

BUDBROOKE PARISH COUNCIL
MINUTES OF MEETING
Wednesday 5 June 2024 at 20h00
in Budbrooke Community Centre

Present: Cllr Mike Dutton (Chair), Cllrs: Andy Thomas, Maggie Treacy-Hales, Michelle Nutt, Ian McCloskey, Peter Phillips (WDC) and one member of the public

Apologies: Cllrs: Rhonda Treacy-Hales, Jan Matecki (WCC & WDC)

Abbreviations: Please see below under final Item

1. Public Participation

1.1 Cllr McCloskey noted that white paint on the steps from Hampton Trove up to Mayne Close had already worn off after just six months. **Clerk to refer to WDC to chase the developer.**

1.2 Presentation by Friends of Warwick Parkway – The person who was to present was sadly ill.

2. Register, Apologies & Declaration of Interest & Dispensations

The register was signed by all present. There were no Dispensations or Declarations of interest

3. Approve previous minutes

3.1 The Minutes of the Parish Council Meeting of 8 May 2024 were approved subject to the following:

3.1.1 It was noted that 1.1 referring to the flooding at Montgomery Avenue should be amended as follows... mentioned a possible ~~rose bed~~ **pond** in the water area...

3.1.2 A resident had reported an inaccuracy re 4.3 regarding the proposed allotment in that they believed that the quality and volume of topsoil delivered onto the land set aside for the allotment has been impressive with no signs of red clay or rocks or rubble. Cllr McCloskey clarified that he was referring to the gravel on the carpark. **Clerk to file**

3.2 The Minutes from the APM of 8 May 2024 were noted as unapproved until the APM next year **Clerk to file**

3.3 The Minutes from the AGM of 8 May 2024 were noted as unapproved until the AGM next year **Clerk to file**

4. Matters Arising

4.1 Red phone box – Hampton on the Hill

The 38 ft long and 8.5 ft wide lorry that will collect the red box is presenting issues, in particular the space needed outside The Forge that will block the road requiring it to possibly be closed for 45 minutes. There was a need to consult County Council / Highways to advise and or arrange the closure. **Clerk to action**

4.2 Seat for zip wire in play area at Styles Close - The Clerk reported that quotes were being secured with the view to approval by email to ensure repair as soon as possible. Cllr Nutt suggested acquiring two items of each part, depending on price.

4.3 Allotments Update - Convene a meeting of interested residents?

Cllr McCloskey and **Clerk to** agree a proposed date to hold a meeting on a Wednesday evening. In addition, **Cllr McCloskey to send** information to the Clerk. It will be suggested that a committee group be established and the PC will decide what the powers of the group will be - these could take a reference point from the information from Cllr McCloskey. It was agreed that Cllrs McCloskey and M. Treacy-Hales would serve on this committee.

Cllr Dutton had chased the status of the transfer of the land to the PC and he had received feedback from the WDC that things were on the move but he had still had no reply from Bellway to his enquiry.

In response to a question if the number of plots was known, Cllr Dutton thought that around 12 might be available compared to the 14 expressions of interest reported by the Clerk and so a lottery may be needed.

It was confirmed that all residents in the parish are eligible to have an allotment, following an enquiry from a resident, even though the allotment is part of the Bellway development.

In response to an offer from Cllr Phillips to assist, **Cllr Dutton will** send information to him regarding the adoption of the land for the allotment.

4.4 Cllr M Treacy-Hales confirmed that the community garden at Styles Close would be small initially whilst Cllr Nutt noted that this just one of many items on a list of possible developments to be considered.

4.5 Matters that Councillors wish to clarify / discuss from the PC Action List

4.5.1 **The Clerk** reported that he would re-open the items relating to flooding on Old Budbrooke Road after a downpour last night that confirmed that the water was still not draining away.

4.5.2 Reference to Warwick Football Club at one item on the list should be Hampton Magna Football club. It was reported that they had approached **Cllr Nutt** after the recent grant to Ajax and she would **clarify** what they wished to discuss,

4.5.3 Montgomery accident and resultant broken sign – It was suspected that this sign may not have been taken away by Highways. It was noted that one report of the incident to Highways has been closed as it was a duplicate report but this has now meant that no updates were received on progress. **Clerk to** chase the status of the original report and then liaise with the resident who had reported it.

4.5.4 The Clerk noted that the list contained numerous items that had been actioned/completed and so were shown as “to close” – these were confirmed

5. Community Infrastructure Levy (CiL) Projects Update

5.1 Outdoor fitness space and Children’s Play areas - Cllr Nutt noted that she had a list of possibilities that she was working with Caroline Edwards on, and had a list of potential providers to request quotes from. She asked what was the updated budget as they were looking at Styles Close Park as a whole, and so there was a need to reset budgets for the funds received. It was agreed that Cllrs Dutton, Thomas, Nutt and the Clerk should meet as a finance committee to review the allocations. **Clerk to arrange**

5.2 Community Centre

5.2.1 Cllr R Treacy-Hales had provided an update on the work proposed to be performed over the summer. As regards removal of tiles that may contain asbestos, Cllr Thomas suggested that the WDC be consulted for advice thereon whilst Cllr M Treacy-Hales insisted

that a full expert view was needed as this matter is H&S related. It was agreed that the suggested asbestos removal specialist be engaged along with the direct contractors for the additional elements. The total cost of £22,866 plus VAT was approved and **Cllr R Treacy-Hales was requested to action** all the work.

5.2.2 A request had been received from the Community Centre to support a RUCIS application for funding for acoustic panels. It was agreed that this installation was needed but Cllr M Treacy-Hales believed that there was a need to take advice about whether it will solve the problem. Cllr Phillips added that this matter may need to be included with all the issues requiring attention in the centre as part of a full overall plan. He also suggested possibly applying to HS2 for funding. It was agreed that the PC will support the application subject to knowing that professional advice had been received and that other applications would be made. (It was confirmed after the meeting that this would take place and so **Clerk to confirm** that the PC would support the application to RUCIS.)

5.3 Quotes for CC work to be completed over the summer holiday period. - See 5.2.1 above

6. Planning

6.1 Planning applications to report/consider – nil

6.2 Henley Road / Traveller's Development - Whereas this matter was not shown on any weekly planning list yet, a retrospective application had been received by the planning authority but had not been validated until Monday. The relevant land is in the greenbelt and it appears as if there maybe multiple owners. It is believed that water was connected to this field December. Cllr M Treacy-Hales reported that she had had residents expressing concerns about what had happened and residents are advised to raise any planning concerns on the application. Cllr Phillips offered to keep the PC informed hereon.

6.3 Public Meeting 10 July 2024 re Hatton Development – The Chair would give an introduction whereafter the developer, Turley would make a presentation. The **Clerk was asked** to check if Turley were bringing details of the new/latest proposals as this may not have been the case elsewhere.

7. Correspondence

7.1 CCTV at three entrances to Hampton Magna – There had been a suggestion by residents for this CCTV and the PC has sympathy with those who have suffered loss but wondered if there is sufficient crime to warrant extensive work and the cost involved. Perhaps it would assist this possible initiative to establish what the issues are, for example the level of crime and that it might be helpful to contact the safe neighbourhood policing team. It would be something to consider further if it was shown to be in the public interest e.g. by addressing any high level of crime but would require significant effort to control all the information etc.

7.2 Dying trees around play area and dog path of Bellway development – **Clerk to write** to Bellway with a copy to the WDC.

7.3 Screen in Open door window – The PC had no issues at this stage and so long as it was only used in business hours. **Clerk to reply**

7.4 Hampton on the Hill

7.4.1 A resident had emailed Cllr Phillips regarding the grass not being mowed due to “No Mow May” requesting that mowing be resumed in June. Cllr Phillips sought clarification on how far down the road the strip went in front of the church, albeit recognising that the WDC is

responsible. He suggested that perhaps we await the catch up of mowing and if not done by the end of June that the **Clerk revert** to him.

7.4.2 A resident had emailed regarding the overhanging hedges at the beginning of the footpath from HotH to Montgomery Avenue. **Clerk to** notify the agent.

7.5 Overhanging hedges from land owned by PC at Montgomery Ave – to be inspected by the **Clerk** with Martin Davies

7.6 Request to clean the barracks memorial received from the Royal Regiment of Fusiliers Association – Discussion around cleaning and regilding. Cllr McCloskey offered to strim the area and wash the memorial and **Clerk to** ask the regiment if they know who might be able to perform the regilding.

8. Parish Maintenance/Playgrounds

8.1 Review of maintenance work – It was noted that various issues have been raised above

8.1.1 Footpath at the bottom of Sykes Road – it was noted that walkers had developed a new footpath due to the high grass but they should be walking on another path and so there was a need to redirect people back onto the original path. Cllr Dutton responded saying that WCC are responsible but it can be quicker if done by residents and Cllr McCloskey offered to clear the grass.

8.2 The May 2024 playground report was noted

9. Community Centre / Village Hall items

9.1 BCC application for funding to RUCIS for acoustic panels – see 5.2.2 above

10. Newsletter / Website / Facebook

10.1 **Cllr McCloskey offered** to send a rough website version to councillors for review

10.2 Cllr Dutton noted that the cost of printing the newsletter had increased substantially as it was now commercially printed and so we may need to restrict the size of the newsletter. He thanked all the people who distribute these monthly newsletters. Cllr McCloskey suggested that it be changed to be like a newspaper and not A5 and in response, he was asked to produce a mock-up of what he envisaged. He replied that it would be the same as the website version and he suggested that the newsletter only include adverts if the charge covered the cost of that page. Cllr Phillips was most helpful in suggesting a discussion with Barford who had made an upgrade some years ago. Their newsletter is still in paper but is a colour version that includes adverts that contribute some revenue but that there still is a net cost to their council. They found that the number of adverts had increased. **Clerk to** talk to Barford.

11. Finance

11.1 Approval of payments - The payments on the list provided to councillors in advance of the meeting were approved and cheques were signed for these.

11.2 Update on banking issues

11.2.1 Interest on funds held – It was agreed to move £300k of the funds currently held in a non-interest bearing account to an account that earned interest. When actioning this move, the letter recently received from Lloyds Bank noting that the rates were reducing from 1.31% currently to 1% would be challenged, perhaps to move funds into another a/c type to secure a better rate. **Cllr Dutton to action** and challenge.

11.3 Annual Insurance Renewal – Renewed from 1 June 2024 with a premium reduction from £915 to £884 for renewing for 3 years. **Clerk to** clarify if the premium is fixed for years 2 and 3.

11.4 End of year accounts, annual audit, Annual Governance & Accountability Return (AGAR)

11.4.1 The PC approved Section 1 of the AGAR and then Section 2 that the Clerk / RFO had signed earlier

11.4.2 **Clerk to** publish Section 1 and 2 on the website along with the Notice of Public Rights – it was noted that the AGAR pages to be posted will have signatures blank / redacted.

11.4.3 **Clerk to** send the AGAR pages and other required items to the external auditors

12. Any Other Business

12.1 Sue Stanton offered to join the PC and her appointment was approved. **Cllr Dutton would send** information to her including booklets and he confirmed that training was available free of charge

13. Next Meeting - The next meeting will be held on Wednesday 3 July 2024 at 20h00 in the Budbrooke Community Centre.

The meeting ended at 22h05

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