

## BUBBENHALL PARISH COUNCIL

### Minutes of the Bubbenhall Parish Council Meeting, Tuesday 20th January 2015 in the Village Hall

<b>Present:</b>	Cllr Joanne Shattock (Chair)	Cllr Pratt (WDC
	Cllr Sam Baker	
	Cllr Wendy Harrison	
	Cllr S Haynes	
	Cllr Bob Powell	
	Cllr J Lucas	Jane Fleming (Clerk)
	Members of Public	0

- 1. Apologies for absence** Apologies were received from Cllrs Redford, Hammond and Nwachukwu.
- 2. Declarations of interest and dispensations** There were no declarations of interest.
- 3. Minutes of previous meeting on 9<sup>th</sup> December 2014** were agreed and signed by the Chair
- 4. Matters arising:**
  - a. Problem with Stoneleigh Road. Where it had been repaired a trench was appearing on the side of the road. This was confirmed to be by Quarryfield House. [Clerk to contact Cllr Redford](#)
  - b. A hole was appearing on a road running through the village. This was confirmed to be on Lower End approaching the Village Hall. [Clerk to contact Cllr Redford](#)
- 5. Vacancy on Parish Council**

Jan Lucas was formally co-opted on to the Council; he received the declaration of acceptance and interests forms and took a seat with the Council for the rest of the meeting.
- 6. Highways:**

Cllr Powell reported that he is continuing to contact various individuals regarding road safety in and around Bubbenhall. The "Unsuitable for HGV Vehicles" signs have been quoted as £3,000 per sign. The question was raised whether or not this price applied if the sign was being replaced rather than replacing and concreting in new posts. Cllr Powell to clarify the issue of the costs. It was pointed out that some of the signs were in the wrong place. Cllr Powell will send a note to Cllr Redford highlighting all the issues. Cllr Lucas is continuing to collate the information regarding HGV movement though and in the vicinity of Bubbenhall. Cllr Powell will also forward this information to Cllr Redford.

The problem of the large amount of litter which appeared on the A445 was raised. Initially it was thought to be Local Authority recycling. However, it now appears that it may be landfill. Without concrete evidence it was agreed that it is difficult to prove where the problem lies. Further monitoring will be required.
- 7. Local Plan:**

Local Plan – Acknowledgement of representation received. The Local Plan will go to Council next Wednesday 28<sup>th</sup> January 2015. The decision regarding Gateway is still expected to be Tuesday 3<sup>rd</sup> February 2015.

Neighbourhood Plan update. Appointment of consultants. It was confirmed that all parishes have now agreed that Kirkwells should be appointed as the consultant. It was confirmed that the council would try to obtain a grant to support the costs. The Bubbenhall Parish Council representatives are Cllrs Shattock, Haynes and Harrison.
- 8. Local Elections.**

**Timetable** – The timetable was circulated to the councillors prior to the meeting. It was confirmed that the Annual General meeting of the Parish Council would take place on Tuesday 12<sup>th</sup> May. The period between the meeting on 3<sup>rd</sup> March and 14<sup>th</sup> April 2015 would

be used to publicise the election and commence the nomination period. Each nomination must be separate and hand delivered. It is important that all councillors standing for re-election are available to receive and submit their nominations. The last date for Receipt of Nominations by elections authority is **9<sup>th</sup> April 2015 4:00pm.**

**9. Business from members of the public**

Dog Fouling alongside Public Right of Way - There is currently a sign which was put up by the dog warden. However, a more permanent solution needs to be found.

Enquiry from Bubbenhall Village - puddle outside house junction of Watery Lane and Stoneleigh Road. A comment was made that this was a very large puddle which had appeared after the road had been resurfaced. [Clerk to contact Cllr Redford](#)

**10. Finance**

Financial report - payments and summary schedule. The Clerk presented the financial report (payments and summary schedule attached). Cllrs Baker and Haynes signed the cheques. Precept/budget – The spread sheet with the proposed budget was circulated to cllrs prior to the meeting. It was agreed that an additional £1,000 would be made available for possible “unsuitable for HGV vehicles” road signs (See item 6) and £3,000 for Safety grass, slide, swing and cable way in the playing fields. (See item 13) This decision was made following the Health & Safety recommendations. Additionally it was decided to include a new Parish Council notice board to be positioned outside the village hall. The current board is in a very poor state and has no cover to prevent the effects of adverse weather conditions. Cost for this is budgeted at £865.

Cllrs were informed that the 2014-2016 National Salary Award pay scales have now been agreed. Clerk to receive pay award according to new pay scales.

Bank account. [Clerk to investigate the possibility of a higher interest bank account.](#) It was noted that any new account could **not** be on-line.

**11. Planning**

W/14/1515 – 1A Church Road Bubbenhall GRANTED

W/14/1550 – Shrubs Lodge, Pagets Lane, Bubbenhall GRANTED

W/14/1774 - The Manor House, Lower End, Bubbenhall, Coventry, CV8 3BW APPLICATION **(21/01/15)**. There were no objections [Clerk to advise WDC Planning](#)

W/14/1651 - Hunters Moon, Pagets Lane, Bubbenhall, Coventry, CV8 3BJ APPLICATION **(05/02/15)** There were no objections [Clerk to advise WDC Planning](#)

**12. Liaison Committee (Smith's Concrete and FCC).**

The minutes were circulated prior to the meeting.

Work around edge of Bubbenhall Wood. John Green from Smiths Concrete John Green suggested that he could arrange for the concerned resident and interested councillors to view the woods. [Clerk to contact John Green to agree some possible dates. Also, contact resident who raised the issue.](#)

Consultation re Canal Dredging Project - Following the Liaison Committee meeting Ann Earley from FCC received an email from Canals and River Trust about their dredgings project stating that they would like to get the project up and running as soon as possible. She has suggested that a meeting could be arranged for the councillors to discuss the issues with the contractor. Cllrs Haynes and Harrison agreed to attend. [Clerk to sort possible dates](#)

**13. Youth Space & recreation ground**

The pommel seat needs to be replaced in the play area. Also Safety grass, slide, swing and cable way need replacing following recommendations from Health & Safety.

Youth Space has no issues to report.

Mowing - [Clerk to obtain tenders](#)

**14. Reports from meetings attended**

Liaison Committee reported under item 12.

Rural East Forum – still awaiting dates for next meeting

**15. Parish matters (AOB).**

Litter on A445

**16. Correspondence not dealt with in other items**

Date	Name	Correspondence
04/12/2014	WCC	Transport and Highways Update
04/12/2014	Warwick Rural East SNT	Warwick Rural 'Eastern Express' Newsletter - December 2014 Edition + Other Relevant Information
09/12/2014	Warwick Rural East SNT	OFFCHURCH - Theft - Incident 0180 of 04-DEC-2014
09/12/2014	Warwick Rural East SNT	STONELEIGH - Theft - Incident 0080 of 08-DEC-2014
09/12/2014	Warwick Rural East SNT	CUBBINGTON - Vehicle Crime - Incident 0070 of 05-DEC-2014.
09/12/2014	Warwick Rural East SNT	CUBBINGTON - Vehicle Crime - Incident 0062 of 05-DEC-2014
09/12/2014	Warwick Rural East SNT	CUBBINGTON - Burglary (Garage) - Incident 0010 of 09-DEC-2014
09/12/2014	WDC planning	Additional Observations are ready for Planning Committee meeting on 09/12/2014
09/12/2014	WDC planning	Summary of Decisions - Planning Committee meeting on 09/12/2014
15/12/2014	WCC	CSW Broadband Update - December 2014
17/12/2014	Warwick Rural East SNT	BAGINTON - Burglary - Incident 0255 of 16-DEC-2014
18/12/2014	WALC	Royal Garden Party Nominations 2015 plus New Guide on Affordable Rural Housing
22/12/2014	WDC planning	Agenda & reports for Planning Committee - 6 January 2015
22/12/2014	WALC	Passing Share of Council Tax Support Grant to Parishes, Consultation on Precept Referendum Principles for Higher Spending Parishes and Section 137 expenditure limit 2015-16
02/01/2015	Warwick Rural East SNT	HUNNINGHAM - Criminal Damage - Incident 0283 of 01-JAN-2015
02/01/2015	Warwick Rural East SNT	BAGINTON - Burglary (other) - Incident 0407 of 01-JAN-2015
04/01/2015	Warwick Rural East SNT	Warwick Rural 'Eastern Express' Newsletter - January 2015 Edition + Other Relevant Information
06/01/2015	WDC planning	Additional Observations are ready for Planning Committee meeting on 06/01/2015
06/01/2015	WDC planning	Weekly list in Parish order for 15th - 28th December 2014
06/01/2015	WDC planning	CSW Broadband Update - January 2015
06/01/2015	WDC planning	Weekly list in Parish Order for 29.12.14 - 4.01.15
06/01/2015	WDC planning	The Summary of Decisions is ready for Planning Committee meeting on 06/01/2015
08/01/2015	WALC	Announcement of Appointment of new County Officer for WALC
13/01/2015	Warwick Rural East SNT	WRE Community Forum Priorities - New Voting Process - For February 2015 Forum
13/01/2015	WDC	Standards Committee meeting on 21 January 2015
06/01/2015	WALC	Elections Timetable 2015 and Open and Accountable Guidance - Dealing with the Media and Managing Filming in meetings
12/01/2015	WALC	Transparency Code for Parish Councils with an income and expenditure not exceeding £25K expected to become legislation

**Date of next meeting 3<sup>rd</sup> March 2015**