

BUBBENHALL PARISH COUNCIL

Clerk : Tracie Ball
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Minutes of the meeting of Bubbenhall Parish Council Held on 24th January 2023 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, Tracie Ball Clerk and 1 members of the public.

32. Apologies

RESOLVED: Councillors also noted the apology from Cllr Trevor Wright and County Cllr Wallace Redford.

33. Public participation

A resident had email to raise a concern about the signs for Christmas trees still on the A445 near Ryton Pools. The clerk visited the site on 18th January and the signs had been removed.

42. Cllr Redford requested this item be bought forward as she needed to leave the meeting early.

Information items: to consider and discuss items for information and comment if appropriate:

42.1 County Councillor report

Repairs to road outside Sweet Briars is still on WCC list.

42.2 District Councillor report

Covent Garden carpark to be closed permanently from 12/2/2023

A discussion took place to consider the bridge across the Avon to link the village to the new park in Baginton. WDC will consider funding a viability study to look at position and type of bridge, and also the suitability of the bank. The environment agency will need to be consulted in respect of the flow of the water. This report will enable proposed costing for the project. It is hoped that in the future there will be able to have a link from the new park at the Lunt Fort site in Baginton to Ryton Pool Country Park. Cllr Shattock reported that at the meeting of the Community Park Liaison Committee, SEGRO had clarified that they would not be providing funds for this bridge. The Chair will visit the proposed site with Cllr Redford. Cllr Redford suggested the Parish Council put together a working party to consider the aspects of the bridge.

34. Declarations of Interest

There were no interests declared.

35. Minutes of previous meeting

RESOLVED: that the minutes of the previous meetings held on 25th October 2022 and 6th December 2022, having been read and circulated be signed as a correct record

Proposed Cllr Lucas, Second Cllr Nwachukwu unanimous.

Notes for Clerk only

Reference Minute No 28.4 should read attended the first of two meetings.

Signed.....

36. Progress reports/information

36.1 Village Green update

Cllr Cooper is arranging for the water to be tested, and will be contacting BA Bull (contractor) re the tap. Cllr Baker confirmed the two new signs will cost £54.00, agreed to order and groundsmen to fit.

36.2 A445 street light update

No change.

36.3 Sweet Briars update

See 42.1

36.4 Green Shoots update

The information board has been ordered and delivery expected by end of March. Payment to be made on delivery. Weeding group two thirds complete. It is twelve months since trees planted. Cllr Powell and the Clerk to meet up to confirm accounts for Green shoots grant.

36.5 Skills audit

Cllr Baker will revisit.

36.6 Climate emergency plan update

A discussion took place concerning the WDC grant for home improvements and DEFRA funding for Villages hall, and whether if anyone took this up, this could be recorded in the plan.

36.7 Update on PC adoption of village defibrillators

The handover meeting has been held. Bob Cragg and Steve Haynes are still willing to undertake the monthly checks, these will be recorded on a shared spreadsheet, if there are any problems they will contact the relevant supplier. A letter of transfer of responsibility to be signed by all parties. Sites for two new defibrillators were discussed. Recommended to wait until solar powered boxes are available.

Top of Orchard Way – for top of village and Paget's Lane

Watery Lane by Lavender farm – for both Weston Lane and Stoneleigh Road.

36.8 Landfill Liaison Committee

Date of next week- 20th March at 6pm

36.9 Warm Hub Update

Approximately 8 – 10 people currently attending weekly. Invoices to be paid monthly. Suggestion to keep going until the clocks change, but this can be reviewed. £500 grant received from Cadent.

36.10 May Elections

Clerk advised elections will be held on Thursday May 4th 2023. Packs should be received in next few weeks and clerk will distribute at next PC meeting on 7th March.

Cllr Lucas has circulated the details of the new councillor workshops via Bubbenhall E-News.

Cllr Powell advised he will be standing down at the election. Cllr Lucas (Chair) thanked Cllr Powell for his invaluable contribution over the last 12 years.

37. Planning applications and other statutory and non-statutory consultations

Gateway Update –

The earthworks should be completed by June 2023. Infra structure finished by December 2023. Country Park will not be completed until at least 2024, exact date will depend on planting and weather.

Cllr Shattock had asked if there was to be any reduction in warehousing, the developers confirmed they not seen anything, but the application also included light manufacturing units.

W/22/1778 - Waverley Lodge, Weston Lane, Bubbenhall, Coventry, CV8 3BN, Erection of single storey side and rear extension.

Concerns raised that 30% rule for extending to be followed, and also the layout in the property suggests this could be a house for multiple occupancy (HMO).

No objections, subject to neighbourhood consultation and guidance followed if HMO. All building materials and contractor's vehicles to be kept within property curtilage and off the public highway.

Signed.....

W/23/0031/TCA | T1 - Orchard House, Church Road, Bubbenhall, Leamington Spa, CV8 3BE Horse Chestnut - Crown reduce by 2-3m, bring over extending limb towards house back into shape with the rest of the canopy T2 - Declining Acer - Fell to near ground level. No objections

38. Adoption of Policies

Cllr Lucas confirmed 23 policies. 4 policies have been updated. Clerk to present a schedule to councillors at next meeting of what is required.

39. Finance

The clerk introduced a revised way of presenting finances. This shows the transactions since the last meeting, the current situation, and future payments to be authorised.

Cash movements from 01/10/2022 to 24/01/2023

Transaction Date	Transaction Description	Debit	Credit	Balance
01/10/2022	Opening Balance			£ 48,539.22
03/10/2022	E.ON NEXT Street Lights	£ 13.00		£ 48,526.22
11/10/2022	CHRIS GODDARD Groundsman	£ 72.00		£ 48,454.22
12/10/2022	CHRIS GODDARD Groundsman	£ 4.00		£ 48,450.22
01/11/2022	E.ON NEXT A Street Lights	£ 13.00		£ 48,437.22
23/11/2022	TREE SAFE WARWICKS	£ 180.00		£ 48,257.22
23/11/2022	PLAYSAFETY LTD	£ 121.80		£ 48,135.42
23/11/2022	LOUISE BAUDET Clerk & stationery	£ 1,740.49		£ 46,394.93
23/11/2022	HERITAGE & SONS Grass cutting	£ 504.00		£ 45,890.93
01/12/2022	E.ON NEXT Street Lights	£ 13.00		£ 45,877.93
06/12/2022	BUBB First Responders		£ 8,709.19	£ 54,587.12
03/01/2023	E.ON NEXT Street Lights	£ 13.00		£ 54,574.12
11/01/2023	WALC training clerk elections	£ 36.00		£ 54,538.12
11/01/2023	staff salary Dec Salary	£ 75.00		£ 54,463.12
11/01/2023	staff salary Oct & Nov Salary	£ 152.67		£ 54,310.45
11/01/2023	A D R SPROUL Christmas lights switch on donation	£ 75.00		£ 54,235.45
11/01/2023	LOUISE BAUDET Final Clerk Invoice	£ 131.70		£ 54,103.75
11/01/2023	N S BOOTH ELECTRIC Christmas lights	£ 280.80		£ 53,822.95
18/01/2023	Warks Rural WRCC Warm Homes Grant		£ 500.00	£ 54,322.95
	Balance as at 24/1/23			£54,322.95

Reserves & ring fenced monies

General	
Green Shoots Fund	£4,500.00
Bench Donation	
First Responders	£8,709.19
Warm Homes	£500.00
	£13,709.19

Payments to be authorised

04/05/2022	HERITAGE & SONS	9415	£ 492.00
29/07/2022	HERITAGE & SONS	9582	£ 180.00
23/11/2022	Bob Powell concrete mix - Green Shoots		£ 32.40
31/07/2022	Bob Powell memory Stick		£ 7.99
			£ 712.39

Signed.....

The clerk will continue to confirm exactly how the reserves should be allocated and what the spend against budget is for 2022-23.

The clerk advised that consideration should be made into transferring some of the council funds into an interest bearing account, defer until new council is in place.

Resolved – Payments authorised – Proposed Cllr Lucas, second Cllr Shattock, unanimous.

A discussion was held to confirm the use of DM Payroll Ltd to administer the Parish Council payroll.

Resolved – Use of DM Payroll Ltd confirmed – Proposed Cllr Lucas, second Cllr Baker, unanimous.

40. Matters relating to Youth Space and Recreation ground

Cllr Baker confirmed different warranties ranging up to 25 years, A wear and tear guarantee will be in place for 12 months. Works could start as early as mid April. Cllr Powell requested that any old bark chipping be moved to the plantation to be re-used.

Moving forward with the completion of the sign to match for new plantation sign. Installation to be arranged for both signs.

The name plantation is temporary, and it is hoped a competition will run to agree a permanent name.

41. King's Coronation

A discussion was held concerning how involved the parish council will be in the celebration for King Charles 3 Coronation on the 6th May 2023.

Village hall committee are meeting in next few days to consider hosting Picnic in the park. The parish council will provide support as required.

It was discussed that the parish council provide a memento to all children, such as a mug. Cllr Baker will investigate this.

Cllr Shattock reported that the village flagpole situated in the churchyard needs to be repaired. The clerk will investigate the procedure as to whether the parish council can fund the repair.

A suggestion was made that the new playground be named after the Kings Coronation.

The clerk to look at applying for a grant funding

Cllr Lucas will send a Bubbenhall Email to villagers asking for people to register for a commemorative gift.

42. Information items

42.1 County Councillor report –

Report after minute 33

42.2 District Councillor report –

Report after minute 33.

42.3 Police Crime report from PCSO Sharon Underwood

Nothing received.

42.4 Matters relating to the parish from Councillors and Clerk

Cllr Lucas commented on the deterioration in mobile signal and thought maybe related to height of the new bund. Other councillors reported they had experienced similar problems. It was suggested this be fed back to SEGRO, based on a potential survey to be conducted with residents. Cllrs Lucas and Baker to draft a survey.

43. Budget and Precept 2023-24

The clerk is still waiting on confirmation from WDC concerning a zero increase to the precept.

44. Confidential matters

Cllr Lucas (Chair) read out

Exclusion of Press and Public for Agenda Items 45 and 46 In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. Reason for Exclusion – The exclusion is on the grounds that items of business to be discussed relate to personnel and staffing.

Signed.....

45. Civility and Respect Pledge

A short discussion was held concerning signing up to the Pledge, however councillors thought it advisable to defer until the new council is established.

46. SWLP Call for sites

The two sites put forward in Bubbenhall are the sites as put forward previously. The first is at the top of Lower End and currently most of this land is contained within the conservation area, access to this plot would probably be from the side of the proposed development on Pit Hill. The second site is the field to the east of the village.

The sustainability of the village must be measured for any development of these sites. The village infrastructure must also be a consideration.

Cllr Shattock will consider any response needed from the parish council. The clerk will circulate a copy of Wolston call for site.

47. Future agenda items

SWLP

48. Parish Council Communications

Kings Coronation – update

Mobile phone signals

49. The date of next meeting 7th March 2023. at 7.30pm at Bubbenhall Village. Meeting closed 9:25 pm

Signed..... (chair)

Date

Signed.....