

## **BURTON GREEN PARISH COUNCIL**

Minutes of the meeting held at 7.30pm on Monday 15<sup>th</sup> June 2015, at Burton Green Village Hall Green Room, Hodgetts Lane, Burton Green.

**PRESENT:-** Cllr Archie Taylor (Chair)  
Cllr Wendy Exton  
Cllr Tracey Grant  
Cllr Caryll Green  
Cllr Ray Watkin  
Cllr Andrew Gibbs  
Cllr Dipa Jethwa  
Cllr John Vine

In attendance: Paul Knight - Clerk to Parish Council  
John Whitehouse, WCC Cllr  
George Illingworth, WDC Cllr (joined meeting)  
Rowena Hill, WDC Cllr (joined meeting)  
24 members of the public

### **Minute 34/15 Co-option of Cllrs**

- a. To discuss and agree basis for co-option.

Following a brief discussion the Chair proposed that the basis for co-opting parish councillors would be the order in which the applications were received.

**RESOLVED:** it was agreed unanimously that the order in which applications were received be the basis for appointing applicants to the Parish Council.

- b. To receive details of interested parties and agree co-options.

The clerk advised that four applications had been received

**RESOLVED:** it was unanimously agreed to appoint Ray Watkin, Andrew Gibbs, Dipa Jethwa and John Vine as co-opted councillors.

- c. Welcome and introductions from appointed councillors.

The Chair welcomed the four new councillors onto the Parish Council, all of whom introduced themselves and gave brief summaries of the particular associated interests and links to Burton Green. The newly co-opted councillors completed their "Declaration of Acceptance of Office for Parish Councillors" forms in the presence of the Clerk who countersigned them and will maintain them on record.

### **Minute 35/15 Apologies: to receive apologies and approve reasons for absence**

No apologies for absence were received

### **Minute 36/15 Declarations of Interest**

Cllr Grant informed the meeting that she had an interest in Warwick University as an employee of the organisation but added that as a site resident had every right to speak her mind on issues relating to the University.

### **Minute 37/15 To approve the minutes of the previous meeting**

**RESOLVED:** that the minutes of the meeting held on 18<sup>th</sup> May 2015, having been circulated, be approved as a correct record with the following minor amendments; the wording of item 30/15 be amended to reflect that the Chair put something out on the Bugle and on Paddy's loop and other items to be discussed at the next meeting, and references to Cllr Grey be changed to Cllr Grant.

**Minute 38/15 Community Reports: To receive reports, and agree any action from:**

**38.1 Warwickshire Police** – No report received

**38.2 County Councillor – Kenilworth Abbey**

Cllr Whitehouse reported on two years of action to reduce the speed of cars in the village. Although considered too soon to judge effectiveness it appears that the installation of speed signs on Cromwell Lane and Red Lane has helped to reduce speed levels of up to 50 mph down to 40 mph. It was also reported that the introduction of temporary speed limits of 20 mph around the school had had reduced speed levels in the morning and afternoon, although the results also showed a slight increase in speeds at a location near to the school.

**38.3 District Councillors – Kenilworth Abbey –**

George Illingworth and Rowena Hill arrived at the meeting later and reported that WDC was settling down to business following the election with lots of update training and briefing underway. Apologies were offered for the absence of Michael Coker.

**38.4 Burton Green C of E Primary School –**

It was reported that in light of the success of the previous appeal that the school are interested in hosting another appeal.

**RESOLVED:** in light of Cllr Watkin's previous experience in education that he be appointed the School Link Cllr.

**38.5 Burton Green Village Hall Committee –**

It was reported that HS2 were less grudging in their attitude towards dealing with representatives from the village and it was likely that an improved offer on the village hall would be the outcome.

**38.6 Burton Green Neighbourhood Watch –**

**RESOLVED:** that Cllr Exton be appointed Link Cllr for the neighbourhood watch. Cllr Exton reported that the last resident to lead the neighbourhood watch had left the village and as a consequence she will liaise with the local PCSO with the aim of setting up a meaningful neighbourhood watch scheme. Cllr Exton also reported concerns with illegal parking and advised that PCSO will take action when evidence is provided. To this end she advised residents to send photos of illegally parked cars with the registration number clearly showing to the PCSO.

**RESOLVED:** Cllr Exton to explore whether she as representative of the PC can do more to encourage dialogue between the PC and the Police.

**RESOLVED:** Cllr Exton to explore possibility of meeting with Speedwatch group and report findings to PC.

**38.7 Burton Green Residents' Association –**

Standing Orders were suspended to allow Rona and Mary to report on this item. The Parish Council were advised of the Circus event to be held at Meadow Farm next Saturday and that it was national picnic week next week. The new Cllrs were welcomed.

**38.8 Kenilworth Greenway Trust –**

The Chair continued to suspend Standing Orders to allow a report to be made. It was reported that a public meeting with representatives from HS2 was due to be held on the evening of Friday 19<sup>th</sup> June. The meeting would discuss the future of the Greenway and reflects the Select Committee request to HS2 that they engage with the village on such matters.

**38.9 Burton Green HS2 Action Group –**

It was reported that the field next to Le Van will be the new location for the village hall and that HS2 will discuss intentions based on the following principles:

- Village Hall Committee would be the landowner
  - Open space for outdoor activities would be provided
  - WCC would own the rest of the field in agreement with the Parish Council and that a low maintenance solution such as a flower meadow would be utilised to limit the cost implications.
  - Parking provision at the new village hall will be shared with users of The Greenway
  - The proposed temporary route to The Greenway from the village hall will incorporate a crossing of Red Lane which will be sited where visibility is good. This route may become a more long term fixture incorporating a path and crossing to provide a link between the school and the new village hall.
  - An outdoor café may be provided or at least a serving hatch to cater for users of The Greenway.
  - A notice/information board will be provided
- The importance of the community speaking with one voice when dealing with HS2 was stressed.

- Cllr Gibbs advised that AP2 was due to be available in July.
- Cllr Grant reported that University of Warwick were concerned about the ecological impact of HS2.

#### **Minute 39/15 Statement of Vaughan Owen and Previous Parish Cllrs**

With Standing Orders suspended Vaughan Owen, the former Chair of the Parish Council, presented on matters related to an ongoing issue with the previous (prior to 8<sup>th</sup> May elections) Parish Council. The Chair also presented on this issue. The Chair reported that all former parish councillors were asked to attend a meeting with Vaughan Owen, only three replied and none wished to attend such a meeting. The Chair advised that the letter from Curdworth Parish Council would be sent to him immediately it was received from Curdworth, the original letter having gone missing. Tony Smith then expressed his dissatisfaction that Vaughan Owen had not previously been permitted to defend himself against accusations made against him. The Chair explained that he did not want this matter aired at the last meeting whilst Louise Baudet was in the room.

Following the discussion the Chair proposed that Vaughan Owen and the former Cllrs and Louise Baudet be thanked for their services to Burton Green Parish Council. This motion was unanimously supported by all Cllrs.

**RESOLVED:** that former Cllrs and Louise Baudet be thanked for their services to Burton Green Parish Council.

#### **Minute 40/15 Public Participation**

Tony Smith suggested that the Parish Council needed to get advice on the application of Standing Orders and to pay closer attention to the rules. He pointed out that a decision to refuse funding to Berkswell Scouts made by the previous Parish Council could not be reversed for 6 months unless the new Council passed a special motion to enable this. He cited previous cases of maladministration where Cllrs had suffered sequestration of their property.

#### **Minute 41/15 Red Lane Play Area – to discuss and agree the signing over of the Red Lane Play Area from Warwick District Council to Burton Green Parish Council.**

Although Cllrs were minded to approve this exchange they require more information on the cost implications for the Parish Council including those associated with health and safety, maintenance and insurance. Such costs may have implications for the Precept.

**RESOLVED:** that enquiries be made of the District Council regarding annual maintenance and insurance costs and the current health and safety status of the playground and equipment therein.

**Minute 42/15 To consider adoption of new Code of Conduct including procedure to deal with complaints**

A discussion was had regarding the Code of Conduct.

**RESOLVED:** that matters relating to the Code of Conduct be considered by Cllrs and that discussion of the Code of Conduct be an agenda item for the September meeting.

**Minute 43/15 Finance**

43.1 To consider and approve accounts for payment

Cheques were signed for the following:-

Louise Baudet	Training and supporting new clerk (15/6 – 00217)	£292.36
Paul Knight	Clerks Salary May/15 – (15/6 – 000218)	£250.54
SPS	Annual Payroll Invoice - (15/6 – 000220)	£84.00
Louise Best	Internal Audit (15/6 – 000221)	£60.00
Paul Knight	Clerks Salary June/15 – (15/6 – 000222)	£250.54
Paul Knight	Expenses April to June – (15/6 – 000223)	£318.18

43.2 To receive report from internal auditor

Annual Report submitted with inclusions from internal auditor. Reconciliation circulated and approved by Cllrs.

43.3 To discuss and agree change of signatories for 2<sup>nd</sup> bank account and agree to add new Cllrs as signatories

**RESOLVED:** that all new and existing Cllrs be added as signatories to both accounts

43.4 SLCC Membership a. to consider payment of professional fee and b. to consider payment of subscription to Clerk for Clerk and Councillors

**RESOLVED:** it was agreed that all necessary payments in respect of SLCC membership be made

43.5 To consider and approve additional insurance cost for the Red Lane Playing Field

**RESOLVED:** in the absence of costings so as to consider the implications for the Precept that insurance, health and safety and maintenance issues be investigated.

**Minute 44/15 Progress Reports for information**

44.1 Update on Parish Council notice board

It was reported that a quote was obtained and that a local trader would be able to install the new notice board at less cost than the suppliers

**RESOLVED:** to proceed with installation using local trader to install the notice board.

44.2 Update on Le Van site

It was reported that Le Van was appealing against planning enforcement action which required the reinstatement of groundworks designed to create level ground for pitches on the sloping sight. WDC have used enforcement notices to achieve this and the notices have been appealed.

44.3 Update on request from 53<sup>rd</sup> Coventry/Berkswell for funding under S137

**RESOLVED:** Decision on contribution from the parish council to the construction of a new building for the Berkswell Scouts to be delayed for 6 months.

**Minute 45/15 to receive and discuss communications received and comment/action as appropriate**

**RESOLVED:** That a copy of the letter from Curdworth Parish Council to Burton Green Parish Council be provided to Vaughan Owen as soon as it is received by the Clerk.

**RESOLVED:** Clerk to circulate details of the WALC site to all councillors, including usernames and passwords so as to enable Cllrs to view training provided.

**RESOLVED:** In response to a letter from Tony Smith requesting to view the February and March 2015 minutes the Clerk will ensure that posting of all minutes to the website is carried out as a priority.

**RESOLVED:** In response to a further request from Tony Smith the Clerk will allow viewing of the Minute Book for last year (2014/15) once these had been bound and sealed in the appropriate way. The April 2015 minutes would be available to view on the website once the Chair of the previous Parish Council had initialled and signed them.

**Minute 46/15 HS2:** to receive any information and action as appropriate

There was a discussion on the latest developments on HS2 and the need to provide a united front in responding to any forthcoming proposals and with regard to submitting petitions.

**RESOLVED:** that the Parish Council maintain a direct interest on the subject by ensuring representation on the HS2 Working Group.

**Minute 47/15 Neighbourhood Plan:** to discuss and agree any matters relating to the Local Plan, housing developments, etc

There was a discussion about a number of housing related matters including:

- the demographic problems associated with the village of Burton Green and the associated lack of affordable housing for families
- the pressure on the green belt and where to build new houses in the village
- the need to provide housing for those who will be displaced by HS2
- use of the nursery site for new housing and the kind of housing that should be provided for on that site
- the extent of housing provision needed in the locality

**RESOLVED:** that proposals for housing to be considered for discussion at the next Parish Council meeting.

**Minute 48/15 Parking:** to discuss and agree any matters relating to parking Matter covered under minute 38.6 above.

**Minute 49/15 Clearing of Footpaths:** to discuss and agree matters relating to the clearing of footpaths.

This matter related to work that Cllr Green had undertaken to clear foliage from signs, and was also addressed by a previous resolution of the Council to write to the District Council to request that their contractors ensure all road signs are clear so that they can be viewed.

**Minute 50/15 Training:** to discuss and agree which training events Cllrs wish to attend.

**RESOLVED:** Cllrs to view training details on WALC website and let the Clerk know which courses they wish to attend.

**Minute 51/15 Planning:** to receive and consider details of planning applications

W15/0872 - Cllr Grant commented on this application which related to changes to a lighting scheme for a new structure within the university grounds.

**RESOLVED:** No comment on this application

**Minute 52/15 Councillors reports and items for future agenda**

The Chair will attend forthcoming meeting of Berkswell Parish Council with particular interest in HS2 matters

**RESOLVED:** The Chair to report back on HS2 related matters discussed at forthcoming Berkswell Parish Council meeting

**Minute 53/15 Confidential Matters: Staffing**

To be discussed in private following departure of the public.

**Minute 54/15 Date of next meeting**

Monday 21<sup>st</sup> July 2015, 7.30pm at Burton Green Village Hall.

The meeting ended at 9:30pm