



## Minutes of Budbrooke Parish Council Meeting held on Wednesday 6th June 2018 at Budbrooke Village Hall

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

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

- 1 **PUBLIC COMMENTS:** 8 members of the public.  
 Styles Close playing field - recent issues with youths socialising in the area using - foul language & disposable BBQs and leaving litter. Clerk to refer to PCSO Coleman.  
 Trees bordering 8 Normandy Close used to be trimmed back but haven't been for a while and children are playing on the branches. Also overhanging tree at the back fence of 11 Normandy Close - which is spreading. Clerk to ask Martin Davies to investigate. Over half term the Nursery had no major issues. Verges bad along Woodway Lane and throughout the village there are some areas which would benefit from kerb dropping: Clerk to arrange a walkaround with PC, Highways & Cllr Caborn to see if he can fund it - arrange walk around with Highways to identify areas. Clerk to arrange.
- 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
 NONE RECEIVED.
- 3 **APOLOGIES & ACCEPTANCE OF REASONS FOR ABSENCE:** Cllr M Treacy.
- 4 **MINUTES OF PREVIOUS MEETINGS APRIL & MAY:** PC resolved April meeting Minutes true and accurate by majority vote. Cllrs F & C Roper voted against approval of the Minutes.  
 May minutes - PC resolved true & accurate record.
- 5 **POLICE MATTERS / WRW COMMUNITY FORUM ISSUES:** Clerk to refer issues raised at 1 above to PCSO Paul Coleman for increased patrols & vigilance.  
 Footpath parking between Montgomery Avenue and HOTH, Chairman has raised this with PCSO Coleman.
- 6 **PLAYGROUNDS**
  - 1 To consider the monthly playground report to be circulated to Cllrs: noted. Tree reducing quotation of £450 discussed, PC RESOLVED quote accepted. Discussed- self seeding tree outside number 11 & possible removal. Clerk to ask Martin Davis to quote for removing this tree & to agenda this for later in the year.
  - 2 Any other items: no new items.
  - 3 Montgomery Avenue Information Board: PC considered Clerks suggestion and approx quote from Phoenix contracting. Chairman will submit the display board with suggested text and pictures to next meeting.  
 RESOLVED PC approved quote from Wicksteed Leisure of £142 for annual safety inspections both sites.

- 7 **MATTERS ARISING:** update on land ownership outside Slade Hill shops: no update.  
 Cllr Rhead - projector: Clerk to contact Cllr Rhead.  
 Cllr Bryan signed Acceptance of Office from election for Vice-Chairman, May AGM.  
 Feedback from WALC Social Media course event: Cllrs Hales, F Roper & C Roper attended the course & reported from this including the benefits and implications of the PC having its own social media pages.  
 Resolved: Cllr Mrs Dutton and Cllr Hales to meet to discuss and bring ideas back to the next meeting.  
 Cllrs secure email addresses: quotations, process & implications discussed - Clerk to Agenda for future meeting.  
 Dog fouling Montgomery Avenue: Clerk to agenda for July following discussion at Mont Av Res Assoc.
- 8 **CORRESPONDENCE:**  
 Local Govt Boundary commission: draft recommendations consultation Warwick Electoral review [www.lgbce.org.uk](http://www.lgbce.org.uk) - Clerk to submit comments to confirm BBPC happy with proposals.  
 WALC Mtg 20.6.18 agenda & details - at Saltisford Canal Centre.  
 HOTHRA request to fund traffic survey: PC considered request & quotation received - Cllr Caborn reported local GPS / Speed information - Cllr Caborn to bring to next meeting for further discussion.  
 Residents letters regarding support to new housing proposals at Arras Boulevard - Clerk to submit paragraphs from residents letters to Developers to take into account. Chairman reported his discussion with the Charity selling the land.  
 WALC nominations for County Committee membership.  
 Richborough Estates documents submitted to Chairman: map showing possible route of haul road and related ecological report has been submitted to WDC also. Cllr Caborn had not been aware of objection submitted to plans by WCC landscape team.  
 Registration for the GB consortium's aerial photography great Britain agreement: Chairman had registered for this during the NP setting up process. Allows PC to download and use ordnance survey maps etc. No fee involved, details to be passed to the Clerk.  
 WDC Review of statement of Licensing policy consultation: noted.  
 Request from Budbrooke Medical Centre Patient Participation Group (PPG): Chairman offered to meet to discuss, Clerk to arrange & ask WDC Cllr Alan Rhead to respond to Section 106 query.
- 9 **PARISH MAINTENANCE**  
 Overhanging trees from Styles Close to Field Barn Road properties & Village Green HOTH: both in hand.  
 Woodway Flytipping report: improved.  
 Potholes - up by allotment still really bad. Sunken drain holes Old BB Road between Parkway and Blandford Way - some now filled with tarmac. Clerk to query with Highways as this road is already particularly bad for flooding.  
 Water running down Old BB Road to bottom corner and coming - is on the list to be looked at.  
 Newsletter article about overgrown / overhanging - ask people to ensure double buggies / pushchairs / mobility scooters can get past & also an article about parking on pavements.  
 Cllr Mrs Roper has completed the planters.  
 Barracks memorial - Cllr Treacy cleaning up.
- 10 **MATTERS PERTAINING TO OUTSIDE BODIES (CC/VH/OTHER)**  
 1 Community Centre: report received for PC contribution to phase 2 building project. Julia Smith updated on current building work which will hopefully be completed within 2 weeks. The RUCIS grant has been awarded for phase 3 subject to 5 day cooling off period. Works intended to commence first week of summer holidays and should take 3 weeks. Cttee have worked extremely hard on bids and quotes and thanks to the PC for their help.  
 2 Village Hall: Cllr Hales reported successful skittles night on 12th May - raised £300 & Film night. 28th Sept next film night.  
 3. Telephone Box HOTH: Cllr Hales reported working party will give some TLC to improve its appearance before any decisions for future use are discussed. Costs for refurb have been sought for paint - 2.5l tin £40 + VAT & Glazing kits range from £195 to £520 plus VAT. Requested the Clerk ask WDC Dog Warden to not put stickers on it when refurbishment is complete. Resolved PC approve cost of paint at this point. Cllr Hales will order and forward details to the Clerk.

11 **PLANNING MATTERS**

Traffic count results: Cllr Caborn will chase WCC for response to Clerk.

Miller Homes consultation re. Proposed homes on Arras Boulevard H27. On behalf of PC officially refer to NP.

Further WCC objection to Lloyd Close proposed development.

Chairman updated on NP Referendum Thurs 12th July 7am - 10pm vote at VH or CC. Publication was 4th June. People will need to register to vote - anyone on BB electoral roll will receive notice of poll with details. Resolved PC will circulate an information leaflet to be printed and distributed at same time as newsletter. Also A3 Posters to be placed around. Chairman to arrange.

PC considered below new applications received:-

W18/0909	9 Montgomery Avenue, HOTH	<a href="#">Single storey rear extension, pitch roof over existing side extension and a replacement single storey garage</a>	PC no objections
W18/0927	15 Sumner Cl, HM	<a href="#">Single storey extension and a 2m high fence along the side boundary</a>	PC no objections
W18/0992/ LB	Church Farm, Church Lane	<a href="#">Listed Building Consent for proposed first floor extension to residential barn conversion</a>	PC no objections

PC noted the following results:

W18/0629	12 Curlieu Close, HM	<a href="#">Erection of a single storey side/rear extension</a>	Granted
W17/1819	5 Mayne Close, HM	<a href="#">2 storey front extension</a>	Appeal dismissed

12 **REVIEW OF COMPLAINTS PROCEDURE:** Cllr Treacy had suggested complainant to appeal the PC decision - Clerk to ascertain guidance from WALC etc. and agenda for future meeting.

13 **NEWSLETTER & WEBSITE**

Items mentioned above & Trading Standards Rogue traders article agreed.

14 **FINANCIAL INFORMATION**

Bank Balances: Investment Account £54601.52 / £27239.13 Current Account

PC noted receipt of end of year accounts, asset register, successful internal audit report and recommendations from Finance Committee to approve & sign the annual return & also considered documents circulated by Cllrs F Roper & Bryan arising from Finance Cttee. RESOLVED PC have received & considered all documents - Proposed, seconded and voted in favour that the accounts, annual return and internal audit report be approved and the annual return signed. All Cllrs present voted in favour with the exception of Cllrs F & Mrs C Roper who voted against. Chairman & Clerk signed the return.

PC considered documents circulated in relation to PC Grant funds to the CC as circulated by the Chairman & Cllr F Roper with regards to previous decision to obtain legal advice and then LTN21 as circulated in response and considered the below motion submitted to the PC by Cllr F Roper:-

**"The council will seek external legal advice from the legal department of Warwick County Council in respect of the following:**

- 1) Does the Parish Council have an obligation to monitor and scrutinise expenditure with regard to the provision of funding to the BCA for capital projects for the Community Centre Building?
- 2) If it does, can it be overridden/removed because of the historic relationship between the Parish Council and the BCA?"

After much discussion the Motion above was put to a vote. RESOLVED motioned overturned with Cllrs C & F Roper voting for, the remaining 6 Members voted against.

PC noted accounts reconciliation & authorised payment of the accounts listed below. Payment authorisation sheet will be signed at next meeting.

DESCRIPTION	PAYEE	INVOICE REF	AMOUNT
<u>Emergency payment between Mtgs</u>			
18/19 Insurance renewal	BHIB	LCO01496-150639	685.17
<u>June meeting items</u>			
Clerk May Salary & Exps	Mrs Simone Bush	Payslip	474.83
May PAYE	HMRC	Payslip	111.40
Internal audit 17/18	Kenneth Dunn	354	100.00
June newsletter printing	Think Design & Print	21162	300.00
May Playground Inspections & maintenance	Phoenix Contracting	512	620.00
<b>TOTAL</b>			<b>18337.40</b>

- 15 **MATTERS FOR INCLUSION ON NEXT AGENDA:** Centenary Beacon event 11/11/18 7pm: Working Party AOB - Cllr Mrs Dutton asked Cllr Caborn when Birmingham Road works will commence. Cllr Caborn advised this is likely to be September.
- 16 **DATE OF NEXT MEETING:** Wednesday 4th July 2018 at 8pm  
Meeting closed 22.16pm.

**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.**