

BUBBENHALL PARISH COUNCIL

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Minutes of the meeting of Bubbenhall Parish Council Held on 6th December 2022 at 7.30pm at Bubbenhall Village Hall

CLLrs present: Cllr Lucas (Chair), Cllr Nwachukwu, Cllr Shattock, Cllr Roberts Cllr Baker, Cllr Cooper Cllr Powell

In attendance: District Cllr Pam Redford, County Cllr Wallace Redford, Tracie Ball Clerk and 30 members of the public.

18. Apologies

RESOLVED: Councillors also noted the apology from Cllr Trevor Wright.

20. Pit Hill Development: (The chair brought the item forward)

Presentation from Framptons (Peter Frampton) gave a presentation of their meeting room proposals at Pit Hill, Bubbenhall. PF introduced David and Jim Ellis as trustees of the local Brethren community.

The proposal from the Brethren community is to convert the grain store (building at back) to a small meeting room for their communicants. The proposal consists of 5 components:-

- Demolish current large unused building with planning permission for 5 houses.
- Grain store to be shortened by a third and refurbished
- New access to site from Pit Hill
- Close off existing access
- Lay out carpark and planting of screening hedges.

Proposed usage of new building for worship will be Sunday 6am (Lords supper) and 5pm, Monday 7pm and Friday 7pm (Gospel preaching). There will be no other usage of the building.

The trust choose property for development where communicants live. The new meeting room will also benefit from solar panels.

19. Public participation (Started 20:15 closed 20:22)

A resident raised a concern about the siting of the signs for a local café at either of Watery Lane and on the main road. These signs do require permission if they are sighted on the Highway. A discussion was held and the chair has agreed to speak to the owners of the café to ensure that signs are positioned so they do not create an obstruction on the highway.

21. Declarations of Interest

There were no interests declared.

Cllr Cooper and Cllr Nwachukwu are still to complete their documents – the clerk will forward duplicates before the next meeting.

Signed.....

22. Minutes of previous meeting

RESOLVED : that the minutes of the previous meetings held on 25th October 2022, having been read and circulated changes
Defer for signing at January 2023 meeting.

Notes for Clerk only

*Reference Minute No 10 should read Mark Grimes, also need to include report from Cllr Powell
Reference Minute No 5.9 delete second sentence.*

23. Progress reports/information

23.1 Village Green update

New signs for Pump - Cllr Baker requested defer to January meeting
Christmas lights switch on 11/12/22
Very successful Remembrance Day Service, good attendance from villagers.

23.2 Sweet Briars Update

6 month waiting list for Council to act. Clerk to speak to groundsman about including clearance within his duties until such time as a solution is found.

23.3 Green Shoots update

Cllr Powell has circulated a report, a copy is attached in Appendix 2.
Cllr Powell also acknowledged and thanked the group of volunteers who have helped with the weed clearance.
More name plaques have been added to the orchard.
Display boards – quotes received from 4 providers showing materials and costs. Councillors decided that the sign should be in Oak and match any sign that is used for the new play ground equipment. There is money remaining within the Green Shoots grant for this sign. There is also a donation from a resident to help with the costs of the new bench, any residual cost will come also from the Green Shoots grant.
RESOLVED : Proposed that new sign be ordered in oak, Proposed by Cllr Powell and seconded by Cllr Roberts, unanimous

23.4 Skills audit

A few amendments had been made, Cllr Baker will update at January meeting.

23.5 Climate emergency plan update

There were no matters to report on

23.6 Update on PC adoption of village defibrillators

First responders have wound up and the money is being transferred to the PC account. This money will be ring fenced for defibrillators.
The clerk is to meet with the first responders to establish exactly what responsibilities are to be undertaken and to establish how the finance works. Training session on equipment to be considered.
Cllr Lucas ask that we consider additional defibrillators in the village.
RESOLVED: Cllr Lucas proposed that 2 further defibrillators be consider for the village and to speak to S Haynes for help and guidance. Seconded Cllr Baker, unanimous

23.7 Recruitment of new Grounds person

Chris Goddard has accepted the appointment of the Grounds person

Signed.....

23.8 Update on trees in Spring Hill and Lower End

Both reported and visited and no further action to be taken - CLOSED

23.9 Landfill Liaison Committee

Date of next meeting – to be confirmed, Cllr Lucas to advised, exact date in March

24. **Planning applications and other statutory and non-statutory consultations**

W/22/1778 - Waverley Lodge, Weston Lane, Bubbenhall, Coventry, CV8 3BN, Erection of single storey side and rear extension. – write to WDC to extend deadline for comments

25. **Adoption of Policies**

The Clerk had circulated Emergency Plan. These were agreed. This document is confidential due to the sensitive nature of the contents, the only exception of distribution is to the VH Chair.

A discussion took place over the addition of using “What three words”

RESOLVED: adoption of Emergency Plan and distribution, Proposed Cllr Lucas and seconded Cllr Cooper, unanimous.

26. **Finance**

26.1 Accounts for payment

WALC	Clerk Training - Elections	£75.00
NS Booth Electrical	Christmas Lights	£280.80
L Baudet	Clerk charges & Stationery	£131.70
A Sproul	Contribution to Christmas Lights Switch on	£75.00
Salary	October & November 2022	£152.67

26.2 Bank account update

Balance as at 30th November 2022 - £45,890.93

27. **Matters relating to Youth Space and Recreation ground**

HAGS have confirmed a start date of March with a 5 week timescale for installation
FCCCF to be advised of new clerk appointment.

New sign to be arranged in line with the Orchard sign. Details to be update. Cost approx £1500. To be included in 2023/24 budget.

28. **Information items**

28.1 County Councillor report –

Nothing to report

28.2 District Councillor report –

Free Parking at various sites for Christmas shopping – distribute by Bubbenhall E-News.

28.3 Police Crime report from PCSO Sharon Underwood

Nothing received. Clerk to send 2023 meeting dates

28.4 Matters relating to the parish from Councillors and Clerk

WDC are updating notice board contact list.

Clerk asked for all councillors contact numbers.

Transfer Zoom to an annual contract and pay direct from Parish Council

Warm Hub initiative – Chair will update in confidential matter.

Consideration of national civility and respect project for Councils

Signed.....

28.4 Continued

Cllr Shattock and Clare Hill have attended two meetings with Community Park Liaison committee. Seagro are committed to the maintenance of the parks in perpetuity. There was an enthusiastic response from the committee about a river bridge link to the park from Bubbenhall. Cllr Shattock asked the council if they would support the idea or if they ha any concerns. In principle there was agreement from councillors.

29. Budget and Precept 2023-24

Cllr Lucas suggested that we have no increase in the precept. Clerk to extend deadline.
Note for clerk – look at insurance as new play equipment will increase cost.
Reduction in maintenance for play equipment

30. Confidential matters

Grounds person salary agreed at SCP 4
A training needs analysis needs to be undertaken and courses booked where gaps are.
A new petrol/diesel strimmer and PPE will need to be purchased, CG to advise of cost.
Cllr Lucas is finalising details with the Malt Shovel for the Bubbenhall Warm Hub.

31. Date of next meeting

24th January 2023. at 7.30pm at Bubbenhall Village Hall

32. Termination of meeting 9:40pm

Signed..... (chair)

Date

Signed.....