

## **BURTON GREEN PARISH COUNCIL**

Minutes of the meeting held at 7.30pm on Monday 20<sup>th</sup> April 2015, at Burton Green Village Hall Green Room, Hodgetts Lane, Burton Green.

**PRESENT:-** Cllr De Worringham Chairman  
Cllr Cox  
Cllr Mrs Hills  
Cllr Higginbottom

In attendance: Cllr Michael Coker  
Cllr George Illingworth  
Cllr John Whitehouse  
Paul Knight, newly appointed Clerk to parish council  
Louise Baudet, providing Clerking advice and support to new Clerk  
10 members of the public

### **Minute 1/15 Apologies**

RESOLVED: that the apology for absence from Cllr Stewart due to holiday, be received and accepted

Apologies also received from District Cllrs Anne Blacklock and John Whitehouse

### **Minute 2/15 Declarations of Interest on items on the Agenda**

There were no declarations of interest and no applications for dispensations

### **Minute 3/15 Minutes of previous meeting:**

RESOLVED: that the minutes of the meeting held on 16 March 2015, having been circulated and read, be signed as a true and correct record subject to minor amendment

### **Minute 4/15 Community Reports:**

- a. Warwickshire Police – no report received from the police.
- b. County Councillor – Kenilworth Abbey – John Whitehouse - no report or updates received from any County Councillors
- c. District Councillor – Warwick – Ann Blacklock.

Cllr Ann Blacklock thanked the Parish Council for many years of rewarding working with the Parish Council since it formed 12 years ago, particularly in relation to the Greenway trust and more recently the upcoming transfer of the playground to the ownership of the Burton Green Parish Council.

### **Minute 5/15 Link Councillors Reports**

#### **5.1 Burton Green Primary School - Cllr Higginbottom**

Cllr Higginbottom promoted the family picnic which is due to be held at the school at 2:45pm on 24<sup>th</sup> May. The picnic is being held to celebrate the opening of the new Outdoor Learning Resource. No dogs will be allowed at the event.

#### **5.2 Burton Green Village Hall Committee – Cllr Higginbottom**

Following a request from the chair of the Village Hall Committee the Chair suspended standard orders to allow public participation on this point. Cheryl Wall provided an update to the meeting based on her presentation to the Annual Parish Meeting. The committee have met with HS2 and are

exploring a possible relocation of the village hall to the Red Lane site. Issues to be resolved include the extent of the grounds to be allocated and the maintenance, upkeep and ownership thereof. The Parish Council were asked to consider and identify what is needed for the new village hall and what to do on the issue of maintenance.

In response Cllr Hills advised that HS2 have been instructed to reach agreement on maintenance issues and that much of the landscape will be bunded and planted with trees. Cllr Hills suggested that consideration be given to establishing a playground and a BBQ area. The Chair restored Standing Orders.

**5.3 Burton Green Neighbourhood Watch - Cllr De Worringham – nothing to report**

**5.4 Burton Green Residents Association – Cllr Owen – nothing to report**

**5.5 Kenilworth Greenway Trust – Cllr Hills**

For the benefit of residents Cllr Hills updated the meeting on her presentation to the Annual Parish Meeting. Anticipate 3 years of access/egress issues to sort out during construction phase and that Berkswell will be provided with its own access point to the Greenway. Advised that the agreed proposals for the Berkswell egress, which will be a multi user access point from the Greenway between Carstins and the railway station, had been worked on by herself and Solihull MBC over the last 2.5 years. HS2 had used these proposals for the proposed route and had agreed its implementation. However, this route will be affected by HS2's line and therefore there will be a period when it will be closed to the public. The Greenway Trust continues in negotiations with HS2 in order to make a continued and seamless access to this linear park for Berkswell, University of Warwick as well as Burton Green. Cllr Hills also advised that the meeting arranged with Warwickshire County Council for a partial environmental (ecological) study on a section of the Greenway had been successful. This study will be undertaken in June-August of this year.

**5.6 HS2 – Cllr Hills**

Following a request for public participation the Chair again suspended standing orders and this matter was discussed under agenda item 6.

### **Minute 6/15 Public Participation**

Chris Langton challenged the Parish Council to take a more prominent role in leading the negotiations with HS2 and submitted a document which summarised the outstanding items for the Parish Council to consider. The document is attached to these minutes for reference purposes. Chris proposed the formation of a sub-group from the Parish Council which would invite HS2 and local MP to a meeting to discuss these items.

In response Cllr Hills advised that the majority of the Cllrs are committing up to 6 to 8 hours per week and will not be able to find the extra time needed. It was reiterated that the Parish Council had already made significant contributions to challenging HS2 including on issues of noise and topography. It was pointed out that it was not the Parish Council's role to act as a pressure group on this issue. In response to Chris's suggestion that the new Parish Council co-opt for this purpose Cllr De-Worringham advised that such issues would be for the newly formed Parish Council to decide after the election.

Archie Taylor advised that parish councils to both north and south have until recently allowed action groups to take the lead but that as the construction phase approaches he considers that this will

change. He also pointed out that with only three Cllrs forming the new council that time for HS2 commitments would be limited. Archie asked where the Parish Council were with the Neighbourhood Plan. The Chair advised that the new Parish Council would have to consider this anew as boundary changes means that the whole process will need to be started again. The issue of encroachment from Coventry was raised by Archie – in response the Chair advised that this was a matter for the District Council.

Judith Applegarth addressed the meeting on issues relating to the provision of facilities for the local scout group and expressed disappointment that the Parish Council felt unable to contribute financially to the construction of new facilities for the scouts. In response Cllr Hills reiterated that Burton Green is a small parish council and is not in a position to provide funding of this nature. Cllr Hills suggested that Warwickshire Association of Local Councils (WALC) be approached as they may be able to facilitate grant funding for village hall construction works. Cllr Hills also suggested that approaches be made to local business interests. Archie Taylor advised that a Parish Plan aim was to provide more facilities for children and young people and that the new village hall needed planning with this aim in mind. Although the Parish Council was unable to assist monetarily it would continue to take an interest in the outcome of attempts to finance a new hall for the scouts and that any newsletters arising out of this would be shared with the residents of the parish.

The subject of VE day and the Parish Council contribution was discussed. The Residents Association will organise on this and even considering contributing to a series of beacons to be lit across the country on the day. To be discussed at the May meeting. Chair restored standing orders for the next agenda item.

**Minute 7/15 Red Lane Play Area**

Ownership of the Red Lane play area is ready for transfer to the Parish Council. Unfortunately the deeds were not valid and the District Council had been contacted with a request for the amended version. It was agreed that this matter would be carried forward to the May meeting.

Warwick District Council do not want to retain ownership of the park hence transfer but Parish Council aware of the need to maintain and insure the site – **Paul to check that current insurance includes cover for the new playground.**

**Minute 8/15 New Code of Conduct**

The new code has been circulated and is recommended for adoption by WALC.

RESOLUTION: that the Parish Council adopt the Code of Conduct as contained in Appendix A - and attach to minutes as an Appendix A.

**Minute 9/15 Finance**

**9.1 To consider and approve accounts for payment, including for clerk training**

Cheques were signed for the following:-



WALC	Clerks Training on 16/7/15 (20/4 - 000209)	£45.00
Paul Knight	Clerks Salary April/15 – (20/4 - 000210)	£254.54

Helen Stewart	Locum minuting (20/4 – 000211)	£71.70
WALC	Annual Subs (20/4 – 000212)	£320.00
Aon Insurance	Annual Premium (20/4 – 000213)	£317.12
Louise Baudet	Training and supporting new clerk (20/4 – 00214)	£332.16
HMRC	National insurance payment (20/4 – 000216)	£62.60

#### **9.2 To receive bank reconciliation**

Paul will work on producing statements with support from Louise

#### **9.3 To receive notice of audit from Grant Thornton**

Paul will reconcile accounts with support from Louise for presentation to internal and external audit. Will have to be signed off at June meeting as external audit is due on 26<sup>th</sup> June 2015

#### **9.4 To consider and approve quotation for Parish Council Insurance**

Proposal to proceed with Aon quote was agreed following proposal by Cllr De-Worringham and seconded by Cllr Cox

**9.5 To discuss and agree change of address for bank account and interim change of signatories to ensure there are two signatories in May, prior to the new Cllrs being signatories**

RESOLVED: that Mrs Baudet be added as a signatory as an interim measure to enable accounts to be paid, and removed once a new Councillor has been made a signatory.

### **Minute 10/15 Progress Reports for Information**

#### **10.1 Update on Parish Council notice board**

A board has been ordered but unaware of how, when and by whom - Clerk to check minutes to see where the council is on this and to raise issue for agreement at May meeting. Chair suspended Standing Orders to allow interjection from Chris Langton. Chris advised meeting that Alex Stuthridge, could construct purpose made replacement at a much lower cost. Chair reinstated Standing Orders.

#### **10.2 Update on Parish Council website**

Agreed to stay with the same website design company until the clerk had a chance to assess the current state of the website.

#### **10.3 Update on request from 53<sup>rd</sup> Coventry/Berkswell Scouts for funding under Section 137**

This was dealt with previously with request being rejected

### **Minute 11/15 Correspondence**

#### **11.1 To receive and discuss communications received and comment/action if appropriate**

- a. It was acknowledged that Cllr Vaughan Owen had resigned from the Parish Council
- b. Correspondence schedule circulated to Cllrs
- c. The Parish Council received a letter from Curdworth Parish Council expressing their dissatisfaction that Cllr Owen had contacted one of their Councillors, in his capacity as Chair of Burton Green Parish Council, making various inferences regarding the conduct of their Clerk. Councillors discussed the matters raised and were disappointed that Cllr Owen had independently taken this action. It had been the wish of the Parish Council that Cllr Owen write and thank Mrs Baudet for her co-operation in resolving the matters satisfactorily, and agreed that Mrs Baudet was held in high regard by Burton Green Parish Council. It was agreed that letters of apology be sent to Mrs Baudet and also Curdworth Parish Council.

### **Minute 12/15 – HS2**

Cllr Hills advised that the new Parish Council will need to watch out for the AP2 response via HS2's website and in late spring it is important that a response is made to the Environment Statement. The new Council will need to do its research particularly on the environment. Marlene also advised that due to parliamentary law whilst a petition to the House of Lords might be done that the upper house can only suggest changes which are then discussed and agreed in the Commons.

Cllr De-Worringham advised that money earmarked for the HS2 petition had not been spent and therefore this money had been offset to reduce the present precept.

**Minute 13/15 – Planning**

15/0363 – Dixons Barn – Demolition of barn and erection of dormer bungalow – No comment. BGPC objection on this previously overruled by Warwick District Council.

15/0483 – 183 Cromwell Lane – Demolition of rear extension and erection of 2 storey extension – no objection

15/0531 – University of Warwick – Reserved matters relating to proposed Halls of Residence – no comment

On the subject of new developments Cllr Hills explained that the electricity playing field site off Cromwell Lane which featured as part of Coventry City Council’s Local Plan was really a matter for the WDA under its agreement with the City Council.

**Minute 14/15 – Councillors Report and items for future agenda**

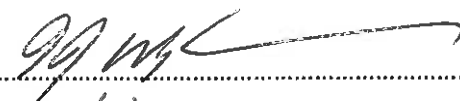
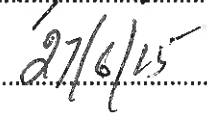
Ian De-Worringham was thanked for standing in as Chair, Louise for offering invaluable assistance to both the Parish Council and to Paul. The public thanked the Cllrs for the hard work put in over the last few years.

**Minute 15/15 – Confidential Matters**

To be discussed in private following departure of the public

**Minute 16/15 – Date of Next Meeting**

The next monthly meeting will be held on 18<sup>th</sup> May 2015 at 7.30pm in the Village Hall  
The Chairman closed the Meeting at 9.02pm.

Signed .....  ..... (Chairman)  
Date .....  .....