

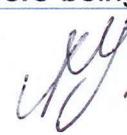
## Burton Green Parish Council

**Minutes of Meeting held on Monday 17<sup>th</sup> September 2018 at 7:30pm at Burton Green Village Hall, Hodgetts Lane, Burton Green**

**Present:**     **Parish Councillors:** Councillors Taylor (Chair), Grant (Acting Chair), Gibbs, Marshall and Deeley  
**District and County Cllrs:** Councillors Coker, Hill, Illingworth and Cooke (all attended from 8pm)  
**Clerk:** Paul Knight  
**Public Attendees:** 11 members of public were in attendance

The meeting was preceded by a presentation from Andy De-Bell of Balfour Beatty, HS2 contractors on initial ground investigation works.

Min No.	Item
66	<b>Apologies</b>
	<b>RESOLVED:</b> Councillors Watkin, Heyes, Clay and Leeson had previously offered their apologies for not attending the meeting and these apologies were accepted.
67	<b>Declarations of Interest</b>
	There were no declarations of interest
68	<b>Minutes of the Annual Meeting of the Parish Council Meeting held on 16<sup>th</sup> July 2018</b>
	<b>RESOLVED:</b> The minutes of 16 <sup>th</sup> July 2018 were approved
69	<b>Community Reports</b>
69.1	County Councillor John Cooke reported on the following: -a recent fatality and noise nuisance arising at Kenilworth Railway Station -the success of the recent Tour of Britain and intention to apply for future events -WCC's activities on the clipping and pruning of hedges, cleaning of road signs and repairs to potholes
69.2	District Councillors -Councillor Illingworth reported that recent boundary changes would have no effect on Burton Green, although changes proposed to the current parliamentary boundaries may result in the area being represented by a different MP -Councillor Coker reported that the leisure facilities in Leamington and Warwick were nearing completion and that planning and consultation processes were due to begin for the development of the two leisure centres in Kenilworth
69.3	Burton Green C of E Primary School No report received
69.4	Burton Green Village Hall With Standing Orders suspended councillors were advised of the following: -that full plans for the village hall would be ready for consideration in October -that the village hall had hosted a successful Produce Show -the next event planned was a performance from the band "Off the Cuff" on 13 <sup>th</sup> October at 7:30pm
69.5	Burton Green Residents' Association -Councillors were advised that plans for Armistice celebrations on 9 <sup>th</sup> November 2018 were underway and would feature an afternoon tea, period songs from the village choir, decoration of the verges with poppies and soldier "silhouettes", and the sale of British Legion crosses for charity. A beacon purchased by the parish council would be lit at 6:55 pm as part of the national commemoration and volunteers were being sought to help with



	<p>security and health and safety matters.</p> <ul style="list-style-type: none"> <li>-The annual Santa's Sleigh evening would be held on 14<sup>th</sup> December – residents will choose the charity to receive any donations raised</li> <li>-The AGM will be held on 1<sup>st</sup> October 2018</li> </ul>
69.6	<p>Kenilworth Greenway Trust No report received</p>
69.7	<p>Warwick University Councillor Grant advised the parish council on the following developments:</p> <ul style="list-style-type: none"> <li>-7000 students would be arriving the coming weekend and advised all to avoid the area as traffic issues will arise.</li> <li>-The University is to host its first freshers week</li> <li>-A new strategy had been released focusing on innovation, internationalism and regional engagement</li> <li>-Professor Michael Scott had appeared on BBC lecturing on ancient Greece</li> <li>-Funding of £10 million towards a new apprentice centre</li> <li>-A new battery technology centre was to be opened</li> </ul>
70	<p><b>Public Participation</b></p> <p>With Standing Orders suspended the public were allowed to raise points to councillors No points were raised</p>
71.	<p><b>Red Lane Playground</b></p> <p>With Standing Orders re-instated the clerk reported that the "Job Squad" had been asked to replace/repair the self-closing device on the gate to the playground. Councillor Grant is also due to meet with WU maintenance personnel to make the same request.</p>
72	<p><b>HS2</b></p> <p>The presentation from Andy de Bell was discussed – he offered to present again once the results of the initial ground investigation works became available.</p> <ul style="list-style-type: none"> <li>-Councillor Marshall reported on issues raised by the recent HS2 planning application to install ponds adjacent to the proposed track, and the recent failure of HS2 officers to attend meetings with the parish council and residents to discuss this application. The planning officer Debbie Prince had also expressed her frustration with the applicant. There was a need to clarify bunding associated with the HS2 route and the location of the ponds. Councillor Marshall will continue to chase HS2 on this matter.</li> <li>-The Chair advised that rumours were emanating from government and political circles that HS2 might be stopped. He reported that Michael Byng was playing a key role in ensuring that HS2's proposed construction methodologies and timescales were being challenged as being unreasonable.</li> <li>-Councillor Illingworth reported on the appointment of Sir Mark Worthington as the new Construction Commissioner by the Secretary of State. This was considered disappointing as Gareth Epps his predecessor, had taken a keen interest in resident's concerns. George will invite the new commissioner to a meeting in the area. He also reported on a recently published HS2 report on the purchase of land and property which revealed that actual costs were three times those of estimated costs.</li> </ul> <p>72.1 -Councillor Deeley reported on the difficulties of making an application for HS2 community funding, although funds will be available for up to 10 years there is a limited pot of money.</p> <p><b>RESOLVED:</b> The Chair will raise the issue of making an application for funding with the primary school</p>
73	<p><b>The Proposed A46 Link Road</b></p>
73.1	<p>A discussion was held on maps recently released by Solihull MBC as a result of a successful FOI application made by Dr Paul Thornton. They showed proposals for a phase 3 link road between the University and the A452. He advised councillors of the need to address this issue sooner rather than later as the construction of such a road would need to reflect interdependencies with housing developments at Westwood Heath, Cromwell</p>

	Lane and Burrow Hill and also construction works associated with HS2. <b>RESOLVED:</b> Councillor Marshall will contact Nicola Van der Hoven at County to request a response on the "optioneering" process to identify a phase 3 route.																																							
<b>74</b>	<b>Housing</b>																																							
<b>74.1</b>	A discussion was had on the implications of taking over ownership of the community land associated with the Cala Homes development. Whilst the parish council agree in principal to taking ownership of the land issues such as funding and the transfer process needed to be explored prior to any commitment. <b>RESOLVED:</b> The Chair to meet with Ryan Lewis of Cala Homes at 9am on Thursday 20 <sup>th</sup> September 2018, together with Councillors Deeley and Marshall, to begin preliminary discussions on taking over ownership of the community land.  Councillor Cooke advised councillors that he will intervene on any development where affordable housing is concentrated in a specific area, the purpose being to avoid the creation of housing "ghettos".																																							
<b>75</b>	<b>Neighbourhood Plan</b>																																							
	No report received																																							
<b>76</b>	<b>Finance</b>																																							
<b>76.1</b>	<b>RESOLVED:</b> The following payments were approved by councillors.																																							
	<table border="1"> <thead> <tr> <th>Creditor</th> <th>Purpose</th> <th>Spend</th> </tr> </thead> <tbody> <tr> <td>Smile Business Services</td> <td>Minutes of May meeting and associated costs</td> <td>93.30</td> </tr> <tr> <td>Leicestershire Gardens</td> <td>June 2018 - maintenance Red Lane Playground</td> <td>220.00</td> </tr> <tr> <td>Paul Knight</td> <td>August Salary</td> <td>205.81</td> </tr> <tr> <td>WCC Pension Fund</td> <td>Pension Aug 2018 - Employers contribution</td> <td>84.94</td> </tr> <tr> <td>WCC Pension Fund</td> <td>Pension Aug 2018 - Employees contribution</td> <td>19.97</td> </tr> <tr> <td>Paul Knight</td> <td>August Tax refund</td> <td>137.20</td> </tr> <tr> <td>Paul Knight</td> <td>September salary</td> <td>205.81</td> </tr> <tr> <td>WCC Pension Fund</td> <td>Pension Sept 2018 - Employers contribution</td> <td>84.94</td> </tr> <tr> <td>WCC Pension Fund</td> <td>Pension Sept 2018 - Employees contribution</td> <td>19.97</td> </tr> <tr> <td>Paul Knight</td> <td>Sept Tax refund</td> <td>137.20</td> </tr> <tr> <td>Paul Knight</td> <td>August/September expenses and office costs</td> <td>80.49</td> </tr> <tr> <td>BG Residents' Association</td> <td>Grant funding</td> <td>100.00</td> </tr> </tbody> </table>	Creditor	Purpose	Spend	Smile Business Services	Minutes of May meeting and associated costs	93.30	Leicestershire Gardens	June 2018 - maintenance Red Lane Playground	220.00	Paul Knight	August Salary	205.81	WCC Pension Fund	Pension Aug 2018 - Employers contribution	84.94	WCC Pension Fund	Pension Aug 2018 - Employees contribution	19.97	Paul Knight	August Tax refund	137.20	Paul Knight	September salary	205.81	WCC Pension Fund	Pension Sept 2018 - Employers contribution	84.94	WCC Pension Fund	Pension Sept 2018 - Employees contribution	19.97	Paul Knight	Sept Tax refund	137.20	Paul Knight	August/September expenses and office costs	80.49	BG Residents' Association	Grant funding	100.00
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<b>76.2</b>	To receive a report of the quarterly reconciliation of accounts and balance of reserves held by the parish council <b>RESOLVED:</b> Councillors noted the first quarter analysis and reconciliation of accounts – the approved first quarter analysis (Appendix A) and reconciliation (Appendix B) are attached to these minutes.																																							
<b>76.3</b>	To note that cheque 513 was issued to replace uncashed cheque 465; the latter was subsequently returned and voided. To note that cheques 476 and 489 were issued to replace uncashed cheques 469 and 470; the latter were cancelled at the bank. To note that cheque 512, which was issued to replace cheque 503, has been voided. Cheque 512 has subsequently been cashed. <b>RESOLVED:</b> Councillors noted and approved the reissuing, replacement, cancellation and voiding of the above cheques.																																							
<b>76.4</b>	To consider a reduction to next year's precept by £1960 to offset an overpayment for this year's (2018/19) precept of this amount. <b>RESOLVED:</b> Councillors approved the associated underspend in this year and the reduction as stated in the precept amount applied for 2019/20.																																							
<b>76.5</b>	To consider an application for grant funding of £100 for afternoon teas as part of the national Armistice commemorations. <b>RESOLVED:</b> Councillors approved the application for grant funding of £100 towards the armistice celebrations in November.																																							

<b>77</b>	<b>Communications</b>			
	Councillors reviewed the correspondence list and agreed that no further action was required.			
<b>78</b>	<b>Councillors reports and items for future Agenda</b>			
	<b>RESOLVED:</b> Councillors agreed that air quality should feature as an agenda item at the next meeting			
<b>79</b>	<b>Standing Orders</b>			
	Carried forward – not ready to be circulated – WALC model version needs to be scrutinised by Cllr Grant and the Clerk prior to circulation			
<b>80</b>	<b>Planning</b>			
	<b>RESOLVED:</b> Councillors agreed the following responses to applications received.			
	Ref	Address	Details of Application	Resolved
	W/18/1285	233 Cromwell Lane, Burton Green, Kenilworth, CV8 1PN	Erection of a single storey rear extension.	No objection to be logged
	OUT/2018/2115	WU	Outline Planning application - Capital Plan Hybrid Application for 1000 additional student accommodation units on WU Campus	No objection but observation to be logged regarding implications for traffic management in the area and the air quality implications of increased traffic
	W/18/0889	Gardeners Store, University of Warwick, Leighfield Road, Coventry	Proposed erection of two new buildings to provide a gardeners' welfare unit and tractor shed within the existing gardeners' compound, together with the creation of a disabled parking bay	No objection to be logged
	W/18/1369	University of Warwick, Gibbet Hill Road, Coventry	Proposed installation of sculpture on the grassed area between Gibbet Hill Road and Scarman Road	No objection to be logged
	W/18/1470	196 Cromwell Lane, Burton Green, Kenilworth, CV4 8AP	Erection of a two storey rear extension and loft conversion with dormer	No objection to be logged
	W/18/1514 HS2	Black Waste Wood, adjacent Cromwell Lane, Burton Green, Kenilworth, CV8 1PN	Construction of Four Ponds and Basking Banks relating to Ecological Mitigation for development authorised by the High Speed Rail (London - West Midlands) Act 2017. SK 142 and	Clarification to be explored in respect of lack of information provided and failure to honour

			SK 146 - Burton Green Cluster	agreement to meet up with residents and parish councillors
W/18/1399	Burrow Hill Farm, Hob Lane, Burton Green, Kenilworth, CV8 1QB	Erection of 1no. Stable Block. Erection on 1no. Dressage Arena 60m x 20m.		No objection to be logged
W/18/1531 and 1532 LB	Arnolds Farm, 272 Cromwell Lane, Burton Green, Kenilworth, CV8 1PL	Application to convert storage building to ancillary residential accommodation associated with Arnolds Farm		No objection to be logged
W/18/1531	Two Oaks, Red Lane, Burton Green, Kenilworth, CV8 1PB	Proposed place of worship (Use Class D1) Address: Two Oaks, Red Lane, Burton Green, Kenilworth, CV8 1PB Applicant: Coventry Hall Gospel Trust		More investigation and clarification required - response to be minuted at October meeting
<b>81</b>	<p><b>Date of Next Meeting</b> The next meeting of Burton Green Parish Council is at 7:30pm on Monday 15<sup>th</sup> October 2018 at Burton Green Village Hall</p> <p>The meeting finished at 9:35pm</p>			

Signed.....*A Taylor*.....

Dated.....*15.10.2018*.....

BURTON GREEN PARISH COUNCIL BUDGET ANALYSIS 2018/19

	FY14/15 Actual to 31.3.15	FY15/16 Actual to 31/03/16	FY16/17 Actual to 31/03/17	FY17/18 Actual to 31/03/18	FY18/19 BUDGET AGREED	FY 18/19 Actual to 30/06/18	FY 18/19 Actual to 30/09/18	FY 18/19 Actual to 31/12/18	FY18/19 Actual to 31/03/19	FY 17/18 Actual to 31/03/2019	Budget Variance 2018/19
<b>£ PAYMENTS</b>											
Advertising	259.68										
Audit expenses	180.00	300.00	160.00	170.00	200.00	95.00				95.00	105.00
Capital (equipment purchase)		1,605.60			2,200.00						2,200.00
Clerks salary	3,743.68	4,021.77	2,642.83	3,348.91	4,495.00	1,342.75				1,342.75	3,152.25
Clerk tax debts to HMRC	260.60	845.85	1,847.88	2,232.40		982.45				982.45	982.45
Clerks superannuation (emp conts)	644.26		2,643.53	1,671.44	2,658.00	657.78				657.78	2,000.22
Clerk - office allow and internet	169.00	247.00	272.00	268.00	350.00	177.30				177.30	172.70
Election fees		450.00									
Grants (s137)	389.25	679.40	969.40	5,877.40	1,000.00						1,000.00
Hire of rooms for meetings	306.00	115.50	165.00	238.25	300.00	90.00				90.00	210.00
HS2	20.00	4,626.00	20.00			4,000.00				4,000.00	4,000.00
Insurance	315.15	317.12	327.59	329.09	350.00	335.07				335.07	14.93
Legal/professional fees	105.00	35.00									
Neighbourhood Plan	894.00		288.38	114.27	500.00	1,267.25				1,267.25	1,732.75
Office costs	266.28	341.66	70.00	80.00	70.00	85.00				85.00	15.00
Payroll		84.00	1,751.00	791.50	800.00	200.00				200.00	600.00
Play Area - Red Lane											
Postage/Telephone		12.00		45.00	20.00						20.00
Publications		356.00	323.00	307.86	350.00	50.00				50.00	50.00
Subscriptions	300.00	1,395.79	363.22	310.00	1,250.00						300.00
Training	337.00	245.13	175.72	92.00	250.00						1,250.00
Travel expenses (Cllrs)	186.90	672.30	522.45	497.25	500.00						250.00
Travel expenses (Clerk)	176.20	25.10	50.43	200.00		200.00				200.00	500.00
Unforeseen exp/misc	133.65		248.87	809.70	100.00	825.20				825.20	725.20
VAT	106.49	48.80	434.79	562.67	200.00						200.00
Website		35.86									
<b>Total</b>	<b>8,841.94</b>	<b>16,411.08</b>	<b>13,306.09</b>	<b>20,254.24</b>	<b>18,643.00</b>	<b>10,307.80</b>				<b>10,307.80</b>	<b>8,335.20</b>
<b>£ RECEIPTS</b>											
Bank interest	3.94	15.03	15.02	15.03	15.00	3.87				3.87	11.13
Precept	30,000	22,899	18,788.00	18,451.00	18,451.00	9,225.50				9,225.50	9,225.50
Council Tax grant		517.00	642.00	518.00							
VAT refund	198.84	136.99		1,386.70		809.70				809.70	
Neighbourhood Plan grant				3,600.00							
Transparency Code Grant				2,116.93							
Michael Bynø HS2 Report				1,000.00							
Other	441.31	164.27	51.00	69.35	177.00						177.00
<b>Total</b>	<b>30,644.09</b>	<b>23,732.29</b>	<b>19,496.02</b>	<b>27,157.01</b>	<b>18,643.00</b>	<b>10,039.07</b>				<b>10,039.07</b>	<b>8,603.93</b>

## BURTON GREEN PARISH COUNCIL RECONCILIATION

## Receipts and payments reconciliation as at 30.6.18

Balance brought forward	59219.37
plus receipts	<b>10039.07</b>
minus payments	10307.80
Total	58950.64

## Bank reconciliation

Lloyds Business Bank Account - 43619360 June 2018	30052.89
Lloyds Treasurer Account - 43618960 as at June 2018	29424.81
Cash	0.00
Total	<u>59477.70</u>

## less unpresented cheques

507	41.69
508	177.37
510	200.00
513/465	108.00
	<b>527.06</b>

58950.64