



BUBBENHALL PARISH COUNCIL

Parish Clerk: Jane Fleming
Telephone: 07711024672
Email: bubbenhallpclerk@gmail.com

25 Calgary Close
Coombe Fields
Coventry
CV3 2AT

Minutes of the Bubbenhall Parish Council Meeting held in the Village Hall, Bubbenhall, on Tuesday, 16th January 2018

Draft minutes- to be approved at 6th March 2018 meeting

Present:

Chair Cllr J Lucas
Vice Chair Cllr S Baker
Cllr W Nwachkwu
Cllr J Shattock
Cllr S Haynes
Cllr C Pilgrim

WDC Cllr T Wright

Jane Fleming (Clerk)
Members of Public: 1

1. Apologies for absence

Apologies were received from Cllr B Powell, Cllr P Redford (WDC) & Cllr W Redford (WCC).

2. Declarations of interest and dispensations

No Declarations to report.

3. Minutes of previous meeting on 12th December 2017.

These were approved at the meeting and signed by the Chair.

4. Matters arising:

- i. Overgrown footpath Home Close to Moat Close
Emergency fencing and permanent fencing update.
 - a. Emergency fencing has now been erected
 - b. Clerk has contacted the farmer regarding the permanent fencing which now needs to be erected.
Clerk to follow up to see if any action is being taken. A resident asked where the Parish Council had received the boundary line information. From a previous query by the resident the boundary line was sited where the ditch is now. It is understood that the ditch had been dug out by the farmer. Cllr Lucas asked if there is an original map showing this boundary line and if so could it be made available to the Parish Council. This was agreed.
- ii. Notice Board – Lower End
Update
Cllr Lucas reported that following a conversation with the contractor this installation should take place within the next two weeks.
- iii. Moat Close Garages
Ground clearance update

Signed
Chair:

Clerk to contact Heritage to instruct them to undertake the task as per quote.

- iv. Footpaths
Update
Clerk has sent letter to landowner
- v. Hi vis vests and litter pickers
Update
The contributions of hi vis vests from Smiths Concrete and FCC will be collected. The Parish Council would like to thank both organisations for their contribution which will also be acknowledged in the Parish Newsletter.
Clerk to follow up on order for the remaining items.
- vi. Signs on A445 - cleaning.
These are the repeater signs on A445 from Bubbenhall towards Leamington Spa. Cllr Nwachkwu has notified WCC, Highways. Cllr Nwachkwu will check to see if they have been cleaned.
- vii. Judicial review –
Cllr Lucas reported he has circulated information about the costs involved and breakdown of costs that have been incurred to date. Councillors queried whether it was appropriate to make a donation as neither the judicial review for Warwick District Council nor Coventry has taken place. It was agreed to pay £500 via CPRE as a donation towards helping to preserve the Green Belt. It was agreed the clerk would contact some of the other donors to ascertain what decisions they have reached. Clerk to contact the clerks at Burton Green, Finham or Baginton
- viii. Grit bins – refilling
The bins were refilled the day following the December meeting. Cllr W Nwachkwu has volunteered to check the grit bins around the village to ensure they are all filled.

5. Youth Space & recreation ground

- i. Update
Cllr Baker reported that a few pieces of play equipment need painting/resealing. Some street signs and the open notice board in the Village Hall car park need cleaning etc. Cllr Baker to ask handyman to do this.

6. Finance

- i. Financial report (payments and summary schedule attached)
- ii. Cheques at meeting were signed by Cllr S Baker and Cllr Nwachkwu
- iii. Cash receipt from Malt Shovel – Clerk to identify who was responsible for the Christmas lights etc this year and how it was funded.
- iv. 2018/19 Budget
Clerk reported this will be circulated for final comments for approval at next meeting.
- v. Audit
Internal Auditor – with the changes now in place for 2017/18 It was agreed that the clerk will contact the current Internal Auditor to see if he is still interested in undertaking this work? There is now information available about role. Clerk will send information. Clerk will be attending an End of Year course on Monday 22nd January 2018.

7. Highways:

- i. Update
Cllr Lucas reported there have been no speed checks since the last meeting in December. Cllr Lucas attended a meeting in Warwick to discuss and exchange ideas. He reported the speed gun calibration will be paid for by the police. There have been 2 traffic accidents by Ryton Pools. Fortress bin lorries have been observed still using Watery Lane. Clerk will report this to FCC.

8. Local Plan:

- i. Update
Cllr Haynes requested this item should now be removed as a regular agenda item. This was unanimously agreed.

9. Neighbourhood Plan:

- i. Update
Cllr Haynes reported the Neighbourhood Plan has now been submitted and accepted. The next stage is the referendum. This is to be managed by Gillian Friar, Electoral Services Manager, Warwick District Council. It is expected to take place around the 15th March, however, this has yet to be confirmed. On behalf of the Parish Council, Cllr Lucas expressed thanks to Cllr Haynes for all the hard work undertaken to reach this stage.

10. Business from members of the public

See agenda item 4.i.b

11. Planning

Signed
Chair:

Appeal Ref: APP/T3725/W/17/3181670 York Barn, Pagets Lane, Bubbenhall, Coventry CV8 3BJ The appeal is dismissed.

W/17/1236 TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED) – PLANNING APPEAL AGAINST REFUSAL OF A HOUSEHOLDER APPLICATION Address of site to which the appeal relates: 3 Home Close, Bubbenhall, Coventry, CV8 3JD
Proposed development: Proposed single storey front extension, new pitched roof over existing front flat roof dormers, render and new tarmac drive. Appeal being prepared

12. Reports from meetings attended

Cllr Lucas reported he attended a consultation meeting regarding Kings Hill. The main concerns raised were about the traffic, in particular, around Dalehouse Lane. Cllr Pilgrim asked if the recent situation with Carillion would affect any of these developments. Cllr Wright (WDC) advised there is nothing in WDC area affected by Carillion.

Cllr Wright (WDC) informed the Parish Council he had recently attended a Community Forum and there is a “Young People First” fund currently available. This can fund such activities as Youth Leaders’ qualification courses. Cllr Baker asked whether there was funding available for Guide leaders. The deadline for applications is 7th February 2018. Cllr Wright (WDC) offered help & support to any applications.

13. Parish matters

a. Data Protection – Actions required by Parish Council

Cllr Lucas reported he had attended a recent training course. Based on what was discussed at the event it appears it will have very little effect on the Parish Council as there is only one employee. However, at this stage, there is still a need for clarification.

b. Cllr Lucas reported he is contacting PC Ed King to arrange for him to do an occasional patrol around the village hall,.

14. Correspondence not dealt with in other items

<u>Date</u>	<u>Name</u>	<u>Correspondence</u>
02/01/2018	WDC Planning	Weekly list in Parish Order for 18.12.17-24.12.17
08/01/2017	WDC Planning	Weekly list in Parish order for 01.01.18 - 07.01.18
09/01/2018	SAT Communities	REMINDER! Warwick District Community Forum Grant Scheme 2017-18 is open for applications!
09/01/2018	WDC Planning Committee	Update report & Appeals report - Planning Committee - 9 January 2018

Date of next meeting 6th March 2018

Signed
Chair: