

## Burton Green Parish Council

### Minutes of the Meeting held on Monday 18<sup>th</sup> November 2019 at 7:30pm at Burton Green Village Hall, Hodgetts Lane, Burton Green

**Present:**     **Parish Councillors:** Councillors Grant (Chair), Deeley, Heyes, Marshall, Paine and Watkin  
**District and County Cllrs:** George Illingworth and John Cooke  
**Clerk:** Lara Cartwright  
**Public Attendees:** 3 members of public were in attendance

Min No.	Item
<b>81</b>	<b>Apologies</b> Apologies were received from Cllr Gibbs, District Cllrs Hales and Cooke.
<b>82</b>	<b>Declarations of Interest</b> None declared.
<b>83</b>	<b>Declaration of Vacancies for Parish Councillors</b> Notification was given that there was currently a total of four vacancies for Parish Councillors available on the Parish Council – two representing the University and two Burton Green. Notice will be made to attract candidates. <b>RESOLVED:</b> Cllr Deeley to publicise vacancies via the loop. Clerk to advertise vacancies on noticeboard and on website.
<b>84</b>	<b>Minutes of the Meeting of the Parish Council held on 21<sup>st</sup> October 2019</b> <b>RESOLVED:</b> The minutes of 21 <sup>st</sup> October 2019 having been circulated and read were signed and approved as an accurate record.
<b>85</b>	<b>Community Reports</b>
85.1	County Council – Cllr Illingworth read out Cllr Cooke’s report in his absence which included the following matters: <ul style="list-style-type: none"> <li>- Fly tipping remains a problem in the surrounding areas and should be reported to WD on contract.services@warwickdc.gov.uk</li> <li>- WCC encourages residents to follow winter public health advice and in particular to take up flu vaccinations where relevant.</li> <li>- The contract for housing related support services for young people is now provided by P3 (North Warks) and St Basil’s (Warwick &amp; Stratford).</li> <li>- There was a recent prosecution with heavy fines for a local car service centre which failed to carry out appropriate vehicle checks.</li> </ul>
85.2	District Council - Councillor Illingworth reported on the following matters arising from the recent District Council meeting: <ul style="list-style-type: none"> <li>- A climate change paper was presented to Executive and is moving forward.</li> <li>- The Planning Committee have given permission for two new secondary schools – one in Kenilworth and 1 in Bishops Tachbrook.</li> <li>- A scheme for a Creative Quarter in South Leamington is taking shape led by the computer gaming industry.</li> <li>- Three consultations exist in Kenilworth currently: Abbey Fields strategy and management; swimming pool; and leisure facilities at Castle Farm.</li> <li>- Standing Orders were suspended for questions from the public and reinstated at 7.46pm.</li> </ul>
85.3	Burton Green C of E Primary School – Councillor Watkin

	<ul style="list-style-type: none"> <li>- The school choir sang on Radio Coventry last Friday. Details of broadcast will go on the loop.</li> <li>- An 11<sup>th</sup> Nov Remembrance Service was held.</li> <li>- The school has established a new orchestra, led by a teacher from Warwick School.</li> <li>- Significant interest has been shown in reception class entry 2020</li> <li>- A fundraising Christmas Fayre event is to be held on Friday 8 Dec; donations of chocolates or bottles are welcome in advance; or cakes on the day to the school office.</li> </ul>
85.4	<p>Burton Green Village Hall Committee – Cheryl Wall</p> <p>Monthly teleconferences have been established between HS2, a consultant and an architect. The original timescale for the demolition and rebuild of the hall is unlikely to be met. The estimated date for the Committee to take ownership of the new hall is likely to be Feb/March 2020. The Committee have been advised not to proceed until the site can be secured. The Committee have carried out essential maintenance on the current hall's doors, drains and guttering.</p> <p>A new Hall grant application has been submitted to the Community Environmental fund for stained glass windows in hallway.</p> <p>The AGM will be held on Friday 22 November at 7.45pm</p> <p>Other upcoming events are a Craft Fair, Burton Green Retirees Xmas Lunch and a Choir Concert in December.</p> <p>Welcome postcards had been distributed to new Cala Homes estates residents, together with a list of activities and jar of honey. These were well received.</p>
85.5	<p>Burton Green Residents' Association – no report received</p> <p>It was noted that BGRA are holding a meeting next week to discuss Santa's sleigh, Children in Need etc.</p>
85.6	<p>Greenway Trust – no report received</p> <p>Ross McLean reported on the activities of The Greenway Group.</p> <p>Various maintenance activities and repair had been carried out by volunteers and the Society recently, as well as a group from Network Rail.</p> <p>Kenilworth Councillors from the Green Party carried out a litter pick on the Coventry ward bridge four weeks ago.</p> <p>£900 from Sustrans and Kenilworth Community forum had contributed to a noticeboard, bat and bird boxes along the Greenway.</p> <p>Sustrans Greenway Project funding finishes this year.</p> <p>A meeting is to be held with Crackley Lane Residents' Association in the near future.</p> <p>HS2 had been asked to repair the bridge and footpath near the village hall.</p>
85.7	<p>Warwick University – The Chair reported on the following matters:</p> <ul style="list-style-type: none"> <li>- The recent Armistice celebration had been a multi faith event; marking the contribution from Commonwealth soldiers around the world.</li> <li>- The university term finishes on 6th December. As a result, surrounding roads are likely to be busy on Saturday 7<sup>th</sup> December.</li> <li>- The lecturer's trade union UCU will go on strike from Monday 25<sup>th</sup> November for eight days until Tuesday 5<sup>th</sup> December.</li> <li>- The proposed introduction of campus car parking charges at evenings and weekends may impact local roads.</li> <li>- The Polling station will be in the Ramphal Building.</li> </ul>
86	<b>Public Participation</b>

	<p>Standing Orders were temporarily suspended for questions from the public. Ross McLean asked about the reasons behind the recent cancellation of the meeting between Laing Murphy (LM) and the University (UoW) and if a replacement date was likely. The Chair agreed to follow up with Ben Hayday, the Community Engagement contact for UoW.</p>
<b>87</b>	<b>HS2</b>
	<ul style="list-style-type: none"> <li>- Plans are still awaited from LM and HS2 for the temporary crossing point. Cllr Deeley had been trying to arrange a meeting and had today received a reply from LM to say the meeting is anticipated in the New Year, subject to approval from HS2.</li> <li>- At a recent drop-in session for tunnelling design, it was noted that residents of Broadwell Woods are unhappy with the proposed route for Greenway. Cllr Deeley has been in contact with LM and established that the original design is likely with some mitigation.</li> <li>- Cllr Illingworth reported that a visit by Jeremy Wright MP had been made to the local planning officers' HS2 liaison group at Riverside House.</li> <li>- Cllr Marshall advised that there may be relatively more work going on in our area as it represents part of the route from Saltley (where rolling stock will be delivered) to Chipping Warden where the crossover point is, and so could form a test route.</li> <li>- A reply from HS2 had been received regarding spoil lorry routes. Any concerns about HS2-related vehicles (which carry their logo) should be reported to the HS2 Helpdesk, together with the registration number of the vehicle(s), and any identifying features such as colour of vehicle, plus details of time and location of the route taken. (Helpdesk: 08081 434 434 or HS2enquiries@hs2.org.uk).</li> </ul>
<b>88</b>	<b>Road Transport</b>
88.1	<p>Speed Limits</p> <p>-A general response was received from the WCC Traffic and Road Safety Group regarding concerns raised about speeding near the primary school and Cala Homes development.  <b>RESOLVED:</b> To ask the Group for a specific contact, copying in Cllr Cooke.</p> <p>-Cllr Watkin proposed the PC came to a decision about a desired speed limit throughout the Parish to be presented to WCC Highways.  <b>RESOLVED:</b> Clerk to write to WDC with a copy to Cllr Illingworth to propose a maximum 30 mph speed limit to WDC, based on views of residents in emerging NP, together with a request for a meeting to discuss appropriate traffic calming measures and related requirements eg street lighting. Copy to John Illingworth. Similar measures by Solihull Council eg on Duggins Lane to be indicated as local examples to follow.</p>
88.2	<p>The A46 Link Road</p> <p>Recent correspondence circulated re A46 Link Road.  <b>RESOLVED:</b> Nicola Van der Hoven to be invited to the January meeting, ahead of consultation in Spring. The meeting will therefore need to start at 7pm.</p>
<b>89</b>	<b>Housing</b>
	<ul style="list-style-type: none"> <li>-Cllr Paine had circulated his correspondence on Lucy Hammond Charles regarding the Crest Nicholson development. He will follow up with the Crest Nicholson contact, who has been on leave, and will update at the next meeting.</li> <li>-Cllr Illingworth is due to attend the South Coventry Liaison Group meeting on 11<sup>th</sup> December.</li> <li>-Cllr Deeley gave an update on the Cala Homes development progress – 12 houses had been sold, 8 reserved, leaving 3 for sale and then remaining homes still to release. It was noted that the developers had not trimmed the hedge on Hob Lane and that the pond was very deep.</li> </ul>

90	<b>Burton Green Village and Neighbourhood Design Statement</b>
	<p>- Cllr Watkin reported that the NDP draft documentation was now ready for the next stage – consultation under Regulation 14. Five key documents form the basis of the consultation which will be viewed at Kenilworth Library, BG Village Hall and on the Parish Council website.</p> <p>- It was noted that Avon Planning consultants had not yet completed their “health check” but their comments could be incorporated in the consultation responses.</p> <p>- The NDP Steering Group had recommended to proceed imminently with the consultation which should last a minimum of 6 weeks.</p> <p>- The SG also recommended that an executive summary was not required.</p> <p>- WDC had offered to provide the requisite two printed copies of the documentation, which had to be available prior to the start of the consultation period.</p> <p>- Comments by consultees should be sent via a new email address to Cllrs Watkin and Deeley or written comments to Cllr Watkin’s postal address.</p> <p>- The statutory consultation list should comprise: Berkswell PC, Balsall Common PC, Stoneleigh PC, Kenilworth TC, WDC, Coventry City Council; Ward Councillors, Cllr Dave Skinner, Statutory and non-Statutory bodies, local businesses, local residents’ groups (Westwood Health, Crackley, Duggins Lane), local papers and BBC Coventry &amp; Warwickshire.</p> <p><b>RESOLVED:</b></p> <p>That the PC formally adopt the recently circulated papers as the official pre-submission draft, subject to minor textual amendments as discussed .</p> <p>That the Parish Council to endorse the recommendations of the SG and, further recommend to the Steering Group that an 8-week consultation period be adopted to allow for Christmas, contingent on hard copies being available.</p> <p>That the PC formally approves the maps and diagrams in the NDP and the Evidence Justification and Reasoning Document.</p> <p>To write to HS2 to state an NDP was in progress and within it, there were defined four green/amenity spaces for community use within their safeguarded land: (community orchard, woodland to replace Broadwell, cut and cover tunnel, land site of the Village Hall as a public amenity associated with Greenway). To highlight that the NDP was out to consultation with public and could be subject to changes.</p> <p>The Clerk to set up a new email address for comments and link to the NDP webpage and to upload consultation documents to the webpage.</p> <p>That the SG is recommended to give advance notification of the consultation period via a press advert and in the Bugle.</p> <p>That Cllr Watkin and the NDP Steering Group be formally thanked for their excellent work and achievement in preparing the Plan.</p>
91	<b>VE Day 2020 celebrations</b>
	<b>RESOLVED:</b> This item be carried forward to the next meeting.
92	<b>Air Warden Shelter</b>
	<p>The Working Group had identified an alternative site along Red Lane for a paved waiting area for bus passengers. Cllr Heyes will explore relevant permissions with WCC.</p> <p><b>RESOLVED:</b> The Clerk to obtain a quote from Leicestershire Gardens for the paving.</p>
93	<b>Finance</b>

93.1	<b>RESOLVED:</b> The following payments were approved unanimously by Councillors.		
	<b>Creditor</b>	<b>Purpose</b>	<b>Total</b>
	Paul Knight	November Salary	110.71
	Warwickshire Pension Fund	Pension Nov - employers contribution	35.18
	Warwickshire Pension Fund	Pension Nov - employees contribution	8.07
	Paul Knight	Refund of HMRC contribution for November	27.80
	Sunflower VA	1 hour support in developing website	35.00
	Lara Cartwright	November Salary and expenses to cover Clerk role	392.29
	<p>The Information Commissioner's Office payment for Data Protection fee at £40 was also approved.</p> <p>Costs for maintenance work on the swings and gate at Red Lane playground were approved with the remainder of maintenance to be carried out in the Spring.</p> <p>It was noted we had updated our banking correspondence address.</p>		
<b>94</b>	<b>Community Infrastructure Levy Spending</b>		
	RESOLVED: This item be carried forward to the next meeting.		
<b>95</b>	<b>Temporary Assistance for the Clerk</b>		
	<p>A temporary replacement had been found to cover the Clerk's role during Paul Knight's sabbatical.</p> <p><b>RESOLVED:</b> Lara Cartwright will cover the role for the next 2-3 months.</p>		
<b>96</b>	<b>Transfer of Land from Cala Homes to the Parish Council</b>		
	<p>-Cllr Deeley to check which part of the land associated with the Cala Homes development (small village green area) is to transfer to BGPC ownership in addition to playing field and car park.</p> <p>-Cllr Paine suggested CIL money be considered for the ongoing development/upkeep of these areas.</p>		
<b>97</b>	<b>Communications</b>		
	All communications received had been actioned.		
<b>98</b>	<b>Councillors reports and items for future Agenda</b>		
	None were received.		
<b>99</b>	<b>Planning</b>		
	No planning applications had been received.		
<b>80</b>	<b>Precept Meeting</b>		
	The Chair to circulate dates for a December precept planning meeting.		
<b>81</b>	<b>Date of Next Meeting</b>		
	<p>The next meeting of Burton Green Parish Council is at 7:00pm on Monday 20<sup>th</sup> January 2020 at Burton Green Village Hall.</p> <p>The meeting concluded at 9.55pm.</p>		

Signed.....

Dated.....