



BUDBROOKE PARISH COUNCIL
MINUTES OF THE MEETING
held on Wednesday 7 June 2023 at 8pm
in Budbrooke Community Centre

Present: Cllr Mike Dutton (Chair), Cllrs: Andy Thomas, Maggie Treacy-Hales, Rhonda Treacy- Hales, Michelle Nutt, Ian McCloskey, Jan Matecki (WCC & WDC), Clerk: Veronica Poole and 4 members of the public

Apologies: No apologies received

Abbreviations: Please see below under Item 16

Item 1 – Public Participation

- a. Concern was raised over building on greenbelt – Bellway Homes. Jan Matecki gave update and would ensure better standards are adhered to next time/next phase
- b. Concern was raised about the steps on Main Close which have a white finish – need to establish whether Council should have put yellow strips on the steps – Jan Matecki to check
- c. Concern was raised concern over the tarmac area on Sykes Road (Miller Homes)

Item 2 – Register, Apologies & Declaration of Interest & Dispensations

- a. The register was signed by all present

Item 3 – Agree Standing Orders, Financial Regs, Policies & Procedures review dates

- a. This was deferred until next meeting

Item 4 – Approve previous minutes

- a. Minutes from the Annual General Meeting on Wednesday 10 May 2023 were approved and signed by Chairman – **Clerk to file**

Item 5 – Matters Arising from previous meeting

- a. Footpath in Styles Park Close – no further action
- b. Cherry trees on Daly Avenue – no further action
- c. Tree surgery in Montgomery Avenue – **Maggie Treacy-Hales to update**
- d. Maintenance of grass verges in HOTH
- e. Inventory of bins around the parish – contacted WDC to ask if they would empty the bin in Styles Close if it was moved closer to the gate – **Clerk to progress**
- f. Cleaning of the alley way (Old Budbrooke Road) – no further action
- g. Sowing wild flower seeds Blandford Way – Maggie Treacy-Hales has been in contact with a member from Severn Trent who can offer service free of charge
- h. Hedge cutting during Summer months – the wording in last months newsletter was not clear and to be amended
- i. Three man hole covers in Montgomery Avenue playground were reported as a trip hazzard – **Clerk to contact Severn Trent**

Item 6 - CIL Projects – update

- a. Project updates:
 - (i) Outdoor fitness space and Children’s Play Areas to be looked at together – there is a further meeting with one of the providers shortly. It is intended to display the proposed works on facebook/display boards etc for all members of the public to view and comment
 - (ii) Children’s Play Areas – see above
 - (iii) Allotments – a list of interested parties has been set up. **Clerk to contact National Allotment Association.** Committee to be set up consisting of 4 people to manage the allotments
 - (iv) Community Centre – **Rhonda Treacy-Hales progressing**
 - (v) Re-wilding – will move this on in the future
 - (vi) Benches – location of benches identified – **Clerk is progressing**

Item 7 – Planning

Planning Applications:

- a. W/23/0577 – Shell Petrol Filling Station – partial redevelopment of existing petrol filling station, 383 Birmingham Road, Budbrooke, Warwick CV35 7DZ
- b. W/23/0651 – 13 Damson Road, Hampton Magna, Budbrooke, Warwick CV35 8TH

Planning Permission Granted:

- c. W/23/0487 – 25 Arras Boulevard, Hampton Magna, Budbrooke, Warwick CV35 8TY

Item 8 – Correspondence

- a. Lighting at the bottom of Old Budbrooke Road – **Clerk to contact Highways if a low-level light would be a possibility.**
- b. Red phone box in HOTH to be refurbished – concern over length of time this has been outstanding – **Maggie Treacy-Hales to pursue and to get firm date for repair**

Item 9 – Parish Maintenance/Playgrounds

- a. Sign at bottom of Old School Lane (from last August) – this has been reported – **Clerk to chase**
- b. Chevron sign Woodway/Old Budbrooke demolished by car and hedge damaged – this has been reported – **Clerk to chase**
- c. Top of Old School Lane – overgrowing hedges onto footpath making it difficult to walk on path – this has been reported – **Clerk to chase**

Item 10 - Community Centre/Village Hall items

No update

Item 11 – Newsletter/Website/Facebook

- a. New arrangements for distribution of newsletters – new volunteers have been received and all rounds are now covered – Chairman wanted to thank everyone who has volunteered
- b. Website /Newsletter/Facebook refresh – this was agreed - **Michelle Hutt and Ian Zarne to put proposal together to improve communication via all channels**

Item 12 – Finance

- a. To note bank reconciliation and approve payments – bank reconciliation deferred until next month as copy of the latest bank statement not received. Schedule of payments approved and cheques signed
- b. Annual Returns – **Clerk to progress**
- c. Annual Governance & Accountability Returns (AGAR) – **Clerk to progress**
- d. Online banking update – **Clerk progressing**
- e. Audit of accounts – this has been completed
- f. Insurance renewal – this has been completed
- g. CPRE membership approved – **Clerk to progress**

Item 14 – Any Other Business

- a. Parking on pavements – a Police matter
- b. Lime Trees, Blandford Way need cutting – WCC Highways or the owner are responsible
- c. Old School Lane, turning right onto A4189 – visibility difficult due to oak tree/hedges – WCC Highways

Item 15 – Next meeting arrangements

- a. Next meeting will be held on **Wednesday 5 July 2023 at 8pm** in Budbrooke Community Centre

Item 16 – Private Session

Not required

Time meeting closed: 9:49pm

Abbreviations: BCA – Budbrooke Community Association/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/ 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