

Burton Green Parish Council

Clerk to the Council: Paul Knight

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13th January 2021

Dear Councillor

You are hereby summoned to attend a remote meeting of Burton Green Parish Council on Monday 18th January 2021 at 7.30pm. If you are unable to attend, please forward your apologies to either myself or the Chairman.



Paul Knight
Clerk to Burton Green Parish Council

The meeting will be preceded from 7pm by an update via Zoom from Melanie Ryan regarding the current status of the “temporary” Greenway, and LMJV/HS2 responses to the Parish Council’s comments and questions, and Andy de Bell and colleagues will provide an update of BBV’s forthcoming activities

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:**
 - (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. **Minutes of previous meeting:**

To approve the minutes of the remote Council meeting held on 16th November 2020. The minutes of the meeting to be signed off by the Chair as soon as is convenient after the meeting.
4. **Community Reports:** To receive reports, and agree any action, from:
 - 4.1 County Councillor – Lapworth & West Kenilworth – Cllr John Cooke
 - 4.2 District Councillors – Kenilworth Abbey and Arden – Cllr George Illingworth
 - 4.3 Burton Green C of E Primary School – Cllr Lucy Hatton
 - 4.4 Burton Green Village Hall Committee – Cllr Deeley
 - 4.5 Burton Green Residents’ Association
 - 4.6 Kenilworth Greenway
 - 4.7 Warwick University – Cllr Grant
5. **Public participation:** To adjourn to allow 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. Members of the public may not take part in the Parish Council meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation. Upon restoration of standing orders, the Parish Council may discuss and agree actions to be taken on any matters raised.

6. **Clerk's resignation:** To discuss and agree matters relating to the resignation of the Clerk.
7. **School drainage:** to discuss and agree matters relating to the provision of adequate drainage at the school including problems with the internal drainage system and connection to the mains.
8. **HS2:** to discuss and agree any matters relating to HS2.
 - 8.1 The proposed pedestrian crossing and traffic lights on the Red Lane Hobb Lane junction.
9. **Road Transport matters**
 - 9.1 Speeding in the village: to consider matters relating to the issue of speeding in the village.
 - 9.2 The A46 Link Road: to discuss issues arising from the construction of the A46 Link Road.
 - 9.3 Participation in a pilot to promote SAfER (Safe and Active travel focusing on the Environment and Road Safety) in the community.
10. **Burton Green Village and Neighbourhood Design Statement:** to discuss and consider matters relating to the work of the Burton Green Village and Neighbourhood Design Statement Steering Group.
11. **Housing:** to consider housing related matters.
 - 11.1 Cala Homes – S106 Contributions including proposals for use of the Outdoor Sports Contribution of £6336 and the Public Rights of Way Contribution of £4893
 - 11.2 Land to the south of Westwood Heath Road
 - 11.3 Land to the west of Cromwell Lane
 - 11.4 The Kings Hill development
 - 11.5 Changing the status of land within the village by the expansion of the area of 'Safeguarded Land'.
12. **Future Parish Council Spending Plans (including CIL)**
 - 12.1 Discussion on the use of the Cala Homes contribution of £4893 to funding for public rights of way
13. **Finance:**

All payments and associated evidence to be checked and initialled, and cheques signed and countersigned as soon as is convenient after the meeting (the use of cheques may be superseded by the availability of electronic banking).

 - 13.1 To approve a Precept of £18595 for 2021/22 – see appended budget spreadsheet
 - 13.2 To receive a report on the 2nd and 3rd quarter financial analysis and reconciliation
 - 13.3 To consider and approve accounts for payment.

Creditor	Purpose	Total (£)
PKF Littlejohn	AGAR administration	60.00
The Poppy Appeal	Purchase of Remembrance Day wreath	19.25
Information Commissioner	Annual Data Protection fee – 2020/21	40.00
Leicestershire Gardens	Reissued cheque (716) Sept maintenance	50.00
Leicestershire Gardens	Replacement of spoiled cheque (753)	100.00
Paul Knight	December salary	551.30
WCC Pension Fund	Employer contribution - December 2020	133.86
WCC Pension Fund	Employees contribution - December 2020	34.90

Paul Knight	Tax Refund - December 2020	48.20
Paul Knight	Office costs expenses – Nov/Dec/Jan 2020	49.75
Select Payroll Systems Ltd	Annual Payroll expenses	108.00
Leicestershire Gardens	Red Lane Playground Maintenance - November 2020	50.00
Paul Knight	January 2021 salary	523.52
Paul Knight	Tax refund - January 2021	41.40
WCC Pension Fund	Employer contribution - January 2021	126.14
WCC Pension Fund	Employee contribution - January 2021	32.80
Paul Knight	Office costs and expenses December/January 2021	28.20

- 14. Communications:** to receive and discuss communications received not mentioned on other parts of the agenda and comment/action if appropriate.
- 15. 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.
- 16. Planning:** To consider and ratify responses to planning matters including those responded to using delegated powers:

Ref	Address	Details of Application
W/20/1686	Land adjacent to Two Oaks, Red Lane, Burton Green, Kenilworth CV8 1PB	Erection of a new dwelling.
W/20/1646	145 Cromwell Lane, Burton Green, Kenilworth, CV4 8AN	Demolition of single storey rear extension, garage to rear and lean-to cover at side. Construction of two-storey side, single storey front and rear extensions.
W/20/1757	Cryfield Farm, Scarman Road, Coventry, CV4 7AL	Demolition of an existing single storey garage; erection of a new single storey Physics Observatory building with a dome to house a telescope, control room and a lab; removal and trimming of existing trees; partial refurbishment and alterations to an existing outbuilding, including removal of existing garage doors at the front to be replaced with glazed screens with a solid timber door and reinstatement of a door opening at the rear, to accommodate a teaching room and welfare facilities; landscaping to area between the proposed building and outbuilding and in front of the outbuilding.
W/20/1758 LB	Cryfield Farm, Scarman Road, Coventry, CV4 7AL	As above
W/20/1573	The Thistle Estate, Red Lane, Burton Green, Kenilworth, CV8 1PB	Application for a Lawful Development Certificate for an existing outbuilding as shown on drawing (10) EO1 submitted to the LPA on 05th October 2020 on the grounds that it has been constructed for over 4 years and has been in use incidental to the main dwellinghouse.

17. Date of Next Meeting: 15th February 2021

ENDS

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.

Appendix A

BURTON GREEN PARISH COUNCIL BUDGET 2021-22

£ PAYMENTS

Advertising	-
Audit expenses	430.00
Capital (equipment purchase)	-
Clerks salary	5,500.00
Clerk tax deds to HMRC	2,200.00
Clerks superannuation (emp conts)	1,600.00
Clerk - office allow and internet	310.00
Election fees	-
Grants (s137)	3,600.00
Hire of rooms for meetings	250.00
HS2	-
Insurance	350.00
Legal/professional fees	1,000.00
Neighbourhood Plan	(5,603.35)
Speed Reduction Measures	5,603.35
Office equipment	320.00
Payroll	100.00
Play Area - Red Lane	1,740.00
Stationary postage etc	30.00
Publications books	80.00
Subscriptions	350.00
Training	200.00
Travel expenses (Cllrs)	-
Travel expenses (Clerk)	150.00
Unforseen exp/misc	200.00
VAT	1,500.00
Website	200.00
Sub Total	20,110.00
Income	
CIL	-
Interest	15.00
Precept	18,595.00
VAT	1,500.00
Cala Homes Transfer of Land Funding	10,000.00
Sub Total	30,110.00
Transfer Cala money to reserves	(10,000.00)
Final Total	20,110.00
Surplus/Deficit	-

Reserves

HS2	20,000.00
Neighbourhood Plan	4,369.65
CIL Funding	84,700.00
Speed Reduction Measures	5,603.35
Cala Homes Field Upkeep	10,000.00
Estimated General Reserves	18,327.00