

# BUBBENHALL PARISH COUNCIL

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25, Calgary Close  
Coventry  
CV3 2AT

## Minutes of the Bubbenhall Parish Council Meeting held on Tuesday 5 October 2021 at the Village Hall, Bubbenhall

**Present:** Cllr Jan Lucas Chair of the Parish Council  
Cllr Sam Baker Vice Chair of the Parish Council  
Cllr Joanne Shattock  
Cllr Jim Roberts  
Cllr Stephen Cooper  
Cllr Win Nwachukwu

**In attendance:** Mrs Jane Fleming Parish Clerk (acting)  
Cllr Wallace Redford WCC

**Two members of the public present.**

### 1. Apologies for absence

Apologies received from Cllr B Powell; Cllr Pam Redford (WDC); Cllr Trevor Wright (WDC); Sharron Underwood, PCSO

### 2. Declaration of interest and dispensations

None to declare

### 3. Minutes of the previous meeting held on 7 September 2021

Amendment to item 6. To be approved at next meeting

### 4. Matters arising and updates

1. Village green update  
Trough is waiting to be installed. Pump – decision made to obtain a further quote.
2. stile at riverside  
Waiting for footpath officer at WCC.
3. streetlight installation on A445 layby  
Cllr Pam Redford (WDC) is checking this. In her absence Cllr Wallace Redford (WCC) will check current situation.
4. community fibre update  
Cllr Sam Baker gave an update on progress made and when further work will be undertaken
5. Green Shoots fund update  
Severn Trent funding available to support the hedge repair. Cllr Jan Lucas reported that we are still waiting to hear from Wright Hassell about the deeds for Village Playing field. It was suggested that it might be an idea to have a further search of the filing cabinets at the back of the village hall.
6. Doug update  
Cllr Jan Lucas reported that Doug is now making some progress and will hopefully be moved to Rehabilitation in about one week.

### 5. Planning

1. Gateway South update

Planning application have just been received and circulated. Deadline for comments is 26 October 2021

W/21/1527 - Plot 4A, Gateway South, Coventry

W/21/1443 - Land to The South and West of Coventry Airport, Coventry

W/21/1655 - Gateway South, Land to the South and West of Coventry Airport and Middlemarch Industrial Estate, Coventry

## 6. Youth Space and recreation ground update

Segro has agreed to be a contributor

The application to FCC Environment - Waste Processing, Bubbenhall (FCC) has now been started. The temporary clerk's address can be found on the Parish Council website. This will be until 15 December 2021.

Cllr Sam Baker has agreed to find someone to repair the bent car park gatepost.

## 7. Highways

### 1. Quiet Lanes policy update

Cllr Wallace Redford (WCC) is looking into the policy.

The next speed watch may take place in November 2021.

There was a discussion about speed camera and Cllr Jan Lucas asked if a speed data collection device could be used at the top of Pitt Hill. Cllr Wallace Redford (WCC) explained that a formal request would be required. Clerk to make a formal request to Cllr Wallace Redford.

## 8. Footpaths

Orchard way gate

It was agreed the barrier between gate at the A445 crossing is to be painted yellow. This will hopefully draw attention to vehicles that people may be crossing to Ryton Pools. Cllr Sam Baker to send receipt for paint to clerk.

## 9. Proposal to merge Warwick District with Stratford

There is a consultation on the proposed merger. Cllr Jan Lucas will check on the closing date and recirculate documents. Cllr Wallace Redford stated that sharing of services would be a positive step which would potentially save money. However, the merging of the Warwick District with Stratford is not seen as the way forward.

## 10. Litter pick report

The litter pick took place on Saturday 2<sup>nd</sup> October 2021 with a good turnout

## 11. Finance report

Closing balance for 30 September 2021 £43,415.00

For approval and authorisation

### PAYMENTS

01/10/21	Eon	£13.00	DD
01/10/21	C Goddard	£72.00	
06/10/21	Heritage	£312.00	
06/10/21	Bubb Vil Hall	£95.00	
	Zoom		
16/10/21	Parish online	£57.60	
	D Evans	£	To be sorted
	J Fleming	£	To be sorted

### RECEIPTS

29/09/21	WDC	£9000.00
28/09/21	Aviva Ins claim	£354.46
14/09/21	Bubb Vill Hall	£50.00
	<b>Total payments</b>	<b>£549.60</b>
	<b>Total Receipts</b>	<b>£9,404.46</b>

Payments authorised by Cllrs Lucas and Baker

Internal auditor has agreed to undertake the audit during the week 25<sup>th</sup> to 29<sup>th</sup> October 2021. Fee structure has been circulated to Councillors.

Clerk has spoken to HMRC PAYE, and they have confirmed there is no record of any information being provided following November 2018. This information now needs to be completed asap. Clerk to compile information and input to HMRC via Basic PAYE Tools.

Clerk to authorise installation of replacement well head.

Clerk to check situation for obtaining a business credit card for parish council.

## **12. Business from members of the public**

Cllr Wallace Redford gave an update on the current situation with Covid 19. Most up-to-date information at time of meeting was 1 death from covid; cases have been increasing; hospital deaths were down.

A report from Cllr Pam Redford stated that there will be a new contractor for refuse collection from June 2022.

## **13. Parish matters and items for the agenda of next meeting**

Bubbenhall paths still needing attention

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

Nothing to report

**Signed:**

**Jane Fleming – (Acting) Clerk to the Parish Council**

**Date: 23 October 2021**

**Date of next meeting – 2<sup>nd</sup> November 2021**