

BUBBENHALL PARISH COUNCIL

Clerk: Tracie Ball
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Minutes of the parish council meeting of Bubbenhall Parish Council Held on 8th October 2024 at 7.30pm at Bubbenhall Village Hall

CLRs present: Cllr Roberts, Cllr Shattock, Cllr Nwachukwu, Cllr Haynes and Cllr Rourke.
In attendance: District Cllr Pam Redford, District Cllr Payne, and Tracie Ball, Clerk and five members of the public.

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

RESOLVED: Cllr Cooper, Cllr Baker, and County Cllr Wallace Redford – Apologies accepted

65. **Public participation:**

Residents expressed their support for having a Tommy solider for the Remembrance Service and it remains in place for a week after the event.

Security outside the Village Hall, and the damage to the gates; residents expressed their concerns about the replacement gate and asked that it be of a higher standard. A request was also made that the consideration be given to the car park remaining closed when events are not on in the village hall. A question was raised concerning the outside lights for the Hall, these are on a timer, but can at times be affected for up to 14 hours if power is cut to the building. **ACTION Discuss with Village Hall Committee to agree future actions.**

A resident raised the issue of heavy traffic coming down Watery Lane. **ACTION will be reported again at the Gateway Liaison meeting.**

Session closed 19:55

66. **Declarations of interest**

66.1 To declare any personal interests or prejudicial interests in items on the agenda and their nature.
None

66.2 To receive, consider and approve any requests for dispensation relating to agenda items.
None

67. **Minutes of previous meeting:**

RESOLVED: that the minutes of the previous meetings held on 9th July 2024 - having been read and circulated be signed as a correct record.

Proposed Cllr Roberts, Second Cllr Shattock unanimous.

RESOLVED: that the minutes of the previous meetings held on 10th September 2024 - having been read and circulated be signed as a correct record.

Proposed Cllr Roberts, Second Cllr Rourke unanimous.

Matters arising from the minutes are covered later in relevant agenda items, other items before agenda items.

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

68.1 County Councillor report

Cllr Roberts asked, District Cllr Redford to ask County Cllr Redford to contact him for an update on Pit Hill water and chase Ryan Machin at WCC, as nothing has been received. Open Reach inspection point is still full of water.

All relevant items received have been circulated to Councillors and residents accordingly.

Signed.....

68.2 District Councillor report

Cllr Rourke At least a monthly visit by uniformed Community Wardens to review the severity of problems relating to dog fouling.

Bridge feasibility study is still ongoing – Cllr Roberts requested that the Parish Council must be included in any decisions.

Cllr Redford All relevant items received have been circulated to Councillors and residents accordingly.

Bubbenhallparish.gov.uk, please ensure that electoral services are made aware of the new contact details.

West Midlands Investment Zone – there will be quarterly meetings, and feedback will be given by WDC to share to residents via Bubbenhall E-News and our 4 monthly paper Newsletter.

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

69.1 Emergency – including defibrillators

Inspection of the two defibrillators has been carried out and both were found to be correct at the time of the inspection.

Cllr Haynes is constantly updating the Emergency plan and will provide a copy to the Clerk.

69.2 Field and play area.

- 69.2.1 **Annual Play inspection** – Report received from ROSPA and distributed to Councillors. **ACTION**
Clerk to meet with Handyman to review and undertake any repairs or recommendations

69.3 Village Green update

- 69.3.1 BA Hull to repair the Village pump by week commencing 21st October 24, thanks to Cllr Rourke, for obtaining the funding from JLR, Community Benefit Fund.

- 69.3.2 Consider the purchase of the RBL Unknown Tommy Statue, cost up to £175.00 + VAT

A discussion took place, and the Statue will be placed close to the Memorial bench and only remain in situ, from when the poppy display goes up and for about one week after.

Cllr Haynes asked that a vote of thanks to be recorded to all the residents that have made this happen.

RESOLVED: The Parish Council go ahead and make the purchase of the RBL Unknown Tommy Statue.

Proposed Cllr Roberts, Second Cllr Shattock unanimous.

- 69.3.3 Consider the purchase of additional white outdoor festive lights up to £300.00 + VAT

A quote has been received to provide additional lights from the existing supplier, for £2374 + VAT. This was not a possible expense at this time. It was discussed that a more temporary solution be sought

RESOLVED: that the Parish Council would spend up to an additional £300 + VAT, for lights for 2024 and any additional spend be included in the 2025/26 budget proposal.

Proposed Cllr Roberts, Second Cllr Rourke unanimous

Work to pond on-going, duck weed is still a problem. A swan mussel will be introduced to control.

69.4 Highways and Footpath update.

Highways – Pit Hill problem not resolved, requested that County Cllr Redford chase.

Footpath – meeting to be arranged with Tony Cox

Complaint has been received concerning the new PROW at Glebe Farm. Cllr Roberts is due to visit the site and will review the situation.

69.5 Publicity and communications

Bubbenhall E-News – need to work with the Village Hall to plan how to continue.

New Website – Cllr Baker & clerk met, and new site will follow closely the format of Dunchurch Parish Council.

Email addresses –All Councillors have been issued with their login and password.

69.6 Gateway Liaison Meeting 11th September

Large vehicle movements have been noted

2 warehouses (Sheds) active. Business is slow due to economy

Pathway around site is continuing to be developed, should be finish by end of October.

Bund now high enough to conceal buildings cover planting is growing and more trees still to be planted.

Cllr Shattock will provide update for first newsletter in 2025.

Signed.....

69.7 Country Park Liaison including footbridge.

WDC feasibility study is moving forward.

Settlement ponds are becoming established, and walks are showing evidence of lots of wildlife.

Smaller Park by Lunt Fort has a number of issues, including ASB, fly tipping etc.

Councillors raised concerns about the use of the Bubbenhall Village Hall car park for walkers, and also the bridge should only be available to users on foot.

69.8 Landfill/Quarry Liaison Meeting 30th September

See appendix 1.

69.9 Police update

Next meeting, 4th November at 7pm, Leek Wootton.

69.9.1 To discuss and make any decisions regarding the re-introduction of a Neighbourhood watch scheme

A discussion took place and Councillors agreed that as communication networks are far different today than when Neighbourhood Watch was started. An extra deterrent could be to put up stickers. **ACTION Clerk to source NHW decals for residents**

69.9.2 To discuss and make any decisions regarding other crime prevention methods

Quotes to be obtained for a better security gate, and confirm that the insurance will allow an upgrade, if they are only going to pay for 'like for like' replacement.

ACTION Clerk to obtain quotes for a height restriction barrier to carpark. This will then need to be discussed with Village Hall Committee.

CCTV Installation – 3 cameras, and supporting equipment – approximately £2300. **ACTION Clerk look at budget availability and obtain quotes.**

70. **Planning applications and other statutory and non-statutory consultations:**

70.1 Update on SWLP

No update

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

None

Cllr Roberts advised that NALC had given comment on the proposed amendments to the NPPF, this is to be circulated to all Councillors for reference.

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

New Financial Regulations, defer to the next meeting as new version to be circulated. **ACTION the Clerk to provide an appendix of an annual calendar for finance actions.**

72. **Finance (see appendix 2)**

72.1 To approve accounts for payment.

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

72.2 Finance update for approval, to include bank reconciliation.

Noted

72.3 To note payments received

Noted

72.4 Update regarding Lloyds Bank account.

Clerk waiting to make an appointment with local branch to understand how Bubbenhall Prish Council can benefit, from keeping their banking with Lloyds

72.5 To consider any items to be included in 2025/26 Budget.

Councillors to email Clerk with any items that are for inclusion in next year's budget. Include, Christmas lights, security.

Signed.....

73. Matters relating to the parish from Councillors and Clerk

73.1 Cllr Rourke asked whether the Warm Hub initiative could be re-instated. The Clerk explained no budget, grant and no Councillor lead. WDC are supporting the initiative. Cllr Haynes kindly offered to undertake to lead on the project.

73.2 Could the Parish Council support an individual's development by giving funds to an overseas guiding trip. ***ACTION the Clerk to look at the validity of such an application.***

74. Future agendas items. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.

Warm Hub scheme

Budget

Security

Litter Pick

75. 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

76. Date of Next Meetings – To confirm Tuesday 12th November 2024 for the for the next regular meeting of the Parish Council at the Village Hall at 7:30pm.

76.1 Consider and decide the dates for Parish Council meetings for 2025

Proposed - Tuesday at 7.30pm at Bubbenhall Village Hall

28 th January	15 th July
11 th March	9 th September
8 th April	14 th October
13 th May	11 th November
17 th June	9 th December

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.

77. 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 21:38

Signed..... (chair) Date

Signed.....

Notes on quarry and landfill liaison meeting 30th September 2024**Present**

Ray Chambers	Smiths Concrete, General Manager
Kingsley Molyneux	Smiths Concrete, Quarry Manager
Simon O'Connor	FCC Environmental
Rahda Neaupane	Environment Agency
Jim Roberts	Bubbenhall Parish Council
Win Nwachukwu	Bubbenhall Parish Council

Quarry topics

Ray introduced Kingsley as Stuart Parker's replacement, and also advised that Mick George will be taking over his own senior management responsibility for the site as it is now simply a restoration project. Mick's eponymous company is now a part of the Heidelberg group.

Smiths will be lodging the necessary documentation with the Environment Agency to ensure continuity of their operating licence through this change.

The restoration of the Glebe Farm site to the required contours has been completed by the end of September as allowed for in the recent extension. Covering with topsoil and seeding will also all be complete by the yearend.

The diversion of the footpath during the restoration is now finished and its original route is being restored. It will be fenced with posts and rails on either side to meet the quarrying regulations, will be 2.5 metres wide and will be topped with "planings", i.e. reclaimed material from road resurfacing projects.

Andy Duncan, the company landscape manager, is responsible for the final grassing and any other landscaping features.

The A445 has been suffering a lot of soiling during the restoration phase, and Ray and Kingsley confirmed that if necessary they can add extra hours to the road cleaning contract to keep on top of it.

Kingsley will take up the question of overgrown hedges on Weston Lane, which had been raised previously on behalf of the local farmer, Mark Grimes, now that the bird nesting season is well and truly past.

Landfill

Simon advised that the site has imported 31,000 tons of waste since our last meeting in May. Five more gas wells have been installed and there are more to follow.

The new cell is complete and subject to final inspection.

The poor weather has inhibited seeding of the mound, but it is prepared for it, and hopefully it will start in October.

Gas collection is being further improved by installation of a new compressor and a ring main for the gas drainage system, together with new pumps and pipes.

Radha commented that it is one of the best sites that they visit, which they do frequently.

There were five more smell complaints since our last meeting, with some going directly to the EA and others via Warwick District Council. Simon commented that WDC tend to wait until they have a set of complaints before logging them, and this is unhelpful as it doesn't allow any problems to be dealt with immediately they arise.

Similarly, Radha suggested that the EA cannot be as reactive as a direct contact with the site. Simon requested that complaints are raised with him directly, while also logging them on the EA system.

Radha gave the EA complaints number as 0800 80 70 60, and the email address incident_communication_service@environment-agency.gov.uk

There have been no complaints of flies this summer, but the site had been spraying as necessary from May to September.

Signed.....

BUBBENHALL PARISH COUNCIL



Cash movements from 03/09/24 to 01/10/24

Date	Transaction Description		Debit Amount	Credit	Balance
03/09/2024	Opening Balance				£ 20,549.56
05/09/2024	BVH Ground Rent			£ 50.00	£ 20,599.56
23/09/2024	ICO data protection	£	35.00		£ 20,564.56
25/09/2024	Moore's Auditor	£	192.00		£ 20,372.56
25/09/2024	DM Payroll	£	72.00		£ 20,300.56
25/09/2024	Heritage Grass cutting PF	£	544.00		£ 19,756.56
25/09/2024	Numbers Plus De Fibs	£	118.80		£ 19,637.76
	Gardening by James Ltd				
25/09/2024	Grass cutting VG	£	160.00		£ 19,477.76
25/09/2024	Rugby Pest Control Mole catcher	£	138.00		£ 19,339.76
27/09/2024	WDC Precept pt 2			£ 9,500.00	£ 28,839.76
27/09/2024	C Goddard Sep-24	£	104.09		£ 28,735.67
27/09/2024	T Ball Sep-24	£	514.95		£ 28,220.72
01/10/2024	Eon	£	177.57		£ 28,043.15
			£ 2,056.41	£ 9,550.00	

Balance as at 01/10/2024 **£28,043.15** difference £ -

Payments to be authorised

Supplier	Details	Amount
Gardening by James Ltd	Sep-24	£ 160.00
Heritage	Sep-24	£ 192.00
Turtle	De fibs	£ 08.79
M G JOINERY	Bus Shelter	£ 417.60
	Play ground	
RoSPA (Play Safety)	inspection	£ 65.60
Bubbenhall VH	Room hire	£ 95.00
Woodberry	bench	£ 792.00
Total		£ 2,030.99

Agreed by minute at meeting

RBLI	Tommy Soldier	Inc delivery	£ 200.00	new
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Signed.....