

BUBBENHALL PARISH COUNCIL

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Minutes of the Bubbenhall Parish Council Meeting held on Tuesday 24 July 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 Win Nwachukwu	
	Cllr Steve Haynes	
	Cllr Bob Powell	

In attendance:	Cllr Wallace Redford	Warwick County Council
	Cllr Pam Redford	Warwick District Council
	Mr Doug Evans	Parish Clerk

No members of the public present.

1. APOLOGIES FOR ABSENCE

Cllr Corinne Pilgrim, Cllr Joanne Shattock and Cllr Trevor Wright (WDC).

The Chair reported that Corinne had resigned from the Council due to commitments with a new job and asked for any possible candidates. It was agreed that the Clerk would investigate the correct process for vacancies prior to scheduled elections.

Corinne was thanked for her time and work on the Council.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

3. MINUTES OF PREVIOUS MEETING ON 19 JUNE 2018

These were confirmed and signed.

4. MATTERS ARISING AND UPDATES

i. Brick edging and spout

Tony Sproul had reported to the Chair that it would cost £140 to power clean the area and remove all of the weed and debris. A quote would then need to be obtained to flush grout the granite to enhance the area and prevent future weed build up. In addition to this work, a further option would be to renew the trough with a more symbolic stone one. It was estimated that this could cost approximately £800 and it was suggested that an English Heritage grant could be available.

Heritage and Sons, the contractors, had confirmed that the oak tree was dead but it was unclear if Planning Department approval was needed to remove it. An estimate of £1,100 had been received to remove the tree and the Clerk would obtain a second estimate. Suggestions had been received concerning carving the remaining stump of the tree into some sort of feature and it was agreed that the village would be consulted at the appropriate time.

Cllrs noted that a BT Openreach van was often at the site and the Clerk agreed to investigate the reason.

ii. Bins in A445 layby

The Vice Chair reported that she had spoken the refuse collectors and they had confirmed that they did empty the layby bins. Recent cycling events were discussed but it was felt that these were not the cause of the bins overflowing with rubbish. It was agreed to monitor the situation and report any issues to WDC if necessary.

Cllr Pam Redford reported that WDC was carrying out a project on bins, their use, or otherwise, their positioning and whether extra, chargeable, collections were needed. Cllrs asked if this included dog waste but it was clarified that there were separate bins for this. Cllr Nwachukwu agreed to complete the survey responses.

iii. Large tree on path between Coopers Walk and top road

The Chair reported that he had contacted the owners of the house by the tree and that they had stated that their deeds showed the tree to not be on their property. They were also considering having this verified by a solicitor but it was unclear who on the land where the tree stood. It was agreed that this item would be removed from future agendas, unless further need arose.

iv. Proposed lawful development

It was agreed that this item would be deferred until the next meeting.

5. FINANCE REPORT

The following cheques in relation to the Youth Festival were authorised after being proposed by Cllr Baker and seconded by Cllr Nwachukwu and were duly signed:

Stephen Haynes	£100.00	Sicilian Pizza	£280.00
Gail Haynes	£100.00	Holly Parnell	£100.00
Sharon Spencer	£100.00	Midland Games	£594.00
Di's Donkeys	£360.00	Highline Adventure	£715.50
The Braidy Bunch	£210.00	KB Bouncy Castle Hire	£80.00

Two further cheques were authorised after being proposed and seconded by the Chair and Vice Chair and were duly signed. These were for £64.00 to Chris Goddard and £120.00 to Andrea Stevens-Moore of Middle England Farm Alpacas.

An updated financial report would be presented for approval at the next meeting.

The Chair reported that Bob Cragg had agreed to carry out the internal financial checks that had been recommended by the recent audit.

As there was no alternative process that could be followed, it was agreed that the Chair would continue to pay the hosting fee for the Bubbenhall Village website and be reimbursed by cheque.

6. ADMINISTRATION

The Clerk reported that the control document had yet to be set up. The Public Liability insurance certificate would be displayed in the village hall.

7. HIGHWAYS UPDATE

Cllr Powell gave an update and highlighted the following points:

- Three Speed Watch sessions had been carried out since the last meeting with five motorists being reported to the Police, one of whom had travelling in excess of 45mph.
- Lots of small road repairs had been carried out with the exception of a pothole at the junction of Cooper's Walk and Waggoner's Close.
- Tony Cox had reported the overgrown hedges on the A445 by the Top House that were causing problems for pedestrians. It was unclear who owned the land but it would be their responsibility and a response would come from Tony. Although it was acknowledged that the County Council would not cut hedges until the end of August, except for safety reasons, they would sometimes carry out the work and recharge the landowner, as a last resort.

It was agreed that a letter of thanks would be written to Tony to thank him for ensuring that the hedge trimming work around the village was carried out.

The Chair reported that he had also received a report on footpaths from Tony with no issues apart from one on the Stoneleigh road which Tony would action.

Cllr Nwachukwu commented that she had noticed a loose manhole cover by the hedge in Padget's Lane and would report this through the on-line process.

8. BUSINESS FROM MEMBERS OF THE PUBLIC

The Chair reported that a member of the public had raised a concern that drivers could not see over the builder's sign at the top of Pitt Hill. This had also been reported to Ed King, the local PCSO, who had felt there was no issue. This had been fed back to the member of the public.

9. PLANNING

There had been no comments made on the planning application W/18/1107.

10. YOUTH SPACE AND RECREATION GROUND

Cllr Baker gave an update and highlighted the following points:

- The new bark for the play area had been delivered and laid.
- Plans for the Youth Festival were progressing well.
- Heritage would be notified so that the grass could be cut at the appropriate time.
- It was disappointing that Ryton on Dunsmore were holding an emergency services event on the same day as the Festival but it was hoped that this would not have a negative impact on numbers.
- A request for volunteers for the day had been made but it would be advertised again in the newsletter.
- A press release would be made to advertise the fact that the event had been funded by a Lottery grant.

Cllr Pam Redford asked if any feedback had been received from the Young People First organisation in relation to the Festival. Cllr Baker explained that a newsletter had been received but nothing else. Cllr Haynes suggested that the playing fields could be further developed with an adult running track with outside gym apparatus at points around the field. It was possible that funding for this could be available via the HS2 Community Benefit Fund, the Rural Urban Capital Improvements Grants Scheme, RUCIS, or through the FCC Community Action Fund operated by WREN and it was agreed that Cllr Haynes could investigate the options.

11. REPORTS FROM MEETINGS ATTENDED

Cllr Haynes reported that he had attended a meeting at Warwick District Council to discuss the Neighbourhood Plan with Council Planners. It had been a very productive meeting with regards to future plans and there had been a comprehensive exchange of information.

The Chair reported that he and other Cllrs had met with Warwickshire County Council to voice concerns about the Gateway South development. The main concerns were around increased traffic and it was felt that these had been taken seriously. The next step would be a meeting with the Traffic Department on 08 August. The deadline for objections was 24 August and there would likely be a planning meeting in September. Cllr Pam Redford explained that she was trying to arrange a meeting with the Environmental Department in the week commencing 13 August to raise objections. There was also the possibility that a new policy on air quality could have an influence.

12. PARISH MATTERS (AOB)

i. Annual Parish Assembly and AGM dates for 2019

A schedule of dates would be drawn up by the Clerk.

ii. Oak tree on the Green

This item had been covered earlier in the meeting.

iii. Fence along footpath Home Close to Moat Close

Cllr Baker agreed to forward the estimate for the fence renewal to the Clerk and a second estimate would be obtained.

iv. Overgrown trees/hedges by layby

Cllr Powell reported that this work was not urgent and would come within the normal flailing schedule. It was suggested that the flailing should be more aggressive to slow regrowth.

v. Hire of sports field/village hall

The Chair reported that a request had been received enquiring about hiring the complete field and village hall for JLR corporate team building day. It was felt that sole use could not be granted as the field needed to be kept open for the public to use. After discussion, it was agreed to deny the request.

Cllr Powell reported that he had redrafted the Emergency Plan and it was agreed that this would be reviewed at the next meeting.

13. GDPR REQUIRED ACTIONS

It was unclear if the Parish Council had to register with the ICO and the Clerk agreed to clarify the position.

14. NALC CONFERENCE

It was agreed that the conference would not be attended.

15. CORRESPONDENCE NOT DEALT WITH IN OTHER ITEMS

This item would be reviewed at the next meeting after the Clerk had carried out further cleansing of email correspondence.