

# BUBBENHALL PARISH COUNCIL

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## TO: All Councillors, Bubbenhall Parish Council

Dear Councillor

You are hereby summoned to attend a meeting of Bubbenhall Parish Council at Bubbenhall Village Hall on 11<sup>th</sup> November 2025 at 7.30pm. Please forward any apologies for absence to me or the Chair.

A handwritten signature in black ink, appearing to read "Tracie Ball".

Tracie Ball  
Clerk and RFO  
31<sup>st</sup> October 2025

*Members of the public and press are welcome to attend.*

## A G E N D A

74. **Apologies:** to receive apologies and approve reasons for absence.
75. **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.
76. **Declarations of interest**
  - 76.1 To declare any personal interests or prejudicial interests in items on the Agenda and their nature.
  - 76.2 To receive, consider and approve any requests for dispensation relating to Agenda items.
77. **Minutes of previous meeting:** To approve the minutes as circulated.
  - 77.1 14<sup>th</sup> October 2025
78. **Information items:** to consider and discuss items for information and comment if appropriate:
  - 78.1 County Councillor report
  - 78.2 District Councillors report
  - 78.3 Local Government Reorganisation in Warwickshire update
79. **Progress reports/information from working groups and committees**, items of update for Parish Council – to consider/decide matters relating to each as required.
  - 79.1 Emergency, and village defibrillators
  - 79.2 Warm Spaces – Cosy Café update
  - 79.3 Village Hall
  - 79.4 Field and play area.
    - 79.4.1 Swing update
    - 79.4.2 Report regarding state of picnic tables in play area
    - 79.4.3 Consider signage and/or a fence around the play area
  - 79.5 Village Green.
  - 79.6 Highways and footpaths
  - 79.7 Publicity & Communications.
  - 79.8 Gateway Liaison
  - 79.9 Country Park Liaison.
  - 79.10 Landfill/Quarry Liaison
  - 79.11 Crime Prevention and Police
  - 79.12 To consider the number of incidents of overnight parking in Bubbenhall Woods, and what action the Parish Council can take.

**80. Planning applications and other statutory and non-statutory consultations:**

- 80.1 Update on SWLP Preferred Options Consultation
- 80.2 West Midlands investment zone, update
- 80.3 To receive information on planning applications and decide any actions as appropriate.
  - 80.3.1 W/25/1483 1 The Cottages, Lower End, Bubbenhall, Notification for prior approval for a proposed larger home extension for erection of single storey rear extension; 3.98m depth; 3.85m height and 2.50m to the eaves. Expiry 4 Dec 2025
  - 80.3.2 W/25/1451 Three Horseshoes, Spring Hill, Bubbenhall, Erection of 2no. gazebos to front elevation, extension to existing front/side patio and associated balustrade and access ramp (part retrospective) Consultation expiry date 24<sup>th</sup> November 2025.

**81. Finance**

- 81.1 To approve accounts for payment.
- 81.2 To confirm payment of Clerk's and Councillors Expenses.
- 81.3 Finance update for approval, to include bank reconciliation.
- 81.4 To note payments received.
- 81.5 To consider any grant applications and make appropriate decision.
- 81.6 On-line banking update and consider the continued use of Lloyds Bank as the Parish Council's bankers
- 81.7 To discuss any budget requirements for 2026-27

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

- 82.1 Any other matters arising.

**83. 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.

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

**85. Date of Next Meetings** – To confirm Tuesday 9<sup>th</sup> December 2025 for the for the next ordinary meeting of the Parish Council at the Village Hall at 7:30pm.

To consider the dates for 2026 Parish Council meetings

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.

**86. 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.**