



Minutes of Budbrooke Parish Council Meeting held on Wednesday 4th July 2018 at Budbrooke Community Centre

Present: Chairman Cllr M Dutton, Cllrs Mrs K Dutton, D Bryan, D Shirley, F Roper; 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

- 1 **PUBLIC COMMENTS:** 9 members of the public attended, items reported were a walk around Woodway had taken place & areas of flytipping were sent to the Clerk with evidence & has been reported to appropriate authorities. Clerk to report a water leak at Field Barn Road entrance. The PC were asked for itinerary details for Centenary event in November. PC has no direct involvement, item discussed later in agenda Continuity of abbreviations in the Minutes was requested & accepted. The Chairman was asked about map of possible route haulage road in relation to the Richborough proposals. Chairman confirmed this is part of the application on WDC website & he will make new documents available once the new application is received.
- 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 Mrs A Robey, Mrs C Roper, M Treacy, R Hales, WDC Cllr P Phillips.
- 4 **MINUTES OF PREVIOUS MEETING:** RESOLVED minutes from June meeting true & accurate.
- 5 **POLICE MATTERS / WRW COMMUNITY FORUM ISSUES:** next meeting in September.
- 6 **PLAYGROUNDS**

PC received the monthly playground report, no issues note. The black soft matting repair quote of £80 was approved & removal of the Goal net for safety reasons noted.

Montgomery Avenue Information Board: PC considered suggested text and photographs & resolved that the Clerk to arrange a meeting for a working group to put ideas together and bring back to the PC. Membership to be agreed. Land Registry documents for the land transfer were approved. The memorial Plaque will also be displayed on the noticeboard.
- 7 **MATTERS ARISING:**

Update on land ownership outside Slade Hill shops - no update.

Cllr Rhead - replacement projector has been requested.

Cllrs secure email addresses (defer to later meeting).

Dog fouling Montgomery Avenue - no update received. Clerk to request removal of the bin with no bottom.

Centenary Beacon event: Michael Edwards to set up a working party to arrange the event. PC to nominate a Cllr to attend & source the Beacon if possible.

Social Media update from Cllrs Hales and Mrs K Dutton: Cllr Mrs Dutton reported a Facebook page has been set up ready for content to be added. Agreed the profile picture will be the barracks badge & cover picture details discussed. This is a closed 'for information' group & membership is agreed by Administrators (Cllrs Mrs Dutton & Hales). Cllrs Mrs Dutton and Hales will moderate the pages & comments received on the page. Agreed this is to go live asap.

HOTHRA request for traffic survey assistance: Cllr Caborn updated on local GPS/speed information. PC considered request to fund a full survey. Cllr Caborn to check that the GPS is a mean reading & that the survey is a whole year average survey, 2017 data is not yet available. Cllr Caborn to explore further information, Clerk to agenda for further discussion at August meeting.

BB Medical Centre PPG: Site meeting has not yet taken place. Cllr Rhead reported that the Section 106 request must be made with supported reasoning behind it & involve the CCG.

Cllr Caborn reported Receptionist training at GP surgeries where they can give further advice going forwards. Cllr Rhead also commented Schools should be pro-active in securing 106 funding from LEA - Chairman asked Michael Edwards to pick this up with the school.

PC signed land registry forms re. Montgomery Avenue centenary fields status.

8 CORRESPONDENCE:

WCC Grant funding application details - Cllr Roper suggested publicising in newsletter and on website.

WDC Consultation Gambling Act - PC considered and has no response.

HS2 funding opportunities

9 PARISH MAINTENANCE

Resident request re. Trees Montgomery Avenue - Clerk to inform the resident to go ahead.

Update from Cllr Hales on HOTH village green tree: no progress as yet.

Residents Old BB Road had raised query regarding neighbouring properties grass lengths, the PC are however unable to assist.

Residents FB Road backing onto playing field raised the trees in the corner & asked what could be done. Confirmed this has been discussed and will be put on the agenda for later this year.

Grass contractors are blowing grass cuttings around and this is blocking the drains - Cllr Caborn confirmed this should be cleared up, Cllr Rhead to take this to WDC.

Drains on Old BB Road towards Parkway which had been filled in instead of replacing have now been replaced.

Bushes around the planters require trimming back- Cllrs Mrs C & F Roper will do the work.

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

1 Community Centre: no new reports, Committee meeting Tues 10/7 7.30pm.

2 Village Hall: no report available.

3. Telephone Box HOTH: no report available.

11 PLANNING MATTERS

WCC views on traffic survey results: next meeting.

To approve list of observers for NP referendum 12th July: no requests were received, Andy Thomas to attend along with PC & NP plan group members who wish to go.

Planning applications had been circulated prior to the meeting to allow decisions but not all Cllrs had received the consultations. Resolved under special circumstances that Cllrs will consider these and forward comments to the Clerk to collate and submit.

W18/0689	17 Daly Avenue	2 storey front extension. Permission granted, PC not aware of consultation, awaiting response WDC.
W18/1096	The Old Chapel, Henley Road	Erection of a two storey double garage following the demolition of the existing garage, widening of access and installation of new gates and new porch following the demolition of the existing. Re-submission of W/18/0534
W18/1232	60 Old BB Rd	Erection of single storey front / side extension; single storey rear extension with proposed timber cladding to selected external corners of the house (Resubmission W/18/0341)

PC noted the following results:

W18/0534	The Old Chapel, Henley Road	Erection of a two storey double garage following the demolition of the existing garage, single storey front porch extension following demolition of the existing porch, widening of access and installation of new gates	Granted
W17/2387	Land south of Lloyd Close	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.	Refused
W18/0233	5 Main Close, HM	Erection of first floor front extension (resubmission of app ref W/17/1819)	Refusal Appealed
W18/0992 /LB & W18/0991	Church Farm, Church Lane	Listed Building Consent for proposed first floor extension to residential barn conversion	Refused

12 **REVIEW OF COMPLAINTS PROCEDURE**

To consider guidance from WALC re. Appeal process and approve complaints procedure: awaiting further guidance, agenda when guidance received.

13 **NEWSLETTER & WEBSITE**

Grant funding information raised above.

14 **FINANCIAL INFORMATION**

RESOLVED: PC noted accounts reconciliation & authorised payment of the accounts listed below. Payment payment authorisation sheet signed.

DESCRIPTION	PAYEE	INVOICE REF	AMOUNT
Clerk June	Mrs Simone Bush	payslip	456.53
PAYE June	HMRC	"	111.6
Land Registry fee Centenary fields	Land Registry	Forms x 2 in file	80
BBVH Hire 1/8/18	BBVH	4/2018	26
July newsletter	Think Design & Print	21410	300
NP referendum publicity materials	Think Design & Print	21370	296.6
Newsletter creation 2nd quarter	MI Business Services	10173	87.5
June parish maintenance	Phoenix	527	440
TOTAL			1798.23

15 **MATTERS FOR INCLUSION ON NEXT AGENDA**

Deferrals from this meeting.

Cllr Rhead suggested the PC begin to discuss the CIL money which will be received from planning developments, Clerk to Agenda for next meeting.

16 **DATE OF NEXT MEETING:** Wednesday 1st August 2018 at 8pm at HOTH VH. Meeting closed 21.08pm.