



# BURTON GREEN PARISH COUNCIL



14<sup>th</sup> May 2024

Dear Councillors,

You are hereby summoned to attend the Annual meeting of Burton Green Parish Council in Burton Green Village Hall, Red Lane on **Monday 20<sup>th</sup> May 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. Election of Chairman for 2024/25**
- 2. Signing of the Chairman's Declaration of Acceptance of Office**
- 3. Apologies for absence:** To receive apologies submitted to the Clerk and approve reasons for absence.
- 4. 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.
- 5. Election of Vice Chairman for 2024/25**
- 6. Signing of the Vice Chairman's Declaration of Acceptance of Office**
- 7. To confirm members of the following Committees and Working Groups**
  - Planning Committee
  - Burrow Hill Playing Field working group
  - SWLP/NDP working group
  - Red Lane Play Area working group
- 8. To confirm the following Council representatives:**
  - Internal Controls Councillor
  - Biodiversity Champion
  - Health & Safety Councillor

- HS2 Representatives
- Burton Green Community Speed Watch Representative
- Burton Green Village Hall Representative
- Burton Green Primary School Representative

**9. To approve the minutes of the Ordinary meeting held on 15<sup>th</sup> April 2024**

**10. To consider any matters arising from the minutes of the previous meeting that are not included on this agenda**

**11. Community reports:**

**11.1.** County Councillor, Lapworth & West Kenilworth: Cllr Cooke

**11.2.** District Councillors, Kenilworth Abbey & Arden: Cllr Hales, Cllr Aizlewood, Cllr Armstrong

**11.3.** Community reports: Burton Green Primary School, Village Hall Committee, Residents Association and Warwick University

**12. 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.

**13. To consider correspondence received regarding water supply issues in Burton Green**

**14. Planning:**

**14.1. To receive an update from the Planning Committee on the meeting held on 22.4.24**

**14.2. To receive an update from the meeting held with Berkswell Charities on 29.4.24**

**14.3. To consider any action re: South Warwickshire Local Plan following the recent briefing from WDC**

**14.4. To consider the next steps for the NDP Review**

**14.5. To consider the following planning applications:**

**14.5.1.** [W/24/0480](#)

**Description:** Erection of single dwelling and associated garage.

**Address:** Land fronting Red Lane, Burton Green, Kenilworth, CV8 1PB

*Comments by 21/5/24*

**14.1.2** [W/24/0561/HS2](#)

**Description:** Plans and Specifications submission under Schedule 17 to the High Speed Rail (London – West Midlands) Act 2017 for works comprising:

Structure : Culvert ( approximate length of 42m) with associated wingwalls and guardrails;  
Earthworks: to facilitate the construction of the embankment, maintenance access strips, balancing pond, drainage ditches and watercourse realignment ( and associated scour protection); and

Fencing: security fencing and boundary fencing.

**Address:** Land between Crackley Lane and Red Lane, Burton Green, Kenilworth CV8 2JX

*Comments by 21/5/24*

**14.1.3** [W/24/0582/HS2](#)

**Description:** Plans and Specifications submission under Schedule 17 to the High Speed Rail (London – West Midlands) Act 2017 for works comprising:

Engineering earthworks to form a railway embankment (Crackley Wood Embankment) and ancillary works, including engineering earthworks to form a watercourse diversion, (Crackley Wood

Embankment watercourse realignment), bridleway diversion (W165X), maintenance access strips and vehicular access tracks, drainage ditches and a balancing pond (North Crackley Cutting

balancing pond);

Headwalls and wingwalls associated with the tree box culverts that will be provided as part of the Crackley Wood Embankment watercourse realignment;

Landscaping earthworks;

Provision of road vehicle parking/ turning areas; and

Location of permanent security fencing.

**Address:** Land between Cryfield Grange Road and Crackley Lane, Stoneleigh, Warwick CV8 2JU

*Comments by 22/5/24*

**15. Finance:**

**15.1. To receive the Finance Report and approve the invoices for payment**

**15.2. To approve the cost to move the Cromwell Lane noticeboard to the correct location**

**16. To review and approve the following documents:**

- Standing Orders
- Financial Regulations
- Code of Conduct

**17. HS2: to receive an update on the meeting with Jonathan Lord (HS2) on 9.5.24 re: the old village hall car park and to consider whether to enter into a temporary lease**

**18. Red Lane bus shelter:**

**18.1. To consider the shelter designs available from the recommended suppliers**

**18.2. To consider the recommendation from WCC Highways to install railings between the shelter and the ditch**

**19. To consider the draft Local Councils Charter from WALC and determine if feedback is required** (deadline for comments 14.6.24)

**20. 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

**25. To consider any articles for the next edition of The Bugle, last submission date 24.5.24**

**26. Correspondence/communications:** to discuss communications received but not mentioned on other parts of the agenda and comment if appropriate:

**27. 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.

**28. Date of next meeting: 17<sup>th</sup> June 2024 at 7:30pm, Burton Green Village Hall**

**29. 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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PARISH COUNCIL**