



BUBBENHALL PARISH COUNCIL

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BUBBENHALL PARISH COUNCIL DRAFT

Minutes of the Bubbenhall Ordinary Meeting of the Parish Council held in the Village Hall, Bubbenhall, on Tuesday, 10th May 2016 at 7.30 pm

Present:

Cllr S Haynes (Chair)
Cllr Sam Baker (Deputy Chair)
Cllr Win Nwachukwu
Cllr Bob Powell
Cllr J Shattock
Cllr J Lucas
Cllr W Harrison

Cllr N Harrington (WDC)

Jane Fleming (Clerk)
Members of Public 3

1. **Apologies for absence** were received from Cllr P Redford (WDC) and Cllr W Redford (WCC)
2. **Declarations of interest and dispensations**
 - i. No declarations were received
3. **Minutes of previous meeting on 12th April 2016 and amended minutes for the meeting on 8th March 2016.**
 - i. These were agreed and signed by the Chair.
4. **Matters arising:**
 - i. Orchard Way Parking
Cllr Baker to look at the cost of signs
 - ii. Manhole cover Stoneleigh Road
Action outstanding
 - iii. "standing" water outside "The Firs" after rain
Action outstanding
 - iv. Planters
To review at next meeting
5. **Highways:**

This item was covered in the report presented at the Annual Parish Assembly. A copy of this report can be found on Bubbenhall Parish Council website <http://www.bubbenhall.info>
6. **Local Plan:**

This item was covered in the report presented at the Annual Parish Assembly. A copy of this report can be found on Bubbenhall Parish Council website <http://www.bubbenhall.info>
7. **Neighbourhood Plan:**

Signed
Chair:

This item was covered in the report presented at the Annual Parish Assembly. A copy of this report can be found on Bubbenhall Parish Council website <http://www.bubbenhall.info>

8. Business from members of the public

- i. No matters were raised

9. Finance

- i. Financial report (payments and summary schedule attached)
The Clerk presented the financial reports, invoices were approved, and cheques signed.
- ii. Internal Audit
The internal audit has been completed.
- iii. Annual Report
The Council unanimously approved the accounting statements and annual governance statement forming the Council's Annual Return and Cllr Haynes as Chair signed the form. The Clerk will now Publish Section 1 & 2 plus statement with details about the exercise of public rights, inform the external auditor of the date of commencement of the period for the exercise of public rights

10. Planning

- i. W/16/0648 - Agricultural building, Land off Pit Hill, Bubbenhall, Coventry **NOTIFICATION OF AN APPLICATION (Deadline 12/05/16)**
Clerk to respond with the following notes.
It must be sympathetic to local building environment. It should be noted this is adjacent to the conservation area of the village. It should not extend into surrounding fields. There are public footpaths running through and adjacent to the site.
- ii. W/16/0239 – Whitley South Feedback from Planning Meeting 26/04/16
Cllr Shattock reported the level of debate appeared to be minimal. The Secretary of State is to consider whether to call in the application.

11. Youth Space & recreation ground

- i. Playing field update
This item was covered in the report presented at the Annual Parish Assembly. A copy of this report can be found on Bubbenhall Parish Council website <http://www.bubbenhall.info>

12. Reports from meetings attended

No meetings have been attended since April

13. Parish matters (AOB)

- i. Following the concerns regarding the School catchment area for Bubbenhall and the allocation of secondary school places for children in the village raised at the meeting in April 2016 Bubbenhall Parish Council would like to express its thanks to Cllr P Redford (WDC) who took these concerns to the Head Teacher and Jeremy Wright MP.
- ii. The Clerk raised a query concerning the dates for the meetings in January & March 2017. The Councillors concluded that there was a need for two meetings during this period. The Clerk agreed to seek advice concerning the taking of minutes etc during her absence and report back at the next meeting.

14. Correspondence not dealt with in other items

<u>Date</u>	<u>Name</u>	<u>Correspondence</u>
24/04/2016	WALC	Living in Warwickshire Survey
04/05/2016	WALC	Transparency Fund new round
04/05/2016	WALC	Housing Support News
09/05/2016	WALC	Responding to planning applications - a few useful points

Date of next meeting 14th June 2016

Signed
Chair: