



## MINUTES OF BUDBROOKE PARISH COUNCIL MEETING WEDNESDAY 4<sup>th</sup> November 2015 AT BUDBROOKE COMMUNITY CENTRE

**Present:** Councillors Bryan, K. Dutton, M. Dutton, Hales, Robey, F Roper, C Roper, Treacy;  
WDC Cllr Phillips & WCC Cllr Les Caborn

BCA – Budbrooke Community Association/ HA – Highways Authority/ HMRA – Hampton Magna Residents’ Association/ HOTH – Hampton on the Hill/ HOTHRA – Hampton on the Hill Residents’ Association/ NALC – National Association of Local Councils/ NW-Neighbourhood Watch/ PC – Parish Council/ PCSO – Police Community Support Officer/ WALC – Warwickshire Association of Local Councils/ WRCC – Warwickshire Rural Community Council/ WRWCF – Warwick Rural West Community Forum/ WCC – Warwickshire County Council/ WDC – Warwick District Council

### 1 PUBLIC COMMENTS

Twenty three members of the public were present at the start of the meeting.

A resident reported that water is pooling on Ugly Bridge Road, outside Brookside House. Photos to be sent to the clerk, who will forward to WCC Cllr Caborn to pass on to the appropriate department.

Mrs Sue Shirley voiced her concerns about the apparent bad feeling and conflict within the parish council.

### 2 APOLOGIES AND ACCEPTANCE OF REASONS FOR ABSENCE

Received and accepted from Cllr 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

Requests received, from all councillors present, for dispensations to allow involvement in precept and budget discussions and votes.

#### III. To grant any requests for dispensation as appropriate

All requests granted.

### 4 MINUTES OF THE LAST MEETING

The following amendments were made, under “Response from councillors”:

Cllr Frank Roper stated that he would like to respond to the statement at the next meeting ~~on behalf of the parish councillors who are also HMRA committee members: Cllr Hales, Cllr Carol Roper, Cllr Frank Roper and Cllr Treacy.~~

Cllr Frank Roper and Cllr Treacy apologised to the clerk ~~for any~~ in the event of any offence caused by the HMRA document.

Resolved amended minutes of the meeting of the council held on 7th October 2015 true and accurate.

Resolved minutes of the Additional Parish Meeting held on 7<sup>th</sup> October 2015 true and accurate.

### 5 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

Sgt Kettle has been appointed Inspector in Nuneaton. The council will be advised of his replacement.

### 6 PLAYGROUNDS

- **Playground report**

The report had been circulated prior to the meeting.

- **Annual safety inspection**

The annual safety inspection report from Wicksteed was discussed. The council’s playground inspector, David Connolly, was unable to attend the meeting to join discussions. It was agreed that the works recommended in the report be undertaken and Wicksteed be engaged to carry them out. The clerk to arrange this.

- **Netting at end of Styles Close Playing Field**

The following proposal was agreed: This council agrees to replacing and/or mending the netting behind the football goal on the Field Barn Road end of Styles Close playing field, subject to getting reasonable quotations for the work, and to arrange for the bushes and trees obstructing the netting to be cut back. The clerk is to ask Martin Davies to cut back the trees and obtain quotes for mending or replacing the netting.

It is hoped that this will help to prevent the anti-social behaviour experienced on the field over the summer.

## 7 **MATTERS ARISING**

- **Response to the Chairman's statement at the October 2015 meeting**

Cllr Frank Roper made the following statement, clarifying that he is speaking for himself and not on behalf of the other councillors who are members of the HMRA committee:

"1. Firstly, it is important to clarify that the HMRA News update was not intended to criticise Alex or attack her ability or professionalism and we regret that anyone should interpret it in this way.

She did indeed properly notify the date of the Annual Parish Meeting. It is to enable residents to attend, set the agenda and ask questions. We were unaware of this until we attended our first meeting as parish councillors and therefore assumed that residents were also unaware. Hence we requested that a separate meeting be arranged to do this and the council agreed. We simply wished to publicise this. Sorry if this caused any confusion.

The News Update did ask for minutes of Parish Council meetings to be produced more rapidly as something that the Council should reasonably consider as a matter of policy. Again it was not intended as an attack on her personally and we apologise if it was seen in that way.

However we cannot accept that mentioning this shows "a complete lack of leadership," or is "tantamount to a lack of respect and contrary to the reasonable behaviour expected of a parish councillor".

2. We do not agree the News Update contained significant inaccuracies, misrepresentations and insinuations or that the items on the Neighbourhood Plan and Gypsy and Traveller Site were incorrect and misleading. For example, we stand by the statement that dates for the Neighbourhood Plan sessions in the first 2 weeks of September were not well notified. Complaints were received and bringing it to the attention of the chairman of the Neighbourhood Plan sub group was not an attack on his personal integrity.

3. An item regarding the level of reserves was included in the News Update before it was first discussed in council and in hindsight perhaps it would have been better to have discussed this within the council beforehand. However, the News Update was a genuine attempt to keep residents informed of important matters. It does not imply that the council is acting improperly nor is it an unwarranted criticism of the council. We are disappointed it has been construed in this way.

4. We strongly take issue with the Chairman's attack on the personal integrity of the HMRA Committee. It has not continually questioned the integrity or openness of the Council but if there are issues that affect residents it is perfectly legitimate to raise them.

Since its formation, the HMRA Committee has held public meetings for local residents to attend. It frequently communicates with its members by email and generally through its website. It has actively campaigned on issues of major concern to residents. Members are always able to freely express their views.

The membership is unnamed for two reasons. Firstly, personal details we hold on our members are subject to the Data Protection Act and so can't be released. Are we really expected to breach the Act!

Secondly we regularly tell our members that we do not release their personal information to others. The Chairman is a member and is fully aware of this.

For these reasons we entirely reject the implication that HMRA is somehow an artificial front to enable attacks to be directed at the Council.”

End of statement

The chairman reminded councillors that they have an overriding responsibility to the parish council. All councillors agreed to draw a line under this issue and work together for the benefit of the community

- **Hampton Magna 50<sup>th</sup> anniversary celebrations**

It was noted that the item was included in the November newsletter and that Richard Lyttle has offered to chair a representative group from interested parties in Hampton Magna to develop ways to mark the special occasion, provided some secretarial support is available. The clerk is to pass on names and contact details of residents who have volunteered to join the group. The clerk is also to contact the school to ask if they would like to be involved. Cllr Hales and Cllr Robey to be the parish council’s representatives on the group.

## 8 **CORRESPONDENCE**

- Farm Fest 2016 - email from John Young of CJ’s Events. The clerk to invite Mr Young to the next parish council meeting to talk about the event planned for June 2016.
- NALC nomination request for directly elected members of Smaller Councils’ Committee – no councillors wish to apply.
- WDC Revised Statement of Community Involvement 2015 – Consultation. Cllrs to send any comments to the clerk by 15<sup>th</sup> November to be collated and submitted by 16<sup>th</sup> November.
- WCC Minerals Plan – Consultation. No response to be submitted.
- Gritting routes for winter 2015/16 – no change from previous year. The clerk to ask for the grit bins to be filled by WCC

## 9 **HAMPTON ON THE HILL TRAFFIC SURVEYS**

Representatives of HOTHRA were invited to take part in discussions. HOTHRA’s proposals for measures to mitigate speeding in Hampton on the Hill were circulated prior to the meeting. The proposals are as follows:

- Use the expertise of an independent traffic consultant to advise on options.
- Hampton Road – reduce speed limit from ‘derestricted’ to 40 mph from its junction with the Henley Road into the village.
- More apparent ‘gateway’ signage at the three entrances to the village.
- 30 mph limit painted onto the road at regular intervals.

Peter Gogerly, Chairman of HOTHRA, suggested that money may be available from WRWCF towards these measures.

The parish council agreed that it did not want to engage a traffic consultant but would like to discuss the other suggestions with WCC Highways officers. WCC Cllr Les Caborn is to organise a meeting with WCC Highways, members of the parish council and representatives of HOTHRA, to discuss the proposals and the results of the traffic surveys.

## 10 **IMPROVEMENTS TO THE DRAINAGE SYSTEM**

The council considered the following proposal: The water and sewerage systems in the village are in a poor state and regularly require water leakage repair on an ad-hoc basis. It is proposed that, as a council, we identify and progress action to require Severn Trent Water to provide a permanent remedy.

This was agreed. Cllr Frank Roper to send to the clerk the wording for a request to Severn Trent.

## 11 **PARISH MAINTENANCE**

### **Barracks memorial cleaning**

It was agreed that discussion of the quote received from IMI would be deferred to the next meeting, as the

clerk may be able to obtain a second quote by December and both will be considered then.

### **Learner Drivers**

The clerk to contact the Learner Driving Centre to request that instructors vary their routes to avoid using the same roads for manoeuvres.

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

### **Village Hall**

The hall is purchasing a defibrillator with help from a WRWCF grant. The Skittles Night on 31<sup>st</sup> October was a great success.

## **13 PLANNING MATTERS**

### **I. Planning applications & appeals:**

W/15/1357 - Three Jays, Hampton Road, Hampton On The Hill, Budbrooke, Warwick, CV35 8QR:  
Erection of a single storey front extension - withdrawn

W/15/1637 - 1 Lloyd Close, Hampton Magna, Budbrooke, Warwick, CV35 8SH: Proposed erection of a two storey front extension  
No objections

W/15/1652 AG - Church Farm, Church Lane, Budbrooke, Warwick, CV35 8QL: Agricultural Building to BS5502 Class II  
Support - the parish council would like to encourage local enterprise.

### **II. WDC Planning decisions**

Appeal Ref: APP/T3725/W/15/3089723 - Budbrooke House, Birmingham Road, CV35 7DX. Erection of rear canopy to provide external covered play area  
Permission granted

W/15/1411 - 7a Seymour Close, Hampton Magna: Replacement of existing balcony on rear elevation with new, larger balcony  
Granted

### **III. Neighbourhood plan update**

The draft plan is now ready to go to public consultation and a number of documents need to be published in advance of the consultation, in order to make it valid. The council must approve the consultation via a special meeting. It was agreed that this meeting would be held on Wednesday 11<sup>th</sup> November at 7.30pm at Budbrooke Community Centre.

### **IV. Local plan and gypsy & traveller site update**

- The suspension of the WDC Local Plan by the planning inspector was noted
- The response from Chris Elliot, WDC Chief Executive, to the parish council's letter of 13<sup>th</sup> October 2015 about the potential gypsy site at Oaklands Farm, was noted
- WDC Cllr Phillips advised that the consultation on the gypsy and traveller site will not begin before Christmas, but in the new year. WDC has not yet finalised yet which sites will be consulted on.

### **V. Update from the Planning Forum on 19<sup>th</sup> October 2015**

Cllr Bryan gave feedback from the forum. Section 106 agreements on infrastructure can now be found online.

## **14 NEWSLETTER AND WEBSITE**

### **Newsletter**

The council agreed to an annual review of the newsletter. A second mock-up of the newsletter, incorporating the changes agreed so far, will be produced for approval. The chairman is to speak to the newsletter editor about the inclusion of a children's page in the Christmas edition.

**15 REVIEW OF THE COUNCIL'S STANDING ORDERS**

Item postponed to the December meeting.

**16 FINANCIAL ADMINISTRATION**

Bank balances: Investment Account £54,535.57, Current Account £73,894.61

**I. Half year accounts and budget increases**

The council accepted the half-year accounts to 30<sup>th</sup> September 2015 and resolved to increase the budget for 2015/16 as set out below:

Expenditure Category	Current Budget (£)	New Budget for 2015/16
Newsletter	3,150	3,600
Insurance	1,400	1,490
Play area provision / parish maintenance	2,000	5,000

**II. Bank reconciliation to 30<sup>th</sup> September 2015**

To be checked by Cllr Kate Dutton

**III. Preliminary precept discussions**

Information had been circulated to the new councillors who have not previously been involved in precept setting. Discussion to take place at December meeting.

**IV. Payments**

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

Description	Payee	Invoice No/Reference	Cheque Number	Amount
Clerk October Salary & Expenses	A Davis	Oct-15	1550	£486.28
Martin Davies - grass cutting October	Phoenix Contracting	386	1551	£624.00
David Connolly - playground inspections October & August (not prev invoiced)	Mr D Connolly	BSM/201522 & BSM/201518	1552	£180.00
Playground annual safety inspections	Wicksteed Leisure Ltd	727036	1553	£170.40
M Dutton - Chairman's Allowance 2015/16	M Dutton		1554	£400.00
The Open Door - hire for NP meeting	The Open Door Café	15/32	1555	£30.00
Signs Express (Warwick) - NP banners/signs	Signs Express	10433	1556	£180.00
<b>Total Payments</b>				<b>£2,070.68</b>

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

**Items for next agenda:**

Review of financial regulations and standing orders

Precept discussions

**Next meeting:** 8.00pm on Wednesday 2<sup>nd</sup> December 2015, Budbrooke Village Hall, Hampton on the Hill.

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