

## BUBBENHALL PARISH COUNCIL

Clerk: Tracie Ball  
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### Minutes of the parish council meeting of Bubbenhall Parish Council Held on 11<sup>th</sup> March 2025 at 7.30pm at Bubbenhall Village Hall

CLLrs present: Cllr Roberts, Cllr Nwachukwu, Cllr Haynes, Cllr Shattock, Cllr Cooper, Cllr Baker and Cllr Rourke.  
In attendance: County Cllr Wallace Redford, District Cllr Pam Redford, District Cllr Payne, and Tracie Ball, Clerk and two members of the public.

119. **Apologies:** to receive apologies and approve reasons for absence

**RESOLVED:** , – No Apologies received

120. **Public participation:**

Footpath - Orchard Way and Paget's Lane, to Ryton Pools along A445 is muddy and dangerous. **ACTION CLERK to report to WCC. Cllr Nwachukwu to forward photos of other pathways to the park from Paget's Lane to the Clerk.**

A resident raised concerns about the bus route using Stoneleigh Road, as there have been a number of near misses. Could the bus be diverted via Watery Lane, A445? **ACTION CLERK to contact bus service providers**

Mill Piece gardens, Stoneleigh Road = hedges obscuring highway **CLERK to report to WCC,**

Weston Lane overgrown hedge– now been done

A resident has raised a concern that Bubbenhall is outside of catchment for Leamington Spa. A discussion took place. The Leamington Schools are academies so not under control of WCC **ACTION CLERK to report to WCC, portfolio holder. Raise with WALC to make them aware. District Cllr Pam Redford include in SWLP feedback**

Session Closed 19:59

121. **Declarations of interest**

121.1 To declare any personal interests or prejudicial interests in items on the agenda and their nature.

None

121.2 To receive, consider and approve any requests for dispensation relating to agenda items.

None

122. **Minutes of previous meeting:**

**RESOLVED:** that the minutes of the previous meetings held on 28<sup>th</sup> January 2025 - having been read and circulated be signed as a correct record.

Proposed Cllr Roberts Second Cllr Rourke unanimous.

123. **Information items:** to consider and discuss items for information and comment if appropriate:

#### 123.1 County Councillor report

Pit Hill and Spring Hill water, Cllr met with residents. Signed off work to be done, £4k budget, to undertake the investigation. Concern effect of water into pond, has this been considered. Overflow pipe out of pond to surface water drain.

Investigation on Spring Hill, lot of water, patching will not work. WCC are going to check pipes. Origin of water is unclear. STW wastewater, not foul. Camber goes the wrong way. Some drains not running, to be jetted, Ditch on Stoneleigh Road working ok.

#### 123.2 District Councillor report

VE Day commemoration letter to be circulated.

#### 123.3 Local Government Reorganisation in Warwickshire

See Appendix 1.

Signed.....

124. **Progress reports/information** (items of update for Parish Council) – to consider/decide matters relating to each as required.

124.1 Emergency – including defibrillators

Inspection of the two defibrillators has been carried out and both were found to be correct at the time. Nothing

124.2 Warm Spaces initiative – Cosy Café

Still extremely popular- 600 footfall – 1500 Teas & Coffees, 1000 Cake served – huge success. 200 hours 2 offers of funding Budget is £1200 for 25-26

**ACTION CLERK** to contact Warwickshire & Solihull Community and Voluntary Action (CAVA), Cllr Haynes to contact resident who has offered support.

124.3 Field and play area.

124.3.1 To consider maintenance contract for Mole catcher

**RESOLVED:** to accept the quote from Rugby Pest Control of £480.00 + VAT for a 12-month contract for pro-active monthly visits plus ad hoc as and when required. To be reviewed after 1 year Proposed Cllr Baker Second Cllr Shattock – unanimous

**ACTION Clerk** to chase HAGS for replacement bolt for swing

**ACTION Clerk** to meet with Handyman to inspect problems with roof of shed, the door handle on the shed and any outstanding items from the RoSPA report.

124.4 Village Green update

Overflow pipe is setting level of the pond, concerns if Pit Hill water is diverted to the pond that the pipe will be insufficient. Allotments are being flooded at times. **ACTION District Cllr Pam Redford** will forward a picture to Cllr Roberts of manhole cover as discussed.

Pump – screws have been loosened. Washer/seal needs replacing. Water is still off.

Annual maintenance contract – **ACTION CLERK** to chase BA Hull

WDC water testing Cllr Rourke advised nothing confirmed as yet. **ACTION Cllr Rourke** to send details to District Cllr Pam Redford to chase Judith Thomson, Environment Service support officer at WDC.

124.5 Highways and Footpath update.

Main issues discussed in public forum

Glebe Farm path – where is the Wildlife area going to be, also nothing seeded. 2/3 top soil – should be completed after easter **ACTION CLERK** to send copy of map to Cllr Cooper

124.6 Publicity and communications

**Bubbenhall E-News** – Consideration needs to be given on how this will operate once Bubbenhall info is closed.

**ACTION Clerk** to contact current web provider for guidance, and creation of [info@bubbenhallparish.gov.uk](mailto:info@bubbenhallparish.gov.uk) and [villagehall@bubbenhallparish.gov.uk](mailto:villagehall@bubbenhallparish.gov.uk)

**Facebook** – no change

**Website & Email addresses** – Cllr Haynes asked when the Bubbenhall info site would close. The Clerk advised there were some non-parish council items to be migrated across to the new website. Has been paid for until May 2025. Parish newsletter – Clerk to review

124.7 Gateway Liaison

Next meeting 19<sup>th</sup> March

124.8 Country Park Liaison including footbridge.

The Pick Everard design team engaged with local farmers in November last year. They would not support the idea of the new bridge due to the increase in footfall and both construction and maintenance vehicles in their fields

At a meeting on 4 December 24 with WDC, public rights of way officer and Pick Everard agreed to explore the option to divert the existing public right of way along the existing track and turn north to the proposed bridge location. We are currently awaiting feedback

WDC to explore the option for purchasing land from the farmer for the diverted route, which links up the proposed park in the industry area with a bridge over the river Avon via the existing track

Pick Everard issued the flood risk assessment report – proposed location of the bridge in flood zone 3b. The bridge over the river would be acceptable by EA subject to a bespoke permit, but is subject to finalisation of the report.

Ecology desk study: River itself is probably the most significant constraint, and the bridge should avoid impacts wherever possible. The habitats (grassland) are of potential value as well. Records suggest badgers setts are present. Further surveys are needed to assess potential impacts.

Signed.....

Pick Everard issued the feasibility study of pedestrian crossing on Leamington Rd to link up with Ryton Pools park. This option would be decided at the next design stage

Pick Everard will engage with the bridge manufacturer based on the current proposed bridge location. Further information eg levels, site investigate for foundations, may be required to do so. There may also be a small fee for them to undertake the feasibility design.

#### 124.9 Landfill/Quarry Liaison

31<sup>st</sup> March – Operations director to attend.

#### 124.10 Crime Prevention & Police update

**Next meeting** 24<sup>th</sup> Cllr Roberts and Cllr Cooper to attend.

**Gate next to Village Hall** Quote received from Macham Contractors to provide the improved gate, still awaiting their quote for like for like replacement, for insurance purposes.

Cllr Haynes will liaise with contractors. – work to be started ASAP

**CCTV** – PC Ed king has emailed the Clerk with details of who to contact regarding the legalities of setting up Cameras etc. **ACTION the Clerk to meet with Cllr Haynes to prepare a proposal**

### 125. **Planning applications and other statutory and non-statutory consultations:**

#### 125.1 Update on SWLP and NPPF

Cllr Roberts and Cllr Shattock have drafted a response to WDC SEE APPENDIX 2

New planning rules – Nationally significant infrastructure projects expected to have a simplified planning application system. Compulsory purchase may happen.

#### 125.2 West Midlands investment zone, update

Tuesday 15<sup>th</sup> April 2025 at 2pm, Meeting to be held at Baginton Village Hall to discuss changes. WDC officers will be present and available to answer questions

#### 125.3 To receive information on planning decisions and decide any actions as appropriate.

125.3.1 **W/25/0132 Land off Pit Hill, Bubbenhall**, Application for Prior Approval for change of use of existing agricultural building to 5no. dwellinghouses (Use Class C3) and associated operational development under Schedule 2, Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Reversion to original - conservation area – important 5 unit to be designed in character and conducive to the Street scene – **ACTION the Clerk to send response**

RESOLVED Proposed Cllr Rourke Second Cllr Roberts - unanimous

#### 125.3.2 **W/25/0139/TCA The Old Rectory, Ryton Road, Bubbenhall, Coventry, CV8 3BH**

T1 x Beech - Individual Beech with basal rot to be section dismantled to ground level

T2 x Cypress - Section dismantle a dead standing Cypress to ground level Validated 4<sup>th</sup> February 25

RESOLVED No objection Proposed Cllr Roberts Second Cllr Baker - unanimous

125.3.3 **W/25/0166 3 Darfield Court, Bubbenhall, Leamington Spa, CV8 3AX**, proposed oak framed entrance porch Validated 10<sup>th</sup> February 2025

RESOLVED No objection but Subject to neighbourhood Proposed Cllr Baker Second Cllr Nwachukwu - unanimous

125.3.4 **W/25/0125 Coventry Airport, Rowley Road, Baginton, Coventry, CV3 4FR** Reserved matters application pursuant to outline permission W/21/1370 for the development of battery manufacturing facility with ancillary battery recycling capability including landscaping, car parking, access and associated works. The reserved matters application is for site wide enabling works including formation of development plateaus, earthworks, strategic drainage features, a primary substation, strategic landscaping, and the demolition of existing structures, plus formation of the six approved access points and the main spine road within the site Validated 31<sup>st</sup> January 2025

RESOLVED Councillors agreed that the letter from District Cllr Redford outline very well the concern BPC have. The comments opposing the development will be compiled by Cllr Shattock.

### 126. **Adoption of Policies;** to note the review and adoption of following.

To remind councillors that all policies will be reviewed at AGM and decide if any new policies are required

### 127. **Finance (see appendix 3)**

#### 127.1 To approve accounts for payment.

**RESOLVED:** To confirm payment of outstanding invoices, Proposed Cllr Roberts Second Cllr Shattock unanimous

#### 127.2 Finance update for approval, to include bank reconciliation.

Noted and deferred as Bank statement not available

Signed.....

127.3 To note payments received

Noted

127.4 On-Line Banking Update

No further forward with Lloyds, re look at Unity Trust Bank,

**ACTION the Clerk to start accounts opening process with Unity Trust Bank**127.5 To confirm Clerk's and Councillors expenses**RESOLVED:** To confirm payment of outstanding expenses Proposed Cllr Roberts, Second Cllr Shattock unanimous**ACTION the Clerk to chase VAT****128. Matters relating to the parish from Councillors and Clerk**Cllr Rourke Fly tipping on Spring Hill, corner of Spring Court – Reported to Police and to be reported to WDC **ACTION – Clerk to get Fly- Tipping PR from WDC and send via E-News**

Cllr Haynes asked when is next Litter Pick –

**ACTION – CLERK to ask for volunteer from the community to run the event via E-News and FB**Cllr Haynes asked is there any funding for VE Day Celebration 8<sup>th</sup> May.**ACTION – CLERK to look at funding opportunities.**

Cllr Haynes asked whether Fitness equipment could be install ed in the Playing Field?

**ACTION – CLERK – to undertake a poll – and investigate RUCIS grant ([Rural and urban capital improvement grants scheme \(RUCIS\) - Rural and urban capital improvements grants scheme \(RUCIS\) - Warwick District Council.](#))****129. Future agendas items.** Councillors are respectfully reminded that this is not an opportunity for debate.

Consideration of financial support for the Poppy display for Remembrance Sunday.

**130. Parish Council Communications (information for sharing)** - To receive suggestions for items for the Village website, Parish Council Facebook Page, and Bubbenhall E-news.

On going

**131. Date of Next Meetings** – To confirm Tuesday 8<sup>th</sup> April 2025 for the for the next regular meeting of the Parish Council at the Village Hall at 7:30pm.If an interim meeting is required, an agenda will be sent to Councillors and be put on the website and in the Parish noticeboard **three** clear days before the meeting is held.**132. Confidential matters:** to consider the exclusion of the public and press in the public interest for discussions and decisions in relation to either Personnel matters or Legal matters.**Exclusion of Press and Public****In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda items owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.**

None

**Meeting closed 21:34**

Signed..... (chair) Date .....

Signed.....

### English Local Government Reorganisation

There is currently extensive discussion within Warwickshire local government over the form for its planned Unitary Council, eliminating the District and Borough Councils.

Many areas of the country are already Unitary Councils, and at a higher level than that are the Mayor-led Strategic Authorities, into which at least 80% of the country is expected to move in due course. Unitary Councils are responsible for delivering services, while Strategic Authorities are intended to focus on economic development and investment, with the potential for grant funding by devolved responsibility from central government. There is a useful map showing the current situation across the country attached.

Strategic Authorities are for populations over 1.5 million; Unitary Councils 500,000. Warwickshire is around 620,000.

A lot of UK areas are now in one or both of these new structures, so it is a matter of when, not if, Warwickshire also moves into one or both of them.

Government approval has been given to Warwickshire to propose how it intends for the Unitary Council to be established, but Warwickshire County Council and the District and Borough Councils within Warwickshire have not yet agreed to an integrated concept. They may submit alternatives to the government, including possible separation of North and South Warwickshire, although the County Council is leading on the activity.

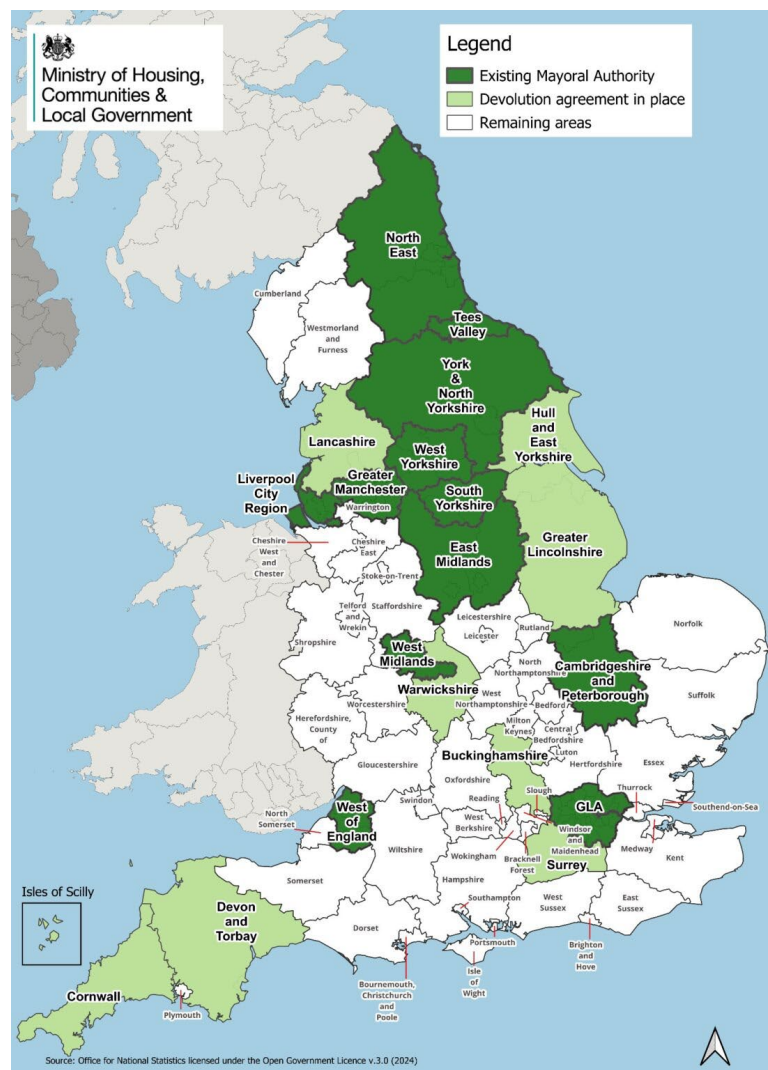
There does not appear to be a clear sense yet of Warwickshire's integration into a Strategic Authority, and although some think it should become part of the West Midlands Combined Authority, others disagree. Warwickshire of course surrounds Coventry geographically, Coventry is a constituent council within the WMCA, and the West Midlands Investment Zone includes Coventry Airport as a site for commercial development, with financial incentives for investment.

A preliminary plan must be submitted by Warwickshire to the Ministry of Housing and Local Government by the 21<sup>st</sup> of March, and a final plan by the 28<sup>th</sup> of November. Implementation is expected in 2027 or 2028.

The government position on all this is that it is "Delivering on the commitment to widen devolution, with areas given sweeping new powers, putting them on the fast track to deliver growth, opportunities, transport and housing for local communities".

The potential impact on parish, and town, councils remains uncertain, but the suggestion is that ambitious parish councils will in due course be able take on more responsibilities for services from the Unitary Council if they wish. However, it is accepted that it's not one size fits all for parish councils. It seems likely that further discussion on parish (and town) councils' roles will make progress between the submissions of the preliminary and final plans, i.e. between the end of March and the end of November.

This discussion will not impact on development of the South Warwickshire Local Plan, which will have value for whichever final Unitary Council emerges.



Signed.....

**SWLP comments submitted 03.03.2025**

155, 213, 636, 671, 695

The village of Bubbenhall is washed over with Green Belt. Bubbenhall Parish Council is concerned about five potential sites, all of which are in the Green Belt. The Council contends that there are no Very Special Circumstances to justify their development.

**The sites are as follows:**

155 Land off Moat Close. Access to this 5.28 hectare site is from Moat Close, a cul de sac at the end of the village. Additional housing of the suggested density (10 per .4 hectares) would create unacceptable congestion in terms of traffic and would present a strain on services. An alternative access from the A445 would increase the traffic on this already busy road.

213. Land at Pit Hill and Church Lane. The only access to this site is via a track off Pit Hill, near a blind corner on what is the narrow main exit road from the village on to the A445 in the direction of Leamington Spa. The traffic from a possible 45 houses on this 1.83 hectare site would be an unacceptable and dangerous burden on what is already a busy exit and entrance to the village. The visual impact of houses on the field bounded by Spring Hill, which is in the heart of the Bubbenhall Conservation Area, would be extremely damaging. The view of the field from the listed Malt Shovel pub and the Manor House is designated as one of the important 'views' in the Joint Neighbourhood Plan. The development of this field for housing would have a detrimental and irrevocable impact on the character of the village.

636. Land on Stoneleigh Road. The only potential access is from the Stoneleigh Road, at its narrowest point and close to a sharp bend with frequent traffic congestion because of limited passing places. Through traffic on Stoneleigh Road from Tantara Lodge (on Coventry Road) is constant as motorists cut through the village to avoid the Toll Bar End roundabout.

Adding more than sixty houses at this site would not work.

The local road routes and village facilities could not sustain the size of these potential developments at 155, 213 or 636.

671 and 695. Land to the east of Bubbenhall. These are progressively larger site offerings, which also embrace 155 discussed earlier. Access to these sites would be off the A445, opposite Ryton Pools Country Park. This is already quite dangerous in this area and feeds via the A423 into the heavily congested Toll Bar End junction of the A45 and A46. The potential number of houses at site 695 would totally overwhelm the adjacent and much smaller Bubbenhall village by a factor of over 8, and even site 671 by a factor of 2, which would be incongruous. Congestion on the roads referred to would probably result in vehicles using the narrow roads through Bubbenhall village, which would turn it into a blackspot.

The village lacks the appropriate infrastructure and facilities to sustain such an expansion. The village has two pubs, a parish church and a village hall but no shop or doctor's surgery. Residents rely on cars to get to work and buses take children to schools in surrounding villages and Leamington Spa. There is an inadequate bus service to Coventry, Kenilworth and Leamington Spa.

**Summary**

The three sites within Bubbenhall village - 155, 213, 636, would all suffer from very poor road access, essentially by old, narrow, and winding lanes, and those routes cannot accommodate the numbers of houses forecast.

The heritage features of the village, including a listed public house and a recognised Conservation Area, would also be impacted to a greater or lesser degree.

The two sites on the edge of the village, 671 and its larger version 695, would overwhelm the village in numbers of properties by between 2 and 8 times, which would be incongruous.

Signed.....



## Cash movements from 28/1/25 to 4/3/25

## APPENDIX 3

Transaction Date	Transaction Description	Debit Amount	Credit Amount	Balance
21/01/2025	Opening Balance			<b>£ 22,967.93</b>
22/01/2025	Gardening by James Final Tidy	£ 140.00		£ 22,827.93
30/01/2025	S Haynes Cosy Café expenses	£ 152.87		£ 22,675.06
03/02/2025	Eon Street Lights	£ 21.68		£ 22,653.38
28/02/2025	C Goodard Feb salary	£ 107.53		£ 22,545.85
28/02/2025	T Ball Feb salary	£ 526.24		£ 22,019.61
03/03/2025	Eon Street Lights	£ 21.68		£21,997.93
		<b>£ 970.00</b>	<b>£ -</b>	

Balance as at 03/03/2025 **£21,997.93** difference £ 0 -

Authorised

Macham Contractors New gate @ Village Hall £ 2,904.00 Gross  
Payments to be authorised

Supplier	Details	inv no	Amount	
NS Booth	Christmas Lights	15822	£ 300.00	
Gardening by James	1st cut 2025	6977	£ 160.00	
Rugby pest control	mole contract	13459	£ 576.00	
Village Hall	Warm Hubs	100325	£ 240.00	
S Haynes	Warm Hubs		£ 11.40	
S Haynes	Warm Hubs		£ 84.71	£ 96.11
40	<b>Total</b>		<b>£ 1,372.11</b>	

Performance Against Budget

to 03-03-2025

	Budget	Actual	remaining
<b>SALARIES - STAFF</b>	<b>£ 8,000.00</b>	<b>£ 7,138.63</b>	<b>£ 861.37</b>
Maintenance VG	£ 2,500.00	£3,459.89	
Maintenance etc playground	£ 500.00	£1,027.60	
Grass cutting	£ 3,000.00	£2,440.00	
Grants received		-£1,500.00	
<b>OPEN SPACES</b>	<b>£ 6,000.00</b>	<b>£ 5,427.49</b>	<b>£ 572.51</b>
Office costs	£ 250.00	£890.89	
Cllr costs	£ 300.00	£ -	
Subscriptions	£ 350.00	£464.20	
Audit	£ 250.00	£192.00	
Prof fees	£ 1,000.00	£578.70	
Training	£ 600.00	£ -	
<b>ADMINISTRATION</b>	<b>£ 2,750.00</b>	<b>£ 2,125.79</b>	<b>£ 624.21</b>
<b>EQUIPMENT - Total</b>	<b>£ 500.00</b>	<b>£ -</b>	<b>£ 500.00</b>
<b>LIGHTING</b>	<b>£ 1,500.00</b>	<b>£ 1,371.91</b>	<b>£ 128.09</b>
<b>PC GRANTS -</b>	<b>£ 750.00</b>	<b>£ 750.00</b>	<b>£ -</b>
<b>SECT. 137 PAYMENTS</b>	<b>£ 200.00</b>	<b>£ 412.01</b>	<b>£ 377.99</b>
Grants received		-£590.00	
<b>Total Expenditure</b>	<b>£ 19,700.00</b>	<b>£ 17,225.83</b>	<b>£ 3,064.17</b>

VG Pump £ 1,276.80  
 VG Tommy Soldier £ 200.00  
 VG Bus shelter £ 321.60  
 PF Bench £ 792.00

Notes

VAT reclaim £ 23,482.97 CLERK to Chase

Signed.....