



# BUBBENHALL PARISH COUNCIL

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## Minutes of the Bubbenhall Parish Council Ordinary Meeting held in the Village Hall, Bubbenhall, on Tuesday, 18<sup>th</sup> July 2017

*Draft minutes- to be approved at 5<sup>th</sup> September 2017 meeting*

**Present:** Cllr J Lucas (Chair) Cllr P Redford (WDC)  
Cllr S Baker  
Cllr Win Nwachukwu  
Cllr Bob Powell  
Cllr J Shattock  
Cllr C Pilgrim

Jane Fleming (Clerk)  
Members of Public: 7

### 1. Apologies for absence

Apologies were received from Cllr S Haynes and Cllr W Redford (WCC)

### 2. Declarations of interest and dispensations

Cllr J Lucas declared an interest in item 11.iv and agreed to leave the meeting during the discussion of this agenda item

### 3. Minutes of previous meeting on 13<sup>th</sup> June 2017.

These were agreed and signed by the Chair

### 4. Coventry Airport: Update Mr John Astle

Mr Astle reported he had attended both the drop-in session and the recent CACC meeting where two main items were discussed:

- i. as the airport has not been able to maintain the required levels of business through the passenger, cargo and executive jet businesses, there is a proposal that is being consulted on with staff to change the current ATC, fire and operational activities to a level more suited to General Aviation.
- ii. Alongside this there is a consultation underway led by the Airport concerning the introduction of a GPS-based precision approach procedure for pilots with relevant equipment in their aircraft.
- iii. . There was some discussion about the potential for confusion with two consultations running in parallel, and it was suggested that the consultation should be extended until the designated use for the airfield had been agreed.

Cllr J Lucas to prepare a draft response to the consultation to include the proposal to extend deadline. This is to be circulated to Parish Councillors and clerk to submit final version by deadline.

### 5. Matters arising:

- i. Invitation to the Neighbourhood Police to Parish Council Meeting.

Signed  
Chair:

It was agreed to move this invitation to a future date and in the mean-time remove it from Matters Arising.

ii. **Private signage for reduced speed**

Following a discussion about if this was to be introduced where such signs could be placed, Cllr P Redford (WDC) agreed to check with Cllr W Redford (WCC).

iii. **Overgrown footpath Home Close to Moat Close – update**

Cllr W Nwachukwu provided a phone number for the person who erected the fence bordering the farmer's field. Clerk to follow up. Cllr S Baker agreed to order 2 signs for the footpath. Heritage have now visited the site and provided a quote for the site clearance and regular mowing (4 times a year). Clerk has provided Land Registry information to Solicitor and is currently waiting for a response. Clerk to follow up.

iv. **Notice Board – Lower End**

Clerk agreed to place the order for the Notice Board for Lower End.

v. **Bubbenhall Football Grant**

No further action. This item will be removed from Matters Arising.

vi. **Moat Close Garages gutters**

Cllr P Redford is looking into this matter.

vii. **Rugby Bin Lorries**

There has been no response from Rugby BC. Cllr J Lucas o follow up.

**6. Highways: Update**

Cllr B Powell reported that repairs to Spring Hill have now been completed. White lines are still to be done. Cllr P Redford (WDC) that this is currently being chased. Police speed checks on A445 – Neighbourhood Police have explained that there will be an interim step to monitor the flow and speed of traffic before the speed check is undertaken. A date has yet to be decided. A resident asked if the traffic monitoring that is currently on Bubbenhall Road is connected to the A445 speed checks. Cllr B Powell agreed to check the situation. A speed watch was conducted on 19 June 2017 - there were no excessive speeds by vehicles during this time.

**7. Local Plan: Update**

Cllr J Lucas reported a protest about the Local Plan is taking place on Sunday. This is being led by Burton Green Parish Council challenging the housing numbers which will result in WDC removing green belt land for housing. They are anticipating a 'human chain' of around 400 people.

Cllr P Redford (WDC) reported the Inspector's report may be produced at the end of the Summer, however, no date has been confirmed. Cllr J Shattock mentioned the possibility of a Judicial Review although the costs may be prohibitive.

**8. Neighbourhood Plan: Update**

Cllr J Shattock reported in Cllr S Haynes' absence. Following the email received from WDC raising concerns and objections to sections of the joint NDP The Steering Group (Baginton & Bubbenhall) have decided to proceed to examination. Cllr J Shattock requested approval to proceed from Bubbenhall Parish Council. Cllr J Lucas proposed approval to proceed. Cllr S Baker seconded the proposal. All councillors present supported this decision.

**9. Business from members of the public**

- i. A resident raised the issue of parked cars causing obstructions in the local streets, in particular the 'T' junction of Moat Close and Lower End which could result in emergency vehicles being unable to gain access to properties. Double yellow lines at 'T' junction was suggested and Cllr P Redford (WDC) agreed to discuss this with Cllr W Redford (WCC). Cllr J Lucas agreed to speak to Village Hall Committee about alerting vehicles coming to village events to park with consideration. It was also agreed that a mail drop concerning this issue should go in the next newsletter. A resident also pointed out that the Library van parks where visibility for other road users is obstructed. Clerk to contact mobile library service to request the van is parked at an alternative site.

**10. Planning**

i. **Approach to Planning Applications**

Signed  
Chair:

A resident raised concerns about the Parish Council informing neighbours about planning applications in time to attend a meeting. It was explained that it is the responsibility of Warwick District Council to inform neighbours and the Parish Council. The timing difference is due to method of delivery. Email to the Parish Council and post to residents. Resources aren't available for the Parish council to inform residents on an individual basis. Also, not all Planning Application deadlines fit the Parish Council meetings so that can only be managed by emails between the clerk and the councillors. In order to inform residents, the Parish Council has now introduced a planning application section on the website <http://www.bubbenhall.info/planning.php> . and will post information on the notice board.

- ii. **R1330/05CM010 Variation of Condition 3 – Ryton Pools Country Park, Ryton Road, Bubbenhall, CV8 3BG GRANTED**
- iii. **W/17/1022 - York Barn, Pagets Lane, Bubbenhall, Coventry, CV8 3BJ APPLICATION (Comments by 12 July 2017).** Councillors reported No Observations to Clerk prior to this meeting.
- iv. **W/17/1079 - Land off Watery Lane and Stoneleigh Road, Bubbenhall, CV8 3BQ APPLICATION (Comments by 28 July 2017).** Cllr J Lucas declared an interest in this agenda item and left the meeting while it was under discussion. Cllr B Powell reported the planning permission was sought for fruit and vegetable growing with a hard storage facility for tools etc. It is required for agricultural use. There were no objections to this proposal. No Observation required.
- v. **W/17/1236 – 3 Home Close, Bubbenhall, Coventry, CV8 3JD APPLICATION (Comments by 31 July 2017).** Proposed single storey front extension, new pitched roof over existing front flat roof dormers, timber cladding and render and new tarmac drive. There were no objections to this proposal. No Observation required
- vi. **W/17/0824 – Featherstone Farm, Leamington Road, Ryton on Dunsmore CV8 3EL APPLICATION (Comments by 7 August 2017).** Erection of stables and machinery store. Several concerns were raised about the scale and type of building proposed. It will also potentially compromise the Green Belt. **Cllr J Shattock to prepare a response for the chair's approval.** The clerk will report the observations to WDC Planning website.

## **11. Youth Space & recreation ground**

- i. Cllr S Baker reported the net has now arrived. However, it is different to the previous net and requires a more complex assembly. It was agreed that Cllr S Baker should contact the supplier for it to be installed. The cost will be approx. £800.
- ii. **Bubbenhall Summer Youth Festival**

Cllr S Haynes produced the following report in his absence:  
As previously reported several interesting activities have already been booked. Additional activities that are being looked at include tennis, a tie-dye activity and wood carving so a full and exciting day is expected.  
We have booked catering for the daytime lunch and made a tentative booking with caterers for the evening. Currently we are searching for some suitable evening entertainment.  
In terms of communication we have placed an order with local printers for posters and flyers these will be distributed when available. Sam Baker and Cate Poolton have designed a page on Facebook which will be used to provide timely information on the event as well as providing an email link by which people can book places. So far eight people have used this route to book places.  
Several villagers have stopped me to volunteer their services on the day so I'm optimistic that this event will be well supported.  
We have one emerging issue which needs to be brought to your attention and a decision made on how to resolve. That is cash flow between now and the event.  
There is a need to pay for such items as equipment, materials, food, entertainment, printing etc. Last year, when the event was small, I paid for these items on my personal credit card and was reimbursed when the Parish Council met in September. However, this year the event is much bigger and therefore these costs are going to run into hundreds of pounds.  
Please will Parish Councillors consider this issue and approve either 1. Providing access to a Parish Council cheque book while the Clerk is on holiday (we did this earlier in the year when the clerk was on extended leave) or 2. Issue a cash float to a named individual so that bills can be settled. Receipts will be kept in either case.

Signed  
Chair:

Finally I must record my continuing thanks to Cate Poolton, Sharon Spencer and Sam Baker for their support in organising this event

It was agreed by the Parish Councillors that while the clerk is on leave the cheque book will be held by the chair Cllr J Lucas who will arrange for any cheque payments required prior to the event to be prepared and signed by two signatories. There must be either an invoice or receipt with details of the person to be reimbursed to support these payments.

## 12. Finance

- i. Financial report (payments schedule attached)  
Cllr Powell & Cllr Lucas signed cheques
- ii. **On-line banking**  
Clerk informed Councillors that we can now use on-line banking. Clerk to action and report back at next meeting.

## 13. Reports from meetings attended

Cllr J Lucas attended two meetings concerning Green Belt land. This is covered under agenda item 7

Cllr W Nwachukwu attended a WALC meeting. The main agenda item was security issues for computers

## 14. Parish matters

- i. **Grass maintenance responsibilities**  
Clerk arranged for Martyn Stacey from WDC to meet with Cllr J Lucas on Tuesday 18<sup>th</sup> July to agree which areas in village are mowed by WDC and how often they are mowed. Martyn Stacey missed the meeting. Clerk to rearrange.
- ii. **Tennis Court Net**  
Councillors agreed to purchase a new net. Cllr J Lucas to send link for on line purchase to clerk.
- iii. **Shed behind Village Hall – Keyholders etc**  
Shed is owned by Village Hall Committee. No further action.
- iv. **Littering**  
Cllr J Lucas informed the councillors about the littering incident that occurred in layby along from the nursery school off Leamington Road facing towards Ryton on Dunsmore. A resident has reported it via email to wre.snt@warwickshire.pnn.police.uk
- v. **WALC Chairman visit?**  
Clerk to request further information concerning the proposed visit.

## 15. Correspondence not dealt with in other items

<u>Date</u>	<u>Name</u>	<u>Correspondence</u>
13/06/2017	WALC	LTN 63 Planning and Building Control Enforcement
14/06/2017	WALC	Warwickshire Information and Advice survey
19/06/2017	WDC Development Services	Weekly list in Parish order for 12.06.2017 to 18.06.2017
26/06/2017	WDC Development Services	Weekly list in Parish order for 19.06.2017 to 25.06.2017
03/07/2017	WDC Development Services	Warwick District Council Economic Development Update June
10/07/2017	WDC Development Services	Weekly list in Parish order for 03.07.2017 to 09.07.2017
10/07/2017	WALC	Superfast Broadband project
10/07/2017	WALC	Approved Internal auditors
10/07/2017	WALC	Minutes 7th June 2017
03/07/2017	WALC	HS2 Community Benefit Seminar - 6/7/17 - presentation

Signed  
Chair: