

Burton Green Parish Council

Chair to the Council: Vaughan Owen
Correspondence address: 2 Highgrove, Coventry CV4 8JJ
Phone 02476 694982

Email: burtongreen@hotmail.co.uk Website: www.burtongreenpc.org.uk

10th February 2015

Dear Councillor

You are hereby summoned to attend the meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 16th February at 7.30pm. If you are unable to attend, please forward your apologies to the Chairman.



Vaughan Owen
Chair to the Parish Council

Members of the public and press are welcome to attend.

A G E N D A

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest:**
 - 2.1. Councillors are reminded of the need to update their register of interests
 - 2.2. To declare any interests in items on the agenda and their nature
 - 2.3. To consider any dispensations
3. **Minutes of previous meeting:**
 - 3.1. To approve the minutes of the Council meeting held on 15th December 2014 - attached
4. **Community Reports:** To receive reports, and agree any action, from:
 - 4.1. Warwickshire Police
 - 4.2. County Councillor – Kenilworth Abbey – John Whitehouse
 - 4.3. District Councillors – Kenilworth Abbey – Ann Blacklock, Michael Coker and George Illingworth
 - 4.4. Link Councillors reports
5. **Public participation:** To adjourn to allow public participation.
Members of the public may not take part in the Parish Council meeting and the Parish Council, cannot pass a resolution on matters raised during public participation that are not on the agenda. 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. Please keep to three minutes or less to make your point
6. **Finance:**
 - 6.1. To consider and approve accounts for payment, attached
 - 6.1.1. Clerks Pay
 - 6.1.2. Reimbursement Cllr Stewart travel to Select Committee representing PC
 - 6.2. Banking update
 - 6.3. To approve bank reconciliation to December 2014
 - 6.4. To review and complete Parish Council Risk Assessment – attached
 - 6.5. To update and approve council asset register - attached

7. **Precept:** Update on precept – circulated 20th January attached
8. **Budget:**
 - 8.1. To note final budget - circulated 20th January attached
9. **To approve internal auditor** - Louise Best; details as previously; offered to audit again.
10. **Clerk –**
 - 10.1. To discuss applications for clerk's post.
 - 10.2. To consider interview panel and date of interviews
 - 10.3. Consider payment for RFO work and website updating – details attached
11. **Progress reports for information:**
 - 11.1. Le Van site – update as circulated 4th February
 - 11.2. Red Lane Play area – documents attached. To discuss whether to pay WDC costs estimated as not exceeding £ 750
 - 11.3. Severn Trent – query received footpath flooding Red Lane possibly from reservoir.
12. **Correspondence**
 - 12.1. Community Governance Review – full details circulated 28th January - notes attached
 - 12.2. To note correspondence from County Libraries following circulation of Parish Plan – placed on web site
 - 12.3. To discuss correspondence from villagers on new road layout Cromwell Lane - letter attached
 - 12.4. To discuss letter of support to be sent to Planning – request from George Illingworth - letter attached
 - 12.5. Notes from HS2 Action Group Meeting - circulated 4 Feb 2015
 - 12.6. Request from Kenilworth Council to interact on Neighbourhood Plan - attached
13. **HS2**
 - 13.1. Select Committee note of presentation – full verbatim details on BGPC website
 - 13.2. To consider finding out details of monitoring air and noise pollution
14. **Notice Board:**
 - 14.1. To note man made wooden notice board – details attached. Aluminium notice boards have been stolen for scrap in some areas. To decide which notice board to order.
 - 14.2. To discuss notice board to be placed outside 272 Cromwell Lane as requested in Parish Plan. Letter attached
 - 14.3. Update on planning for notice board – 50% refund received
15. **Planning:** To note planning applications - previously circulated
W/15/0131 LB Long Meadow Farm, Hob Lane, conversion of water tank into holiday let
16. **Confirmation of Attendees** – WALC Annual Briefing Seminar attendance 7th March
17. **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.
18. **Date of Next Meeting:** to be discussed Annual Parish Meeting 17th April 2015