draft budget circulated prior to the meeting and agree any changes to be included in the final budget and precept calculation.

II. Bank reconciliation to 30th September

To note that the reconciliation has been signed off by Cllr Kate Dutton.

III. To authorise payment of the accounts listed below & sign off payment authorisation sheet:

Description	Payee	Amount
Clerk November Salary & Expenses	A Davis	£478.22
TWP - November newsletter printing	TWP	£350.00
M Dutton - NP expenses: postage and stationery supplies	M Dutton	£24.07
David Wright Signs - corrections to NP banners	David Wright Signs	£10.00
Nationwide Data Collection - traffic surveys in HOTH	Nationwide Data Collection	£540.00
Kirkwells - neighbourhood plan Stage 2 costs	Kirkwells Ltd	£5,280.00
Frank Roper - NP Village Hall booking deposit paid	Frank Roper	£11.00
Budbrooke Village Hall - NP room hire 2/12/15	Budbrooke Village Hall	£33.00
David Connolly - playground inspections November	Mr D Connolly	Tbc
Total Payments		£6,726.29

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

To be included on next agenda:

- Farm Fest 2016
- Precept for 2016/17 to be set

Next meeting at 8pm on Wednesday 6th January 2016, Budbrooke Community Centre, Hampton Magna.

Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat and other best practices when making decisions at the meeting.