

**MINUTES OF BUDBROOKE PARISH COUNCIL MEETING
WEDNESDAY 5th FEBRUARY 2014 AT BUDBROOKE VILLAGE HALL**

Present: Councillors M. Dutton, K.Dutton, Reid, Simmons, Standbridge, Thomas; WCC
Cllr Les Caborn; Richard Morton

PCSO – Police Community Support Officer / HOTH – Hampton on the Hill / HM – Hampton Magna / WDC – Warwick District Council / WCC – Warwickshire County Council / BB – Budbrooke / HOTHRA – Hampton on the Hill Residents’ Association / CC – Community Centre / VH – Village Hall / PC – Parish Council / NALC – National Assoc of Local Councils / WALC – Warwickshire Assoc of Local Councils / WAC – Warwickshire Area Committee / WRWCF – Warwick Rural West Community Forum / HA – Highways Authority / PP – Parish Plan / HNS – Housing Needs Survey / NW-Neighbourhood Watch / WRCC – Warwickshire Rural Community Council.

1 APOLOGIES

Received from Cllr Bryan, Cllr Shirley and Cllr Robey

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

2.1 To receive declarations of interest from councillors on items on the agenda.

2.2 To receive written requests for dispensations for disclosable pecuniary interests. None received

2.3 To grant any requests for dispensation as appropriate

3 PUBLIC COMMENTS

Nine members of the public were present.

The following matters were discussed:

A46 resurfacing, to be carried out in March 2014 – residents affected by noise from the A46 queried whether noise-reducing road surfacing would be used. The Chair confirmed that the Highways Agency had previously assured the PC that this would be used for any resurfacing of this stretch of road.

A46 footbridge – Cllr Caborn confirmed that this is not on a priority list at the moment and there is no budget for it.

Access onto PC land at Styles Close

Residents from Normandy Close attended to discuss the PC’s recent request to sign up to a licence agreement or remove their gates and reinstate the fence. It was agreed that a private meeting would be held to discuss the matter further. Details discussed under Item 7 - Matters Arising.

Lime tree in Normandy Close

A lime tree in the garden of 8 Normandy Close has a Tree Preservation Order (TPO) on it, which is preventing the owners cutting it back. They requested assistance from the PC to get the TPO (n^o 493) amended or similar action, to enable them to cut back the tree. Clerk to contact WDC.

4 MINUTES

Resolved minutes of the meeting of the Council held on 8th January 2014 true and accurate.

5 POLICE MATTERS / WRW COMMUNITY FORUM ISSUES

Cllr M Dutton had circulated an update from the Community Forum on 23rd January.

Budbrooke School remains on the list for police parking checks.

The PC has been awarded a Community Forum grant of £375 towards a new noticeboard.

6 PLAYGROUNDS

Richard Morton gave the Playground Report. The problem with the soft fall matting at Styles Close has not yet been resolved. Clerk to contact HAGS and the Wicksteed inspector again. There is now a problem with dog fouling at Styles Close play area as well as Montgomery Avenue, and it was noted that this is an issue around the village. RM will replace the timbers on the bench at Styles Close when the weather improves.

7 MATTERS ARISING

- **Encroachment onto PC land at 12 Montgomery Avenue**

The owner of the property has informed Legal Services that a claim for Adverse Possession has been made to the Land Registry; the PC awaits confirmation of this

- **Access onto PC land at Styles Close**

As agreed with Normandy Close residents during Public Comments, the Clerk will arrange a meeting between representatives of the PC, the residents and Barry Jukes from WCC Legal Services, if he is available. Cllrs Bryan, M Dutton and Thomas to attend on behalf of the PC

- **Inspections by WDC Waste Management Team at Montgomery Avenue play area**

Martyn Stacey had confirmed he had visited the play area on several occasions and had found evidence of fouling but there were no dog walkers present. He will visit again at different times

- **A46 road noise**

This was discussed during Public Comments. A sound meter may be available and, if so, Cllr Simmons and Cllr Bryan will carry out readings before and after the forthcoming resurfacing of the road. Clerk to check with the Highways Agency again to confirm that noise-reducing surfacing will be used

8 CORRESPONDENCE

The following items of correspondence had been circulated prior to the meeting:

- Notification of WALC 12th February 2014 meeting – Focus on the Local Plan with Dave Barber from WDC speaking. Cllr M Dutton to attend
- Notification of WALC Annual Briefing Seminar on 1st March 2014. Cllr M Dutton to attend
- Invitation to WDC meeting on the Local Plan on 20th February 2014. This is a private meeting

9 PARISH MAINTENANCE

Clerk to report the following items to the appropriate departments:

- Fire hydrant signs in bad state of repair, where Slade Hill goes into Woodway
- Clerk to investigate the large number of cars at number 1 Caen Close
- New lights erected by WDC are very bright and give a harsh light. Clerk to write to WDC to express the PC's concerns that the harsh nature of the new lighting has changed the rural nature of the village and to enquire why some lamps have not been changed, which gives an inconsistent look, particularly in HOTH

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

VH - Film on Friday is taking place. The AGM will take place on 26th March 2014. The Committee are planning to purchase a chair mover to prevent damage to the floor.

CC – There will be a meeting at 7.30pm on Tuesday 11th February to discuss the refurbishment and possible extension to the Centre.

11 PLANNING MATTERS

I. To consider the following planning applications:

W/14/0054 - 58 Arras Boulevard: Formation of habitable rooms in roof space with rear dormer and raised ridge line

Object – This is inappropriate development in the village and is not in keeping with the existing street scene. These are the same grounds for objection as with the previous application for the property

W/13/1459: Northbound Services, Warwick Bypass – Proposed construction of 50 square metre extension for catering purposes

No objections

W/14/0074: 2 Old School Lane, HOTH - Erection of a two storey rear extension after demolition of existing conservatory

No objections

II. Local Plan Update

Cllr Caborn advised that the revised plan should be in the public domain on 1 April 2014

III. Neighbourhood Plan

- The postponement of a decision on the Neighbourhood Plan Area designation, due to the boundary changes proposed as part of the Community Governance Review, was noted.
- Offers of help with the Neighbourhood Plan have been received from two residents and from HOTHRA. The request for helpers will be included in the next newsletter
- The Housing Needs Survey will be distributed with the March newsletter

12 DATA PROTECTION, FREEDOM OF INFORMATION AND DATA TRANSPARENCY

An update on current rules and guidelines had been circulated by the Clerk. The PC needs to register with the Information Commissioner's Office (ICO) and to agree a Records Management Policy and a Publication Scheme based on the models provided by relevant bodies. Clerk to supply these when new versions are available (expected to be March 2014).

13 FIRST WORLD WAR COMMEMORATIONS

The PC is not aware of any commemorations planned in the parish

14 FINANCIAL ADMINISTRATION

Bank balances: : Investment Account £54,487.92 Current Account £38,913.29

I. It was noted that the following payment was authorised between meetings:

- ESE Direct Ltd – Grit bin incl delivery charge - £133.38

II. The following payments were authorised:

Clerk's salary & expenses January 2014	£455.63
Richard Morton January 2014	£135.00

15 MATTERS FOR INCLUSION ON NEXT AGENDA & DATE OF NEXT MEETING

Next meeting: 8pm, Wednesday 5th March, Budbrooke Community Centre, Hampton Magna