

**BUDBROOKE PARISH COUNCIL**  
**MINUTES OF THE MEETING**  
**held on Wednesday 6 December 2023 at 8pm**  
**in Budbrooke Community Centre**

**Present:** Cllr Mike Dutton (Chair), Cllrs: Andy Thomas, Maggie Treacy-Hales, Michelle Nutt, Ian McCloskey, Jan Matecki (WCC & WDC), Peter Phillips (WDC)  
**Clerk:** Veronica Poole and 5 members of the public

**Apologies:** Cllr Rhonda Treacy-Hales

**Abbreviations:** Please see below under Item 16

**Item 1 – Public Participation**

- a. Ongoing problems with water supply in HOTH which have been reported to Severn Trent several times but still continue without any warning or notification. Severn Trent have indicated this was due to the new housing development on the Birmingham Road and also infrastructure issues which they are still investigating. **Clerk to contact Severn Trent for further information/update**
- b. The grass verges in HOTH are not being maintained and are becoming an eyesore – residents are trying to maintain them themselves but would like to understand who is responsible for them. **Cllr J Matecki to contact WDC Highways**
- c. Fence overgrown on Old Budbrooke Road which is obstructing the pathway – **Clerk to contact Martin Davies**

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

- a. The register was signed by all present. Cllr Michelle Nutt declared an interest in Central AJAX FC - this was noted

**Item 3 – Approve previous minutes**

- a. Minutes from the Parish Council Meeting on Wednesday 1 November 2023 were amended in Item 5c, Tree roots in Styles Close should read Montgomery Avenue – the minutes were then approved and signed by Chairman – **Clerk to file**

**Item 4 – Agree Standing Orders, Financial Regs, Policies & Procedures**

Schedule of standing orders circulated prior to meeting for review. It was agreed that the Chair would circulate a copy of the current standing orders and discuss at next meeting  
**Chair to action**

**Item 5 – Matters Arising from previous meeting**

- a. Tree planting Saturday 9 December 2023 – Clerk to contact all volunteers with update – Amy Bambridge to mark out the area in readiness for planting – **Clerk to email all volunteers**
- b. Arboricultural Appraisal Report Subsidence Damage Investigation – Tree Surgeon quotations received and agreed – **Cllr Maggie Treacy-Hales to instruct contractor**
- c. Central AJAX FC grant – further information to be obtained from Central AJAC FC before confirmation of grant – **Clerk to action**
- d. Warwickshire Wildlife Trust Agreement was signed by Chair – Copy to be emailed to Olivia Williams from Warwickshire Wildlife Trust – **Clerk to action**

**Item 6 - CIL Projects – update**

- a. Outdoor fitness space and Children’s Play Areas – a focus group will be set up to identify the needs of the residents for the play areas – **Cllr Michelle Nutt to organize**
- b. Community Centre works - quotations have been received for the refurbishment of the coffee bar area however further quotes have been requested for the individual elements. Works have been pushed back to March 2024 half term – **Cllr Rhonda Treacy-Hales to pursue**
- c. Red phone box – no further update

### **Item 7 – Correspondence**

- a. Email received from local resident concerning access on the canal towpath with pushchairs – responsibility is with Canal and River Trust – **Clerk to contact Canal and River Trust**

**Item 8 – Planning Applications** – it was noted that Budbrooke Parish Council were not receiving planning application notices – **Cllr Peter Phillips to investigate**

### **Item 9 – Parish Maintenance/Playgrounds**

- a. Outdoor play equipment inspection with Wicksteed scheduled for January 2024
- b. Review of outstanding maintenance work – report received from Martin Davies
- c. Update on hedge cutting in the area – Martin Davies is working through list of hedges
- d. Repairs to bench in Styles Close play area – to be completed by Martin Davies
- e. Cleaning of play equipment in Styles Close play area – to be completed by Martin Davies
- f. Styles Close/Curlieu Close park gate broken – Martin Davies has mended
- g. School parking issues/fines issued – notice put on website to advise residents

**Item 10- Community Centre/Village Hall items** – The Village Hall committee are looking for a new Treasurer to start in January 2024 – please contact Cllr Maggie Treacy-Hales for more information

### **Item 11– Newsletter/Website/Facebook**

- a. Cllr Ian McCloskey gave a demonstration of the “new look” newsletter which was well received by all. Works will continue to update the newsletter, website and facebook. Clerk to check if BPC website can be used for advertising – **Clerk to check with WALC**

### **Item 12– Finance**

- a. Schedule of payments were approved and cheques signed
- b. Update on banking issues – Chair advised a meeting had been held at the Lloyds branch in Warwick to discuss all of the issues and a complaint had been made – **Clerk to progress**
- c. Gifts for retired Councillors was agreed – **Clerk to action**

### **Item 13 – Any Other Business**

- a. Double yellow lines – residents concerns - noted
- b. Styles Close school lines - noted
- c. Chevron sign – Cllr J Matecki has reported this
- d. Replace bollards - noted

### **Item 14– Next meeting arrangements**

- a. Next meeting will be held on **Wednesday 3 January 2024 at 8pm** in Budbrooke Community Centre

**Meeting closed: 9:17pm**

**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