

## BUBBENHALL PARISH COUNCIL

### Minutes of the Bubbenhall Parish Council Meeting, Tuesday 12<sup>th</sup> May 2015 in the Village Hall

*Draft minutes- to be approved at 23rd June 2015 meeting*

**Present:** Cllr Steve Haynes (Chair) Cllr Nick Harrington (WDC)  
Cllr Sam Baker  
Cllr Joanne Shattock  
Cllr Bob Powell  
Cllr Jan Lucas Jane Fleming (Clerk)  
Members of Public 3

*The Parish Council and former councillors and clerks thanked Cllr Joanne Shattock who, after 9 years, has retired as Chair of Bubbenhall Parish Council. She will continue to represent the parish as a councillor.*

1. **Apologies for absence** Apologies were received from Cllr Wendy Harrison, Cllr Win Nwachukwu and Cllr Wallace Redford (WCC).
2. **Declarations of interest and dispensations** There were no declarations of interest.
3. **Minutes of previous meeting on 14<sup>th</sup> April 2015** were agreed and signed by the Chair.
4. **Matters arising:**
  - i. **Concerns regarding Golden Acres, Stoneleigh Road.**

The clerk has contacted WDC Planning Enforcement Officer and is awaiting a reply.  
*On 13<sup>th</sup> May the clerk received a response from WDC confirming that the site was visited the same day and the vehicle stock that had been on site from a displacement from Leamington has been moved to a new sales site. The small number of vehicles on site is, either in the ownership of members of the family or will be disposed of shortly. At this stage it is not intended to take any further action but will be reviewed if the situation should change.*
  - ii. **HGVs using “unsuitable for HGVs” roads. In-transit**

The clerk has written to In Transit and is awaiting a reply.  
*On 14<sup>th</sup> May the clerk received a letter from In transit saying that they are unaware of their vehicles using this route and will closely monitor this situation. A copy of the letter is circulated to cllrs for information.*
5. **Highways:**
  - i. At the last meeting in April the parish council was pleased to note that a budget had been allocated for some of the areas of concern previously identified. It was noted that the task of improving some of the pathways on A445 has been undertaken. However, other tasks are still waiting. *Cllr Powell to contact Cllr Redford to request an update on the outstanding tasks.*
  - ii. Cllr Lucas reported that he had noticed there is a sign at the entrance to Stoneleigh showing a weight restriction of 2.5 tonnes through the village. It was queried whether this could be applied to Bubbenhall. It has been noticed that the edge of the road is being worn away by the volume of HGV traffic. *Cllr Powell to contact Cllr Redford about the weight restriction process.*
  - iii. Cllr Lucas reported that a resident has reported that since the road has been resurfaced a large puddle has emerged next to The Firs, Stoneleigh Road. *Clerk to report the problem to Highways Dept. (WCC).*

**6. Local Plan:**

Following the submission of WDC's Local Plan the first Hearing Session, on Housing, and on the Duty to Co-operate took place between May 6th and 12<sup>th</sup>. The Inspector's decision on whether the Local Plan is to be sent back to WDC for further work or whether he will proceed to a second hearing session may be known around 2<sup>nd</sup> June. A second hearing session could possibly take place in June or September 2015. This will include the provision of employment land and the issue of Green Belt. *Cllrs. Shattock & Lucas will attend the next Community Group meeting and report any updates at the next parish council meeting.*

**7. Neighbourhood Plan:**

Cllrs. Shattock, Haynes & Harrison attended the recent meeting of the Steering Group. The areas of work were agreed. Locality funding is now available again up to £8,000 and we can bid for 6 months expenditure and we can bid up to 4 times. It was agreed that an initial application would be made. Stoneleigh Parish Clerk is the point of contact on behalf of the three parishes. The consultants, Kirkwells, will support the group in the grant funding application. However, the application must be completed by TCG.

The plan needs to be evidence based. Housing was raised as an issue to be addressed. Warwickshire Rural Community Council had contacted TCG about this. Cllrs discussed whether the Housing Needs survey was necessary. The last survey resulted in a significant number of responses being received. Cllr Baker said people had thought the questionnaire had been confusing. If it was decided to conduct another survey it would need to be more explicit. Cllr Baker asked if we would be able to evaluate any new survey prior to committing. Cllr Shattock stated the next TCG meeting is on 15<sup>th</sup> June when this can be raised. *Cllr Shattock to report at next parish council meeting.*

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

- i. Stoneleigh Road puddles (see Highways)
- ii. BMX track (see Youth Space & Recreation Ground)

**9. Finance**

- i. The Clerk presented the financial report (payments and summary schedule attached). Cllrs Baker & Powell signed the cheques.
- ii. The internal audit has been completed.
- iii. The accounting statements and annual governance statement forming the Council's Annual Return were unanimously approved by the Council and Cllr Haynes as Chair signed the form.
- iv. The Council noted the Spout electricity reading is £122.17 in debit. The clerk reported that the electricity usage for quarter 16 January to 14 April 2015 was higher than expected. It was agreed that usage would be closely monitored for the next quarter and the clerk will report back to the councillors.

**10. Planning**

There are no planning applications for this meeting

**11. Youth Space & recreation ground**

Cllr Baker reported that she has received a quote from Wicksteed for painting the play equipment. She will arrange for this work to be undertaken. Due to the high cost of the multipurpose grass mats this task will probably be postponed until a later date. In the meantime Cllr Baker will look for a shorter term solution, checking costs, life and guarantees for products. *Cllr Baker to report at next meeting.*

There are no issues with the Youth Space.

Cllr Lucas reported that the Village Hall had received a query from a resident asking about the maintenance of the BMX track. Cllr Baker to discuss with the resident to see how much the track is used, whether it is worth reinstating and how it could be maintained. *Cllr Baker to report at next meeting.*

**12. Reports from meetings attended**

No meetings have been attended since April.

**13. Parish matters (AOB).**

i. WALC training events – the clerk gave the dates for training events. Cllr Lucas to attend “Being a good councillor & clerk” on 16 June. Cllr Haynes to attend the “Chairmanship training” on 19 September. *Clerk to arrange.*

*ii. Clerk to request a bank signatory form for Cllr Lucas.*

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

<u>Date</u>	<u>Name</u>	<u>Correspondence</u>
21/04/2015	Warwick Rural East SNT	Bubbenhall - Vehicle Crime - Crime Reference: 23S5/10859C/15.
23/04/2015	WALC	Consultation opportunity regarding Ombudsman and Parish Councils
27/04/2015	WALC	NALC Event for new Councillors elected in May
05/05/2015	<b>Warwickshire Office of the Police and Crime Commissioner</b>	Tuesday 16th June 2015 - Public Scrutiny Meeting
06/05/2015	WALC	Good Councillors Guide Addendum and upcoming training reminder

**Date of next meeting 23<sup>rd</sup> June 2015**