

BUBBENHALL PARISH COUNCIL

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Minutes of the parish council meeting of Bubbenhall Parish Council Held on 8th April 2025 at 7.30pm at Bubbenhall Village Hall

Cllrs present: Cllr Roberts, Cllr Nwachukwu, Cllr Haynes, Cllr Shattock, Cllr Cooper, Cllr Baker and Cllr Rourke.
In attendance: County Cllr Wallace Redford, District Cllr Pam Redford, and Tracie Ball, Clerk and two members of the public.

133. **Apologies:** to receive apologies and approve reasons for absence.

None

134. **Public participation:** to adjourn to allow public participation for 15 minutes. Residents are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration at the discretion of the Chair. If members of the public wish to raise issues which are not on the agenda, they should notify the Clerk, 5 working days prior to the meeting. Members of the public may not take part in the Parish Council meeting itself.

None

Session Closed 19:35

135. **Declarations of interest**

- 135.1 To declare any personal interests or prejudicial interests in items on the Agenda and their nature.

None

- 135.2 To receive, consider and approve any requests for dispensation relating to Agenda items.

None

136. **Minutes of previous meeting:**

RESOLVED: that the minutes of the previous meetings held on 11th March 2025 - having been read and circulated be signed as a correct record. Proposed Cllr Roberts Second Cllr Cooper unanimous

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

- 137.1 County Councillor report
HCAF funding could be considered for Pit Hill and Spring Hill.
Footpath to the Ryton pools no deadline at present
Spring & Pit hill emailed director and exec director of WCC highways – Spring Hill not scheduled as yet
Lot of water in field next to Village Green – need to monitor
- 137.2 District Councillors report
Pollution testing for landfill sites has sorted
- 137.3 Local Government Reorganisation in Warwickshire update
Letter gone to minister from WCC, WCC seem to prefer one council while Borough & District Councils prefer two councils, this raises key issues, adult social as one example

138. **Progress reports/information from working groups and committees,** items of update for Parish Council – to consider/decide matters relating to each as required.

- 138.1 Emergency, and village defibrillators
nothing to report
- 138.2 Warm Spaces – Cosy Café update
Still well attended
- 138.3 What support can the Parish Council offer for the planned Poppy cascade for Remembrance Day
RESOLVED: that the BPC will support the cascade of approx. 5000 poppies by providing a net and suitable fixings up to a value of £200 – v Proposed Cllr Roberts Second Cllr Shattock unanimous
- 138.4 Field and play area.
Nothing to report

- 138.5 To consider costs for the siting of a dog bin in Avon Terrace -
ACTION Clerk to contact relevant parties to obtain permission and get costs
- 138.6 Update on poll for requirement for Fitness equipment
no update
- 138.7 Village Green.
Pump water testing by WDC will not happen until they have qualified staff. – Pump is not a current model and spare maybe a problem
Water clearing in the pond need addressing
- 138.8 Highways and footpaths,
138.8.1 Pit Hill and Spring Hill update
refer to County Councillor Report
138.8.2 Litter Pick
Cllr Haynes has been contacted by volunteers and a potential leader and they need support from PC
- Concerns regarding large vehicles using unsuitable roads, BPC will contact Simon O'Connor \FCC
Paget's Lane to Ryton Pools – not a public footpath, **ACTION include in review PROW in the Village.**
Glebe Farm – Public footpath sign missing – **ACTION Clerk to report to PROW officer**
Stiles – Stoneleigh Road Kenilworth footpath group have agreed to help - **ACTION Clerk to chase**
Bus route - Two companies, both have been contacted, needs to be WCC that issue instructions to change routes
- 138.9 Publicity & Communications.
mailer lite to continue, will need to update Email
- 138.10 Gateway Liaison –
Business slow expecting 2 other units to be let within 6 months. The north end development still going ahead but restricted as still planting . 1km will be available in a couple months. The whole park to open July 2026. No smells have been reported.
- 138.11 Country Park Liaison including footbridge.
WDC are taking over the Smaller Country Park, although Segro were originally going to manage in perpetuity. Bunds are potting, so need refilling in parts. Names are being sought for Baginton Loops preferably a more rural name. Another member of resident from Bubbenhall would be welcome on the committee, not necessarily a Councillor.
- 138.12 Landfill/Quarry Liaison
See Appendix 2
- 138.13 Crime Prevention and Police
police liaison Sgt Ben Brewster advised that recruitment a PCSO for rural East is being undertaken. **ACTION Police report to circulated to Councillors**
138.13.1 Update regarding the improvement of the gate next to the Village Hall
ACTION Clerk to contact Marcham
138.13.2 CCTV
Contact been established with WDC
Cllr Cooper left the meeting

139. Planning applications and other statutory and non-statutory consultations:

- 139.1 Update on SWLP Preferred Options Consultation
No submission as yet
- 139.2 West Midlands investment zone, update –
Reserved matters – nothing states when Coventry Airport will close Cllr Shattock and Roberts will draft a letter in response to the two applications
Cllr Roberts met with Mike Murray Rigby real estate, to discuss the possibility of vertical take-off plane
Cllr Roberts is awaiting a reply from National infrastructure commission re closure of the Airport
- 139.3 To receive information on planning applications and decide any actions as appropriate. -
NONE

140. Adoption of Policies; review and adoption policies. To remind councillors that all policies will be reviewed at AGM and decide if any new policies are required.

None

141. Finance

- 141.1 To approve accounts for payment. -
None
- 141.2 Finance update for approval, to include bank reconciliation.
See appendix 1 - Proposed Cllr Rourke Second Cllr Roberts unanimous
- 141.3 To note payments received. -
None
- 141.4 To consider the contract for weeding and maintenance of plantation within the playing field.
Agreed previously at Budget meeting
- 141.5 VE Day grants available –
ACTION Clerk to investigate
- 141.6 Update on replacement gate at Village Hall –
duplicate item
- 141.7 To consider maintenance contract for Village Pump
ACTION Clerk to chase BA Hull
- 141.8 To consider the purchase of pond clearing agent.
RESOLVED: that BPC purchase Flocculant to a value of £50– Proposed Cllr Rourke Second Cllr Roberts unanimous
- 141.9 On-line banking update
RESOLVED: BPC have opened an account with Unity Trust Bank and Cllrs Roberts, Shattock and Rourke be authorised signatures - Proposed Cllr Rourke Second Cllr Roberts unanimous
- 141.10 To confirm payment of Clerk's and Councillors Expenses.
See appendix 1 - Proposed Cllr Rourke Second Cllr Roberts unanimous

142. Matters relating to the parish from Councillors and Clerk – to consider/decide matters relating to each as required.

- 142.1 Any other matters arising.
None

143. Future Agenda Items – Councillors are asked to use this opportunity to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making. None

144. Parish Council Communications (information for sharing) - To receive suggestions for items for the Village website, Parish Council Facebook Page, and Bubbenhall E-news. Ongoing

145. Date of Next Meetings – To confirm Tuesday 13th May 2025 for the for the Annual General meeting of the Parish Council and the Annual Parish Meeting at the Village Hall at 7:30pm.

If an interim meeting is required, an agenda will be sent to Councillors and be put on the website and in the Parish noticeboard **three** clear days before the meeting is held.

146. Confidential matters: to consider the exclusion of the public and press in the public interest for discussions and decisions in relation to either Personnel matters or Legal matters.

Exclusion of Press and Public

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 items owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

Footbridge Country Park Feasibility draft has been undertaken by Pick Everard, contact are currently confidential, as being reviewed at WDC –

Meeting Closed 21:37

BUBBENHALL PARISH COUNCIL



Cash movements from 5/3/25 to 31/3/25

Transaction Date	Transaction Description		Debit Amount	Credit Amount	Balance
05/03/2025	Opening Balance				£ 21,997.93
18/03/2025	Bank Charges		£ 4.25		£ 21,993.68
28/03/2025	Ionos	bubbenhall info web	£ 36.00		£ 21,957.68
28/03/2025	T Ball	Mar salary	£ 529.64		£ 21,428.04
28/03/2025	C Goodard	Mar salary	£ 108.73		£ 21,319.31
28/03/2025	S Haynes	Cosy Café expenses	£ 96.11		£ 21,223.20
28/03/2025	Village Hall	Warm Hubs	£ 240.00		£ 20,983.20
28/03/2025	Gardening by James	1st cut 2025	£ 160.00		£ 20,823.20
28/03/2025	NS Booth	Christmas Lights	£ 300.00		£ 20,523.20
31/03/2025	HMRC	VAT refund		£ 23,482.97	£ 44,006.17
31/03/2025	Rugby Pest Control	Moles contract	£ 576.00		£ 43,430.17
			£ 2,050.73	£ 23,482.97	
Balance as at	31/03/2025	£ 43,430.17		difference	£ -
<u>Authorised</u>					
	Macham Contractors	New gate @ Village Hall		£ 2,904.00	from reserves & insurance
<u>Payments to be authorised</u>					
	<u>Supplier</u>	<u>Details</u>	<u>inv no</u>	<u>Amount</u>	
			Total	£ -	
<u>Performance Against Budget</u>					
to 31-03-2025		Budget		Actual	remaining
SALARIES - STAFF		£ 8,000.00		£ 7,777.00	£ 223.00
Maintenance VG	£ 2,500.00		£ 3,919.89		
Maintenance etc play	£ 500.00		£ 1,603.60		
Grass cutting	£ 3,000.00		£ 2,440.00		
Grants received			-£ 1,500.00		
OPEN SPACES		£ 6,000.00		£ 6,463.49	-£ 463.49
Office costs	£ 250.00		£ 890.89		
Cllr costs	£ 300.00		£ -		
Subscriptions	£ 350.00		£ 504.45		
Audit	£ 250.00		£ 192.00		
Prof fees	£ 1,000.00		£ 578.70		
Training	£ 600.00		£ -		
ADMINISTRATION		£ 2,750.00		£ 2,166.04	£ 583.96
EQUIPMENT - Total		£ 500.00		£ -	£ 500.00
LIGHTING/ELECTRIC		£ 1,500.00		£ 1,371.91	£ 128.09
PC GRANTS -		£ 750.00		£ 750.00	£ -
SECT. 137 PAYMENTS		£ 200.00		£ 748.12	£ 41.88
Grants received			-£ 590.00		
Total Expenditure		£ 19,700.00		£ 19,276.56	£ 1,013.44
Open Spaces - includes					
VG Pump	£ 1,276.80				
VG Tommy Soldier	£ 200.00				
VG Bus shelter	£ 321.60				
PF Bench	£ 792.00				
Notes					
VAT reclaim	£ 23,482.97	received 31/3			

Notes on quarry and landfill liaison meeting

31st March 2025**Present**

Darren Griffiths	Smiths Concrete, General Manager
Simon O'Connor	FCC Environmental
Mick George	CEO /Senior Manager Mick George Ltd
Jim Roberts	Bubbenhall Parish Council
Win Nwachukwu	Bubbenhall Parish Council

The Quarry

Darren was introduced as the new general manager, replacing Ray Chambers at Smith's Concrete. The site continues to be run under the existing operations licence. The restoration of Glebe Farm was not completed towards the end of last year as planned. The process has been slow due to bad weather in previous months but work has picked up again now, and this should be completed soon.

Mick George added that as well as the weather, there have been problems / major setbacks due to gas mains on the site.

Jim mentioned the new foot path and wondered whether there were plans to make the surface less uneven as presently, it is difficult to traverse on foot and with prams, pushchairs and wheelchairs. Mick advised that he had condemned previous work carried out on the path twice and there are no plans to replace the hardcore surface. He did, however, promise to inspect the path on 2nd April, with a view to making it less uneven. He added that reseeding and top soiling the surrounding area should be completed soon.

Plans remain in place to rebuild Glebe Farm. It was mentioned that the Parish Council should consider applying for the foot path to have public right of way status, as it does not have this at present. There is only a small window available to do this (about 2 years).

Mick George Limited are currently working on filling the lagoons on the site with soil. This project is ongoing and there will be more 'Mick George' lorries traveling through the village with soil to facilitate the process.

Jim asked if FCC could do an audit on lorries coming on to the site, as there is a lot of litter on the A445.

Regarding the overgrown hedges on Weston Lane, it was reported that the quarry manager, Kingsley Molyneux, spoke to WCC about visibility concerns on the bend in the road. As a result, Highways have now cut the hedge back.

Mick George explained that he was in charge of running the plants in Bubbenhall (sand for bagging), and Wolston (sand, gravel and inert). He explained that the concrete plant at the Bubbenhall site will continue until 2027. Incidentally, FCC's lease also runs out in 2027.

Landfill Operations

Simon reported that 45 tons of waste has been imported since our last meeting. Tipping in cell B was approved and commenced on 10th March 2025. Operations are better, as activity is much lower down. Temporary capping is ongoing with a view to have permanent capping in place by 2027.

Gas extraction is also going well with new equipment.

The Environment Agency have a new representative, who should be at the next liaison meeting. No complaints have been received regarding smells and/or flies, this is thought to be mainly down to the temporary capping.

Fly spraying operation is due to being soon and will continue routinely through the summer months.

Next meeting

The next meeting is scheduled for Monday 29th of September 2025.