



BURTON GREEN PARISH COUNCIL



12th November 2024

Dear Councillors,

You are hereby summoned to attend the Ordinary meeting of Burton Green Parish Council in Burton Green Village Hall, Red Lane on **Monday 18th November 2024** at **7.30pm**. If you are unable to attend, please send your apologies to the Clerk in writing before the meeting.

Helen du Bois
Clerk to Burton Green Parish Council

Members of the public and press are welcome to attend. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

AGENDA

1. **Apologies for absence:** To receive apologies submitted to the Clerk and approve reasons for absence.
2. **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.
3. **To approve the minutes of the Ordinary meeting held on 21st October 2024**
4. **To consider any matters arising from the minutes of the previous meeting that are not included on this agenda**
5. **Community reports:**
 - 5.1. County Councillor, Lapworth & West Kenilworth: Cllr Cooke
 - 5.2. District Councillors, Kenilworth Abbey & Arden: Cllr Hales, Cllr Aizlewood, Cllr Armstrong
 - 5.3. Community reports: Burton Green Primary School, Village Hall Committee, Residents Association and University of Warwick
6. **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. Individual members of the public are permitted to speak for no more than 3 minutes. Members of the public may not take part in any other part of the Parish Council meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation.

7. To consider what support the Council could provide to residents affected by persistent anti-social behaviour

8. To consider if any action could be taken to reduce the duration of main meetings

9. Planning:

9.1. To consider the following applications:

9.1.1. [W/24/1119](#)

Description: Erection of a two storey front extension and single storey front extension following the demolition of existing single storey front and rear extensions.

Location: Meadowside, Red Lane, Burton Green, Kenilworth, CV8 1PB

Comments by 22.11.24

9.1.2. [W/24/1348](#)

Description: Demolition of existing dormer bungalow and erection of new self-build single dwelling.

Address: 42 Hodgetts Lane, Burton Green, Kenilworth, CV8 1PJ

Comments by 29.11.24

9.2. Safeguarded Land:

9.2.1. To receive an update on the residents' survey and to consider the costs of printing additional leaflets for the area north of Westwood Heath Road

9.2.2. To consider a meeting request from Turley regarding a potential planning application on the Safeguarded Land

9.3. South Warwickshire Local Plan: to consider any action required to respond to the forthcoming Preferred Options public consultation

10. Finance:

10.1. To consider renewing the annual subscription for Parish Online

10.2. To note the 2024/25 Local Government Services Pay Agreement

10.3. To receive the Finance Report and approve the invoices for payment

10.4. To approve the appointment of the Council's Internal Auditor for the 2024/25 year

10.5. To note the introduction of fees for the Lloyds bank accounts and consider transferring the Council's CIL funds to an alternative bank/building society

10.6. To note the increase in fees from the Council's payroll supplier and to approve moving to HMRC's Basic PAYE Tool for payroll processing

10.7. To review the draft Budget for Expenditure 2025/26

11. To receive a briefing on the new duty for Parish Councils under the Equality Act 2010 s40A (effective from 26.10.24), to prevent sexual harassment in the workplace and to consider the steps that the Council must take to ensure compliance

12. To renew the following policies:

- Training and Development Policy
- Financial Reserves Policy
- Grant Awarding Policy

13. To receive an update re: local property owned by HS2 and consider if any action required

- 14. To review the draft Admissions Policy for the 2026/27 academic year for Burton Green C of E Academy** (comments required by 18.12.24)
- 15. To consider the quote provided by Warwick District Council for a weekly empty service of the bin at Burrow Hill car park**
- 16. Road safety matters: to consider a quote of ~ £5000 from Solihull Metropolitan Borough Council to reduce the speed limit on the Burton Green section of Hob Lane from 40mph to 30mph**
- 17. To consider providing a response to the Government’s consultation on Enabling remote attendance and proxy voting at local authority meetings - GOV.UK** (comments required by 19.12.24)
- 18. Wildflower verge project:**
- 18.1. To approve an estimated cost of £600 from Leicestershire Gardens to cut the Red Lane verge, prior to the wildflower seeding**
- 18.2. To approve a budget for the purchase of information notices for the seeded verges**
- 19. Housing and development: to consider matters relating to any of the following:**
- Land to the south of Westwood Heath Road
 - Land to the west of Cromwell Lane
 - The Kings Hill development
 - Warwick University’s Eco Park
 - Solihull Local Plan Examination
 - A46 Link Road
- 20. Correspondence/communications:** to discuss communications received but not mentioned on other parts of the agenda and comment if appropriate:
- 21. 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.
- 22. Date of next meeting: 20th January 2025 at 7:30pm, Burton Green Village Hall**
- 23. Close**

END

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat and other practices when making decisions at the meeting.

Clerk to the Council: Helen du Bois
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