

BUBBENHALL PARISH COUNCIL

Minutes of the Bubbenhall Parish Council Meeting, Tuesday 9th December 2014 in the Village Hall

Present:	Cllr Joanne Shattock (Chair)	Cllr Hammon (WDC)
	Cllr Sam Baker	Cllr Pratt (WDC)
	Cllr Win Nwachukwu	
	Cllr Wendy Harrison	
	Cllr S Haynes	
	Cllr Bob Powell	Jane Fleming (Clerk)
	Members of Public	1

- 1. Apologies for absence.** Post-meeting note: Apologies were received from Cllr Redford.
- 2. Declarations of interest and dispensations.** No declarations of interest
- 3. Minutes of previous meeting on 4th November 2014** were agreed and signed by the Chair
- 4. Update on councillor vacancy**

The Parish Council discussed the three expressions of interest that had been received. It was decided to co-opt Mr Jan Lucas who has been working with the parish council on the issue of HGV traffic through the village. However this co-option will only be until May 2015 when all the parish councillors will stand for re-election. At that point the other interested parties will be sent nomination papers
- 5. Matters arising:**

Litter bin Coopers Walk – A445. The clerk reported that there had been no response to email sent on 8th November explaining the situation and requesting confirmation that the bin would be emptied in future. It was agreed that the [clerk would contact Joe Bell at Contract Services again requesting confirmation.](#)

Drain blocked by Spring Court & Street Light 4, Spring Hill.
Clerk reported that she had been contacted by Warwick District Council to say that the blocked drain and street light were the responsibility of WDC. They will send an email to bubbenhallclerk@gmail.com to confirm this. [Clerk to check that this has been actioned](#)

HGV issue - Possible co-operation with Baginton & Stoneleigh. Clerk confirmed that Baginton parish council are already undertaking their own actions with this issue. Stoneleigh will advise after their December meeting. However, it was agreed that Bubbenhall PC would continue to collect their own data on the HGV issue.
- 6. Highways:**

Continuing road safety issues. Cllr Powell reported that he is continuing to report incidents to Jo Edwards. He confirmed that WCC had contacted him to advise that if the warning sign to HGVs at the beginning of Bubbenhall Road leading to Baginton was removed the replacement costs should be borne by the County Council. The placement of these warning signs was discussed and it was agreed that it is important to look at where the signs are placed to ensure maximum effect. The replacement sign should be placed at the entrance to Watery Lane which would then ensure that all entrances to the village are covered. It was also agreed that the

Parish Council should look for the most effective signage. It was agreed to [contact Jo Edwards for a list of possible signs and their costs.](#)

7. Gateway

The decision by the Secretary of State on the Public Inquiry into the Coventry and Warwickshire Gateway has now been postponed until 5th February 2015. Further submissions on the recently published Strategic Employment Land Study commissioned by the Coventry and Warwickshire LEP have been invited. The Community Group is preparing a submission to the Secretary of State with assistance from Alan Roe, on behalf of the three parish councils.

Local Plan:

Local Plan Representation. At the last meeting it was agreed to ask Alan Roe to help prepare the representation to WDC on the Strategic Employment Land Study. A joint representation from Baginton, Stoneleigh and Bubbenhall Parish Councils will be submitted. It was also agreed that Bubbenhall Parish Council would submit a separate representation.

[Chair and clerk to complete this task by Wednesday 10th December.](#)

[Clerk to send dates of Bubbenhall Parish Council meetings to David Wintle and David Ellwood](#)

The Parish Council would like to take this opportunity to thank Alan Roe for all his hard work on this task.

Neighbourhood Plan update. The list of potential consultants was discussed and it was agreed that Kirkwells seemed to have the most experience and **their proposal** was the most detailed. The breakdown of costs is £4,300 per parish. The Parish Council will apply for funding as soon as possible in the New Year. [The clerk to check with Stoneleigh Parish clerk.](#)

The Councillors agreed to support the Kirkwells application.

[Clerk to inform David Ellwood of its decision.](#)

Cllr Hammon confirmed to the Parish Council that the Local Plan will be presented to the full Warwick District Council by 28th January 2015.

8. Business from members of the public

Query regarding work around edge of Bubbenhall Wood. Clerk reported that she had contacted John Green from Smiths Concrete who had replied by saying that the woodland track upgrade is part of their ongoing woodland management to provide all year round access. Following a discussion, councillors agreed that they need some further information to clarify situation. [Clerk to include this on Liaison Committee agenda.](#)

A resident mentioned the continuing problem of the mud on the A445 by Weston Lane. [Clerk to include this on Liaison Committee agenda.](#)

A resident highlighted the problem with Stoeleigh Road. Where it had been repaired a trench was appearing on the side of the road. [This is to be investigated and if necessary report to WCC Highways.](#)

It was also mentioned that a hole was appearing on a road running through the village. [This requires investigation and if necessary report to WCC Highways.](#)

9. Finance

The Clerk presented the financial report (payments and summary schedule attached) and also the quarterly finance update. Cllrs Nwachukwu and Haynes signed the cheques.

Precept/budget. The chair reminded councillors that the budget would need to be agreed at the meeting to be held on **20th January 2015**. Parish Councils will need to inform Warwick District Council by **Friday 30th January 2015**.

[The Cllrs to advise clerk of any amounts that would need to be included in the budget for 2015/16 by 9th January 2015.](#)

[Clerk to prepare a spreadsheet for the 2015/16 budget for distribution prior to the meeting 20th January.](#)

VAT.

Clerk reported that a refund of £1,225.68 had been received.

Review of current contracts. The cllrs discussed this and it was agreed that the contact for mowing the playing fields for the New Year would be put out to tender.

[Clerk to arrange.](#)

10. Planning

W/14/1674 - Waverley Lodge, Weston Lane, Bubbenhall, Coventry, CV8 3BN Single storey side extension **APPLICATION**. No objections.

[Clerk to advise WDC planning](#)

11. Youth Space & recreation ground

Update. Cllr Baker reported that the anticipated costs for the upkeep of the play ground would be around £1,500.

Cllr Haynes reported no issues with the Youth Space.

12. Reports from meetings attended

No meetings attended.

13. Parish matters (AOB).

The Parish Council would like to congratulate to the organisers of the Bonfire Night. It was a well organised and well attended event.

The cheque for £700 to St Giles Church will be raised at the next meeting.

[Clerk to contact David Holloway to confirm.](#)

It was suggested that a new Notice Board was required by the Village Hall. The current one is in a very poor state. It was agreed to look one for the side wall of the Village Hall which was a much better position.

14. Correspondence not dealt with in other items

Date	Name	Correspondence
18/11/2014	WDC	Current Code of Conduct arrangements - response from Department of Communities and Local Government
18/11/2014	WDC	Planning Applications - Weekly list in Parish order 10th - 16th November , 2014
22/11/2014	Warwick Rural East - SNT	WESTON-UNDER-WETHERLEY - Theft incident 0177 of 22-NOV-2014
26/11/2014	WDC	Planning Applications - Weekly list in Parish order for 17th - 23rd November, 2014
28/11/2014	Warwick Rural East - SNT	CUBBINGTON - Burglary - Incident 0406 of 26-NOV-2014.
28/11/2014	CSW broadband	CSW Broadband Update - November 2014
01/12/2014	Warwick Rural East - SNT	WESTON-UNDER-WETHERLEY - Burglary - Incident 0117 of 30-NOV-2014
01/12/2014	Warwick Rural East - SNT	BAGINTON - Theft - Incident 0154 of 29-NOV-2014.
01/12/2014	WDC	Agenda and reports for Planning Committee - 9 December 2014
03/12/2014	WDC	Planning Applications - Weekly list in parish order for 24th - 30th November, 2014
Nov-14	CPRE	New Outlook (Document)
Winter 2014-15	WCC	Primary Gritting Routes in Warwickshire 2014-15 (Document)

Date of next meeting 20th January 2015