

BUBBENHALL PARISH COUNCIL

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Minutes of the Bubbenhall Parish Council Meeting held on Tuesday 06 November 2018 in the Village Hall, Bubbenhall.

Present:

Cllr Jan Lucas	Chair of the Parish Council
Cllr Sam Baker	Vice Chair of the Parish Council
Cllr Bob Powell	
Cllr Joanne Shattock	
Cllr Steve Haynes	
Cllr Win Nwachukwu	

In attendance:

Cllr Pam Redford	Warwick District Council
Mr Doug Evans	Parish Clerk

Two members of the public present.

1. APOLOGIES FOR ABSENCE

Cllr Wallace Redford (WCC) and Cllr Trevor Wright (WDC).

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

3. MINUTES OF PREVIOUS MEETING ON 04 September 2018

These were confirmed and signed, subject to the following observation:

None of the roads and lanes in the village had apostrophes in their names.

4. MATTERS ARISING AND UPDATES

i. Brick edging/spout/oak tree

The Clerk reported that he had contacted the arboriculturist at the County Council, Gavin Callard, about the oak tree but had not yet received a response so would continue to follow this up.

ii. Bins in A445 layby and village bin survey

Cllr Nwachukwu was thanked for completing the bin survey. The Clerk agreed to forward this to Cllr Redford.

iii. Snickett and verge trimming

The Chair reported that a village resident, Carole Stockman, had applied for planning permission to remove a tree on the border of her property in the alley between Coopers Walk and Ryton Road. The Clerk agreed to write to Mrs Stockman to confirm that the Parish Council had no issue with this work taking place, subject to the correct planning permission being obtained.

It was reported that some logs would need to be moved to enable Heritage and Sons to trim the verge properly along the footpath between Home Close and Moat Close. The Clerk shared with Councillors an estimate received from Johnson Bros for £2183 to supply and erect stock fencing along the same stretch of pathway. It was agreed that the Clerk would contact Heritage and Sons to obtain a quotation for the fencing work and arrange for them to carry out the work if the price was acceptable.

5. MEMBERSHIP AND ELECTION PREPARATION

The Chair gave Councillors a brief overview of an email received from WALC concerning preparation for the elections in 2019. Cllr Shattock and Cllr Haynes reported that they would be standing down. The Clerk agreed to circulate information on training sessions for people interested in standing for election as a Parish Councillor.

6. FREE TRAINING AVAILABLE THROUGH WALC (PARTICULARLY PLANNING)

After discussion it was agreed to take advantage of the two hours free training available through WALC on the topic of planning. It was felt that this would be useful as a general session, possibly using recent applications as case studies, to give Councillors a better understanding of all aspects of the process, as opposed to two hours on a particular case.

Cllr Redford explained that in her role as Parish Champion she would be facilitating meetings between Parish Councils and the Planning Department so that each could learn more about their respective roles and hopefully prevent loss of faith in the planning process.

The Clerk agreed to contact Neil Pearce, the planning consultant to schedule a date for the free training.

7. FINANCE

i. Financial reports and payment schedule

The following cheques detailed in the payment schedule were authorised, after being proposed by Cllr Haynes and seconded by Cllr Baker, and duly signed:

Chris Goddard	£64.00	Playsafety Limited	£176.40
Heritage & Sons	£288.00	Doug Evans	£353.75
A D R Sproul	£60.00		
Steve Sidaway	£80.00		

The Clerk reported that on-line banking had been set up but that Lloyds had created him with sole authority over the on-line account. After discussion it was agreed that the mandate would be altered so that the Chair and Vice Chair would be needed to authorise on-line payments.

Following a request by the Clerk, and subsequent discussion, it was agreed, in principle, to sign up to a software package to manage the Parish Council finances. The package was called Scribe and it had been specifically designed and tailored to suit Councils and it was widely used by clerks across the country. Testimonials on the company's website were very good but it was agreed the Clerk would contact local clerks who used the system to obtain feedback before subscribing.

8. ADMINISTRATION

- i. The Clerk reported that the required control document was in place and would be populated with relevant policies and other documents.
- ii. Correspondence had been received stating that the SLCC subscription was due for renewal but it was unclear if this was required because of the WALC membership. The Clerk agreed to confirm.
- iii. The Chair reported that no Councillor was able to attend the WALC AGM on 17 November 2018.

9. HIGHWAYS UPDATE

Cllr Powell reported that one Speed Watch session had taken place with the worst offender recorded at 42mph in the 30mph zone. Two further sessions were planned.

Cllr Redford reported that an allocation of funding from Central Government would be made available to tackle pot-holes.

The Clerk reported that he had received a response to his letter to In Transit Transport Services about their vehicles' use of unsuitable lanes in the village. The letter explained that they had a system in place to notify the Transport and Compliance Manager if vehicles used such roads and the issue had been taken up with the driver, who was new to the company. The situation would continue to be monitored.

10. BUSINESS FROM MEMBERS OF THE PUBLIC

Cllr Baker reported that there had been some complaints on social media about dog mess in the village and she had contacted the dog warden to ask for extra visits. It was believed that the resident making the complaint had also contacted the dog warden directly. This issue would be highlighted in the village newsletter.

Cllr Haynes reported that a request had been received from Tony Sproul asking for the Parish Council to consider making a donation of £80 towards the costs of the Christmas lights. This was approved but it was agreed that the Clerk would clarify the legal position around 'grants' and 'donations' and create a form for any future applications.

11. PLANNING

i. W/18/1940 – Erection of 2 story side extension at 19 Orchard Way, Bubbenhall, CV8 3JQ

Cllr Powell commented on the poor quality of the plans and drawings and noted the objection of the WCC Ecology Department. It was also difficult to see how close to the road the planned extension would be as the drawings had no dimensions on them. Cllr Redford agreed to speak to the planning department to see if there was a set standard for plans but the Parish Council had no objections to the application.

ii. W/18/1942 – Land to the north and south of the A45. Comments to be made by 06 November

The original development was known as Gateway Zone B and there had been a requirement for JLR to occupy a certain amount of the office space once built. This application was to remove this condition and Councillors were concerned that this could set a precedent and enable future applications to be altered, once approved. It was felt that the UKBIC development was not necessarily a bad proposition for the area and, after extension discussion on all aspects, it was agreed to write to the planning department with comments, as opposed to an objection.

iii. W/18/1630

The Chair gave Councillors a brief overview of the complaint that had been received from the applicant about the Council's objection to the development. Councillors were also informed of the email correspondence between the Chair and Cllr Wright about the application.

Cllr Shattock noted that 10 letters of support for the application had been received, three from people outside of the area. Cllr Redford added that planning applications had to be considered using rules and regulations, not personal feelings.

iv. Warwickshire Minerals Plan Publication Consultation 2018

The Chair stated that the consultation revolved around the legality of the plan that would be submitted to the Secretary of State and it was agreed that advice would be sought from CPRE. The Clerk circulated literature and publications in relation to the consultation for Councillors' information and reference.

12. YOUTH SPACE AND RECREATION GROUND

i. Update

Cllr Baker reported that 5 moles had been caught on the playing fields.

Attempts had been made to fix the tennis net but it was likely that a replacement would need to be purchased. It was suggested that people who wanted to play tennis should be responsible for raising and lowering the net but Cllr Baker agreed to investigate the cost of a storage box for a new net.

ii. Running track and outside gym equipment

Cllr Haynes reported that he was in the process of building a business case for equipment, based on the experiences of other parishes. He would also be circulating a questionnaire to residents.

13. REPORTS FROM MEETINGS ATTENDED

The Chair reported that a meeting had taken place to discuss the Gateway South proposal and formal objection would be submitted once the final consultancy notification had been received. A response had been received from the Environment Agency but the exact meaning of the letter was difficult to interpret. A report from the Highways Agency had still not been received.

Cllr Redford gave an overview of work on the JLR site and explained that it was unclear as to who was the new contractor.

A meeting with representatives of Stoneleigh and Baginton Parish Councils would be taking place to discuss the A46 Link Road proposal.

14. PARISH MATTERS (AOB)

i. Fence along footpath between Home Close and Moat Close

This item had been covered earlier in the meeting.

ii. Woodland Trust offer of free tree packs for Rainbows

The Chair reported that the smallest pack available would cover the approximate size of a tennis court and would contain 15 trees. It was agreed to take 30 trees but ask Rainbows to discuss planting locations with the Parish Council.

iii. Tree in alleyway between Coopers Walk and Ryton Road

This item had been covered earlier in the meeting.

iv. Request to mark out an additional, smaller, football pitch adjacent to the current one

It was agreed to approve the request by the football coach for the additional pitch.

15. CORRESPONDENCE NOT DEALT WITH IN OTHER ITEMS

The Clerk shared with Councillors a letter from WDC about Tax Bases and Precept payments for 2019/20. It was agreed that the precept for the new financial year would be discussed at the next meeting and that the budget would be circulated to assist with the discussion.

Date of next meeting – 04 December 2018