

Burton Green Parish Council

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16th October 2013

Dear Councillor

You are hereby summoned to attend the meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 21st October 2013 at 7.30pm. If you are unable to attend, please forward your apologies to either myself or the Chairman.



Mrs Louise Baudet
Clerk to the Parish Council

Members of the public and press are welcome to attend.

A G E N D A

Welcome and address by Cllr Richard Davies, Chairman of Warwick District Council

1. **Apologies** : To receive apologies and approve reasons for absence
2. **Public participation** : To adjourn to allow public participation. Residents are invited to give their views and raise questions to the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself and the Parish Council can not pass a resolution on matters raised during public participation.
3. **Declarations of Interest** :
 - (a) Councillors are reminded of the need to update their register of interests
 - (b) To declare any interests in items on the agenda and their nature
 - (c) To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.
4. **Minutes** :
To approve the minutes of the Council meeting held on 16th September 2013 (attached)
5. **Avon Estate Ltd** – presentation and discussion regarding the LeVan site
6. **Progress reports for information** :
 - (a) Parish Plan (Cllr Stewart)
7. **Community Reports** : To receive reports, and agree any action, from :
 - (a) Warwickshire Police
 - (b) County Councillor – Kenilworth Abbey – John Whitehouse
 - (c) District Councillors – Kenilworth Abbey – Ann Blacklock, Michael Coker and George Illingworth
 - (d) Link Councillor with Burton Green C of E Primary School – Cllr Hickinbottom

- (e) Link Councillor with Burton Green Village Hall Committee – Cllr Stewart
 - (f) Link Councillor with Burton Green Neighbourhood Watch – Cllr deWorringham
 - (g) Link Councillor with Burton Green Residents' Association – Cllr Taylor
 - (h) Link Councillor with Kenilworth Greenway Trust – Cllr Hills
 - (i) Link Councillor with Burton Green HS2 Action Group – Cllr Taylor
 - (k) Link Councillor with Superpit Federation – Cllr Taylor
8. **HS2** : To agree discuss and agree response to Property Compensation consultation, and any other matters relating to HS2
9. **Parking** : to discuss parking issues in Burton Green and agree any action.
10. **Standing Orders** : to receive and agree action
11. **Finance** :
- (a) To consider and approve accounts for payment
 - (b) To consider s137 payment to Residents' Association to purchase kitchen equipment
 - (c) To receive report of External Auditor
12. **Planning applications** :
- (a) to consider and comment on (a) W/13/1342 Application for bungalow on land to rear of 227 Cromwell Lane (b) any other planning applications received
 - (b) to receive, for information, details of planning application
13. **Communications** : To receive and discuss communications received (and comment/action if appropriate)
14. **Appointment of Clerk** : To agree arrangements for the appointment of new Clerk
15. **Councillor's reports and items for future Agenda** : Councillors are requested to use this opportunity to report minor matters of information or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
16. **Date of Next Meeting** : 18th November 2013, 7.30pm at Burton Green Village Hall.

**Minutes of the meeting of Burton Green Parish Council
Held on Monday 16th September 2013 at 7.30pm
At Burton Green Village Hall**

Cllrs present : Ian Cox (Chair)
 Marlene Hills
 Adrian Hickinbottom
 Archie Taylor
 Vaughan Owen
 Marcus Stewart

In attendance : Kirstin Kane, Birmingham Airport
 Louise Baudet, Clerk

139/13 Apologies

An apology for absence was received and accepted from Cllr de Worringham. Apologies for absence were also received from Cllr John Whitehouse, Cllr Coker, Cllr Blacklock and Cllr Illingworth.

140/13 Public participation

Mrs Taylor reported on behalf of the Residents' Association on the Residents' Association AGM, the recent Produce Show and the forthcoming Harvest Meal for residents. She also suggested on behalf of residents in Red Lane that the Parish Council may wish to consider purchasing some flower tubs. The Parish Plan questionnaires have now been analysed and the group would now be looking at these.

141/13 Declaration of Interests

There were no interests declared.

142/13 Minutes of previous meeting

The minutes of the meeting held on 15th July 2013, having been circulated and read, were approved as a correct record.

143/13 Birmingham Airport

Kirstin Kane, Environment Manager from Birmingham Airport gave a presentation on the air traffic into and out of Birmingham airport, including information on existing and future flight paths. The runway extension will be completed by Spring 2014 which will increase the airport's connectivity, allowing a longer runway to enable planes to fly further. Kirstin explained the operation of the instrument landing system, and that the impact on the environment had been taken into account. Following a query from Cllrs

Kirstin agreed to look into recent reports of low flying planes at approx 6.05pm. Noise footprint data is available online – any residents with queries can telephone the Environmental Helpline on 0121 767 7433. Kirstin outlined the Vision for Birmingham Airport and agreed to circulate additional documents of the publicity material to Members. Members thanked her for attending and it was agreed to continue to liaise with the community.

144/13 Progress reports for information

144.1 Red Lane noticeboard

Cllr Taylor reported that he had spoken to residents in Red Lane who had indicated a wish to have a Parish Council noticeboard, and that the residents had no objection to a board on the highway in front of their properties. The Clerk would email Highways to request permission for a board – Cllr Taylor would check the house numbers and notify the Clerk.

144.2 Footpath registration

Cllr Owen reported that this was ongoing. It was noted that the owners had been ordered to replant the hedging in February, and this had not yet been done.

144.3 Parish Plan

Cllr Stewart reported that the results of the questionnaires had now been collated – key highlights from the feedback were that residents liked the rural openness of the area, and in particular the Greenway and would like a Village Green. There were mixed views regarding future housing developments. Residents were concerned about parking and speeding, particularly in Red Lane. The Committee would now be looking at liaising with the school, and would start drafting the final document and Action Plan. Cllr Taylor wished to record thanks to everyone involved in the Parish Plan for all their hard work.

145/13 Community Reports

145.1 Warwickshire Police

There were no items to report.

145.2 County Councillor – Kenilworth Abbey

Cllr Whitehouse submitted written report :

- The consultation on the proposed changes to speed limits in Burton Green has been unfortunately delayed due to long-term staff illness and the need to liaise with Solihull MBC. Final proposals have now been formulated which reflect local discussions, and the formal proposal will be advertised shortly. It is proposed to reduce the limit to 30mph for the full length of Cromwell Lane, Hodgetts Lane to the end of the current 40mph zone, Hob Lane (short stretch leading to Red Lane junction) and Red Lane (from Hob Lane junction to end of first row of houses on left). The proposed advisory 20mph school safety zone in Hob Lane will be the subject of a new funding bid from the 2014/15 delegated transport budget.
- To address the problem of the Thursday bus service being too full by the time it reaches Burton Green, Warwickshire County Council have agreed to run a second bus as a temporary measure for Burton Green residents only.
- Warwickshire County Council has agreed to support the latest HS2 appeal to the Supreme Court, up to a cap of £20,000 on its contribution. The Full Council will have

a debate on HS2 at its next meeting on 26th September, which will raise everyone's awareness of the impact HS2 will have on the County.

- The Cabinet decisions of 12th September in respect of Children's Centres and the Integrated Disability Service have been called in by elected members, and will now be reviewed at a special meeting of the Children's Overview and Scrutiny Committee.

145.3 District Councillors – Kenilworth Abbey

Cllr Blacklock – written report submitted. In previous minutes, note that Warwick District Council had called two items in ; the proposal to reflood the Mere behind Kenilworth Castle, and the business strategy for St Mary's Lands , Warwick. The following items were reported :

- The Executive at Warwick District Council changed its mind and reversed a decision about a flagship project, due to the combined efforts of opposition Councillors and back-bench Councillors of all four parties. The proposal was to spend £120,000 of council money on a Feasibility Study for the creation of a permanent lake costing a minimum of £20million.
- The District Council had convened a special extra meeting in August for the Standards Committee to review the arrangements for complaints about standards
- There have been a high number of responses to the Local Plan consultation and Officers are reviewing these. The Joint Housing Needs survey commissioned in the summer with the adjoining authorities was completed and distributed, which broadly confirmed the numbers envisaged for Warwick District Council. Cllr Illingworth and Blacklock, as members of the Policy Review Group discussing and assisting with formulating specific policies that will be part of the Local Plan, would be looking at the results.
- Warwickshire County Council is contemplating a major change to the Enforcement of On-Street parking, which will have repercussions for all Districts and Boroughs in the County. A 'Task and Finish' group of Councillors are investigating the options. Final decisions will be made in the autumn with changes implemented the following year.

Cllr Coker – no items reported

Cllr Illingworth - no items reported

145.4 Link Councillor with Burton Green C of E Primary School

Cllr Hickinbottom reported that he had made contact with the new Headteacher and would be arranging a meeting.

145.5 Link Councillor with Burton Green Village Hall Committee

Cllr Stewart reported that the Produce Show had been very good. There would be a HS2 meeting at the Village Hall on Wednesday, and Cllr Stewart sought clarification from the Parish Council regarding the Councils' standpoint and what preparation was being made for the meeting ie what are the Parish Council requesting in terms of compensation. Members stated that they were looking for community sustainability in the long term, mitigation for the Village Hall, the deep bore tunnel.

145.6 Link Councillor with Burton Green Neighbourhood Watch

Cllr de Worringham had nothing to report

145.7 Link Councillor with Burton Green Residents' Association

Cllr Taylor had no items to report

145.8 Link Councillor with Kenilworth Greenway Trust

Cllr Hills reported that a dog waste bin had been ordered and that there would be a fundraising event at St Nicholas Church. Liaison with Solihul MB Council continues regarding the egress.

145.9 Link Councillor with Burton Green HS2 Action Group

Cllr Taylor had no items to report. He added that the Community Forums would no longer continue, although Bi-lateral meetings would and suggested that a Cllr should represent Burton Green.

145.10 Link Councillor with Superpit Federation

Cllr Taylor had no items to report.

146/13 HS2

The Clerk confirmed that she would send the definitive plan of the Parish to HS2 along with other information requested. Members discussed the Hybrid deposit documents and Cllr Hills suggested that documents could be deposited at Jubilee House. It was agreed that all Councillors would look the Property Compensation consultation and that it would be an item on the next Agenda.

147/13 Neighbourhood Plan

Members had met in July ; schedule of planned meetings – 24th September and 15th October, open meeting 10th November. Stephen Hay would be attending the meeting on 24th September.

148/13 Local Councils Charter

Members considered the consultation and supported the proposed document.

149/13 Finance

149.1 Accounts for payment

Members approved the following accounts for payment	
Mrs L Baudet – Clerks salary (Aug and Sept)	£474.46
Warwickshire Council – pension conts (Aug and Sept)	£121.36
Mrs L Baudet – office allow/internet/exp (Aug and Sept)	£150.67
WRCC – Parish Plan analysis	£1000
CPRE – Annual subscription	£29.00

149.2 Income/expenditure and Bank Reconciliation

Members received the income and expenditure analysis and the Clerk reported that most of the expenditure was in line with the approved budget. The bank reconciliation was presented and approved with a current balance of £17,203, with current free reserves of £14,703.

150/13 Planning applications

150.1 Planning applications received

W/13/1235 Meadow View, 8 Hob Lane – replace the existing flat roofs with a pitched roof and the erection of a porch. Members considered the application as presented and had NO OBJECTION.

150.2 Le Van

The Chairman summarised the position with regards to LeVan and discussed the merits in continuing with the legal challenge. Given the costs associated with legal advice and the probability of winning, it was the view of the Parish Council that no further action would be taken. The Chairman opened the meeting for public participation. A representative for Avon Estates Ltd outlined possible future plans for the site, potentially to include housing, and expressed the wish to protect the interests of Burton Green as much as possible, and work with the Parish Council and the local community. It was agreed that Avon Estates Ltd address an Agenda item at the next meeting. The Chairman closed public participation,.

150.3 To consider request by Cala Homes to attend Parish Council meeting.

It was agreed that Cala attend the November meeting.

151/13 Communications

Members received details of communications received (Appendix B) and discussed the following :

- Item 2 – Cllr Hills would liaise with Stoneleigh, Ashow and University PC
- WALC meeting 9th October – Cllr Cox to attend
- WALC AGM 13th November 2013 – agreed Cllr Owen to attend with voting rights on behalf of Parish Council

152/13 Appointment of Clerk

The Clerk reported that she had received one application, and also a number of enquiries who had not proceeded with their application. Members felt that advertising over the summer holiday period may have deterred applicants and it was agreed to extend the closing date to 30th September 2013. It was agreed that Cllrs Cox and Hills would interview the applicants and would agree upon an interview date.

153/13 Councillors reports and future Agenda items

No items

154/13 Date of Next meeting

The next meeting would be held on 21st October 2013 at 7.30pm.

155/13 Termination of meeting

The meeting closed at 9.40pm.

Signed (Chair)

Date

APPENDIX A

BURTON GREEN PARISH COUNCIL RECONCILIATION

Receipts and payments reconciliation as at 31.8.2013

Balance brought forward	14297.4
plus receipts	6667
minus payments	3760.88

Total		17203.52
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Bank reconciliation

Lloyds bank account		17203.52
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Cash		0
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Total		17203.52
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less unpresented cheques	Nil	
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less earmarked reserves :

Grant for Parish Plan	1000	
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Grant for Parish Plan	1500	
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FREE RESERVES		14703.52
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16.9.2013

Communications reporting at September 2013 meeting

	Date		From :	Purpose
1	13.9.13	E	Warwick District Council	Notice of register for Neighbourhood Plan from Barford, Sherbourne and Wasperton Joint Council
2	13.9.13	E	Cllr Hills	Re : contact from Stoneleigh, Ashow and University Parish Council
3	12.9.13	E	HS2	HS2 Property Consultation – circulated to Cllrs
4	12.9.13	E	HS2	Hybrid Bill deposit – circulated to Cllrs
5	12.9.13	E	Alison Hodge, WALC	Notice of WALC AGM - 9 th October 7pm
6	11.9.13	E	Alison Hodge, WALC	Training – Budget setting 2014/15, 15 th October 6.30pm at Wooten Wawen – circ to Cllrs
7	11.9.13	E	Alison Hodge, WALC	Interest in forming a flood pressure group from Chair of Eathorpe JPC – forwarded to Cllrs
8	11.9.13	E	Craig Felts, Warks Rural Housing Association	Say 'yes to housing' campaign – circulated to Cllrs
9	10.9.13	E	Warwick D C	Appeal decision for Lindon Lea - circulated
10	9.9.13	E	HS2	Letter re scheme developments – cir to Cllrs
11	9.9.13	E	Alison Hodge, WALC	Cllr/Clerk Induction training
12	9.9.13	E	Denis Plater	Introduction as Community Safety Ambassador
13	9.9.13	E	Alison Hodge, WALC	Local Council Charter revised draft – circ to Cllrs
14	9.9.13	E	Mike Dutton	Rural Councils Group meeting – 7 th September - circulated to Cllrs
15	6.9.13	E	Jane Coates	Kenilworth Forum meeting 16 th September 2013 – circulated to Cllrs
16	6.9.13	E	Jane Coates	New service for young people 13-19 in need of support eg homeless, pregnant, homework
17	4.9.13	E	Cllr Hills	Copy of contact sent to HS2 to ensure Parish Council are informed of information
18	4.9.13	E	Community Forum	Stoneleigh, Kenilworth and Burton Green Community Forum information – circ to Cllrs. 18 th Sept Burton Green Village Hall 6pm
19	4.9.13	E	Jane Coates	Volunteers for Chair of Forum meeting - circulated
20	3.9.13	E	Warwick DC	Request for up to date list of Cllrs to check re pecuniary interest forms are up to date on the website.
21	2.9.13	E	Alison Hodge, WALC	HMRC Realtime reporting survey – completed by Clerk
22	29.8.13	E	Dave Edmunds, WDC	Letter re : Le Van – circulated to Cllrs (WDC don't intend to object to appeal)
23	28.8.13	E	Alison Hodge, WALC	Chairmanship training 28 th September - circulated
24	27.8.13	E	Jane Inman, WCC	Responses re deposit of Hybrid papers for HS2
25	27.8.13	E	Daniel Forrester	Request by Cala Homes to attend PC meeting
26				Invitation to Housing Strategy 2014-2017 Consultation event, Leamington Spa Pump Rooms, 9.30am, 2pm and 7pm sessions each 2 hours long. If you wish to attend email yourview.housing@warwickdc.gov.uk
27	16.8.13	E	Graham Leach	Letter from Rt Hon Forrester re Post Office funding – forwarded to Cllrs
28	14.8.13	E	Graham Leach	Independent Persons – Ray Tomkinson and Bob Meach

				– Warwick District Standards Committee
29	14.8.13	E	Graham Leach	Public Speaking at District Planning Committee – circulated to Cllrs.
30	7.8.13	E	Alison Hodge, WALC	WALC Newsletter – circulated to Cllrs
31	5.8.13	E	Dave Edmund, WDC	Query re decision re Le Van and rescheduling of meeting for 2 nd Sept – circulated to Cllrs.
32	2.8.13	E	Jane Coates	Community forum grants scheme – deadline 2 nd Aug

CIRCULATED BY POST :

LCR magazine, CPRE Annual Review, CPRE Outlook.

Invite from Cllr Richard Davies, Portuguese Wine Tasting Experience – 22nd November 2013.

Reply by 4th October if you intend to go.

WALC 64th Annual Report 2012/13., Clerk magazine