



## **Minutes of Budbrooke Parish Council Meeting held on Wednesday 1<sup>st</sup> February 2017 at Budbrooke Village Hall**

Present: Cllrs D. Bryan, K. Dutton, M. Dutton, R. Hales, A. Robey, C. Roper, F. Roper, and M. Treacy; WDC Cllr Peter Phillips; WCC Cllr Les Caborn

BCA – Budbrooke Community Association/ HA – Highways Authority/ 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**

Five members of the public were present.

Questions were raised about the parking restriction planned for Blandford Way; WCC Cllr Caborn is to find out when the restriction will be introduced.

Trees behind Gould Road/Arras Blvd were suggested for preservation orders (TPO). The parish council will nominate the trees for TPOs if details, location and reasons for preservation are submitted.

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

- 2.1 Declarations of interest in items on the agenda  
None received.
- 2.2 Requests for dispensations received  
None received.
- 2.3 Dispensations granted  
None received.

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

Received and accepted from Cllr D. Shirley.

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

The council resolved to accept the minutes of the meeting held on 11<sup>th</sup> January 2017.

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

The chairman gave feedback from the forum on 26<sup>th</sup> January, which was the last in the current format. The Neighbourhood Plan Group will look into Extra Care Housing, which was discussed at the forum, and it was suggested that the Community Safety Team be invited to speak on cyber crime to the council or the annual parish meeting, following its presentation at the forum.

BCA was awarded a grant of £875.36 for new tables for the community centre.

## 6 Playgrounds

The January inspection report had been circulated to councillors. There were no matters of concern to be addressed.

Quotes for work at Styles Close – it was agreed that the clerk would request new quotes, to include additional work required.

## 7 Matters Arising

- Standing order 18f – the council resolved to remove this clause from its standing orders following WALC advice.
- HOTH phone box – a contract for the adoption of the phone kiosk has been received. The clerk will go through the contract in detail before signing. £1 is payable to BT Payphones in order to transfer ownership to the parish council.
- Fields in Trust – Montgomery Avenue play area has been nominated as a “Centenary Field”, to be held in trust as a public open space. The chairman and vice-chairman met with a representative of Fields in Trust on 31<sup>st</sup> January and it was confirmed that the site is suitable. A deed of dedication will be produced and a plaque will be provided, to be displayed at the site. The council will be expected to provide information boards or similar. The clerk to follow up on the cutting back of brambles behind the bungalows at the site.

## 8 Correspondence

- The following consultations were discussed and responses agreed:
  - Warwickshire Minerals Plan 2017-2032 – the council has no particular concerns about the plan, other than the transport issues which will have a knock-on effect on the parish with additional traffic on roads in the area, in particular on the A46, and increased road noise.
  - WDC Community Infrastructure Levy (CIL) – the council suggests that the parish should be in Band D and the A46 should be used as the boundary between the bands. The clerk to ask for clarification of how exemption 6.1 affects land being sold by charities for development.
  - Warwickshire Fire & Rescue Service Integrated Risk Management Plan 2017–2020 – it was agreed that the proposed changes are sensible and the council supports the plan.
- First World War commemorations on 11<sup>th</sup> November 2018, organised by Battle’s Over. The clerk to confirm the council’s interest and to contact the regiment to invite them to take part in commemorations.
- WALC Annual briefing day – Cllrs Frank and Carol Roper would like to attend; the clerk is to make the booking.

Receipt of the following items was noted:

- State of Rural England report
- Notification of WALC meeting on 8<sup>th</sup> February 2017
- Response from Montgomery Avenue Residents’ Association to the council’s request for the footpath to HOTH to be kept clear.

## 9 Parish Maintenance

It was noted that the damaged road surface at the top of Styles Close, reported at the January meeting, is to be repaired during the next school holiday.

## 10 Matters Pertaining to Outside Bodies

### 10.1 Community Centre

The parish council is giving its support to BCA’s application for a grant from Suez UK for refurbishment of the community centre kitchen, lobby and entrance. This is in line with the *Statement of the Arrangements between*

*Budbrooke Community Centre and its managing committee*, approved in November 2016. BCA will formally request funding from the parish council later in 2017 for this phase of the refurbishment, if the grant application is successful. The grant will be decided by 17<sup>th</sup> May.

BCA thanks WCC Cllr Caborn for his support of the Smart Start grant applications for the outside space at the community centre. A spring quiz is planned for 11th March with further events to follow.

## **10.2 Village Hall**

Film nights will resume later in the year.

## **11 Planning Matters**

### **11.1 Current Applications**

W/16/2291 - Hampton View, Henley Road, Hampton On The Hill, Budbrooke, CV35 8QX: Erection of single story building with flat, green (living) roof linking the two existing residential buildings that comprise the property, Hampton View.

No objections

W/17/0116 - 36 Chichester Lane: Single storey side and front extension.

No objections

### **11.2 WDC planning decisions**

W/16/2039 - 7 Marten Close, Hampton Magna, Budbrooke, Warwick, CV35 8UD: Erection of single storey rear extension and two storey front extension.

Granted

APP/T3725/W/16/3157223 - Oak House, Birmingham Road, Budbrooke CV35 7DX

Appeal dismissed.

### **11.3 Neighbourhood Plan Update**

There is no update this month.

## **12 Arrangements for the 2017 Annual Parish Meeting**

Wednesday 17<sup>th</sup> May was provisionally set as the date for the APM, starting at 7pm. The clerk to check hall availability. A representative of the Community Safety Team is to be invited to give a presentation on cyber crime.

## **13 Newsletter and Website**

Cllr Bryan to draft an item for the newsletter and website regarding the WW1 commemorations and inviting volunteers to help arrange an event.

## **14 Financial Administration**

Bank balances: : Investment Account £54,567.50, Current Account £36,466.65

14.1 The council noted that PKF Littlejohn LLP has been appointed as external auditor for smaller authorities for 2017/18 – 2021/22.

14.2 The accounts listed below were authorised for payment and the payment authorisation sheet signed by the chairman:

<b>Description</b>	<b>Payee</b>	<b>Amount</b>
Clerk January Salary & Expenses	A Davis	£500.15
Martin Davies - playground inspections Jan 17	Phoenix Contracting	£100.00
<b>Total</b>		<b>£600.15</b>

**15 Date of Next Meeting and Items for the Agenda**

Next meeting: Wednesday 1<sup>st</sup> March. Venue to be confirmed.

Signed: .....

Date: .....