

Burton Green Parish Council

Minutes of the remote Zoom meeting held on Monday 15th June 2020 at 7:30pm

Present: **Parish Councillors:** Councillors Grant (Chair), Deeley, Heyes, Marshall, Paine, Watkin, Gibbs, Taylor and Hatton
District and County Cllrs: Councillors Illingworth and Cooke
Clerk: Paul Knight
Public Attendees: 8 members of public were in attendance

Min No.	
14.	Apologies
	No apologies were received
15.	Declarations of Interest
	None declared.
16.	Minutes of the Meeting of the Parish Council held on 18th May 2020
	RESOLVED: The minutes of 18 th May 2020 having been circulated were approved as an accurate record. The minutes to be signed by the Chair following the meeting.
17.	Community Reports
17.1	County Council – Councillor John Cooke summarised the contents of his written report. He advised the Parish Council that he had received over 300 emails from Kenilworth residents, and noted 1000s of social media comments, regarding a proposed closure, in response to social distancing measures, to traffic on Warwick Road and that the proposal has now been retracted. He advised that a full meeting of the County Council would take place in July.
17.2	District Council – Councillor Illingworth advised councillors of the end of his year as Chair of the Council, and that he was now Chair of the Standards Committee. He advised Councillors that discretionary funding for businesses subject to lockdown was available. -In response to concerns raised by Councillor Paine about the mixing of recycled and residual waste the Parish Council was assured that comingled waste arising from current waste collection operations would be combed through to separate out recyclable waste.
17.3	Burton Green C of E Primary School – Councillor Hatton reported that the school was still operating a limited service for reception, years 1 and 6, and for the children of key workers – this amounted to a 30% take up. She advised that any increase in numbers with current distancing measures would prove difficult manage -The Clerk advised he was obtaining the school’s credentials in order to pursue the ongoing sewage issue with WaterPlus.
17.4	Burton Green Village Hall Committee – Councillor Deeley advised the Parish Council that 4 construction quotations had been received for the village hall and were currently being reviewed..
17.5	Burton Green Residents’ Association – Councillor Deeley reporting on behalf of the Residents’ Association advised Councillors on the following: -Planting material used for the VE day ‘letters’ had been recycled to the planting tubs -A discussion was held on a potential day to celebrate VJ Day -In response to concerns about the state of the road and path surfaces on Red Lane, owing to multiple excavations, Councillor Cooke advised councillors to wait until it was either to bad to use safely, or until all associated housing and HS2 works were complete, before requesting that the surface be renewed.
17.6	Greenway Trust / HS2 Greenway Group – with standing orders suspended Ross McClean reported that more activity had been identified with bird and bat boxes on the Greenway. He also expressed concerns about the HS2 Liaison Officer leaving, and who would replace him, and the relocation of the litter bin from the top of the access ramp off Cromwell Lane.

	<p>-Councillor Paine raised the issue of the lack of parking spaces for people accessing the Greenway, the use of which had increased considerable during the lockdown, and that parking on Hodgetts Lane on Sundays was a particular issue. He proposed the Parish Council keep this matter under consideration going forward. Possible options to improve parking discussed covered:</p> <ul style="list-style-type: none"> -use of the new village hall car park (however public parking is not in their plans as the site is private land, will be secured by a barrier and only open for users of the hall) -Cala homes car park (need to ensure school car parking is not compromised plus not available for approximately 18 months) -the current village hall site (ongoing discussions as to how we could acquire this land as a car park once the tunnel construction and Greenway complete which could be many years away)
17.7	Warwick University – The Chair reported that 1100 students were still on campus, and that problems associated with motorbike racing and youths trying to break into the newly constructed student accommodation, were having to be addressed.
18.	Public Participation
	-With standing orders suspended an invitation was extended to members of the public to ask questions of the Parish Council. No questions were forthcoming.
19.	HS2
19.1	<p>The proposed pedestrian crossing and traffic lights on the Red Lane and Hob Land junction.</p> <p>-Councillor Marshall advised that no progress had been made since the last meeting, and that members of the working party still awaited a report which is currently two weeks late. Councillor Illingworth reminded the Parish Council about HS2 proposals, for which a design was still awaited, for the track in the eastern part of the parish to be raised 10ft higher than existing plans.</p> <p>RESOLVED: It was agreed that Councillor Marshall write to Jeremy Wright MP and/or HS2's Andy de Bell to express concerns about the lack of timely responses from HS2; the apparent loss of contacts with Susan Bridges and others said to be leaving HS2; and the noise and visual impact implications associated with the raising of the track through the Crackley gap and over the Canley Brook. The Parish Council to require that the appropriate noise and environmental impact analysis be carried out for the adjusted track.</p>
20.	Speeding in the village
20.1	<p>To consider use and application of speed limiting measures including flashing speed signs.</p> <p>-Councillor Marshall reported on the response of WCC to the proposed use of traffic speed signs on Cromwell Lane. He advised that with only two accidents logged in the last five years that fixing the broke sign on Cromwell Lane was not a priority for County. Councillor Cooke advised that speeding had been a big issue during the lockdown with clear roads allowing for faster driving.</p> <p>-Councillor Taylor advised the Parish Council that he would investigate the possibility of installing a speed camera on Cromwell Lane.</p> <p>RESOLVED: It was agreed that Councillor Taylor investigate the possible installation of a speed camera on Cromwell Lane.</p> <p>-A discussion was had on the merits of various ways to control speeding in the village and the use of CIL and S106 funding for traffic related matters including the repair of the electronic flashing speed sign adjacent to 245 Cromwell Lane. Councillor Heyes expressed his surprise that data from speed monitoring surveys in Cromwell Lane led the County to conclude that there was a 'high degree of compliance' with speed levels.</p> <p>RESOLVED: The Clerk to set up a virtual meeting with the County Council to discuss speeding issues in the village, access to speed monitoring data, and the financing of speed control measures including the repair of the Cromwell Lane flashing speed sign.</p>

20.2	To consider funding the repair of the electronic flashing speed sign adjacent to 245 Cromwell Lane. -See above
21.	Burton Green Village and Neighbourhood Design Statement
	Councillor Watkin advised the Parish Council on progress on the tabled Evidence and Reasoning Document, and work to complete the Village Character Assessment and associated mapping. He requested that any subsequent changes arising from proof reading and other minor changes associated with the use of photographs within the documents be endorsed by Parish Council. RESOLVED: Councillors unanimously endorsed the text and approved the Steering Group to make the minor tidy up amendments necessary to allow the Steering Group to present the documentation to Warwick District Council for the referendum and inspection.
22.	Public Rights of Way: to consider issues relating to rights of way on pathways across the village
22.1	To consider access issues from the middle Red Lane footpath to the Greenway. A discussion was held on the recent issue of posts being erected in front of gates to deny the access to farmer's fields of horses and to motorcycles. Richard Gardener, Head of Footpaths Enforcement, is currently investigating this matter and is due to report on the 29th June. The Parish Council await the outcome of the investigation.
23.	Housing
23.1	Cala Homes – to confirm matters raised in email from Gowling WLG, Solicitors acting on behalf of the Parish Council, regarding the transfer of land from Cala Homes to the Parish Council. Councillor Paine asked if Councillor Cooke could ascertain who in the County Council could advise the Parish Council about how the CALA Homes CIL money was used or is planned to be used. RESOLVED: Apart from a highways search (Cala Homes have confirmed that all roads associated with the Red Lane development are to be adopted) Councillors approved that searches proposed by the Parish Council's solicitors, Gowling WLG, in connection with the adoption of the car park and playing field on the Cala Homes development site, be conducted.
23.2	Ongoing maintenance of car park and playing field post transfer of land. Carried forward
23.3	Land to the south of Westwood Heath Road Nothing to report
23.4	Land to the west of Cromwell Lane Reserved matters application still to be heard – the Parish Council will be notified in order that representations can be made.
23.5	The Kings Hill development Councillor Illingworth confirmed that the application associated with this development did not make the district council planning agenda – he suspects that developers are being cautious with major developments because of current uncertainties within the housing market.
24.	Future Parish Council Spending Plans (including CIL) A discussion was held on the spending of funding from CIL and that arising from S106 agreements. Councillor Grant agreed to forward to Councillors the output of the Parish Council's CIL meeting on 2nd March. RESOLVED: Councillor Paine will produce and circulate a short paper linking potential spends of CIL and other forms of funding to the Neighbourhood Development Plan.
25	Finance
25.1	To receive a report on the 4th quarter financial analysis and reconciliation. RESOLVED: The fourth quarter reconciliation and analysis, appended to these minutes, was noted.

25.2	To receive note and consider the report from the Internal Auditor for the 2019/20 accounts RESOLVED: Councillors noted and approved the previously circulated internal auditor's report (appended to these minutes).			
25.3	To agree the Annual Return for 2019/20 including the "Accounting Statement" and "Annual Governance Statement". RESOLVED: Councillors approved the Accounting Statement which was duly signed by the Chair having already been signed by the Responsible Financial Officer. Councillors then approved the Annual Governance Statement which was duly signed by the Chair and the Clerk.			
25.4	To consider and approve accounts for payment.			
25.5	RESOLVED: The following payments were approved unanimously by Councillors.			
	Creditor	Purpose	Total (£)	
	Paul Knight	Salary May 2020	517.50	
	Paul Knight	Office expenses May/June 2020	41.70	
	WCC Pension Fund	Employers contribution May 2020	124.44	
	WCC Pension Fund	Employees contribution May 2020	32.44	
	Paul Knight	Refund of tax payment to HMRC May 2020	39.80	
	Paul Knight	Salary June 2020	481.21	
	WCC Pension Fund	Employers contribution June 2020	114.33	
	WCC Pension Fund	Employees contribution June 2020	29.80	
	Paul Knight	Refund of tax payment to HMRC June 2020	30.80	
	Leicestershire Gardens	Payment for maintenance in May 2020	50.00	
	BHIB Insurance	Annual Insurance Premium	308.37	
	The approved spend on searches by Gowling WLG in connection with the Cala Homes land to be adopted by the Parish Council will be approximately £1000 to £1500.			
26.	Communications			
	-All items detailed in the communications list had been dealt with or noted. -A discussion was held on ensuring the quarterly Bugle featured a report from the Parish Council			
27.	Councillors reports and items for future Agenda			
	Councillor Marshall raised the possibility of holding the July meeting in the village hall as restrictions on face to face meetings were lifted. RESOLVED: The Clerk will arrange for the July meeting to be held in the village hall if the relaxation of laws on social distancing allows.			
28.	Planning			
	Ref	Address	Details of Application	Response
	W/20/0536	237 Cromwell Lane, Burton Green, Kenilworth, CV8 1PN	Erection of a two-storey rear extension and a detached garage	The current application has been withdrawn and works permitted by previous application are proceeding
	W/20/0636	26 Red Lane, Burton Green, Kenilworth, CV8 1NZ	Demolition of the existing summer house and sheds. Construction of a new single storey annex to provide additional accommodation for a full time carer for the applicants disabled son.	No observations

		W/20/0678	Existing Lawful Development Pools Cottage, Crackley Lane, Kenilworth, CV8 2JW	Application for a Lawful Development Certificate for existing use of the site as 1 dwelling, 9 self-contained apartments, wooden chalet and swimming pool.	No observations
		W/20/0762	18 Hodgetts Lane, Burton Green, Kenilworth, CV8 1PJ	Proposed erection of side roof dormer extension.	No observations
		W/20/0784	New Farm, Red Lane, Burton Green, Kenilworth, CV8 1PE	Application for Outline Planning Permission for erection of 1no. dwelling with all matters reserved except for access.	No observations
29	Date of Next Meeting – 20th July 2020				
	The meeting concluded at 9:50pm				