



**BUDBROOKE PARISH COUNCIL MEETING
MINUTES OF THE MEETING HELD ON
Wednesday 7th September 2022 at 8pm in the
Budbrooke Community Centre**

Present: Cllr Mike Dutton (Chair), Cllrs Kate Dutton, David Bryan, Dave Shirley, Andy Thomas, Rhonda Treacy-Hales, Cllr Jan Matecki (WDC/WCC), Kay Sheriston (Clerk).

Abbreviations: 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 / 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 / BVH - Budbrooke Village Hall / BBCC - Budbrooke Community Centre / CIL - Community Infrastructure Levy / DPI - Disclosable Pecuniary Interests / FB- Facebook

Item 1 – Public Participation

There were no matters raised.

Item 2 - Register, Apologies & Declarations of Interest & Dispensations

The register was completed. Apologies were received from Cllrs Alan Rhead and Maggie Treacy Hales. There were no declarations of interest or dispensations.

Item 3 - Approve August meeting minutes

The minutes of the Parish Council meeting held on Wednesday 3rd August 2022 were approved and signed by the Chair.

Item 4 – Matters Arising

- (a) Bus Service - matter of cigarette butts and engines being left running reported to WDC.
- (b) Signage at the bottom of Henley Road - a job has been raised for the road signs to be reorientated towards the village and the vegetation to be cut back.
- (c) Dropped kerbs –the poor workmanship and trip hazards have been reported to Highways as well as a request for a new one outside 28 Arras Boulevard.
- (d) Resident’s concerns regarding access to footpaths – awaiting response to Cllr Matecki from Footpaths team (WCC).
- (e) Hampton Road/Old Budbrooke Road. Agreement has been given for signs to be erected warning traffic of pedestrians in the road where there are no verges or pavement. Cllr Matecki is funding from his budget.
- (f) Footpath in Styles Park Closes – retarmac due to roots. Clerk is obtaining quotes for repair.
- (g) Red phone box – work has started on the refurbishment.
- (h) Options for Friendly Benches and replacing some existing benches with different designs – not yet started.
- (i) Cycling Plan –status of path through the allotments. The clerk has been unable to find the electronic files with details of the assessment application submitted in 2009. Clerk to check filing cabinet in the community centre. **Action: Clerk** (afternote: Footpaths team at WCC have now

located the application and advised it will be assessed, however this is likely to take some time – an approximate date cannot be given at this stage).

(k) It was proposed to replace some older benches around the parish with new ones of a fresh design, wrought iron with a pattern. **Action: Clerk to research options and prices – ongoing.**

(l) There was a discussion regarding placing a ‘Friendly Bench’ in Hampton Magna. A Friendly Bench is an initiative aimed at tackling loneliness and social isolation as well as connecting people to their communities and local nature. The premise is that if a person is lonely and would like to talk to someone, he/she sits on the bench and will be joined by a passer-by. This proposal was previously raised in meetings prior to COVID and is now back on the agenda. The original notes have been passed to the clerk who will research and update at the October meeting.

Item 5 – BPC Planning working document/CIL Funds proposals

(a) Outdoor Gym. Clerk is co-ordinating the project to install an outdoor gym in Styles Close Park. The following process has been agreed:

- The work will be put out to tender.
- 3 potential contractors identified who will visit the site before submitting tenders
- A small working group which will include volunteer resident representation will be formed. This group will consider the desires and needs of residents alongside the tender proposals and present to BPC within a 3-month timeframe.
- It was further agreed that consideration be given to installing fitness equipment in Montgomery Park. As above, residents will have input.

(b) Small children’s play area in Montgomery Park – nothing to report yet.

Item 6 – Settlement Design Analysis Consultation

Agreed that Cllrs David Bryan and Andy Thomas would complete the survey and return to Stratford on Avon District Council by end of day on Friday 16th September.

Action: Cllrs David Bryan/Andy Thomas.

Item 7 – General review of Bus Service

(a) The majority of feedback has been positive, with usage increasing, however some problems still occurring, especially at weekends, eg. buses not turning up and being unable to contact the call centre (which is only open Mon-Fri). A user was advised that journeys must be booked 24 hrs in advance which is incorrect - they can be booked up to 60 mins before required.

Action: Clerk to advise WCC.

(b) It was agreed to hold another Q&A/App training session at the Open Door Café. Help with registration will also be available as it is recognised that not everyone is comfortable using mobile apps. **Action: Cllr Matecki to arrange.**

(c) It was noted that some residents are uncomfortable providing credit card details which will be held by a 3rd party. Unfortunately, the service cannot be adapted to accommodate this. Whilst users with concessionary passes do not need to use a credit card for their personal journeys, a card must be registered to book (and will be needed if more than one person travels).

(d) Cllr Matecki advised he has a meeting arranged with WCC to discuss the service and its performance/success so far.

Item 8 – Park Signage

The Clerk presented artwork for the updated signage in Styles Close and Montgomery Parks. A few changes/additions proposed. **Action: Clerk.** Clerk advised the cost of four signs (3 in Styles Close, 1 in Montgomery) will be approximately £980.00 inc. VAT.

Item 9 - Planning

- (a) W/22/1060 - Erection of single storey rear extension, removal of rear storeroom and alterations to the front and side facing windows and doors. at 5 Caen Close, Hampton Magna, Budbrooke, Warwick, CV35 8U. GRANTED.
- (b) W/22.1382 - Erection of two storey rear extension and rendering at 6 Tithe Barn Close, Hampton Magna, Budbrooke, Warwick, CV35 8RU. Note the extension was previously granted under W.22.0974 – a new application has been made to include the rendering. Agreed BPC have no objections. **Action: Clerk to advise WDC.**
- (c) W.21.071 Land to rear of The Monty, Slade Hill, CV35 8RT - development of two semi-detached dwellings. REFUSED.
- (d) W/22/0835, 6 Slade Hill, HM, CV35 8SA - Erection of two storey front extension built over existing ground floor with central porch. GRANTED. **Action: Clerk to check when original application was received.**
- (e) W/22/1414 – 19 Daly Avenue, HM, CV35 8SE. Modification and reconstruction of the existing conservatory. Comments/objections due by 27th September. **Action: Clerk to circulate consultation letter.**

Item 10 – correspondence

- (a) An FOI request has been received regarding the park signage.
- (b) Invitation for BPC to have representation on WDC Audit & Standards Committee. No action at present.
- (c) Request to consider placing a bench near the red phone box in HOTH – ongoing.

Item 11 – Parish Maintenance/Playgrounds

- (a) Pothole at the end of Field Barn Road where it joins Blandford Way. The area has been marked for repair for a while but not yet completed. **Action: Clerk to report.**
- (b) The fencing at the end of The Warwicks requires repair and the barriers removing. **Action: Clerk to report.**
- (c) The overgrown hedge at 1 Hayward Close/Cherry Lane has not yet been cut, despite being requested to do so by letter. Cllr Matecki to follow up with Highways. **Action: Cllr Matecki.** (Afternote: the hedge has since been cut back).
- (d) Two sets of traffic monitoring equipment have been installed on Old Budbrooke Road. BPC have not been advised about the installation or purpose of these. **Action: Clerk to contact Highways and Cllr Matecki to also investigate.**
- (e) Cllr Thomas reported that water is still running across Field Barn Lane/Church Lane despite the recent repairs. **Action: Clerk to report.**

Item 9 - Community Centre/Village Hall Items

- (a) Film in the Village Hall – The Good Lie. Friday 16th September at 7.30 pm.
- (a) Scarecrow Trail at the Community Centre 24th/25th September 2022.

Item 10 – Finance

- (a) The bank reconciliation and accompanying cheques/invoices were approved and signed.
- (b) It was agreed the Clerk would investigate the feasibility of moving to on-line banking. **Action: Clerk**

Item 11 – Next Meeting

The next meeting will take place at 8pm on Wednesday 5th October 2022 at 8pm in the Community Centre.