Burton Green Parish Council

Minutes of Meeting held on Monday 21st May 2018 at 7:30pm at Burton Green Village Hall, Hodgetts Lane, Burton Green

Present: **Parish Councillors:** Councillors Taylor (Chair), Grant (Acting Chair), Watkin, Marshall, Green Leeson and Gibbs
District and County Cllrs: Councillors Illingworth, Cooke, Hill and Coker
Clerk: Louise Baudet
Public Attendees: 10 members of public were in attendance. Sam Cox and Susan Bridges, HS2 Groundwork

Min No.	Item
	The meeting was preceded by a presentation by Groundworks UK Limited on Community Funding provided by HS2. Copy of presentation in Appendix A. Questions were put by Councillors and members of the public : • Q : Would projects related to the actions and post-HS2 development, such as a new Village Hall for the parish which could not be built until after HS2 and also new playground equipment, still be able to access Community Benefit Fund, particularly as successful grants have to start within 6 months of being awarded. A: an Independent Panel would ensure that funds would still be available, there may be some flexibility with the 6 month restriction. It was important that the community formally register their desire of what they want to do as there may be other ways of funding projects – at the moment there is no formal request being received by HS2 and a letter should go to Jonathan Lord the Chief Executive. • Q : Is there a limit on the number of organisations from a Parish applying, or the number of applications submitted. A : There is no limit and if unsuccessful an organisation can submit a bid again 6 months later • Q : Would HS2 be able to look at the improvement of the cycle path and pedestrian way A: It was suggested that discussion are had with the Local Authority first as they have received funding from the Department for Transport to deliver Road Safety Projects. It was understood that the Local Authority would be undertaking surveys first. • Q : Where are the Grant Panel meetings held A: These are in various locations. • Q : Clarification was sought as to how far 1km is from the route (at which point) A: This varies between project but should be the nearest point.
19	**Election of Chair** and acceptance of office
	It was proposed and seconded, with a resolution, to appoint Cllr Archie Taylor as Chair for a term of office. Declaration of Acceptance duly signed.
20	**Election of Vice Chair** and acceptance of office
	It was proposed and seconded, with a resolution, to appoint Cllr Tracey Grant as Vice-Chair for a term of office. Declaration of Acceptance duly signed.
21	**Co-option of Councillors:** Appointment of Councillors (a) to discuss and agree basis for the appointment of Councillors. (b) to receive details of interested parties and agree detail of co-options (c) welcome and introduction from appointed Councillors.
	Expressions of interest had been received from Beryl Clay and Paddy Deeley. Cllr Tom Leeson declared an interest and left the meeting for this Agenda item. The applications were read out and it was unanimously resolved that Beryl Clay and Paddy Deeley be appointed to the Parish Council. Declarations of acceptance were duly signed.
22	**Apologies**
	An apology for absence was received and accepted from the Clerk, Paul Knight. An

	apology for absence was received and accepted from Cllr Alan Marshall.
23	**Declarations of Interest**
	There were no other declarations of interest declared.
24	**Minutes of the Parish Council meeting held on 16th April 2018**
	RESOLVED: the minutes of the meeting held on Monday 16th April 2018 having been circulated and read were signed as an accurate record.
25	**Community Reports**
25.1	County Councillor Councillor Cooke's report was referred to which reported on the following : • County Council AGM and new County Council portfolio • County Council are now seeking tenders for the A46 Stoneleigh Junction improvements, which is still subject to planning approval, additional government funding and land acquisition • Kenilworth Station is now open • Discussions continue regarding the Children's Centre • A Puffin crossing at Priorsfield School has been approved as a priority scheme with construction due to start in the summer, subject to finances, legal agreements and consultations • Most Warwickshire retailers are taking their responsibilities seriously and not selling alcohol to minors • Work on The Europa Way Corridor Improvement programme is expected to start in the coming weeks.
25.2	District Councillors Cllr Coker reported on the following : • New Deputy Chair of Warwick District Council – Cllr Illingworth • Europa Way – housing and sports Centre • New Council offices and car park open in Leamington Spa (existing offices too large and expensive) • Consultation on Phase 2 leisure extensions – there had been some delay due to the Local Plan Cllr Illingworth reported on the following : • New Chair of Warwick District Council – Stephen Cross • Planning – briefing on plans for University, all capital building to be done over next few years, discussed impact on traffic. • Westwood Heath development – Historic England had responded with a list of things they would want the developer to do. • HS2 online community response – Community Consultation document ; reference to the Greenway as Hall route has been deleted.
25.3	Burton Green C of E Primary School No items to report.
25.4	Burton Green Village Hall The following matters were reported on : • July planning Committee – clothes bank for Air Ambulance • Open Studios 16th June for 2 weeks • 15th June – Scarecrow registration – open event 23rd and 24th with crafts, cakes and scarecrow competition • 8th July – will be decorating the wood • Computer group is going well and very good

25.5	Burton Green Residents' Association The following matters were reported on : • Dogs are getting into the play ground on Red Lane as the gate needs a spring – concerns about children trapping their fingers (Clerk to action) • Bus shelter needs to be painted (Clerk to action) • 47 residents had attended the lunch organised and 3 had a home delivery • There is a problem with litter and the collections of recycling waste ; this will be monitored • Rona paid tribute to the Jubilee group and the lunches ; volunteers had worked very hard and there had been a wonderful community spirit..1st July 3pm to 5pm - £100 grant applied for from Parish Council • Grass in Red Lane needs cutting – overgrown.
25.6	Kenilworth Greenway Trust No items to report
25.7	Warwick University Work continues on the development plans for the University, which will be subject to public consultation and a focus on developing community links. An outline planning application details the new Halls of Residence and the Degree Apprenticeship building – there will be 9 developments over 18 months. The University is aware that issues around transport, travel and parking will need to be addressed. Reference was also made to the National Automotive Innovation Centre with Jaguar Land Rover and opening of the new building to shortly take place. Cllr Taylor would be attending the opening.
26	**Public Participation**
	Standing Orders was suspended for public participation. The following matters were raised • There was a query re consultation for the A46/A45 Link Road ; there had been some delays but this scheme should be out for consultation later in the summer • The impact of Westwood Heath development was raised in terms of the impact on traffic and also air quality; Leamington Spa and Coventry being the 10 worst places for air quality. Standing Orders restored
27	**HS2**
AMW	• Archie informed the meeting that in his capacity of a resident he was in contact with Sam Jackson from Kenilworth Weekly News regarding a series of articles on HS2 and impact on Burton Green. • Andrew would be meeting with Jeremy Wright at 2pm on 1st June. • Michael Byng – sent County and District Councillors report on Stoneleigh and initial report on Burton Green – wish to extend cut and cover towards Crackley Gap. Berkswell also requesting a tunnel. Standing Orders were suspended for public participation. Chris Langton queried the number of empty houses in the parish which had been purchased by HS2. It was thought 18 people had left Burton. Standing Orders restored.
28	**Housing**
	Cllr Taylor to draft response on Kings Hill development. Meeting to be held with Cala Homes to look at responsibility of parish – issues around drainage of pond.
29	**Neighbourhood Plan**
	Residents are currently completing the questionnaires - Stratford District Council and Warwickshire Rural Community Council will collate the results. Thanks were recorded to the volunteers.
30	**Finance**
30.1	Internal Audit Councillors received and note and report from the Internal Auditor for the 2017/18

	accounts. There were some items for action which had now been actioned relating to reclaiming VAT, insurance and risk assessment. Report accepted by Parish Council.
30.2	To agree the Annual Return for 2017/18 including the "Accounting Statement" and "Annual Governance Statement". **RESOLVED:** Council members acknowledge their responsibility for the preparation of the statement of accounts and for the Council's internal controls and confirm to the best of their knowledge and belief, with respect to the Council's statement of accounts for the year ended 31 March 2017, that all eight points are agreed. The Chairman and Clerk were authorised to sign and date.
30.3	**RESOLVED:** The following payments were approved by councillors.

Creditor	Purpose	Spend
Mbpc infrastructure Ltd	Outstanding payment for HS2 report	4800.00
Paul Knight	May Salary	454.69
Paul Knight	Refund of HMRC payment - May deduction	313.60
WCC Pension Fund	Employer Contribution - May 2017	194.03
WCC Pension Fund	Employee Contribution - May 2017	45.61
Paul Knight	Expenses and office costs – April/May	37.60
Select Payroll Solutions	Payroll	102.00
Groundwork UK	Repayment of unspent grant funding	1219.25

30.4	To consider the approval of the award of a grant of £100 to Burton Green Residents' Association – Jubilee Group to cover 50% of the cost of a "performer", this will form part of the Armistice Day celebrations. **RESOLVED:** that the Parish Council approve a grant of £100 to Burton Green Residents' Association using s137 powers.
30.5	To approve a payment of £335.07 for the parish council's annual insurance policy with BHIB Insurance – this was the cheaper of two quotes received. **RESOLVED:** that the Parish Council approve the insurance policy with BHIB as quoted.
30.6	To approve the change of the websites host from 1&1 to Weebly and to approve payments of £69.60 (starting up cost) and £26.40 (annual charge) for Weebly our new website hosts. Discussions are continuing with 1:1 for a refund. **RESOLVED:** that the Parish Council approve the website be hosted by Weebly as per quoted costs.
31	**Communications**
31.1	To discuss and agree a proposal to support notification of the landowner to maintain the entrance to the Kenilworth/Berkswell greenway from Hodgetts Lane free of overhanging vegetation and branches and to maintain the pathway free from branches.
31.2	To discuss and consider a response to a consultation on proposals from Warwick District Council for Supplementary Planning Documents on Residential Design and Parking Standards.
32	**Councillors reports and items for future Agenda**
	• Authority was delegated to Cllr Taylor to email Councillors regarding the Planning Working Group and constitution – to go on next Agenda • Items for next Agenda - University report on consultations, location of Board, Councillor vacancies and Standing Orders (Paul to circulate revised model from WALC)
33	**Standing Orders**
	The new draft Standing Orders from WALC would be considered at the next parish council meeting
34	**Annual Parish Meeting**
	It was agreed to review the format of the Annual Parish meeting and this be placed on a future Agenda item.

35 **Planning**

RESOLVED: Councillors agreed the following responses to applications received.

Ref	Address	Details of Application	Resolved
W/18/0731	University of Warwick, Land to the west of Gibbet Hill Road, Coventry CV4 7EU	Variation of conditions 2 (plans), 9 (surface + foul water drainage) and 10 (hard and soft landscaping) of planning permission W/17/2121 (Variation of conditions 2, 3 + 12 of planning permission W/17/0395 for the demolition of the Redfern Halls of Residence and Warden's house and erection of 11 new buildings to provide 794 bed student accommodation and new Warden's house together with 'village hall' and associated parking facilities, drainage work and soft landscaping provisions) to allow changes to the design, layout and appearance of individual accommodation buildings (blocks C, I, J + L), minor landscape amendments and an overall increase in the total number of bedrooms from 794 to 828.	No objection logged – permission had been granted
W/18/0643	Land at Kings Hill Lane, Stoneleigh – response by 7th June	Application No: W/18/0643 Description: Site clearance and mixed-use development of land at Kings Hill for the provision of up to 2,500 dwellings (Use Class C3), 4,000sq.m. of mixed use floor-space (Use Classes A1, A3, A4, C2, D1 and D2) in a district centre, a primary school, a secondary school, formal and informal open space and enabling infrastructure including new roads within the site and improvements to the existing road junction at Stoneleigh Road.	Cllr Taylor to draft a reply and circulate via email to Councillors for approval. There were concerns regarding the traffic implications.
W/18/0741	11 Red Lane, Burton Green, Kenilworth, CV8 1NZ	Application for a Lawful Development Certificate for the proposed erection of a single storey side extension, front porch extension, hip to gable and rear dormer roof extension, 2no. Velux roof lights to front roof-slope and 1no.first floor window on the south elevation of the dwelling house. All proposed works are to the original dwelling house as shown on drawing(s) submitted to the LPA with the materials used in any exterior works to be of similar appearance to those used in the exterior of the existing dwelling house	Carole had visited the site, similar to character of neighbouring properties. No observations on application.
W/18/0855	Meadowbank, Hollis Lane, Kenilworth, CV8 2JY	Erection of a single storey rear extension, including a canopy; dormers to the rear; insertion of Juliet balcony to side elevation of existing garage and conversion of part of garage to form self-contained unit of accommodation.	An initial objection had been made with concerns re sight lines and access. There had been a site inspection by WCC who had no concerns.

36	**Date of Next Meeting** The next meeting of Burton Green Parish Council is at 7:30pm on Monday 18th June 2018 at Burton Green Village Hall Cllr Paddy Deeley sent apologies for the next meeting. The meeting finished at 9.10pm

Signed.....L.A. Taylor..... **(Chair)**

Dated.....July 16th.....