

Burton Green Parish Council

Clerk to the Council: Paul Knight

Correspondence address: 7 Othello Close, Bilton, Rugby, CV22 6LX

Telephone: 07481 636773

Email: burtongreen@hotmail.co.uk Website: burtongreenparishcouncil.org

12th May 2018

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 21st May 2018 at 7.00pm. If you are unable to attend, please forward your apologies to either myself or the Chairman.



Paul Knight

Clerk to Burton Green Parish Council

Members of the public and press are welcome to attend.

The Meeting will be preceded by a presentation from HS2 on Community Funding to which other local parish councils and other organisations have been invited.

A G E N D A

1. **Election of Chair**, and acceptance of office
2. **Election of Vice Chair**, and acceptance of office
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) welcome and introduction from appointed Councillors.
4. **Apologies:** To receive apologies and approve reasons for absence
5. **Declarations of Interest:**
 - 5.1 Councillors are reminded of the need to register their interests
 - 5.2 To declare any interests in items on the agenda and their nature
 - 5.3 To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.
6. **Minutes of previous meeting:**

To approve the minutes of the Council meeting held on 16th April 2018
7. **Community Reports:** To receive reports, and agree any action, from:
 - 7.1 County Councillor – Kenilworth Abbey – County Cllr John Cooke
 - 7.2 District Councillors – Kenilworth Abbey – Cllrs Michael Coker, George Illingworth and Rowena Hill
 - 7.3 Burton Green C of E Primary School – Cllr Watkin
 - 7.4 Burton Green Village Hall Committee – Cllr Jethwa
 - 7.5 Burton Green Residents' Association
 - 7.6 Kenilworth Greenway Trust
 - 7.7 Warwick University – Cllr Grant

- 8. 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 order the Parish Council may discuss and agree actions to be taken on any matters raised.
- 9. HS2:** to discuss and agree any matters relating to HS2
- 10. Housing:** to discuss and consider matters relating to the Parish Council’s approach to housing
- 11. 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.

12. Finance:

12.1 To receive note and consider the report from the Internal Auditor for the 2017/18 accounts

12.2 To agree the Annual Return for 2017/18 including the “Accounting Statement” and “Annual Governance Statement”.

12.3 To consider and approve accounts for payment

Creditor	Purpose	Total (£)
Mbpc infrastructure Ltd	Outstanding payment for HS2 report	4800.00
Paul Knight	May Salary	454.69
Paul Knight	Refund of HMRC payment - May deduction	313.60
WCC Pension Fund	Employer Contribution - May 2017	194.03
WCC Pension Fund	Employee Contribution - May 2017	45.61
Paul Knight	Expenses and office costs – April/May	37.60
Select Payroll Solutions	Payroll	102.00
Groundwork UK	Repayment of unspent grant funding	1219.25

(Further cheques may be considered and issued that are not shown on this list)

12.4 To consider the approval of the award of a grant of £100 to Burton Green Residents’ Association – Jubilee Group to cover 50% of the cost of a “performer”, this will form part of the Armistice Day celebrations.

12.5 To approve a payment of £335.07 for the parish council’s annual insurance policy with BHIB Insurance – this was the cheaper of two quotes received.

12.6 To approve the change of the websites host from 1&1 to Weebly and to approve payments of £69.60 (starting up cost) and £26.40 (annual charge) for Weebly our new website hosts.

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

13.1 To discuss and agree a proposal to support notification of the landowner to maintain the entrance to the Kenilworth/Berkswell greenway from Hodgetts Lane free of overhanging vegetation and branches and to maintain the pathway free from branches.

13.2 To discuss and consider a response to a consultation on proposals from Warwick District Council for Supplementary Planning Documents on Residential Design and Parking Standards.

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. Standing Orders: To agree a process for reviewing Standing Orders.

16. **The Annual Parish Meeting:** To review the Annual Parish Meeting.

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

Ref	Address	Details of Application	Response
W/18/0731	University of Warwick, Land to the west of Gibbet Hill Road, Coventry CV4 7EU	Variation of conditions 2 (plans), 9 (surface + foul water drainage) and 10 (hard and soft landscaping) of planning permission W/17/2121 (Variation of conditions 2, 3 + 12 of planning permission W/17/0395 for the demolition of the Redfern Halls of Residence and Warden's house and erection of 11 new buildings to provide 794 bed student accommodation and new Warden's house together with 'village hall' and associated parking facilities, drainage work and soft landscaping provisions) to allow changes to the design, layout and appearance of individual accommodation buildings (blocks C, I, J + L), minor landscape amendments and an overall increase in the total number of bedrooms from 794 to 828.	No objection logged
W/18/0643	Land at Kings Hill Lane, Stoneleigh	Application No: W/18/0643 Description: Site clearance and mixed-use development of land at Kings Hill for the provision of up to 2,500 dwellings (Use Class C3), 4,000sq.m. of mixed use floor-space (Use Classes A1, A3, A4, C2, D1 and D2) in a district centre, a primary school, a secondary school, formal and informal open space and enabling infrastructure including new roads within the site and improvements to the existing road junction at Stoneleigh Road.	
W/18/0741	11 Red Lane, Burton Green, Kenilworth, CV8 1NZ	Application for a Lawful Development Certificate for the proposed erection of a single storey side extension, front porch extension, hip to gable and rear dormer roof extension, 2no. Velux roof lights to front roof-slope and 1no.first floor window on the south elevation of the dwelling house. All proposed works are to the original dwelling house as shown on drawing(s) submitted to the LPA with the materials used in any exterior works to be of similar appearance to those used in the exterior of the existing dwelling house	
W/18/0855	Meadowbank, Hollis Lane, Kenilworth, CV8	Erection of a single storey rear extension, including a canopy; dormers to the rear; insertion of Juliet balcony to side	

	2JY	elevation of existing garage and conversion of part of garage to form self-contained unit of accommodation.	
--	-----	---	--

18. **Date of Next Meeting:** 19th June 2017, 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.