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| Text Box | **Minutes of Budbrooke Parish Council Meeting held on**  **Wednesday 7th February 2018 at Budbrooke Village Hall** |

**Present**: Chairman Cllr M Dutton, Mrs K Dutton, D Bryan, D Shirley, R Hales, M Treacy, C Roper, F Roper, Mrs A Robey; WCC Cllr L Caborn, WDC Cllr A Rhead

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/ SLCC – Society of Local Council Clerks / 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 / NP - Neighbourhood Plan

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| 1 | **PUBLIC COMMENTS:** 20 members of the public attended.  Chairman informed Planning Application Ref W17/2387 be brought forward for discussion at the Public session. WDC Cllr Rhead introduced WDC Planning Officer Gary Fisher (GF). GF confirmed that WDC are at this stage looking at the **principle** of the application and **not** the detail. All matters are reserved for further consultation with the exception of access and the proposed single access from Daly Avenue. The numbers identified in the application are significantly higher than previously identified. The plans submitted at this stage are indicative only. Confirmed the density is based on the allocated area. HIghways are statutory consultees, if Highways are satisfied, the District Council are not able to override these. If objections relate to access and road use residents are encouraged to send them direct to WDC who will liaise with Highways. Cllr Caborn is aware of concerns made so far relating to this.  The impact of these proposals and the H53 Hatton Park proposals were discussed at length with the traffic implications & lack of infrastructure being the main issues. The issues are relevant to both proposed developments. Cllr Rhead and GF responded fully to each question raised.  Access to Daly Avenue site discussed. Cllr Rhead is very aware of these issues and a project board has been set up for Highways structure alone.  Cllr Rhead reported the LP numbers are for guidance only & that the numbers will be fully considered and the impact on local immunities.  GF stressed the importance of residents submitting their comments as WDC will fully consider all items. It was queried that although the comment deadline had passed they had been granted an extension but the date online has not altered which may deter people from commenting. GF reported WDC will take all considerations into view right up until the date of decision. The date is simply the statutory minimum requirement. GF will take comments back to Planning Officer but reiterated all comments will be considered. A Birmingham Road resident queried why they are missed off correspondence. The number and location of site notices in HM and HOTH were queried.  Other items: Flytipping along Woodway. Sign in middle of the village for the School - now lines have appeared in the village, PC confirmed this had not been consulted on but was part of the safer routes to school improvements. |
| 2 | **DECLARATIONS OF INTEREST & DISPENSATIONS**  1 To receive declarations of interest from Councillors on items on the Agenda  2 To receive written requests for dispensations for disclosable pecuniary interests  3 To grant any requests for dispensations as appropriate  Cllr M Dutton declared interest in correspondence item 8.5 |
| 3 | **APOLOGIES & ACCEPTANCE OF REASONS FOR ABSENCE:**  WCC Cllr Les Caborn & WDC Cllr P Phillips |
| 4 | **MINUTES OF PREVIOUS MEETING:** PC resolved minutes of the meeting 3rd January 2018 true & accurate. These were not printed in the newsletter due to clerical error and will be published in the forthcoming edition along with February minutes. |
| 5 | **POLICE MATTERS / WRW COMMUNITY FORUM ISSUES:** Next WRWCF meeting 1st March 2018. |
| 6 | **PLAYGROUNDS:** PC noted r the monthly playground report circulated to Cllrs |
| 7 | **MATTERS ARISING:** update on land ownership outside Slade Hill shops - no update / Montgomery Avenue Information Board - defer / Cllr Rhead re projector - deferred / Cllr Rhead confirmed NP printing costs will be covered by WDC & the PC will not be required to contribute. |
| 8 | **CORRESPONDENCE:**   1. Copy of residents letters to Highways re. Daly Avenue proposals & responses to Planning application Letter from residents ref. Daly Avenue development proposals & H27 2. Letters from residents re. W/17/2515 H28 Hatton Park development 3. Residents letter re. Trees and parking on grass verges - Clerk to liaise with Highways 4. FB Road resident query re. Road markings - addressed in 1. 5. Correspondence re. Hampton Road hedge cutting back - PC considered request but will not contribute to the costs. 6. WDC re. Review of Warwick District Boundaries 7. SDC Consultation revisions of Sites Allocation Plan 8. Soil bags at Memorial site- now removed 9. Residents letter re. Footpaths around the Parish & issues on Woodway. 10. Email received re. Footpath to Warwick. 11. Correspondence regarding parking on corner of Cherry Lane & Slade Hill - Chairman will raise at Community Forum meeting. 12. Unique Senior Care request to attend meeting - clerk to thank for offer. |
| 9 | **PARISH MAINTENANCE**  Cllr Mrs Roper will be planting bulbs by the memorial. Clerk to report the following:- Sumner Close - big hole on right between gutter and kerb / Streetlight o/s HOTH VH out / Branch along FB Road previously reported it still there / the Fencing along Old BB Road is repaired but at end of New Close there are nails sticking out.  Dog fouling remains an issue, any known offenders details to be forwarded to WDC Dog Warden for action.  Cllr Treacy filled dip at bottom of the road & will arrange grass seeding.  Hedge on corner of Woodway very high and difficult to cross the road as it obstructs view round to Daly Avenue - PC has no control over height.  PC considered 3 quotes & **resolved** parish grass cutting 2018-2010 contract go to Phoenix Contracting. Resolved: PC ratified interim agreement of £85 per month to remove Moles Montgomery Avenue |
| 10 | **MATTERS PERTAINING TO OUTSIDE BODIES (CC/VH/OTHER)**  Community Centre: 17.3.18 Quiz. PC considered request presented by BCA for funding support for refurb of roof, ceiling & lights. Cllr Roper commented that whilst they supported the principle of the application he & Cllr Mrs Roper could only support the granting of funds to a third party if an adequate grant process was in place & in their view this is currently not the case. Cllr Mrs Dutton commented that the PC have delegated the running of the CC to the BCA, therefore BCA is not a third party & the PC has an obligation to support its upkeep and a duty of care as building owners. Discussion took place.  **RESOLVED:** PC approve request. 6 Cllrs voted for the proposal to award £16000, 1 Cllr abstained for the reasons described by Cllrs F & Mrs C Roper & Cllrs F & Mrs C Roper voted against as in their opinion an adequate grants policy was not in place & they were therefore not willing to consider and approve the request for that reason. Cllr Roper requested to submit his reason for doing so in writing, that he had prepared prior to the meeting. Some PC members felt this was pre-determination & requested the Clerk write to WDC Monitoring Officer for clarification of this. Cllr Roper was asked to submit his recording of the meeting to the Clerk. Chairman closed the discussion.  2 Village Hall: Cllr Hales reported film night 9.3.18 - (The Mountain Between Us). Cttee meeting 13.3.18, (2 new members needed & an accounts examiner prior to the AGM). AGM is 27.3.18 at 7.30pm. |
| 11 | **PLANNING MATTERS**  Neighbourhood Plan consultation Update received & PC ratified in between meeting decision to appoint Examiner Andrew Ashcroft. Chairman reported the Inspector has some comments & he will arrange a NP team meeting to consider & respond. He has approached Kirkwells for their comments & has requested an extension to the 14/2 response date.  PC discussed Parish Traffic Measurement survey benefit & resolved a 6 point traffic measurement survey be conducted asap, see below. Clerk to make arrangements.  Noted appeal dismissed 9 Hatton Terrace W17/1339 single wooden garage construction.  Clerk to request Planning look at a property at Slade Hill, Hampton Magna.  PC considered the following planning applications & noted below results:- |
|  | |  |  |  |  | | --- | --- | --- | --- | | W17/2365LB - 11 Hampton Road HOTH | 8.2.18 | No objections | [Demolition of 2 no. existing single storey lean-to extensions, removal of a brick flue, erection of single storey rear extension and pergola and insertion of gas meter](https://planningdocuments.warwickdc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_WARWI_DCAPR_80139) | | W17/2387 - Land south of Lloyd Close | 14.2.18 | PC to forward comments to Clerk by Weds 14th Feb. | [Outline application with all matters reserved except for access, for the erection of up to 147 dwellings together with vehicular/pedestrian access from Daly Avenue; Green Infrastructure including a play area, other open space and landscaping; sustainable drainage; and other related infrastructure](https://planningdocuments.warwickdc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_WARWI_DCAPR_80161). | | Clerk to contact WDC to query what the area highlighted in red at the bottom left of proposals is to be used for.  Traffic survey costs were submitted by Cllr Mrs Roper, PC considered & resolved that a Traffic count at specific places would be adequate for purpose as this will state timings and loading at any given time & will also measure car and lorry weights.  Agreed locations:   * Cherry Lane between Woodway and Bellam Avenue. * Between Tithe Barn and Slade Hill. * Across the road at bottom of Slade Hill by the Pub/bus stop. * Old BB Road, between railway bridge and Blandford way. * Across Woodway between Cherry Lane junction and Ryder Close. * Bottom of Blandford Way.   Cllr Treacy will liaise with the Consultant who provided a quote via Cllr Mrs Roper & ask for a quote on how much it would cost to simply analyse the results. | | | | | PC noted the following results: | | |  | | W17/2290 | Granted | 5 Hayward Close | [Single Storey front and rear extensions](https://planningdocuments.warwickdc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_WARWI_DCAPR_80047) | | W17/2327 | Granted | 15 Curlieu Close | [Single Storey front extension](https://planningdocuments.warwickdc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_WARWI_DCAPR_80087) | | W17/2120 | Refused | Northbound Services, Warwick Bypass | [Demolition of existing building and erection of drive-thru coffee shop (Use Class A1) plus associated car parking & landscaping](https://planningdocuments.warwickdc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_WARWI_DCAPR_79850) | |
| 12 | **NEWSLETTER & WEBSITE:** Jan minutes missing from newsletter - addressed in 1. |
| 13 | **FINANCIAL INFORMATION**  Bank Balances: Investment Account £54,597.11 / £36,648.66 Current Account  Grant Policy: Chairman - defer to March meeting, papers to be circulated prior to the meeting.  PC noted accounts reconciliation & Resolved that payment of the accounts listed below be made & signed payment authorisation sheet: |
|  | |  |  |  |  | | --- | --- | --- | --- | | **DESCRIPTION** | **PAYEE** | **INVOICE REF** | **AMOUNT** | | Web hosting & maintenance renewal 2018 | MI Business Services | 10159 | 150.00 | | Clerk January salary & expenses | Simone Bush | Jan payslip | 472.23 | | HMRC PAYE Jan | HMRC | - | 109.60 | | Feb newsletter printing | Think Design | 20330 | 300 | | Jan Playground Inspections & maintenance | Phoenix Contracting | 499 | 250.00 | | Planting for memorial site | Cllr Mrs Roper | receipt | 32.00 | | **TOTAL** |  |  | **1313.83** | |
| 14 | **MATTERS FOR INCLUSION ON NEXT AGENDA:** grants policy. |
| 15 | **DATE OF NEXT MEETING:** Wednesday 7th March 2018 at 8pm. |

**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.**