



**BUDBROOKE PARISH COUNCIL MEETING  
MINUTES OF THE MEETING HELD ON  
Wednesday 5<sup>th</sup> April 2023 at 8pm in the  
Budbrooke Community Centre**

**Present:** Cllr Mike Dutton (Chair), Cllrs Andy Thomas, Kate Dutton, David Bryan, Maggie Treacy Hales, Rhonda Treacy Hales, Michelle Nutt, Dave Shirley, Ms Kay Sheriston & Ms Ronnie Poole (Clerks), Cllrs Alan Rhead and Jan Matecki.

**Apologies:** None

**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**

The Chair introduced Veronica (Ronnie) Poole to the meeting. Ronnie is taking over as the Parish Clerk with effect from Wednesday 5<sup>th</sup> April as Ms Sheriston is moving to a new role with Royal Leamington Spa Town Council. Caroline Edwards thanked Ms Sheriston for her contribution to the Outdoor Fitness Space project which is now being handed over to Cllr Michelle Nutt and Caroline.

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

The register was signed by all present. There were no apologies and no Declarations of Interest & Dispensations.

**Item 3 - Approve previous minutes**

The minutes from the meeting of Wednesday 1<sup>st</sup> March were approved with the following amendments:

Item 2, line 2: Replace Cllr Andy Thomson with Cllr Andy Thomas

Item 11: Replace Hampton Magna with Hampton on the Hill

**Item 4 – Matters Arising from the previous meeting**

(a) Footpath in Styles Park Close – the Clerk advised difficulty in finding alternative quotes. Awaiting response from WCC Highways regarding their contractors (afternote: a contact has now been received – **Clerk to action**).

(b) Tree surgery in Montgomery Avenue – no progress yet - awaiting update from resident on further quotes.

(c) Bellway allotments – see Item 6.

(d) Montgomery Avenue Trees – Cllr Maggie Treacy Hales had a productive meeting with a representative from Montgomery Avenue Residents Association (MARA) and Amy Bainbridge from Heart of England Trees. Heart of England have provided a plan for alternative plans, however the best option may be to work with the trees already in situ, making some additions.

**Action: Clerk to add to agenda for May meeting.**

(e) Community Centre Memorial Tree – the family have decided to plant the Tom Gelfs Memorial Tress in the Community Centre Grounds.

(f) Barrier in gully from HM to HOTH – update. Agreed to cut back the vegetation to the right of the barrier creating more space. Clerk advised awaiting a response from Highways.

- (g) Inventory of bins around the parish – this has been requested from contract services (afternote: now received and will be circulated – **Clerk to action**)
- (h) Maintenance of 2 x planters – both planters are now in flower.
- (i) Dog Fouling – the dog warden has posted notices around the parish regarding fouling and fines.

#### **Item 5 – Elections**

A notification regarding the elections is expected imminently. Cllrs David Bryan, Dave Shirley and Kate Dutton have advised they will not be standing for a further term.

#### **Item 6 - CIL Funds**

##### **(a) Project Updates.**

1. Outdoor Fitness Space (s): Further site visits are being arranged with the 3 potential suppliers.
2. Childrens' Play areas: Cllr Rhonda Treacy Hales met with a representative of Sovereign Play. A proposal will follow. The Chair advised he is in discussion with Millers regarding a £10,000 contribution which could be used towards the repair of the path and/or as a contribution to the cycling routes.
3. Allotments: The Chair is progressing with the legal process for the allotments.
4. Community Centre: tender packs are expected to be ready by mid/end April 23.
5. Re-wilding: Cllr Maggie Treacy Hales advised that areas have been identified where growth can take place as well as locations for accessible beds. Liaison with WCC is required to dovetail in with their plans for the area.
6. Benches – locations have been identified for new or replacement benches. **Action: Clerk to liaise with Highways/WDC regarding suitability of these locations and obtaining the necessary permissions.**

(b) Proposed Volunteer & Presentation Day – Monday 8<sup>th</sup> May. Cllr Rhonda Treacy Hales suggested opening the Community Centre on 8<sup>th</sup> May to invite residents to view and discuss the CIL plans and progress to date. The council agreed to this suggestion as it will help to get the community involved. Feedback from 8<sup>th</sup> May will be discussed at the AGM/APM on Wednesday 10<sup>th</sup> May. Cllr Kate Dutton advised she had a beneficial meeting with Sue Stanton during which the conditions and responsibilities concerned with the CIL funds were clarified as well as the history of projects previously tabled.

#### **Item 7 - APM/AGM – 10<sup>th</sup> May 2023**

This will be the first meeting of the new council during which the make-up of the various committees will be agreed. The clerk will request reports from the District and County Councillors and the Community Centre Committee. **Action: Clerk.**

#### **Item 9 – Planning**

- (a) W.23.0140: 6 Slade Hill, Hampton Magna. Erection of single storey front and rear extensions. Agreed neutral response – **Clerk to action.**
- (b) W/23/0362: 401 Birmingham Road, Budbrooke, Warwick, CV35 7DZ. Erection of Single storey side extension to provide an En-suite and dressing room. White render to existing property. Agreed neutral response – **Clerk to action.**
- (c) W.23.0150: Solar Farm - Sherbourne – objection submitted 28 March 2023.
- (d) W.22.2029: Brick built single storey extension to existing clubhouse to provide extra changing rooms for ladies and juniors at Ajax Park, Hampton Road, Warwick, CV35 8HA. GRANTED.

#### **Item 10 – Correspondence**

- (a) A resident has asked if the lighting at the bottom of Old Budbrooke Road could stay on later to enable those arriving on the last train to walk safely. The matter has been passed to WDC Street Lighting.
- (b) A resident has asked when the red phone box in HOTH will be refurbished. The Clerk advised that the groundsman would complete this as soon as possible.

**Item 11 - Parish Maintenance/Playgrounds**

- (a) Review of outstanding maintenance work – the Clerk has requested a maintenance schedule from the groundsman so that assistance could be arranged if needed.
- (b) Playground Report – no issues at present.
- (c) Several potholes around the parish have been reported. The clerk was advised to contact WCC Highways to determine why temporary fixes are made to the roads. These do not last long and eventually have to be prepared properly. **Action: Clerk.**
- (d) Cllr Jan Matecki advised that the island in front of the Community Centre is going to be widened to help traffic negotiate it. The funds are coming from Cllr Matecki's budget.

**Item 12 – Community Centre & Village Hall – King Charles III Coronation events**

- (a) Community Centre – the Community Centre will be inviting residents to an informal event in Styles Close Park. Further details will be communicated when known.
- (b) The Village Hall is arranging an Afternoon Tea event on Sunday 7<sup>th</sup> May.

**Item 13 - Newsletter/Facebook/Website**

- (a) Cllr Mike Dutton advised that he will be handing over the arrangements for the newsletter distribution from the start of the new term (May 23).
- (b) Three rounds need volunteers to deliver. A resident (Jo) volunteered to take one and Cllr Rhonda Treacy Hales advised she may be able to help.
- (c) Cllr Mike Dutton advised that a large number of newsletters had been dumped in the Woodloes area. They have now been cleared away.

**Item 14 – Finance**

- (a) The bank reconciliation and accompanying cheques/invoices were approved and signed.
- (b) It was agreed that the application for Internet Banking be delayed until after the elections.

**Item 15 – Any Other Business**

Cllr Kate Dutton thanked the council for their time and said she had very much enjoyed her 36 years' service to the community. This was echoed by Cllrs Dave Shirley and David Bryan. District Cllr Alan Rhead announced that he is also standing down.

**Item 13 – Next Meeting**

The next meeting will take place at 8pm on Wednesday 10<sup>th</sup> May 2023 at 8pm in the Community Centre. This will be the AGM/APM.