



BUBBENHALL PARISH COUNCIL

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BUBBENHALL PARISH COUNCIL

Draft minutes- to be approved at 28th March 2017 meeting

**Minutes of the Bubbenhall Parish Council Meeting, Tuesday, 21st February 2017,
7.30pm at the Village Hall, Bubbenhall.**

Present:

Cllr S Haynes (Chair)
Cllr S Baker
Cllr J Lucas
Cllr B Powell
Cllr J Shattock
Cllr W Nwachukwu
Cllr C Pilgrim

Cllr W Redford (WCC)
Cllr N Harrington

Members of Public

1. Apologies for absence

Apologies received from Cllr Pam Redford, Mrs Jane Fleming (Clerk).

2. New councillor and signing official documents

Corrine Pilgrim signed all required documentation to be co-opted onto Bubbenhall Parish Council. Bubbenhall Parish Council welcomed Cllr Pilgrim.

3. Declarations of interest and dispensations

There were no declarations of interest and dispensation.

4. Minutes of previous meeting on 17th January 2017.

A date had been amended on the minutes. It was agreed that they were a true and accurate record and Chairman Haynes signed to record this.

5. Matters Arising

i) Overgrown footpath Home Close to Moat Close

Cllr Haynes reported that the Clerk has now written to the owner of the field alerting them that the fence is now badly damaged, and needs remedial work or replacement.

ii) Site visit

Cllr Powell apologised for not yet organising a site visit with Cllr Redford as he had been away. Cllr Redford reported that he had visited the site and that reinstating the warning white lines was now in

the WCC highways budget for 2017/18. He added that the white lines would in fact be renewed all over Bubbenhall where necessary. BPC thanked Cllr Redford for his work on behalf of the village.

iii) Dog fouling signage

It was agreed to see how effective the new signage (stickers on bins etc.) put up by the WCC Dog Warden was. If it is decided that there is still a dog fouling problem in the next few weeks, Cllr Baker will order some permanent outdoor signage.

iv) Notice board in Lower End

Cllr Haynes apologised that this item has yet to be progressed.

v) Pavement outside the Reading Room – Spring Hill

Cllr Redford reported that a WCC surveyor was booked to come and inspect this problem.

vi) Watery Lane – cracks in road surface

Cllr Redford reported that he had come and inspected the initial repairs on the Stoneleigh Road. He had instructed a surveyor to inspect them as he felt they were unsatisfactory. The repairs have now been done again, and Cllr Redford reported they were now satisfactory. He had also noted the cracks in the road surface in Watery Lane and reported that they did not represent any road hazard and therefore will not be attended to by WCC.

vii) Refuse/recycling bins outside household

Cllr Haynes reported that the homeowner had received a letter from the Clerk.

6. Neighbourhood Plan

i) Housing Needs Survey – Fiona Henderson (WRCC)

Fiona Henderson began by advising that her post was funded by WCC. She reported that she had now amended the Draft Housing Needs Survey. The response rate of 34% was an average for this type of survey. She noted that the report also contained useful supplementary information for the Parish Council i.e. how parishioners feel about shops, recreation facilities etc. 8 people had been identified as having a housing need. 5 were owner occupier, 3 required affordable housing. It was up to the Parish Council as to how they used this information. It can be used to inform responses to planning applications in the future. Fiona Henderson reported that she had had a brief conversation with a rural housing association. A development of the 3 affordable properties was borderline viable should the Parish Council wish to pursue that.

Cllr Shattock remarked that the previous survey in 2011 had identified 6 requests for affordable housing, so there had been a reduction in need for this type of housing. She also noted that this survey was required to ensure the Neighbourhood Plan was sound.

Cllr Powell voiced a number of concerns with the initial report a) purpose of the survey – this should be purely for information, and not any justification for small scale development. b) Definition of 'housing need'. Cllr Powell was concerned that the cases were not all genuine 'need', and could be defined as 'wishful thinking'. Was there any guarantee that if certain housing needs were met by building, the respondents in question would actually still require them? Were any of the respondents with regard to affordable housing on any waiting list (FH confirmed 2 were). c) Concern that there was a jump to recommendations including an exercise to identify suitable land. BP was satisfied that these concerns had been properly addressed in the amended plan. His one remaining concern was the description of 'under occupancy'. Cllr Powell concluded that he was broadly sceptical with regard to the housing needs survey.

Cllr Lucas echoed Cllr Powell's concern regarding wishful thinking, using an example of the desire for a village shop, in reality villagers would not use it.

Cllr Haynes raised the issue that the Neighbourhood Plan was not mentioned in the report.

Fiona Henderson responded that she would add in a reference that the housing needs survey sat alongside the Neighbourhood Plan. She added that the definition of housing 'need' did not mean that a person or household were destitute, but that on a low or modest income, they could not access the local housing market. She reiterated that the housing needs survey can solely be used to

inform responses to planning applications and as Bubbenhall had not been earmarked for any housing development, there was no requirement to pursue any housing development in response.

The Parish Council agreed that the housing need survey broadly reflects the Neighbourhood Plan, and thanked Fiona Henderson for her work on the report and for her attendance at Parish Council meetings.

ii) Neighbourhood Plan

Cllr Haynes reported that the Neighbourhood Plan had progressed to the stage where it would be submitted to WDC on 22/02/2017. The Parish Councils would then need to respond to any comments, amend and appoint an Independent Examiner. If the Independent Examiner passed the plan, it could go to referendum in September, and adopted in late October/November.

He also reported that the Parish Council had been successful in a grant application to Groundwork UK which covered the ongoing costs of the plan up to the 31st March 2017. WDC would pay any fees for the examiner and referendum. Future costs to the Parish Council were limited to publicity for the referendum, and some consultancy fees to review any Independent Examiner comments. A further grant application will be made in the new financial year to cover these costs.

The Parish Council unanimously approved the formal submission of the Baginton and Bubbenhall Neighbourhood Development Plan (NDP) to Warwick District Council, under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012. The submission documents comprise:

- The Submission version of the Baginton and Bubbenhall Neighbourhood Development Plan (NDP), and
- A Basic Conditions Statement, and
- A Consultation Statement and complete Consultation Response Table."

7) Local Plan

Cllr Shattock reported that she and Cllr Lucas had been invited to hear David Barber speak at Stoneleigh and Ashow Parish Council on 09/03/2017.

Cllr Harrington reported that there was an expectation that there would be minor adjustments and then the Local Plan will be passed. A few housing numbers will be changed around but there is no confirmation of where this might be. There was no mention of any adjustments to employment land despite speculation in the media. Any amendments will be suggested by the examiner and followed by a 6 week consultation.

8) Youth Space and recreation ground

i) Mowing

The Clerk had emailed to advise that Heritage were increasing their fee to mow this area by £10 per cut. It was agreed that the mowing contract should be put out to tender.

ii) General

Cllr Baker reported that the cut down branches had now all been removed from the area behind the baby swing. In addition, she reported that Chris Goddard had cleared the back entrance (Fire Exit) to the village hall as it was covered in leaves and small branches that could have proved hazardous to anyone trying to exit from the building.

9) Highways

i) A445 Police speedwatch priority

Cllr Powell reported that the A445 speed issue was not a police priority following the WRE Community Forum. Cllr Redford confirmed that for best results, the Clerk needs to formally communicate to the WRE Community Forum. In addition, the Parish Council and members of the public can log requests on the Police website. Cllr Redford suggested that the Parish Council invite the Neighbourhood Police to the next Parish Council Meeting. The Clerk will follow this up. The next WRE Community Forum is 14/06/2017 venue tbc.

ii) Community Speedwatch

Cllr Lucas reported that Cubbington Parish Council had approached him for advice to set up a community Speedwatch patrol. He suggested that if they set up some training, it could be an opportunity to recruit another person for the Bubbenhall patrol, who could then join the Cubbington training sessions. It was agreed that Cllr Baker would include a request for a new volunteer in the Parish Council article in the newsletter. Cllr Lucas is to provide the information. Cllr Powell confirmed that the next session was to be held on 23/03/2017 in the morning.

10) Business from members of the public

i) Puddle outside The Firs

Cllr Lucas thanked Cllr Redford that the problem of the puddle outside of The Firs had been resolved.

ii) Footpath queries

Cllr Lucas advised that the footpath at the top of Spring Hill had been half cleared. A member of the public was asking if and when the rest of the path might be cleared. No-one had any further information. In addition, he reported that the footpath alongside the entrance to Smiths Concrete (parallel to Weston Lane) was impassable as there was a large puddle bounded on both sides by hedges. It was concluded that Cllr Lucas would ask Ian Henderson to provide the path numbers so that they could be passed on to Cllr Redford to look into.

iii) Moles on the village green

Tony Sproul had reported that there was significant and damaging mole activity on the village green and he would like to engage a professional service to control the problem. Cllr Baker suggested that she would contact Steve Sidaway who controls the moles on the recreation ground and ask him to treat the village green. This was agreed and Cllr Haynes will inform Tony Sproul.

11) Finance

i) Financial report (payments schedule attached).

The financial report was presented and approved. Cheques for Kirkwells and Bubbenhall Village Hall signed by Cllr Shattock & Cllr Powell.

12) Planning

There were no planning issues for the Parish Council to discuss.

13) Reports from meetings attended

i) WRE Community Forum

Cllr Lucas attended the WRE Community Forum on 08/02/2017. Main points of interest for Bubbenhall were that the A445 speeding issue had not been chosen as a priority and that Cubbington were planning on setting up a Community Speedwatch patrol.

ii) Youth Fun Day planning meeting

Cllr Haynes reported that he had attended a meeting to help plan a Youth Fun Day in Bubbenhall. Cllrs P Redford and W Redford had also attended. A bid to the Lottery fund had been submitted on 20/02/2017 for £9950 to fund one day in 2017, and a second in 2018. The group should hear back in May 2017 as to whether this has been successful.

14) Parish Matters (AOB)

Litter pick

It was agreed to fund the cost of the flyers to promote the village litter pick on 1st April at a cost of £17.00

15) Correspondence not dealt with in other items

There was nothing for the Parish Council to consider.

Date of next meeting: 28th March 2017