



**Minutes of Budbrooke Parish Council Meeting held on
Wednesday 1st August 2018 at Budbrooke Village Hall**

Present: Chairman Cllr M Dutton, Cllrs Mrs K Dutton, D Shirley, F Roper, Mrs C 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:** 7 members of the public. Proposals for dropped kerbs to be forwarded to the Clerk for submission to Cllr Caborn to take forwards from his local safety budget.
- 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:** Cllrs D Bryan, R Hales, Mrs A Robey & M Treacey. WDC Cllr A Rhead.
- 4 **MINUTES OF PREVIOUS MEETING:** Minutes of July meeting resolved true & accurate.
- 5 **POLICE MATTERS / WRW COMMUNITY FORUM ISSUES:** no items to raise.
- 6 **PLAYGROUNDS**
 - 1 PC noted the monthly playground report circulated
 - 2 Any other items: resolved approve quotation for Styles Close fencing repairs £180 & investigate anti-climb paint.
 - 3 Montgomery Avenue Information Board: Chairman had submitted suggested text and photographs for Working group to consider - Clerk to email reminder to all for working group participants, Cllr Mrs Dutton volunteered.
- 7 **MATTERS ARISING:**

Update on land ownership outside Slade Hill shops - no further progress, Cllr Rhead - projector - defer.

Cllrs secure email addresses (deferred to later meeting).

Social Media update from Cllrs Hales and Mrs K Dutton - defer to September meeting.

HOTHRA request for traffic survey assistance: PC considered funding request for new survey, resolved PC agree to fund a survey at all 3 previous sites to take place mid September.
- 8 **CORRESPONDENCE:**

GDPR Use of personal laptops etc. & consider appointing a Cllr with specific GDPR responsibilities

Land ownership query

BCC Launch event invitation: Cllrs email direct with rsvp.

Land Registry notice of completion re. Land at Montgomery Avenue.

9 **PARISH MAINTENANCE**

Resident request re. Trees Montgomery Avenue now resolved.

Update from Cllr Hales on HOTH village green tree - defer.

Wood around play area Styles Close now repaired.

Thank you from FB Road residents re. Tree cutting.

Highways litter bins: Cllr Phillips requested a complete list of bin locations be forwarded to him to be added on to the rural schedule. Michael and Caroline Edwards to compile & forward list.

Water leak remains at Field Barn Road entrance on Old BB Road, Clerk to re-report.

Cllr Mrs Roper has trimmed vegetation back around village planters.

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

1 Community Centre: kitchen work nearly complete, roofing works have commenced, new lighting, ceilings and doors will be completed next week. Sunday 5th HMFC will play 1pm at Styles Close. 9/9 Parish Show, 22/9 Scarecrow Competition, 23/9 CC Opening event, 29/9 Harvest meal £8 pp

2 Village Hall: 8th September: Race Night Event. £5 entry including food. Contact Linda White for tickets.

28th September: Film Night "Finding Your Feet" - 7pm £5. 27th October: Skittles Night. £10pp including fish & chip supper.

3. Telephone Box HOTH: no update.

Chairman reported Open Door cafe in Slade Hill is experiencing funding issues so opening schedules may alter when it reopens in September, any ideas to help would be appreciated.

11 **PLANNING MATTERS**

WCC views on traffic survey results: Cllr Caborn & Clerk to liaise to take forward.

PC received NP Referendum result 96.67% of votes cast in favour & WDC formally adopted on 16th July. PC formally thanked everyone involved with compiling the plan. Received with thanks. PC to declare referendum expenses of £296.60. WDC have invited PC to present details of the Plan to them - Cllr Dutton to contact Tony Ward WDC to arrange.

PC noted following Clerk's query that WDC confirmed the PC had not been consulted on W18/0689 for 17 Daly Avenue & had apologised for the error.

Update from Cllr Rhead regarding recent planning correspondence - Cllr Phillips reported back from WDC, the case was taken up by residents and WDC so the situation is resolved and closed.

PC began considering projects to utilise the CIL monies which will be due: Chairman reported the likely figures from his preparatory work & somewhere in the region of £257,000, to £336,000. Cllr Shirley suggested the CC be allocated some monies. Priority project details were given as mentioned in the Plan currently. Chairman suggested a questionnaire be put into the newsletter end of Sept inviting people to comment on their preference of the suggestions and invite other ideas. Agreed, Chairman to arrange.

PC considered the below new applications & received & noted appeal dismissed for 5 Mayne Close 2 storey front extension.

W18/1299	Brookside, Ugly Bridge Road	Construction of an external staircase to the existing triple garage	PC has no objections.
W18/1328	Oak House, Birmingham Road	Construction of new access to site at the rear of Oak House	PC has no objections.
W18/1374	327 Birmingham Road	Erection of a single storey front extension, first floor side extension and part single storey part two storey rear extension. re-submission of W/17/0985	PC has no objections.
W18/1331	Land off Arras Boulevard	Full planning application for a residential development of 130 units including associated access, landscaping, open space and drainage infrastructure.	Clerk has requested defer to September meeting and will also ask why it is not a longer response as its a major application.

PC noted the following results:

W18/0909	9 Montgomery Avenue, HOTH	Single storey rear extension, pitch roof over existing side extension and a replacement single storey garage (PC No Objections)	Granted
W18/0292	Northbound Services, Warwick Bypass	Resubmission of W/17/2120: Demolition of existing building and erection of drive-thru coffee shop (Use Class A1) plus associated car parking and landscaping. Northbound Services, Warwick Bypass, Warwick, CV35 8RH	Granted
PRE 18/0046	Land on south side BHam Road	Proposed residential care home scheme	WDC Unlikely to support

12 REVIEW OF COMPLAINTS PROCEDURE

To consider guidance from WALC re. Appeal process and approve complaints procedure: Resolved an appeals process should be included and this will involve a thorough review of the current complaints procedure. Clerk to re-agenda for September meeting.

13 NEWSLETTER & WEBSITE

Noted newsletter & website editor holiday dates.

14 FINANCIAL INFORMATION

PC noted accounts reconciliation & authorise payment of the accounts listed below, Chairman signed payment authorisation sheet:

DESCRIPTION	PAYEE	INVOICE REF	AMOUNT
Clerk July	Mrs Simone Bush	payslip	466.11
PAYE July	HMRC	"	111.4
July playground insp & maintenance	Phoenix Contracting	523	125
TOTAL			1852.51

15 MATTERS FOR INCLUSION ON NEXT AGENDA: none other than previously mentioned.

16 DATE OF NEXT MEETING: Wednesday 5th September 2018 at 8pm at BCC. Cllr Caborn gave his apologies. Meeting closed 9.03pm