

**Minutes of the meeting of the Annual Parish Meeting
Held on Friday 10th May 2013 at 7.30pm
At Burton Green Village Hall**

Present : Cllr I deWorringham (Vice-Chair in the Chair)

In attendance : Cllr A Hickinbottom, Cllr M Stewart, Cllr M Hills, Cllr V Owen, Cllr A Blacklock, Cllr M Coker, Cllr G Illingworth, Claire Turner (Clerk), Kathryn Stewart, Pat Hehir, John Levett, Mary Webb, Andy Gibbs, Deidre Vernon

1. Welcome and apologies

The Chair welcomed residents to the meeting and received apologies from Cllr Ian Cox

2. Minutes of previous meeting

RESOLVED : that the minutes of the meeting held on 10th May, having been circulated, be signed as a correct record.

3. Matters Arising

There were no matters arising

4. Chair's Report

The Chair thanked councillors for their hard work over the past year, including Archie Taylor for his efforts up to his resignation. The former clerk Louise Baudet was thanked for her hard work over the last 12 months. The new clerk Claire Turner was formally welcomed.

In 2013-4 the council has responded to planning applications, formed a neighbourhood planning committee and conducted a survey. The HS2 petition is near to completion. The hedge along PRoW 165 ha been replanted.

The Precept for the financial year was £10,333, this currently being the only source of income to the Parish Council. Under powers afforded under section 137 of the LGA the Parish Council has supported the production of the Bugle and purchasing kitchen equipment for the Village Hall, as well as contributed to the costs of a bench, planting and a website for the Greenway Trust. An Internal Auditor has been appointed and Grant Thornton LLP have been appointed as external auditors. The Accounts and Asset Register are available to view by appointment with the Clerk and will be on the website once the audit process is complete.

The full report is attached at Appendix A

5. Parish Matters

5.1 Parish Plan

Kathryn Stewart gave a short report as many people attended the recent event to celebrate the parish plan. She explained that the team had had a great year, and had been amazed by the number of responses to the questionnaire. The final document is at the printers and will hopefully be ready in the next two weeks. All households in Burton Green will receive a copy. Kathryn was pleased to report that lots of the identified actions had been completed or were in progress. She finished by noting how great it was to see that the things the community wanted are the things that are happening.

5.2 (a) Police Matters

The Chair reported on behalf of PC Peter King, Warwickshire Police that the current Community Forum Priorities include regular school safety patrols at Burton Green Primary School and a target of five patrols has already been surpassed. He also reported that 2013-4 saw Warwickshire Police record a 4% reduction in total recorded crime.

The full report submitted is attached as Appendix B.

5.2 (b) Speed Watch

Pat Hehir reported that Speed Watch had carried out 13 monitoring sessions between 1 January and the end of April, with 1/3 of these on Red Lane and 2/3 on Cromwell Lane. The team recorded 30 vehicles travelling at more than 45mph. 17 letters have been sent following this. Some of the 13 where letters couldn't be sent were because the cars were fleet vehicles or couldn't be traced. Speed Watch have now acquired a dictaphone to help note details as accurately as possible. Pat reported that they aim to carry out at least one session per week, weather permitting. Six sessions are pencilled in for May, and Speed Watch hope to start some early morning sessions. Pat also reported that Warwickshire Police have been asked to authorise another monitoring place on Cromwell Lane somewhere near the Peeping Tom. It is hoped this will be in place before the speed limit changes.

5.3 (c) Neighbourhood Watch

John Levett reported that there had been little crime in Burton Green over the past year, but it is important to continue to be vigilant against opportunist criminals, particularly during the summer. A significant number of incidents were burglaries with the intention to steal car keys to desirable vehicles, so residents were urged to keep keys safe and not visible. Warwickshire Police currently distribute information about crimes in the area which come through the Village email list, maintained by Paddy Deeley. The email list is also used to distribute monthly Neighbourhood Watch Newsletters. A selection of home security items is also now available at Town and Country Furniture in Abbey End. Although crime is low one issue is online fraud. John now receives emails from Warwickshire Trading Standards

about scams and again these will be forwarded via Paddy's Loop. John finished by saying that he is moving out of Burton Green soon and looking for a replacement. The position involves collating information and forwarding relevant incident reports. John urged anyone interested to get in touch with him.

5.3 Burton Green Primary School

On behalf of Thea Gibbs, Chair of Burton Green Primary School, the Clerk read out a report summarising highlights and key points and significant events of the year (Appendix C).

5.4 Burton Green Village Hall Committee

Diane Swindells reported that the Village Hall Committee now had a new chair, Cheryl Wall (who unfortunately had to leave the meeting early). Thanks were recorded for the previous Chair, Kathryn Stewart. Kathryn and Cheryl have been working closely together recently.

Diane also reported that the last 12 months had been very successful for usage by old groups and new, although the committee were sad to lose MEG after ten years. Some good events had been held recently, including an Art Exhibition and the ever popular garden produce show. The Christmas Lunch for retired people was hugely successful and the committee are already taking bookings for next year. Diane recorded thanks to Jill Lines for her sterling organisation work.

HS2 is a big preoccupation for the committee with the hall due for demolition in 2018. The committee are in talks with HS2 about a like for like replacement. They will be petitioning for a deep bore tunnel and objecting to HS2's choice of site for the replacement hall (the land next to Burton Green School). Diane reported that HS2 are now allowing money for professional fees. Diane finished by thanking all users and friends of the Village Hall for their support.

5.5 Residents' Association

Mary Webb reported on behalf of the Residents' Association, and began by thanking Cllr Stewart and Andy Gibbs, and everyone else who has contributed, for their work on HS2 petitioning. Jeremy Wright MP will deliver the Residents' Association petition for them and Rona Taylor will be their Agent B. Mary also updated on the proposed solar farm, and that no formal planning application has been submitted. The Residents' Association are in weekly contact with Solihull Council so they are ready to act as soon as the application is submitted. At this point they propose to start a petition and encourage as many people as possible to submit letters of objection. Residents' Association subs of £3 are now due and Mary encouraged people to please make it easy for those collecting. Mary finished by thanking the parish council for their donation to the costs of the Bugle.

5.6 HS2 Action Group

Andy Gibbs updated on petitioning, most groups in the village are submitting one. The Action Group are helping individuals and families put theirs together. Andy explained that this form of petitioning is a legal process but is not difficult, and there is no reason why people can't submit one. He stressed that it is important that many voices from Burton Green are heard. Over the weekend the Action Group will send

out information on Paddy's Loop about how to petition. They are also holding an event on Thursday 15 May at 7.30pm in the Village Hall to offer advice and guidance. Andy also explained that this is the main point in the process to make a change to the proposals, after this stage it will just be fine tuning. Andy reported that Jeremy Wright's office in Kenilworth will submit petitions they receive by Monday 19 May. He also thanked Cllr Stewart for his help.

5.7 Made in Burton Green

Deidre Vernon presented the report attached as Appendix D

5.8 Greenway Trust

Cllr Marlene Hills presented the report attached as Appendix E

6. Closure of meeting

The meeting closed at 8.35pm

Signed (Chair)

Date

Chair's Annual Report for the Annual Parish Meeting of Burton Green Parish

Introduction

Good evening and welcome to our Annual Parish Meeting. Thank you all for coming.

This report provides a summary of the work done by the Parish Council over the last year, on behalf of residents. I'd like to thank each councillor for their hard work and commitment over the past 12 months. During this time we have benefited from an experienced clerk who has negotiated us through some of the complex issues we've been dealing with. All councillors would like to thank Louise for her hard work and determination during her time with us. Welcome to our new clerk Claire, who is quickly learning who is who, what the key issues are, and how best to support the parish council, helped by her local knowledge having grown up in Balsall Common.

Thanks to Archie Taylor for his service as a councillor for a large part of the year. We hope to co-opt a replacement very soon to take us back up to our full complement of seven councillors

I'd also like to place on record that we are lucky to have such a strong community with active groups representing key organisations and different sections of the parish. Tonight we will hear from many of them in more detail about their successes over the last year. The parish has faced some difficult challenges recently with more to come. Together we have the skills, resources, and commitment to mitigate them as best we can for the good of the parish.

Planning

The Parish Council has:

- responded to planning applications within the parish both in respect of domestic and non domestic applications
- set up a Neighbourhood Planning Committee and held the first meeting
- conducted a Neighbourhood Planning Survey, including an Open Event

HS2

HS2 continues to dominate our agendas, as it does parish life. The Parish Council submitted a response to the Environment Statement and is finalising a petition which will be submitted subject

to clarification on a couple of technical points. Just in the last few weeks, the council has been working closely with the Residents Association, Action Group, and Village Hall Committee to look at petitioning, and how best to approach it. All members have been involved but thanks particularly to Councillor Stewart for putting pen to paper and working closely with Andy Gibbs to come up with a working draft, and to Councillor Hills for her hard work.

Traffic

Thanks to Councillor John Whitehouse and others for all their hard work on trying to reduce speed limits in the village.

Village maintenance/environment

The council is still chasing Warwick District Council for a contract to formally take over the Red Lane Playing Fields. Hopefully this can be resolved soon. Planning permission for the new noticeboard has been submitted.

After some difficulties with Planning and hedge removal along PRoW 165Y, we have determinedly chased this matter, and 12 months later than instructed, after intervention by the parish council, this hedge has now been replanted. This item is still on council's agenda going forward.

Finance and Assets

The Precept request for the financial year 2013/14 was unchanged at £10,333, and is our only source of income. Under powers afforded to the Parish Council under Section 137, members have been able to support the production of The Bugle, contribute to the Greenway Trust's website and some of their costs for a bench and planting, as well as provide new kitchen equipment for events at the Village Hall.

The Parish Council closed the financial year with a balance of £14717.71, £1500 of which is earmarked reserves to contribute to the production costs of the Parish Plan.

An Internal Auditor has been appointed and Grant Thornton LLP have been appointed as our external auditors. The Accounts and Asset Register for the Parish Council will be available to view on the council website or by appointment with the Clerk, once audited.

Communications

The Parish Council has its own website which can be found at www.burtongreenpc.org.uk, where you will find copies of Agendas and minutes, along with information about the work of the Parish Council. The Parish Council are will regularly update the news section of the site so it can be used as the main means of communication between meetings. The site also contains many of the policies that guide the work of the Parish Council, and other policies of interest to the public such as the Freedom of Information Scheme/Publication Scheme, Members of the Parish Council are of course always available if residents wish to contact them, and we continue to put time aside at our monthly meetings for public participation.

Cllr Hills and Stewart are also in the process of producing an Emergency Plan for the village

Consultations

The Parish Council continues to respond and represent residents on a variety of consultations, which have included Warwick District Council's Local Plan which has now been finalised and approved by WDC.

General

- Councillors have taken advantage of training sessions organised by WALC on a regular basis
- are members of the Warwickshire Association of Local Councils and the Council for the Protection of Rural England.
- Councillors attend a considerable number of meetings representing the Parish Council, including the Kenilworth Forum.

Closing

In closing I would like to again record my thanks to my fellow Councillors, who give their time on a voluntary basis, and in addition to County and District Councillors for their support of Burton Green Parish Council. Finally, many thanks also to residents for attending our Annual Meeting this evening.

Report from Pete King, Warwickshire Police

The current and agreed Community Forum Priorities include the following:

1. Regular patrols in and around Abbey Fields and Forrest Road in Kenilworth due to reports of Anti social behaviour
2. Regular school safety patrols at Burton Green Primary - (A target of set by the forum of 5 patrols has already been surpassed by your SNT)
3. Regular school safety patrols at Thorn Primary
4. Regular speed checks in Dalehouse Lane up to Knowle Hill

Points of Interest:

The end of the last performance year (1st April 2013- 31st March 2014) saw Warwickshire Police record a 4% reduction in total recorded crime. In addition to this, the first month of the new financial year has just concluded and I am pleased to say that total crime is down 9.5%. This fall in crime is supported by the British Crime Survey.

Two local offenders responsible for two separate instances of criminal damage, have recently been dealt with by your SNT by way of Restorative Justice. That essentially means that the offenders concerned have had to pay for the damage they have caused.

Recent figures revealed that over 50% of thefts from unattended vehicles in Kenilworth/Burton Green have been from unlocked vehicles. Please remove items of value and make sure that your vehicle is fully secure.

Don't forget that you can dial the police on 101 for general enquiries and non-emergency calls.



**Brief Annual Report to the Parish Council from
Burton Green Church of England Primary School, May 2014**

An update on significant developments at the School in 2013/14

This year has been a momentous one for the School, and one in which we have faced challenge and opportunity in equal measure. In the twelve months since our last report to the Parish Council significant strategic decisions have been made which will enable the long-term sustainability and success of the School, and we are proud that our small school community has achieved so much in such a short time.

School leadership

In July 2013, we said goodbye to Marcus Bridger who had been Head Teacher for two years and made a huge difference to our school, with his energy, dedication and striving to achieve the best he could for our school and our children. In September 2013 Sue Patterson (serving Head Teacher at All Saints' Leek Wootton) joined us as our Acting Head Teacher for the academic year 2013-14, both to provide leadership at Burton Green and to foster closer links across the two schools for the benefit of us all. Mrs Patterson is a well-respected and experienced head teacher, and it has been a privilege to welcome her to Burton Green.

This academic year has given us a chance to try out a different model of school leadership, and to explore how closer collaboration between two small, like-minded schools could work in the longer term. Whilst it has been a steep learning curve for staff in both schools, we have already experienced significant benefits in sharing good practice and achieving value for money.

Federation of Burton Green C of E Primary School and All Saints' C of E Primary School

We are delighted to announce that following detailed planning and extensive consultation, both governing bodies were unanimous in their decision to federate Burton Green and All Saints' Primary Schools with effect from September 2014. This is a positive move for both schools and will preserve the ethos and uniqueness of each school, whilst accelerating school improvement and ensuring that both schools are financially sustainable for the long term. We are particularly

pleased to have experienced significant benefits already this year as a result of the collaboration, and we are heartened to know that these will continue to be felt and to grow in the future.

This means that from 1st September Mrs Sue Patterson will officially become the Head Teacher for both schools and Head of the Federation, and that Miss Stella Villiers and Mr Andy Woodage will become the Deputy Head Teachers of Burton Green and All Saints' respectively. This change in job title for Miss Villiers and Mr Woodage reflects their contribution to the collaboration to date as well as providing more stability for the schools. They will assume full operational responsibility for their schools in the absence of Mrs Patterson.

Ofsted inspection

In the middle of the consultation period on the proposed federation in February, the Ofsted inspector arrived with half a day's notice! Mrs Patterson and the staff team handled the inspection with aplomb and a cool, calm determination that the school should achieve the recognition it deserves.

Our school was graded in each area as good, with many outstanding features identified under the headings: Achievement of pupils, Quality of teaching, Behaviour and safety of pupils, Leadership and management. Advice on areas for further development will enable us to focus our efforts to continue to provide the very best education we can for each child in our care. The full report is available on the school website and the Ofsted website, but the main points were:

- Children in the Early Years Foundation Stage are taught well and, as a result, make a good start to their learning.
- Between Years 1 and 6, pupils make good progress from their previous starting points. By the end of Year 6, attainment is above average, particularly at the higher levels in writing and mathematics.
- Teaching is at least good, and some is outstanding, especially in the upper part of Key Stage 2. Teachers expect the best from their pupils. They provide challenging work for all abilities, including the most able.
- Pupils behave well and are kept safe. They are very well mannered, caring and considerate. They are rightly proud to be members of their school.
- The headteacher and senior leaders have created a climate for continually improving the quality of teaching and raising pupils' achievement.
- The headteacher inspires the school staff and pupils to develop all aspects of their lives through a highly motivating range of social, moral and spiritual activities.
- The governing body knows the school well and actively supports and challenges it to improve further.

Burton Green Bonus

Under the name “Burton Green Bonus”, our new extended service provision is open to all children registered at Burton Green School, and aims to provide them with a safe, healthy environment in which they can enjoy and achieve. The service has been developed to support our families with the logistics of family and working life, and to offer something which will attract new families and thereby support the continuing sustainability of the school. The scheme was designed based on evidence of demand from current and future families, and on market research conducted during the summer term in 2013, and was launched in February.

The scheme consists of a before-school session between 8 and 8.40am and an after-school session between 3.30 and 5pm, Monday to Friday. The provision offers a coherent programme of activities, using a mixture of existing staff and outside providers, and builds on the current programme of after school clubs including sporting, creative and social activities.

Any income raised from the successful operation of extended services at Burton Green School will enable the purchase of additional equipment, enhancement of facilities and provision to further support the curriculum and continue to improve standards of teaching and learning throughout the school.

New outdoor space

Following extensive work on the specification and design of our new outdoor space with landscapers and educationalists, we were awarded a grant from the Edwards charity which has allowed us to provide an inspiring outdoor base for our children and to significantly enrich the learning environment. We are extremely grateful for this award, and look forward to using the new area in June when it is ready.

Thea Gibbs
Chair of Governors
Burton Green C of E Primary School

Made in Burton Green

Made in Burton Green is a community arts event, It is part of Warwickshire Open Studios which was originally biannual but is now every year. However we have decided to continue it as a biannual event.

In 2012 we held a scarecrow competition with 24 entrants and willow sculptures along the Greenway. It took place as a weekend event and included exhibits and a cafe at the Village Hall.

This year we are holding it at the beginning of the open studios fortnight. The dates are 28 and 29 June at the Village Hall. There will be local creative arts for sale including ceramics, painting, jewellery, textiles and photography. There will also be demonstrations and exhibits including a school art display. We're pleased to announce a cafe with a licence and Burton Green homemade cakes and hospitality in the green room. The opening times are Saturday 28th June 2pm - 6 pm, and Sunday 29th June 10am - 5 pm.

The scarecrow competition is open to all; registration will be at the hall from 9 until 11 am on Saturday 28th. They will then be taken by the makers to the greenway to be displayed from Cromwell Lane bridge to the national grid. Local groups, individuals and Burton Green School are preparing to yarn bomb the National Grid Wood, the entrance is opposite Rosemary Cottages to the Greenway. Some of it will be themed.

If you are interested in taking part or would like more information email madeinburtongreen@me.com

The outdoor installations will remain until the end of the Open Studios fortnight on 13th July 6pm

The scarecrow competition will be decided by a people's vote and drawn at 4.30pm 28th June, after the village choir has sung at 4 pm.

The whole event will be part of a Coventry Arts trail during this period. The brochure for the whole county will be available beginning of June at the Village Hall.

Full details are on the Warwickshire Open Studios site - <http://www.warwickshireopenstudios.org/>

Thanks to parish council and Residents Association for giving the funding to help it happen

Greenway Trust

The Greenway Trust Kenilworth to Berkswell has been established for the last two years and continues to grow from strength to strength. We are a small steering committee but feel we have achieved a number of key roles over the last year.

The Greenway Trust exists to promote and raise awareness of the benefits of the Greenway to the public as a multi-use and natural pathway corridor between Kenilworth and Berkswell. We work closely with other public, private and third sector organisation with an interest in the Greenway and its environs.

The Greenway Trust is keen to interact with members and users and have now established its own website www.thegreenwaytrust.org.uk.

Our website links to activities of other community groups in the area including (but not limited to) Crackley and Burton Green Residents' Associations, Sustrans, Kenilworth Runners, Warwickshire Geological Conservation Group, Warwickshire Horse Riders Support Network etc.

In September 2013, HM Revenue and Customs accepted our application for charitable status. This will mean that we are able to claim tax back on any charitable donation from those individuals who are taxpayers. This will help to increase our funds which are used to develop the Greenway in various forms for the users benefit.

Sustrans considers the Greenway one of their success stories and is keen to support us.

It is important to realise the geography in that the Greenway is part of Warwickshire even though parts of it extend in to Solihull. It therefore increases the connectivity from one council area to the next.

In the last few years I have referred to the Greenway as a linear park, borrowing that title from a similar location in Cheshire as it best describes this wonderful local facility which goes through our Parish communities.

User figures on the Greenway continue to be high with our counter at the Connect 2 section by the University of Warwick showing around 11,500 users in one week at the start of January this year, tailing off due to the wet weather to circa 7,500 per week. While we do not have a counter at Burton Green, our estimated usage figure remains around 300 per day with usage increasing over weekends.

Our users are made up not just from locals but from rambling clubs from Stratford upon Avon and West Bromwich to scout troops from Bedford and other locations.

These increased usage figures show the value put on our unique linear park but to date has not prevent its anticipated loss as a result of HS2 although they are now aware of it.

The Greenway Trust was at the fore in responding to both the draft environmental statement and the environmental statement. More recently, the Steering Committee voted to petition against the destruction of the Greenway by HS2. John Whitehouse will present our petition and Nick Hillard will

be our witness. Nick as most of you know is an expert in environmental science. HS2 will impact The Greenway in two parts, one by the Connect 2 section and the other from Burton Green to Berkswell.

We continue to discuss the Berkswell egress with SMBC. While they and we wish to try to establish multi user access, the problems are many from cost of three-quarters of a million pounds to HS2 via Network Rail and landowners. It has become increasingly clear that HS2 needs to establish a solution for the Greenway during construction and in the future, we will be no further ahead. Nonetheless, I will continue to work towards this end, linking communities and users.

In the last six months we have been fundraising for natural park benches to be placed along the route. Burton Green Parish Council has kindly made a donation towards this as has the Kenilworth Community Forum. Following on from a fundraising event last year and a generous donation from the Jubilee Committee, we were able to match fund for the benches. As a result, in the next few months you will see two benches in the Burton Green area, one close to the Red Lane access and the other close to the Cromwell Lane access. Of the other two, one will be put in the Crackley area with the other being in the Berkswell area.

As part of our ongoing fundraising agenda, we have Beer Feist planned for August Bank Holiday Monday at the Peeping Tom. It will be a fun day out for the family with bouncy castle, special bike rides, various stalls (including food stalls) and it will be a lot of fun for both adults and children. Please come along and support us.

Our Annual General Meeting has been booked for 19 June at the Kenilworth Centre, commencing at 7.30pm and any of you are welcome to come along. Other events or associated events are planned throughout the year so please visit our website.