

## Burton Green Parish Council

Clerk to the Council: Helen du Bois

Correspondence address: 15 Sherbourne Terrace, Clarendon Street, Leamington Spa, CV32 5SP

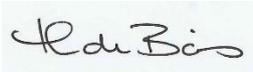
Telephone: 07712531873

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

20<sup>th</sup> April 2021

Dear Councillor

You are hereby summoned to attend a remote meeting of Burton Green Parish Council on Monday 26<sup>th</sup> April 2021 at 7.30pm. If you are unable to attend, please forward your apologies to either myself or the Chairman.



Helen du Bois  
Clerk to Burton Green Parish Council

Members of the public and press are welcome to attend; the meeting instructions are at the end of the Agenda.

### 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:**
  - 3.1 To approve either the minutes of the remote Council meeting held on 15<sup>th</sup> February 2021, or a summary of the decisions made in the meeting.
  - 3.2 To approve the minutes of the remote Council meeting held on 15<sup>th</sup> March 2021. The minutes of the meeting to be signed off by the Chair as soon as is convenient after the meeting.
4. **Matters arising:** to consider any matters arising from the minutes of the previous meeting.
5. **Community Reports:** To receive reports, and agree any action, from:
  - 5.1 County Councillor – Lapworth & West Kenilworth – Cllr John Cooke
  - 5.2 District Councillors – Kenilworth Abbey and Arden – Cllr George Illingworth
  - 5.3 Burton Green C of E Primary School – Cllr Lucy Hatton
  - 5.4 Burton Green Village Hall Committee – Cllr Deeley
  - 5.5 Burton Green Residents' Association
  - 5.6 Kenilworth Greenway
  - 5.7 Warwick University – Cllr Grant

- 6. 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 any other part of 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.
- 8. Road Transport matters**
  - 8.1 Speeding in the village: to consider matters relating to the issue of speeding in the village.
- 9. 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.
- 10. Housing:** to consider housing related matters.
  - 10.1 Cala Homes: to agree members of the Cala Homes Land Transfer working group
  - 10.2 Land to the south of Westwood Heath Road
  - 10.3 Land to the west of Cromwell Lane
  - 10.4 The Kings Hill development
- 11. Future Parish Council Spending Plans (including CIL):**
  - 11.1 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.
- 12. To receive a report on the mourning protocol for Councils when marking the death of a senior member of the Royal Family and to consider any recommended actions.**
- 13. Finance:**
  - 13.1 To receive the bank reconciliation for y/e 31<sup>st</sup> March 2021
  - 13.2 To review and approve the Asset Register for y/e 31<sup>st</sup> March 2021
  - 13.3 To receive the Finance Report and approve the invoices for payment.
  - 13.4 To note the purchase on 9<sup>th</sup> April 2021 of a Microsoft 365 license for the Clerk's laptop
  - 13.5 To approve the purchase of training for the Clerk on the management of the Council's website
  - 13.6 To consider a proposal to switch to Unity Trust bank and to confirm signatories if agreed

*All payments and associated evidence to be checked and initialled, and cheques signed and countersigned as soon as is convenient after the meeting.*
- 14. Annual Governance Return:**
  - 14.1 To approve the appointment of the Internal Auditor
  - 14.2 To note the commencement date for the Period of Exercise of Public Rights for 2020/21
  - 14.3 To consider requesting an extension to the submission deadline for the 2020/21 AGAR
- 15. To consider the quotes available for the Council's annual insurance cover**
- 16. Communications:** to receive and discuss communications received BUT not mentioned on other parts of the agenda and comment/action if appropriate.

**17. Planning:** To consider and ratify responses to the following planning matters:

Ref	Address	Details of Application
W/20/2061	Land fronting Red Lane, Burton Green, Kenilworth CV8 1PB	Erection of single dwelling and associated garage
W/21/0427	Land to the South of Westwood Heath Road, Burton Green, Coventry	Variation of conditions 4 (approved plans) and 26 (approved plans in relation to highway works) of planning permission W/17/2357 (Hybrid planning application for the erection of up to 425 dwellings [including detailed first phase of 129 dwellings with remainder of the site being outline including details of access], convenience store, open space, infrastructure provision and means of access onto Westwood Heath Road / agricultural access onto Bockendon Lane) to allow changes to the house types and the layout of the secondary roads within the detailed phase (129 dwellings) of the site. There are no material changes proposed to the approved development parcels within Phase 1.

**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. To consider submitting a response to the Government's Local Authority Remote meetings consultation**

**19. To consider holding an Extraordinary Annual Meeting during w/c 3<sup>rd</sup> May 2021**

**20. To consider a motion to provide for delegation to the Clerk any decision that must be made if the council is incapacitated and unable to hold a meeting**

**21. Date of Next Meeting:** TBC

**22. Close**

**END**

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.

**MEMBERS OF THE PUBLIC CAN JOIN THE VIRTUAL MEETING VIA:**

<https://us02web.zoom.us/j/83672102852?pwd=UmR4cXlPVm1NZWZGUkFsT2FzS2ZlZWQ0T09>

Meeting ID: 836 7210 2852

Passcode: 372511

One tap mobile

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