

Burton Green Parish Council

Chair to the Council: Ian De-Worringham

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14th April 2015

Dear Councillor

You are hereby summoned to attend the meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 20th April at 7.30pm. If you are unable to attend, please forward your apologies to the Clerk.

Paul Knight

Clerk to the Parish Council

Members of the public and press are welcome to attend.

AGENDA

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 March 2015
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
5. **Link Councillors reports:** to receive reports and agree any action, from;
 - 5.1 Burton Green Primary School – Cllr Hickinbottom
 - 5.2 Burton Green Village Hall Committee – Cllr Hickinbottom
 - 5.3 Burton Green Neighbourhood Watch – Cllr De-Worringham
 - 5.4 Burton Green Residents Association – Cllr Owen
 - 5.5 Kenilworth Greenway Trust – Cllr Hills
 - 5.6 HS2 – Marlene Hills
6. **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
7. **Red Lane Play Area:** To receive update and agree action to be taken

8. New Code of Conduct: To consider adoption of new code of conduct, to include procedure to deal with complaints

9. Finance:

9.1.To consider and approve accounts for payment, including payment for clerk training:

9.2.To receive bank reconciliation

9.3.To receive notice of audit from Grant Thornton

9.4.To consider and approve quotation for Parish Council insurance

9.5. To discuss and agree change of address for bank account and interim change of signatories to ensure there are two signatories in May, prior to new Councillors becoming signatories

10. Progress reports for information:

10.1 Update on Parish Council notice board

10.2 Update on Parish Council website

10.3 Update on request from 53rd Coventry/Berkswell Scouts for funding under Section 137

11. Correspondence

11.1. To receive and discuss communications received and comment/action if appropriate

12. HS2 : To receive any information and agree action as appropriate

13. Planning:

13.1 To consider and comment on (a) W150483 186 Cromwell Lane – erection of two storey extension and (b) W150363 Dixons Barn, Westwood Heath Road – erection of new dormer bungalow and (c) any other applications received

13.2 To receive for information details of planning application decisions

14. 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.

15. Confidential matters : staffing

16. Date of Next Meeting: Monday 18th May 2015

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CONFIDENTIAL ITEMS

Burton Green Parish Council at Burton Green Village Hall on Monday 20th April at 7.30pm.

17. Confidential matters : staffing

- 17.1 To agree Contract of Employment for Mr Paul Knight (to be circulated prior to meeting)
- 17.2 To accept quotation from Louise Baudet for Training of new Clerk and supporting administrative work as part of training role
- 17.3 To receive letter from Curdworth Parish Council