



**Minutes of Budbrooke Parish Council Meeting held on
Wednesday 5th September 2018 at Budbrooke Community Centre**

Present: Chairman Cllr M Dutton, Cllrs Mrs K Dutton, D Bryan, R Hales, D Shirley, F Roper, Mrs C Roper, 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 / FB - Facebook.

- 1 **PUBLIC COMMENTS:** 14 members of the public.
David Brown gave supporting information in respect of funding request for the Open Door cafe & to demonstrate commitment to the Open Door, questions were addressed.
Resident reminded Clerk re. use of abbreviations & that they used to appear in the newsletter glossary.
Roger Mills congratulated PC on getting the NP adopted & asked for clarification on who now owns it and how will it be enforced. Chairman gave a brief outline of the process & confirmed the Plan is now part and parcel of the Parish & District Council’s plan for any development of the parish. Cllr Rhead confirmed further details.
Caroline Edwards reported the litter bin survey completed and will be sent to Cllr Phillips & the Dropped kerb proposals to be sent to Cllr Caborn. Defibrillator signage at HOTH and HM was suggested, Chairman agreed PC would consider any proposals put forward.
Old Budbrooke Road - water leak continuing.
Overhanging branches reported along Old School Lane
- 2 **DECLARATIONS OF INTEREST & DISPENSATIONS:** Cllr F and Mrs C Roper - Planning application W18/1560.
 - 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
- 3 **APOLOGIES & ACCEPTANCE OF REASONS FOR ABSENCE:** WCC Cllr Les Caborn, WDC Cllr P Phillips, Cllr Mrs A Robey, Cllr M Treacy
- 4 **MINUTES OF PREVIOUS MEETING:** Proposed and seconded August minutes true & accurate.
- 5 **POLICE MATTERS / WRW COMMUNITY FORUM ISSUES:** no items were raised. Grants are available and the deadline is approaching.
- 6 **PLAYGROUNDS**
 - 1 PC considered & noted the monthly playground report circulated to Clls.
 - 2 Any other items: Martin Davis to fix loose boards asap & correspondence & quote considered re. Trees bordering a Jackson Close property. Quotation was received & considered. PC resolved quote accepted.
 - 3 Montgomery Avenue Information Board working party update: ongoing.
- 7 **MATTERS ARISING:**
Update on land ownership outside Slade Hill shops - no further update likely - item to be removed.
Cllr Rhead - projector - WDC are still considering.

Cllrs secure email addresses (defer to later meeting)

Social Media update from Cllrs Hales and Mrs K Dutton - in use and progressing well. Further progress meeting to be arranged.

Nominate a Cllr to participate in Parish Centenary Event working party - Cllr Hales.

8 CORRESPONDENCE:

Residents correspondence in response to Plg application W18/1331

Parking at Budbrooke Industrial Estate

HOTHRA re flytipping

SDC Draft strategic housing land availability assessment

WCVA information and offer to attend a PC meeting

9 PARISH MAINTENANCE

BT duct cover Hampton Road repairs noted.

Overgrown hedges HOTH discussed & water leak on FB Road is marked for action.

Defibrillator signage - Clerk to obtain quotations for October PC.

Reflective plastic posts missing along Old BB Road by brook - clerk to report.

Woodway on bend between villages - starting at corner towards the brook which runs under road - fencing now fixed but railings on left hand side are flattened. Clerk to report.

Woodway sign by kissing gate was repaired but now knocked down again.

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

1 Community Centre: refurbishment nearly complete, new keys will be ordered this week. Financial update to be available for October meeting. Twelve years of Parish Show this Sunday, 22&23 Sept scarecrow weekend, McMillan coffee event 28th, harvest supper 29th, AGM 9th Oct.

2 Village Hall: most events mentioned last month, Saturday's race night postponed until January. Film night 28th Sept. October skittles. Events did not make diary pages of newsletter. Request for events to appear on back page.

3. Telephone Box HOTH: no progress to date.

11 PLANNING MATTERS

WCC views on traffic survey results: confirmed the PC seek their professional views on the effects on congestion of the recent survey- Clerk to recontact.

Woodway Avenue peak time traffic situation & Stanks Island update discussed.

Update received from Chairman on questionnaire re. CIL (Community Infrastructure Levy) money suggestions: Chairman had circulated proposed questionnaire by email. Following discussion and suggestions it was agreed the PC will ask residents in October for suggestions then place the full survey in November newsletter.

PC considered below new applications received & noted associated correspondence. Decisions resolved as recorded below:-

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 to request extension until Monday on deadline for comments, resolved: PC object, Chairman to compose written objection. Cllr Rhead suggested PC consider Section 106 arrangement which is project specific. Chairman requested Cllrs to email him with main areas of concern, he will compile a draft to circulate to Members then Clerk to submit.
W18/ 1560	22 Cherry Lane	Proposed first floor rear extension and single storey front extension	Cllrs F & Mrs C Roper declared an interest & did not participate in discussion or vote. PC has no objections.
W18/ 1674	Rose Cottage, Henley Rd, HOTH	Single storey rear extension	No objections.

PC noted the following results:

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)	Granted
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	Refused

12 REVIEW OF COMPLAINTS PROCEDURE

To consider guidance from WALC re. Appeal process and approve complaints procedure. Defer to October meeting.

13 NEWSLETTER & WEBSITE

To agree any information to be included in the next newsletter or on the website:
 Clerk to request FB item to remain on front page & also a link on website to FB.
 To include events on diary page parties to email editor direct.
 Defib locations onto page 2.

14 FINANCIAL INFORMATION

PC considered requests for funding from St Michaels Open Door cafe - £2000 and Village Hall £2376. Open Door Cafe - much discussion took place and questions were put forward regarding ongoing expenses & proposals and costs of items were queried. Resolved that £500 be approved this evening as an emergency interim payment and PC will meet before next meeting to resolve questions and issues raised. It was acknowledged it was a very good submission.
 VH - David Brain had submitted request details to PC, he then reported that he had applied to WRWCF Grant Fund which would reduce the request. Maximum available is £2000 & application will be considered on 10th, David will report to Clerk after the 11th & item to be reconsidered at October PC. He also reported that the VH lease expires in 2035 - VH usually contribute own funds but is saving as much as possible of its own funds towards possible purchase in 2035.

PC noted accounts reconciliation & authorised payment of the accounts listed below & sign payment authorisation sheet:

DESCRIPTION	PAYEE	INVOICE REF	AMOUNT	
Clerk August	Mrs Simone Bush	payslip	478.15	767
PAYE August	HMRC	"	111.4	768
BVH Hire	BVH	5/2018	26.00	769
August newsletter	Think Design & Print	21758	300	770
August playground insp & maintenance	Phoenix Contracting	531	530	771
Interim financial support	The Open Door Cafe	Email	500	772
TOTAL			1945.55	

15 MATTERS FOR INCLUSION ON NEXT AGENDA

Request for Grit Bin for Mayne Close

- 16 **DATE OF NEXT MEETING:** Wednesday 3rd October 2018 at 8pm at BVH.
Meeting closed 9.30pm

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.