

## Burton Green Parish Council

Clerk to the Council: Paul Knight

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13<sup>th</sup> January 2020

Dear Councillor

You are hereby summoned to attend the meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 20<sup>th</sup> January 2020 at 7.30pm. If you are unable to attend, please forward your apologies to either myself or the Chair.



Lara Cartwright

Interim Clerk to Burton Green 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 register their interests
  - 2.2 To declare any interests in items on the agenda and their nature
  - 2.3 To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.
3. **Co-option of Councillors:** Appointment of Councillors (a) to discuss and agree basis for the appointment of Councillors. (b) to receive details of interested parties and agree detail of co-options (c) Declaration of Acceptance of Office and Code of Conduct by new Councillors (d) Welcome and introduction from appointed Councillors
4. **Minutes of previous meeting:**

To approve the minutes of the Council meeting held on 18<sup>th</sup> November 2019
5. **Community Reports:** To receive reports, and agree any action, from:
  - 5.1 County Councillor – Arden and West Kenilworth– Cllr Cooke
  - 5.2 District Councillors – Kenilworth Abbey and Arden– Cllrs Illingworth and Hales
  - 5.3 Burton Green C of E Primary School – Cllr Watkin
  - 5.4 Burton Green Village Hall Committee – Cllr Deeley
  - 5.5 Burton Green Residents' Association – Cllr Gibbs
  - 5.6 The Greenway Trust – Trust representative
  - 5.7 Warwick University – Cllr Grant
6. **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.

7. **HS2:** to discuss and agree any matters relating to HS2.  
7.1 to consider a response to the HS2 consultation on Common Design Elements (parapets, piers and lineside noise barriers)
8. **Burton Green Village and Neighbourhood Design Statement:** to update and consider matters relating to the Burton Green Village and Neighbourhood Design Statement Steering Group and the pre-submission draft consultation currently in progress.
9. **Road Transport:** to consider matters relating to transport in the Parish.
10. **Housing:**  
10.1 to discuss and consider matters relating to Land to the south of Westwood Heath Road.  
10.2 to update and consider matters relating to Land at Kings Hill, Stoneleigh (Planning application W/18/0643)  
10.2 any other matters concerning housing in the Parish.
11. **Air Warden Shelter:** to consider ongoing demolition and provision of replacement hard standing for bus shelter.
12. **VE day 2020 celebrations:** to consider the role of the parish council in the upcoming celebrations.
13. **Warwickshire Pension Fund Governance Issues:** to nominate an independent medical practitioner and a nominee to handle any internal disputes regarding pensions. To review policy decisions regarding pension provision.
14. **Finance:**  
14.1 To consider and approve accounts for payment as follows:

Creditor	Purpose	Total (£)
Leicestershire Gardens	Playground mowing 14th and 29th October	100.00
SLCC	Supply and delivery of the Clerk's Manual	72.30
Ray Watkin	Reimbursement for Regulation 14 NDP Public Notice in Kenilworth News	499.80
Burton Green Village Hall	Hire of Hall Oct & Nov for Parish Council meetings	36.00
Paul Knight	reimbursement for Sunflower VA support in developing website	35.00
Paul Knight (Clerk)	December Salary	85.14
Warwickshire Pension Fund	Pension Dec - employers contribution	27.06
Warwickshire Pension Fund	Pension Dec - employees contribution	6.21
Paul Knight	Refund of HMRC contribution for December	21.40
Lara Cartwright	Payment and expenses to temporarily cover Clerk role December & January	902.57
Paul Knight (Clerk)	January Salary	51.32
Warwickshire Pension Fund	Pension Jan - employers contribution	16.24
Warwickshire Pension Fund	Pension Jan - employees contribution	3.73
Paul Knight	Refund of HMRC contribution for January	12.60
Paul Knight	Expenses October 2019 to January 2020	26.09
WALC	Training course Councillors Paine & Heyes	30.00

Avon Planning Services	Review of NDP documentation	612.00
Leicestershire Gardens	Mowing December and gate repair	115.00

14.2 To receive a report of the third quarter reconciliation of accounts and balance of reserves held by the parish council

14.3 To agree the Precept and budget for 2020/21

14.4 To consider an application for £2100 funding for the production of the Bugle and to replace the defibrillator

14.5 To note and agree an increase in employer pension contributions payable from 1 April 2020

15. **Community Infrastructure Levy spending:** to consider options for spending CIL funding.

16. **Litter and verges around Cala Homes entrance on Red Lane:** to discuss and agree action to be taken in respect of current lack of maintenance of this area, including recent ditch flooding.

17. **Transfer of Land from Cala Homes to the Parish Council:**

17.1 to review and approve the transfer plan sent by Gowling WLG in relation to the transfer.

17.2 to discuss other matters relating to the transfer of this land, incorporating a car park and playing field.

18. **Nominations for the Royal Garden Party 2020:** to nominate an attendee (plus companion) to the pool of nominees administered by WALC for an opportunity to attend this event at Buckingham Palace on Tuesday 19 May 2020.

19. **Communications:** to receive and discuss communications received not mentioned on other parts of the agenda and comment/action if appropriate.

20. **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.

21. **Planning:** To consider and ratify responses to planning matters including those responded to using delegated powers:

Ref	Address	Details of Application	Response
W/19/2027	Spinneys, 241, Cromwell Lane, Burton Green, Kenilworth, CV8 1PN	Render to existing external walls	
W/19/2003	21 Red Lane, Burton Green, Kenilworth, CV8 1NZ	Erection of single-storey front extension, garage conversion and hip-to-gable loft conversion	
W/19/1915	New Farm, Red Lane, Burton Green, Kenilworth, CV8 1PE	Application for Outline Planning Permission including details of access for the proposed erection of a detached dwelling	
W/19/2153	283 Cromwell Lane, Burton Green,	Removal of existing conservatory. Single storey and 2-storey extension to rear of property. Partial	

	Kenilworth, CV8 1PN	conversion of garage at front of property. Glazed link between front of property and existing detached garage. Change in external materials of property	
RMM/2019/3059	90 Cromwell Lane, Coventry CV4 8AS	Reserved Matters for the approval of access, appearance, landscaping, layout and scale of a residential development of 240 dwellings including affordable housing and open space granted under Outline application OUT/2016/1874.	

**22. Annual Parish Meeting:** to agree a date for the Annual Parish Meeting for 2020.

**23. Date of Next Meeting:** 17<sup>th</sup> February 2020, 7.30pm at Burton Green Village Hall.

**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.**