



## **Minutes of Budbrooke Parish Council Meeting held on Wednesday 2<sup>nd</sup> March 2016 at Budbrooke Community Centre**

Present: Cllrs Bryan, K. Dutton, M. Dutton, A. Robey, C. Roper, F. Roper, Shirley and Treacy;  
WDC Cllrs Phillips and Rhead; WCC Cllr 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**

80 – 100 members of the public were present. The chairman announced that there would be an opportunity for public comments in the discussions on the revised local plan, as the majority of those present wished to speak on that subject (Item 10).

Mr Bill Jackson from HOTHRA requested an update on the plans for further traffic calming measures in Hampton on the Hill, following the December meeting with Highways. WCC Cllr Caborn confirmed that initial work had started and plans will be available in the 2016/17 financial year when work begins fully on this project. Cllr Caborn will arrange a meeting between Highways, the parish council and HOTHRA when plans are available.

### **2 Declarations of Interest and Dispensations**

#### **2.1 Declarations of interest in items on the agenda**

Cllr Bryan declared a non-pecuniary interest in FarmFest Budbrooke 2016 (discussed under item 7).

#### **2.2 Dispensations received**

None received.

#### **2.3 Dispensations granted**

None received.

### **3 Apologies and Acceptance of Reasons for Absence**

Apologies received and accepted from Cllr Hales.

### **4 Minutes of Last Meeting**

The council resolved to accept the minutes of the meeting held on 3<sup>rd</sup> February 2016, with the following amendment: Item 14 – Newsletter and Website: No additional items to be included in the newsletter or on the website, *other than those included in these minutes.*

## **5 Recording of Council Minutes**

After a lengthy discussion, the council agreed to adopt the WALC Protocol on the Recording of Meetings and Chairman's Announcement, to be read out at the start of each meeting. Advice had been sought from the WDC Deputy Monitoring Officer on where recording equipment should be located and it was agreed that such equipment should be placed on a table to the side of, or behind, where business is conducted and not on the tables in use by the council. Cameras must be angled so that members of the public who do not wish to be filmed can sit outside of the filmed area.

## **6 Police Matters & WRW Community Forum Matters**

The Safer Neighbourhoods Team newsletter had been circulated, which referred to incidents of anti-social behaviour in Hampton Magna.

## **7 Playgrounds**

The February inspection report had not yet been received. The clerk is awaiting a date for the works to be carried out at the Styles Close play area – these include replacing the zip wire seat and chain and the basket seat chain.

## **8 Matters Arising**

- Church Farm licence application – hearing to be held on 15th March. The chairman will attend and speak on the behalf of the council.
- Hampton Magna 50th anniversary celebrations – the group is working on revised wording for the road signs; discussions on the siting of a commemorative bench are ongoing.
- Footpath between Blandford Way and Warwick Parkway – Cllr Caborn will enquire into having the kerb painted white; this could be incorporated into the other Highways works in the parish, including the traffic calming in HOTH.
- APM –the date, time and subject for a presentation will be confirmed by email.
- Blandford Way parking restrictions – this is being dealt with by Highways along with the HOTH matters.

## **9 Correspondence**

- WALC Annual Briefing Day – no councilors wish to attend
- Local plan briefing by WDC – the chairman, vice-chairman and Cllr Frank or Carol Roper to attend on 22nd March.

## **10 WDC Revised Local Plan**

This item was taken between Items 5 and 6.

WDC Cllr Phillips outlined the local plan process. The consultation period on the revised plan starts on 11<sup>th</sup> March 2016 and the aim is to test the soundness of the plan. There will also be a consultation on the proposed gypsy and traveller sites but these have not yet been confirmed. Information will be made available on the WDC website. The land at Oaklands Farm that was put forward as a potential gypsy and traveller site has now been put forward for housing. The email address for responses is: [newlocalplan@warwickdc.gov.uk](mailto:newlocalplan@warwickdc.gov.uk).

An extended period for members of the public to ask questions and make comments followed, with councilors responding as appropriate. The discussions included the following comments, questions and responses:

### **Consultation**

Format of the consultation – this is not a two-way consultation, the planning inspector considers the responses, not WDC.

Objections must be on planning grounds and can be on any aspect(s) of the revised plan.

Comments on the updated plan and any aspects of the plan must be based on its soundness, as that is what the inspector will be considering.

There will be no further consultation – the inspector will either accept or reject the revised plan.

### **Land & Green Belt**

Which land was considered for this area? WDC only considered available land that landowners wanted to sell; only 20% of the district is non-green belt land.

Why was land discounted and then included again? WDC needs to include an increased number of houses to cover Coventry's unmet housing need. It can claim exceptional circumstances for building in the green belt because of this.

Why isn't a new village built that won't directly affect existing communities? No suitable land is available.

Will other land around the identified housing sites be added to the land bank for subsequent plans?

WDC has struggled to find employment land and housing land for the local plan.

### **Infrastructure & services**

This includes roads, railways, sewers, power supply, NHS – GP's, hospitals

School capacity – the school is now an academy and funded directly from government, so will the council be able to ensure the school is extended? Money could come from section 106 agreements with developers, WCC or possibly from the academy's sponsors. Ferncumbe school cannot be extended, so all additional children will go to Budbrooke School.

Sewers – currently problems are experienced and new houses will add to these. There will be additional pressure on roads and services. These could be grounds for objection if not covered in the Infrastructure Delivery Plan. The modifications to Stanks Island are the only improvements that directly affect the parish. Access points for the sites have not been stated. This could be a valid objection.

### **Parish Council**

What is the parish council's stand on the revised local plan and how does it affect the neighbourhood plan?

The parish council has not yet had a full briefing, but is opposed to the amendments to the plan that add extra housing to Hampton Magna. It objects to the density of the proposed new housing, as it is higher than the existing housing and higher than specified in the neighbourhood plan.

The parish council will put information online following the WDC briefing on 22<sup>nd</sup> March 2016.

### **Information requested**

District councilors agreed to find out the following information:

Why has the new land in Hampton Magna been included when it was previously discounted?

Why has this land been chosen over other plots which were suggested then discounted?

Where will the access to the building plots be located?

Official definition of "soundness" of a local plan.

## 11 Parish Maintenance

- Fly tipping on Watery Lane on either side of the motorway - the clerk to report this to WDC
- Conifers overhanging from Friary Close onto the road to the bungalows at Montgomery Avenue – if these affect parish council land, the council can ask for them to be cut back, otherwise this is a matter for the residents as the road is privately owned
- Tree on parish council land at Montgomery Avenue – a resident would like to cut down a tree that is in poor condition. The tree needs to be identified before permission can be given.
- Tree opposite New Close in farmer's field is dropping branches.

## 12 Matters Pertaining to Outside Bodies

**Community Centre** – the unveiling of the sponsored wall on 21<sup>st</sup> February was a great success. The committee would like to thank the councilors and members of the public who attended, and the chairman of the parish council for unveiling the wall. The RUCIS grant application has been submitted and the committee is now looking into National Lottery funding for the other works.

**Village Hall** – AGM to be held on 22<sup>nd</sup> March 2016.

## 13 Planning Matters

### 13.1 Current Applications

The council considered the following application:

**W/16/0276** - Foxbrook, Hampton Road, Hampton on the Hill, Budbrooke, Warwick, CV35 8QR: Proposed garage conversion and porch extension

No objections

### 13.2 WDC Planning Decisions

None received.

### 13.3 Neighbourhood Plan Update

The impact of the changes to the WDC Local Plan on the neighbourhood plan are not yet known. The density of the housing in the local plan conflicts with what is included in the neighbourhood plan; the original local plan did not specify the density of the planned new housing.

## 14 Newsletter and Website

It was agreed that the recent changes to the newsletter are a great improvement and the March issue is the best so far. The clerk to thank the editor, Ian Broadbridge, for his work on the revised layout.

The chairman will provide information on the revised local plan for the newsletter and website, following the WDC briefing on 22<sup>nd</sup> March. The clerk to speak to IB about how to include local plan information on the website to ensure it is easy to find.

The council's representation on the FarmFest licence application is to be added to the website.

## 15 Financial Administration

Bank balances: Investment Account £54,544.77, Current Account £62,159.03

### 15.1 Finance and Audit Update

The recommendations in the clerk's report, circulated with the meeting papers, were accepted. These are:

- That the council does not opt out of the sector led external audit arrangements
- That a group is established, consisting of the chairman or vice-chairman and one other councillor, to meet with the clerk twice a year to review the half-year and year-end accounts and supporting documents and, at the half-year meeting, to review the internal controls. Meetings to be recorded in the council minutes and recommendations to be brought to the council.
- That the draft accounts are circulated a week prior to the May meeting, any queries are raised at this meeting and the accounts are approved and annual return signed off at the June meeting.

It was agreed that Cllr Frank Roper will join the chairman or vice-chairman on the finance group, which will meet with the clerk twice a year.

### 15.2 Internal Auditor

The council resolved to appoint Bill Robinson as internal auditor for the 2015/16 accounts.

### 15.3 Payments

The council resolved to authorise the payments listed below and the chairman signed off the payment authorisation sheet.

| Description   | Payee                    | Invoice No/Reference | Cheque Number | Amount           |
|---|--------------------------|----------------------|---------------|------------------|
| Clerk February Salary & Expenses                    | A Davis                  | Feb-16               | 1575          | £546.15          |
| Warwick District Council - election charges         | Warwick District Council | 82607711             | 1576          | £3,841.20        |
| Open Door venue hire for NP meeting 12/02/16        | The Open Door Café       | 16/02                | 1577          | £30.00           |
| HAGS-SMP - zip wire seat and chain replacement part | HAGS-SMP Ltd             | 42576                | 1578          | £308.88          |
| TWP - February newsletter                           | TW Printing              | 15372                | 1579          | £300.00          |
| Groundwork UK - repay NP grant underspend           | Groundwork UK            | Repay                | 1580          | £1,410.00        |
| <b>Total Payments</b>                               |                          |                      |               | <b>£6,436.23</b> |

Signed: .....

Date: .....