

## Burton Green Parish Council

### Minutes of Meeting held on Monday 18<sup>th</sup> September 2017 at 7:30pm at Burton Green Village Hall, Hodgetts Lane, Burton Green

**Present:**     **Parish Councillors:** Councillors Taylor (Chair), Grant (Acting Chair for the meeting) Vine, Marshall, Gibbs (left at 20:40), Leeson, Watkin and Green  
**District and County Cllrs:** Councillors Illingworth (arrived 21:40) and Hill (arrived 21:10)  
**Clerk:** P Knight  
**Public Attendees:** 16 members of public were in attendance

Min No.	Item
128	<p><b>Apologies and Acceptance of Apologies</b>  Cllr Cooke offered his apologies but provided a report to be read out to the meeting.</p>
129	<p><b>Declarations of Interest</b>  None were declared</p>
130	<p><b>Minutes of the Parish Council Meeting held 17<sup>th</sup> July 2017</b>  These were read and agreed as an accurate record.  <b>RESOLVED:</b> Subject to the title of the minutes being amended from Annual Parish Meeting to Parish Meeting the minutes of the meeting held on Monday 17<sup>th</sup> July 2017 having been circulated and read were signed as an accurate record.</p>
131	<p><b>Community Reports</b></p>
131.1	<p><b>County Councillor</b> – In his absence a report tabled by Councillor Cooke was read out by the Acting Chair. The report include the following matters:</p> <p>Councillor Cooke has used his delegated transport budget to fund two minor road improvements at the A4177 junction with Haseley Knob Road and on the A452 Birmingham Road (West of Red Lane) where there have been 4 injury accidents within the last 3 years. Councillor Cooke asked the Parish Council to give these some thought and contact him if further discussion was needed. He reported that a resident of Wharf Lane Lapworth has asked for a speed limit reduction in Wharf Lane from 60 to 40 mph. However, a speed survey will need to be taken to determine whether or not there is a case for a reduction.</p> <p>He reported that the consultation on the WCC proposal to reduce the number of Children Centres in the County in order to meet an agreed £1.1million budget cut continues. County Councillors will be joining force to oppose this reduction.</p> <p>He also reported that Trading Standards is launching its annual electric blanket safety testing campaign (electric blankets are known to be a source of house fires). County officers will arrange for electric blankets to be tested FREE of charge this coming October and the service is also offering to safety test kettles, irons, toasters and Christmas lights (again, free of charge) at the same time.</p>
131.2	<p><b>District Councillors</b>  Councillor Hill advised the Parish Council that if Local Plan is passed it doesn't mean that things can't be re-arranged.</p> <p>Councillor Illingworth reported that concerns about the Local Plan were also shared by Old Milverton Parish Council who were also considering a Judicial Review. He advised</p>

Councillors that the focus of such Reviews was on process rather than findings.

He reported on recent developments on the redrawing of district boundaries which will lead to the misalignment of County and District boundaries, although he acknowledged this does not affect Burton Green.

Councillor Illingworth asked for feedback on the suggestion that more houses meant that more councillor representation would be needed - there are 46 councillors currently, should there be 50? Councillors considered that boundary changes to equalise representation were preferable to the provision of more councillors.

He also reported a recent surge in unauthorised traveller's encampments which were the cause of concern to elderly residents. He advised that there were lots of calls for the provision of proper sites including transit and emergency stop sites.

**131.3 Burton Green C of E Primary School**

Councillor Watkin reported that the school was at capacity with 107 pupils in attendance and that it was fully staffed with an excellent new Headteacher due in place by Jan 2018. He also reported that Mrs Helen Hughes has left the school leaving a position vacant offering 20 hours per week including dinner lady duties.

Councillor Watkin reminded Councillors of the Green Leek run on 8<sup>th</sup> October.

**131.4 Burton Green Village Hall**

With Standing Orders suspended Deidre reported that HS2 funding for the new replacement village hall was agreed but that negotiations continued on the provision of extra insulation to windows, and that surveys were underway to assist with determining drainage provision. Deidre reported on the forthcoming Good Produce Show, a quiz night to be held on 20<sup>th</sup> October, and that "Made in BG" had reformed and hoped for support from the Parish Council for next summer.

**131.5 Burton Green Residents' Association**

With Standing Orders remaining suspended Rona reminded Councillors of the AGM on 30<sup>th</sup> October. It would be the same format as last year to reduce formality and encourage residents to join in and offer comment, and would include items on housing and the Neighbourhood Plan. Rona asked for councillors to attend in order to answer questions. She reported that a village clean up would be held on the 1<sup>st</sup> October commencing at the bridge from 10:30 with litter pickers made available to volunteers; a lunch for retired residents would be held on 6<sup>th</sup> October; on 15<sup>th</sup> October local volunteers would be provided with bulbs to plant, and a quiz night would be held on 21<sup>st</sup> October. Rona also reported on the intention to provide hospitality at the village hall to support the visit of Santa planned for 22<sup>nd</sup> December.

**131.6 Kenilworth Greenway Trust**

Ross reported that a structural problem with the former railway bridge needs to be addressed to allow contractors to access the bridge to provide quotes for scaffolding – he is chasing this. He reported on organised tree felling in Crackley Woods and that horse riders observed taking advantage of the removal of kissing gates to ride on restricted land had received a written warning. The Council do not want to have to reinstate the gates to deny access to horse riders as they were originally removed to allow disabled access. He reported that Wimpy Homes are to be forced to pay out £80000 in compensation to mitigate problems caused to the Greenway by their activities. He also reported his

131.7	<p>intention to commence strimming activities to tidy up the Greenway.</p> <p><b>Warwick University</b>  With Standing Orders reinstated Councillor Grant reported on the following:  -temporary construction of a theatre called the Goosenest;  -that construction to the new student residence's was underway;  -early student arrivals would take place on 23<sup>rd</sup> and 24<sup>th</sup> September  -main arrivals on the 13<sup>th</sup> and 14<sup>th</sup> October which also clashed with Kenilworth Horse Fair. Timeslots for arrivals have been arranged and that "Freshers Week" would commence from 2018 for new arrivals. In all some 7000 students will be accommodated.  -the university will be negotiating early starts for bus services to and from the campus for early starters.  -the manufacturing company Dyson have opened their own unit at Warwick  -the Art Faculty have been assessed as 37<sup>th</sup> in the world and the University is in the world top 100 for employability.</p>
132	<p><b>Public Participation</b>  With Standing Orders suspended members of the public attending the meeting were given an opportunity to raise matters of concern to them. A member of the public expressed concerns about the state of the pavement outside 76, 77, 78 and 79 Red Lane which appears to have sustained damage from contractors mowing the grass, Councillors requested the Clerk to bring this matter to the attention of the local authority.  <b>RESOLVED:</b> The Clerk to raise a complaint about the state of the pavement with the Highways Authority</p> <p>In response to concerns about further possible housing sites with the parish Cllr Gibbs pointed out the protection against development provided by Greenbelt status as shown in maps provided in the Local Plan, and advised that normal planning rules applied within property boundaries within the Burton Green.</p>
133	<p><b>Red Lane Play Area</b>  With Standing Orders reinstated the Clerk reported that a replacement sign had been provided by a local resident and that the annual health and safety inspection of the playground is due to be undertaken in September.</p>
134	<p><b>HS2</b>  Nothing to report other than a drop in session planned for following day.</p>
135 135.1  135.2	<p><b>Housing</b></p> <p><b>Coventry Local Plan</b>  The Chair expressed his surprise that the City Council have not put out their report which was expected imminently. The Chair advised that the recent letter from Allesley Parish Council regarding the Plan was of no concern to Burton Green Parish Council.</p> <p><b>Warwick District Council – Local Plan</b>  A discussion was had on the relative merits of mounting a Judicial Review of the Local Plan should Warwick District Council approve it at their meeting on 27<sup>th</sup> September. Councillors discussed grounds for this action, costs, the associated risks, contributions from other authorities, and the time implications. The Chair advised all to attend the meeting on the 27<sup>th</sup> to ensure that the strength of feelings of local residents was conveyed to district councillors due to vote on the Plan. He reported that the Campaign for the Protection of Rural England were also involved and the aim was to get the Plan delayed to allow the alleged flawed population statistics used in the report to be investigated. He advised that similar campaigns were ongoing in other areas around Coventry being asked to provide land for housing to fulfil Coventry's housing needs. The Chair advised Councillors that although a Judicial Review was a risk and may not be successful in reversing the decision to build on the Greenbelt that the risk was worth taking.</p>

136	<p><b>Website</b> The Clerk reported a significant increase in visits to the new website and that he had received many positive comments from residents and others who had accessed it.</p>																																				
137	<p><b>Burton Green Village and Neighbourhood Design Statement</b> Councillor Watkin reported that at the village Produce Show the Steering Group had invited visitors to complete a short questionnaire and vote on the four most important of the eight Neighbourhood Plan themes. The Steering Group analysed the results on 11th September and are due to meet on 25 September to plan the Drop-in event to be held in the Village hall on 29th September.</p> <p>The Parish Council held a discussion on the Neighbourhood Plan project on which Councillor Watkin was taking a lead and agreed the following:</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. The Project Group should be formally constituted as the Neighbourhood Plan Steering Group.</li> <li>2. The Clerk and Councillor Watkin to meet to agree a constitution using one provided by the consultant Neil Pearce as a guide.</li> <li>3. The following themes to be used to formulate the Neighbourhood Plan – Housing; Roads; Green space/Landscape; Community/Leisure amenities; School/Education; Greenway/Footpaths; character of the parish; public transport.</li> <li>4. To finance the offer of a £50 shopping voucher to encourage people to respond to the community survey.</li> <li>5. The purchase of a banner to advertise the drop in event to be displayed at the Red Lane, Hob Lane Cromwell Lane junction and on Paddy's Loop.</li> </ol>																																				
138	<p><b>Transparency Funding</b> The Clerk reported that the application for funding towards the new website and computer equipment was in preparation and would be submitted shortly.</p>																																				
139	<p><b>Public Footpaths and the Environment</b> The Chair reported two recent complaints from residents regarding maintenance of footpaths and advised that the Parish Council will continue to keep an eye on such matters and holding the responsible authorities to account.</p>																																				
140	<p><b>Superfast Broadband</b> It was reported that funding announced but plans not yet in place.</p>																																				
141 141.1	<p><b>Finance</b> <b>RESOLVED:</b> The following payments were approved:</p> <table border="1" data-bbox="252 1496 1541 1951"> <thead> <tr> <th>Creditor</th> <th>Purpose</th> <th>Spend</th> </tr> </thead> <tbody> <tr> <td>APS Avon Planning</td> <td>Presentation - Neighbourhood Planning</td> <td>108.00</td> </tr> <tr> <td>Creative Sign&amp; Design Ltd</td> <td>Erection of traffic sign adjacent to Red Lane Park</td> <td>30.00</td> </tr> <tr> <td>Paul Knight</td> <td>August Salary</td> <td>360.85</td> </tr> <tr> <td>Paul Knight</td> <td>Refund of HMRC contribution for August</td> <td>240.40</td> </tr> <tr> <td>Warwickshire Pension Fund</td> <td>Pension August - employers contribution</td> <td>145.06</td> </tr> <tr> <td>Warwickshire Pension Fund</td> <td>Pension August - employees contribution</td> <td>34.99</td> </tr> <tr> <td>Paul Knight</td> <td>September Salary</td> <td>240.43</td> </tr> <tr> <td>Paul Knight</td> <td>August/September Expenses</td> <td>132.26</td> </tr> <tr> <td>Paul Knight</td> <td>Refund of HMRC contribution for September</td> <td>160.40</td> </tr> <tr> <td>Warwickshire Pension Fund</td> <td>Pension September - Employees contribution</td> <td>23.33</td> </tr> <tr> <td>Warwickshire Pension Fund</td> <td>Pension September - Employers contribution</td> <td>96.71</td> </tr> </tbody> </table> <p>141.2 <b>RESOLVED:</b> The Parish Council approved payment of £19.25 towards the cost of a Remembrance Day Wreath</p>	Creditor	Purpose	Spend	APS Avon Planning	Presentation - Neighbourhood Planning	108.00	Creative Sign& Design Ltd	Erection of traffic sign adjacent to Red Lane Park	30.00	Paul Knight	August Salary	360.85	Paul Knight	Refund of HMRC contribution for August	240.40	Warwickshire Pension Fund	Pension August - employers contribution	145.06	Warwickshire Pension Fund	Pension August - employees contribution	34.99	Paul Knight	September Salary	240.43	Paul Knight	August/September Expenses	132.26	Paul Knight	Refund of HMRC contribution for September	160.40	Warwickshire Pension Fund	Pension September - Employees contribution	23.33	Warwickshire Pension Fund	Pension September - Employers contribution	96.71
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	<p><b>RESOLVED:</b> Further to item 137 above the Parish Council approved payment of £32.50 to purchase the banner for the Neighbourhood Plan Drop-in session, and to cover the cost of a £50 prize used to encourage residents to complete surveys to inform the Neighbourhood Plan.</p> <p>Further to item 135.2 the Parish Council discussed the provision of financial support to a limited company due to be formed and tasked with judicially reviewing the Warwick Local Plan. The Chair proposed a contribution of £5000 which would be used to cover the costs of providing Counsel for this purpose. He advised that other parish councils will also be contributing, including Finham Parish Council, and that funding would be used to cover the cost of compiling a letter to the Chief Executive of Warwick District Council in time for their meeting to discuss the Local Plan on Wednesday 27<sup>th</sup> September, and then to draw up the grounds for the Judicial Review. The Chair advised that if successful the Judicial Review might delay the application of the Local Plan for up to 18 months whilst the matter is deliberated on. He advised that around £10,000 has already been spent but that much more will be needed and that the total cost may reach £20,000.</p> <p><b>RESOLVED:</b> Councillors agreed unanimously to provide funding of £5000 to the organisation to be formed for the purpose of seeking a Judicial Review of the Warwick Local Plan.</p>																
142	<p><b>Communications –</b> Matters raised on the previously circulated correspondence list had all been dealt with under other agenda items.</p>																
143	<p><b>Bus Shelter</b> The Clerk had circulated a quote for £1515 plus VAT for the complete renewal of the bus shelter. Councillors expressed surprise at the cost and await another quote.</p>																
144	<p><b>Councillors reports and items for future Agenda</b> <b>RESOLVED:</b> Councillors agreed the following items for discussion at future meetings:</p> <ol style="list-style-type: none"> <li>1. The use of electronic banking</li> <li>2. Progress on Ground-force grant for the Neighbourhood Plan</li> <li>3. Renewal of the Bus Shelter</li> <li>4. The request from County for Local Snow Wardens</li> </ol>																
145	<p><b>Training</b> The Parish Council need to take advantage of any training provided on the General Data Protection Regulations in order to ensure it complies with the latest requirements</p>																
146	<p><b>Planning</b> <b>RESOLVED:</b> the following responses to planning applications were approved including those submitted ahead of the meeting in accordance with the use of delegated powers</p> <table border="1" data-bbox="264 1496 1528 2007"> <thead> <tr> <th data-bbox="264 1496 435 1529">Ref</th> <th data-bbox="435 1496 740 1529">Address</th> <th data-bbox="740 1496 1313 1529">Details of Application</th> <th data-bbox="1313 1496 1528 1529">Resolved</th> </tr> </thead> <tbody> <tr> <td data-bbox="264 1529 435 1715">W/17/1303</td> <td data-bbox="435 1529 740 1715">Address: Land to the South of Westwood Heath Road, Burton Green, Coventry</td> <td data-bbox="740 1529 1313 1715">Hybrid planning application for the erection of up to 425 dwellings</td> <td data-bbox="1313 1529 1528 1715">Objection – see comments on portal</td> </tr> <tr> <td data-bbox="264 1715 435 1868">W/17/1213</td> <td data-bbox="435 1715 740 1868">Cryfield Grange, Cryfield Grange Road, Stoneleigh, Coventry, CV8 2JU</td> <td data-bbox="740 1715 1313 1868">Proposed and partially retrospective permission sought for external alterations.</td> <td data-bbox="1313 1715 1528 1868">No Objection</td> </tr> <tr> <td data-bbox="264 1868 435 2007">W/17/1267</td> <td data-bbox="435 1868 740 2007">237 Cromwell Lane, Burton Green, Kenilworth, CV8 1PN</td> <td data-bbox="740 1868 1313 2007">Description: Erection of a two storey side extension; single storey front and rear extensions and replacement garage.</td> <td data-bbox="1313 1868 1528 2007">No objection</td> </tr> </tbody> </table>	Ref	Address	Details of Application	Resolved	W/17/1303	Address: Land to the South of Westwood Heath Road, Burton Green, Coventry	Hybrid planning application for the erection of up to 425 dwellings	Objection – see comments on portal	W/17/1213	Cryfield Grange, Cryfield Grange Road, Stoneleigh, Coventry, CV8 2JU	Proposed and partially retrospective permission sought for external alterations.	No Objection	W/17/1267	237 Cromwell Lane, Burton Green, Kenilworth, CV8 1PN	Description: Erection of a two storey side extension; single storey front and rear extensions and replacement garage.	No objection
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	W/17/1247	Land on the corner of Red Lane and Hob Lane, Burton Green, Kenilworth	Proposed erection of 83 dwellings and the provision of vehicular and pedestrian access plus all other associated infrastructure	No objection – see additional comments on portal
	W/17/1362	Hillcroft, Red Lane, Burton Green, Kenilworth, CV8 1PD	Development of a new dwelling house and associated external works	Objection – see comments on portal
	W/17/0754	396 Cromwell Lane, Burton Green, Kenilworth, CV8 1PL	Approval of reserved matters relating to appearance, landscaping and scale for the erection of a bungalow and a dwelling in pursuance of condition 1 of the original outline permission	No objection subject to both parties agreeing a solution to the boundary line
<b>147</b>	<b>Confidential Meeting – Staffing</b> To be discussed in private following the departure of the public.			
<b>148</b>	<b>Date of Next Meeting 7:30pm on Monday 16<sup>th</sup> October 2017 at Burton Green Village Hall</b> The public meeting closed at 9.30pm.			

DRAFT