

BURTON GREEN PARISH COUNCIL

Minutes of the meeting held at 7.30pm on Monday 18th May 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

In attendance: Paul Knight, newly appointed Clerk to Parish Council
Louise Baudet, providing clerking advice and support to new clerk
18 members of the public

Minute 17/15 Election of Chair

Cllr Exton nominated Cllr Taylor - this was seconded by Cllr Green and voted on unanimously.

RESOLVED: that Cllr Taylor be elected Chair for the forthcoming year. Cllr Taylor gave a brief summary of his intention to serve as Chair for a year, that he welcomed new Cllrs to the Parish Council and that he would act to be welcoming, supportive and caring and aim for the Parish Council to be effective and be seen as being part of the community of Burton Green and Warwick University.

Minute 18/15 Election of Vice Chair

Cllr Gray nominated and seconded by Cllrs Green and Exton and then voted on unanimously.

RESOLVED: that Cllr Grant be elected Vice Chair.

Minute 19/15 Welcomes and Introductions

The new Cllrs gave a brief introductory speech outlining their previous experience.

Minute 20/15 Apologies

No apologies were offered.

(Apologies received from George Illingworth and Rowena Hill, Michael Coker and John Whitehouse)

Minute 21/15 Declarations of Interest on items on the Agenda

RESOLVED: that the new Cllrs complete acceptance of office and pecuniary interests form before the June meeting of the Parish Council.

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

Minute 22/15 Community Reports: To receive reports, and agree any action from:

It was agreed that agenda items 6 and 10 be combined.

22.1 Warwickshire Police – No report received

22.2 County Councillor – Kenilworth Abbey – No report received

22.3 District Councillors – Kenilworth Abbey – No report received

22.4 Burton Green C of E Primary School –

RESOLVED: that Cllr Exton be appointed the School Link Cllr.

22.5 Burton Green Village Hall Committee –



RESOLVED: that Cllr Taylor be appointed the Village Hall Link Cllr.

At this point the Chair suspended Standing Orders to allow Deidre Vernon and Diane Swindells to speak on behalf of the Village Hall Committee. The Committee were focusing on issues relating to the demolition of the existing hall and the design and siting of the new village hall. Issues associated with the possible Red Lane site were being discussed with HS2. A Sub-committee had now formed part of the design team and would be interviewing architects with a view to appointing in June. The aim is to ensure that the new hall is 30% larger than the existing; includes a larger kitchen enabling catering for up to 100 persons, has an outdoor play area and that the new building is provided with a broadband facility. The aim is to have the design ready for presentation to the AGM in November with the build ready to take place by 2018 before the existing hall is knocked down. The Chair reinstated Standing Orders.

22.6 Burton Green Neighbourhood Watch – No report received

22.7 Burton Green Residents' Association –

RESOLVED: that Cllr Green be appointed the Residents' Association Link Cllr. The Chair suspended Standing Orders to allow Rona and Mary to speak on behalf of the Residents Association. It was reported that the Nepal earthquake funding event had raised more than £2000. Residents were invited to attend a circus event at Long Meadow Farm on 20th June and to invite students and families. On the issue of HS2 the association are keeping an eye on developments regarding the Community Fund in order that opportunity to source funding is not missed. Lots of ideas considered for reconstruction post HS2 build. The Chair reinstated Standing Orders.

22.8 Kenilworth Greenway Trust – the Chair suspended Standing Orders to allow Marlene Hills to report on the work of the Trust. Marlene reported that negotiations were ongoing with HS2 and that a successful conclusion had been reached regarding the University and mitigating the effects of HS2. Marlene invited all to attend the AGM at the village hall on 19th June. The Chair reinstated Standing Orders.

22.9 Burton Green HS2 Action Group –

RESOLVED: that Cllr Taylor be appointed Link Officer to the HS2 Action Group. Cllr Taylor advised residents of the importance of ensuring that Community Fund is accessed as there will be significant competition from other public bodies located along the track for this resource.

Minute 23/15 Casual vacancy: to agree action to fill casual vacancy.

There are seven vacant Cllr positions currently with four for Burton Green and three for the University.

RESOLVED: that the Clerk places an advert for Co-opted Cllrs on the website and on the notice board; that Cllr Grant advertise similarly at the University; that prospective Cllrs be advised to apply formally to the Clerk and applications to the Parish Council would be considered as an agenda item at the June meeting.

Minute 24/15 Minutes of previous meeting:

RESOLVED: that the minutes of the meeting held on 20th April 2015, having been circulated, be signed as a correct record with one amendment to update the wording of item 6/15 to read that action groups and not Parish Councils have taken the lead on HS2 matters.

Minute 25/15 Public Participation

The Chair suspended Standing Orders to allow public participation.



- Cllr Green suggested some thought be given to employing a microphone so as to ensure that all speakers were clearly heard. Cllr Green advised that this facility was available at the University and could be tried when the council holds a meeting on site.
- Ross McLean advised that the website was not up to date and was advised by the clerk that updating the website was a priority.
- Tony Smith asked that Mr Owen be allowed to address the meeting on the issue raised under 11(1)c of the previous minutes with respect to a letter received from Curdworth Parish Council. The Chair responded that he would be happy to discuss this matter after the meeting.
- It was clarified that the architect employed by the Village Hall Committee would be paid for by HS2. The meeting was advised that there was no cap on spending but that the Village Hall Association had to tread carefully in regards to HS2 funding.
- It was reported that the "bake-off" event was successful and that many families had participated in the treasure hunt.
- Former Cllr Marlene Hills advised that Cllrs were not present to confirm what they had agreed on the Curdworth letter but that the minutes of April were agreed by all present and should stand.

RESOLVED: that the Chair would attempt mediate between the former councillors on the Parish Council and Vaughan Owen regarding issues raised by the letter from Curdworth Parish Council.

- The meeting was advised that once the design of the new village hall was agreed comments from the public and from the Parish Council would be invited.
- Marlene reported that an incident of exposure on the Greenway had been reported to the police who were pursuing this matter vigorously.
- Vaughan Owen requested a copy of the letter from Curdworth Parish Council – in response the Chair pointed out that Vaughan was not a parishioner and therefore had no right to address the meeting and that he would seek to resolve this matter informally after the meeting.
- The meeting was advised of the importance of ensuring that outbuildings are securely locked following a recent incident where a bike was stolen from an unlocked shed.

Minute 26/15 Progress reports for information:

RESOLVED: the signing over of the Red Lane Playing area from Warwick District Council to Burton Green Parish Council be entered as an agenda item for the next meeting.

It was reported that problems associated with sewerage at the Le Van site are currently the subject of an appeal and that in response to a planning enforcement ruling Le Van are taking reinstating unapproved works to land at the site.

Minute 27/15 HS2: (a) to discuss and agree any matters relating to HS2

The Chair expressed the need to ensure that the Parish Council works closely with other interested parties including the Greenway Trust and the Village Hall Committee to ensure cut and cover is extended and to ensure the maximisation of all other mitigating measures. The University is also pushing on mitigation particularly that stretch of the proposed line associated with the Crackley gap.

Minute 28/15 Planning: to discuss and agree any responses to planning matters



Caryll reported on her findings associated with a planning application for 247 Cromwell Lane – no objection to application.

Minute 29/15 Finance:

To consider financial position of the Parish Council - the Council had two accounts containing a total of £37930.86. Although this is a healthy position the Council needs to maintain £10,000 in reserves and has a number of significant spending commitments in the coming year.

To consider and approve accounts for payment – in the absence of signatories following the wholesale change in the make-up of the Council this matter will be carried forward to the next meeting to allow banking details to be updated.

RESOLVED: To add new bank signatories to mandate form and to remove former signatories.

To receive report from Internal Auditor and Annual Governance Statement – carried forward

To consider request from Residents Association for contribution of £350 towards printing costs:

RESOLVED: To provide application form to Mary Webb and consider application at June meeting.

Minute 30/15 Communications: To receive and discuss communications received (and comment/action if appropriate)

RESOLVED: that correspondence list incorporate an additional column marked as action required or to be noted.

RESOLVED: Road closure planned for Hodgetts and Cromwell Lane from 26th to 28th June to go into the Bugle.

RESOLVED: Cllr Taylor will put co-option advert and arrange out on Paddy's Loop.

RESOLVED: In light of recent accident associated with the aggressive behaviour of cows loose on the Greenway warning letter to be sent to publish on the Bugle.

Minute 31/15 Councillor's reports and items for future Agenda:

RESOLVED: to consider format of Annual Parish Meeting.

RESOLVED: to review decision to grant funding to Berkswell Scouts.

RESOLVED: to consider Neighbourhood Plan and challenges faced on provision of housing.

RESOLVED: to review Standing Orders and Financial Regulations.

RESOLVED: that Warwick District Council to be contacted and requested to ensure that foliage currently obscuring signage around the village be cut back.

Minute 32/15 Confidential Matters – staffing

To be discussed in private following departure of the public.

Minute 33/15 Date of Next Meeting:

Monday 15 June 2015, 7.30pm at Burton Green Village Hall.

The meeting ended at 9pm

U Taylor 27/6/15
Chair