

# BUBBENHALL PARISH COUNCIL

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## Minutes of the ordinary parish council meeting of Bubbenhall Parish Council

Held on 11<sup>th</sup> November 2025 at 7.30pm at Bubbenhall Village Hall

Cllrs present: Cllr Roberts, Cllr Haynes, Cllr Shattock, Cllr Baker, Cllr Nwachukwu, Cllr Cooper and Cllr Rourke.

In attendance: County Cllr Ben Edwards, and Tracie Ball, Clerk and no member of the public.

The Chairman opened the meeting at 7:40pm, welcoming all those present

### 74. Apologies: to receive apologies and approve reasons for absence.

District Cllr Redford and District Cllr Payne Accepted

### 75. Public participation:

County Cllr Edwards gave a presentation Local secondary Schools – Appendix 1

New school in Warwick Europa way –

boundary set by WCC in 2016

Free school bus to NLS and Kenilworth

Head Teachers have more discretion on appeals

Effects the residents as they need kids to go to school.

Write to portfolio holder. Look at Trinity – invite residents to meet BE – chase

ACTION Clerk to contact other parishes in Ward about the issues they may be having.

Close 20.07

### 76. Declarations of interest

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

None

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

None

### 77. Minutes of previous meeting: To approve the minutes as circulated.

77.1 14<sup>th</sup> October 2025

**RESOLVED:** that the minutes of the previous meeting held on 14<sup>th</sup> October 2025 - having been read and circulated be signed as a correct record. Proposed Cllr Roberts Second Cllr Baker unanimous

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

78.1 County Councillor report

Leader of Councillor recommendation re LGR- still stands

Overgrown hedges – surveyor to send letter. – WCC obliged.

STW why a burst water is not their problem. Cllr Edwards had written. Lot of lead pipe potentially in village –

Changes in personnel at Highways, send Cllr Edwards details of anything that needs action.

78.2 District Councillors report

none

78.3 Local Government Reorganisation in Warwickshire update

No further information available for Parish Councils on the additional duties.

### 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

No update – fire service – in village on Sunday

Defibs – serviced and tested

79.2 Warm Spaces – Cosy Café update

3 sessions so far. EHO registration – more set up costs

WDC cost of living Grant awarded - £1,575 towards warm hub.

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79.3 Village Hall  
Meeting last night – waiting for minutes.

79.4 Field and play area.

79.4.1 Swing update  
none

79.4.2 Report regarding state of picnic tables in play area  
In progress

79.4.3 Consider signage and/or a fence around the play area  
Defer to next meeting

79.5 Village Green.  
**ACTION Clerk to contact WDC – to chase report about drinkable water**  
Larger sign is required at the front of the fountain. The path to the front of the Fountain needs relaying - **ACTION Clerk to sort**

79.6 Highways and footpaths (from Tony Cox )  
I am continuing to work with Jim Passmore from Kenilworth Footpaths Group to get some stiles replaced by kissing gates. These are top and bottom of the path that goes down from the field behind you Jim down to Stoneleigh Road, basically either end of Max Jones field. We are still awaiting confirmation from WCC Footpaths.  
Additionally, I have just requested a kissing gate to be fitted in the footpath through the hedge between the Church Field and Riverside, this one is slowly deteriorating. I am again awaiting a reply from WCC Footpaths  
The old Glebe Farm track where it goes through to Bubbenhall Woods over the old landfill had deteriorated due to the reclamation traffic and Smiths have upgraded it for me, photos below

79.7 Publicity & Communications.  
Cllr Baker has reluctantly stepped down from providing information for the Village Newsletter due to increased work commitments. Next steps: The Clerk will draft content; Cllr Rourke will serve as Editor.

79.8 Gateway Liaison  
No update

79.9 Country Park Liaison.  
This could be open by Mid December  
Footbridge bridge – Need to get the residents comments. **ACTION Clerk to circulate via ENews**

79.10 Landfill/Quarry Liaison  
Next march

79.11 Crime Prevention and Police –  
Next meeting 22/12/25 – Cllr Roberts and Cllr Cooper to attend  
Current PCSOs - Ed King and Nicole Owen  
There have been an increase into car break -ins in surrounding villages - **ACTION Clerk to circulate via Facebook and ENews**

79.12 To consider the number of incidents of overnight parking in Bubbenhall Woods, and what action the Parish Council can take.  
- See Appendix 2 – Warks Wildlife trust – write formally to can they advise their policies regarding the carpark.  
Copy in Ed King. Issues with parking Paget's Lane, good neighbourhood – effective policy – re-enforce to members

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

80.1 Update on SWLP Preferred Options Consultation  
"Stratford-on-Avon and Warwick District Councils would like to provide an update on the work currently underway to prepare the South Warwickshire Local Plan.  
Following the public consultation which took place on a "Preferred Options" draft of the South Warwickshire Local Plan between January and March this year, work has been continuing to prepare the next draft of the Local Plan for public consultation. This is the "Publication" version which is due to be launched by December 2025 under the current timetable.  
There will be a delay to finalise this document for a variety of reasons, including the fact that government changes mean that too many councils are commissioning too few specialist consultants to provide crucial information. Therefore, the Councils will not be producing this document before the end of the year. A revised

timetable for the continued work on the South Warwickshire Local Plan will be prepared to be considered by both councils soon.

80.2 West Midlands investment zone, update  
Notes from last meeting – APPENDIX 3

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

**RESOLVED:** the council has no objections, any development must subject to neighbourhood consultation P  
Proposed Cllr Baker – Second Cllr Nwachukwu unanimous

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.

**RESOLVED:** the council gives its full support, see full comments in APPENDIX 4 Proposed Cllr Baker – Second Cllr Nwachukwu unanimous

## 81. Finance – APPENDIX 5

81.1 To approve accounts for payment.

**RESOLVED:** Payment schedule confirmed Proposed Cllr Roberts Second Cllr Rourke unanimous

81.2 To confirm payment of Clerk's and Councillors Expenses.

**RESOLVED:** Payment schedule confirmed Proposed Cllr Roberts Second Cllr Rourke unanimous

81.3 Finance update for approval, to include bank reconciliation.

**RESOLVED:** Payment schedule confirmed Proposed Cllr Roberts Second Cllr Rourke unanimous

81.4 To note payments received.

None

81.5 To consider any grant applications and make appropriate decision.

Vicky Airey book – Total cost is approximately £10k for 300 copies – Cllrs agreed they would require more firm costings. The book contains major history of the village. **ACTION Clerk to find other grants - Church – donation towards £4482 costs for stonework -**

**RESOLVED:** Grant of £1000 agreed Proposed Cllr Roberts Second Cllr Haynes unanimous

81.6 On-line banking update and consider the continued use of Lloyds Bank as the Parish Council's bankers  
Not discussed

81.7 To discuss any budget requirements for 2026-27 –  
ring fence reserves for playground and Village Hall  
get quotes to manage the three trees – Limes **ACTION Clerk to get quotes, to include in 2026/27 budget**

## 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.

Thank you to Margaret Robinson and all the hard-working villagers who helped with the poppy display

Record thanks for litter pickers

Contact WCC Highways for Stoneleigh Road, Gables, blocked drains

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.

Ongoing

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

**27th January 2026**

**3rd March 2026**

**7th April 2026**

**12th May 2026**

**16th June 2026**

**14th July 2026**

**8th September 2026**

**13th October 2026**

**10th November 2026**

**8th December 2026**

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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.**

**Meeting Closed - 21.30**

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## Schools

### Priority Areas

Shared area, both schools applicable

Guarantees priority over children out of the area, not a place,



### Responsibilities

- Ensuring there is a place at a school in the county – WCC
- Admissions criteria for each school – Academy
- Framework for Admissions Criteria – Central Government

### Why I'm doing this

- A WCC Councillor
- A parent who has been through this
- Someone who lives in the area

### Sufficient Places (WCC)

More secondary places than there are children

- NLS
- Bilton
- Myton
- Trinity
- Kenilworth
- ...

### Admissions Framework (Government)

- 1.7 All schools must have over-subscription criteria for each relevant age group and the highest priority must be given, unless otherwise provided in the code, to looked after children and previously looked after children. Relevant age group means the age group at which pupils are or will normally be admitted to the school, for example reception, year 7 or year 12
- 1.8 Admission arrangements must include an effective, clear and fair tie-breaker to decide between two applications that cannot otherwise be separated
- 1.11 Admission authorities must state clearly in their arrangements what they mean by 'sibling' (for example whether this includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address or siblings who are former pupils of the school)

### Admissions Policy (NLS)

- A 'looked after child' or a child who was previously looked after. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services' functions (see the definition in section 22(1) of the Children Act 1989)
- Children who live within catchment and have a brother or sister on roll at the time of application and who are (or are likely to be) on roll at the time of admission. For these arrangements the term brother or sister includes half brother or sister or legally adopted child being regarded as the brother or sister who are living in the same household.
- Children who live in North Leamington School catchment area for the majority of the school week.
- Children living outside the catchment area and have a brother or sister on roll at the time of application and who are (or are likely to be) on roll at the time of admission.

S1 – looked after children: < 240

S2 – Brother or sister ( + S1 ) : < 240

**S3 - Children in area ( + S1, S2 ) : > 240**

3	North Leamington School	240	240	S3 - In Area-No Sibling (LA)	1.24
				(TNA) 4 Other Pupils Living	

Effect of distance as a tie breaker



#### Fairness

**1.8 Admission arrangements must include an effective, clear and fair tie-breaker to decide between two applications that cannot otherwise be separated**

IS THE NLS POLICY EFFECTIVE CLEAR AND FAIR?

So far

- Letters written to NLS (They know I know )
- NLS have given no indication they are willing to change their policy

Next

Apply to the schools you want your children to attend *not whether you think they will get in*

Appeal if they don't get in

Complain to the Office of the Schools Adjudicator (Deadline 15 May)

Author

County Councillor Ben Edwards

[benedwards@warwickshire.gov.uk](mailto:benedwards@warwickshire.gov.uk)

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Report from Cllr Win Nwachukwu

**The number of incidents of overnight parking in Bubbenhall Wood and how Parish Council can help.**

Through the summer, we have had an increase in the number of individuals parking camper vans and other vehicles in the car park overnight; sometimes individuals can stay in the wood for up to 3 days at a time.

It can be quite intimidating, when walking dogs, to come across half-naked, would-be yogis posing not too far from the entrance to the wood at various times during the day, mainly in the mornings.

We have also experienced smells of cannabis (fires) while walking in the wood.

It is not uncommon to find the gate left wide open with padlock and chain left with access code visible to all passers-by.

On occasions when this has happened, residents have called Warwickshire Wildlife Trust on the advertised number but this number is not really manned and responses can be received well after 24 hours if at all.

Would it be possible for the Parish to contact WWL via the clerk to ask for the following to occur:

Can they display notices for the public stating that Bubbenhall Wood and Meadow is not a camp site nor is it a national park and that wild camping is not permitted.

Can they put up signs stating that overnight parking is not permitted; Maybe giving a cut off time of about 9pm.

It might be an idea to advise that it is a WWL Members Carpark.

Can they also advise their members, through their welcome or update packs, that they must lock the gate on entry and exit from the car park.

sometimes making it difficult for tractors and the emergency services to get through. Can they again put 'New' signs up (as the old ones have now weathered/ perished) - stating that these areas are not for parking.

## Notes from The Investment Zone meeting – 24 September 2025

Present. Chris Elliott WDC Chief Executive, Phil Clark WDC Head of Development, Gary Fisher WDC Planning, Adam Walker, WDC planning officer, Cllr Pam Redford District Councillor, Cubbington and Leek Wootton ward, Cllr Walter Bush Chairman of Baginton PC, Cllr Roger Horsfall, Baginton PC, Cllr Jim Roberts, Chairman Bubbenhall PC, Cllr John Astle, Stoneleigh PC.

WDC Chief Executive, Chris Elliott opened the meeting with an update of the last IZone meeting September 2025:

The Investment Zone Board met this week, with all recommendations from the agenda papers agreed

The Board endorsed the Strategic Delivery Plan for 2025/26, which sets out priorities for the coming year, including long-term development work on business rates reinvestment and further integration of the Investment Zone into regional economic plans.

The Board approved the revised list of Warwick District Council Local Growth Initiatives.

The Board approved the allocation of £2 million of Investment Zone funding to Midlands Mindforge Ltd, supporting equity investment into IP-rich, early-stage businesses across the Midlands, with a focus on advanced manufacturing, clean tech, and health-tech sectors.

### Full Business Case Completion

The £21m Full Business Case (FBC) grant aid agreement has now been engrossed by both WMCA and Coventry City Council, marking its completion.

This enables the CCC/Coventry Airport Limited joint venture to proceed with works to deliver a 30MVA power supply to the Greenpower Park site by 2027, increasing to 50MVA by 2029.

### Mass Transit Study Progress

Work continues on the Coventry & Warwick Investment Zone Mass Transit Study, commissioned by TfWM and delivered by Mott MacDonald and ITP.

The third workshop has now taken place, discussing a longlist of potential routes from Coventry City Centre to Investment Zone sites.

The final study outcomes are expected by the end of the year.

### Chinese Energy Delegation Visit

This week, a delegation of Chinese energy storage companies—including CATL, EVE Energy, and Sungrow—visited the region.

The visit included a full day at UKBIC, with presentations from the Faraday Institute and APC, and a site tour of CWIZ.

CWIZ featured prominently in the agenda, and follow-ups are now underway, with one direct enquiry already received. Follow ups with CATL, EVE Energy and UITHIUM have already started building on the strong contacts and investment opportunities from the recent China Trade Visit.

### Power supply

Cllr Redford asked if a power station would be built, and explained that she had in the past asked about surplus energy being produced from the solar panels installed on SEGRO and IZone buildings and fed to the residents of Baginton, but because of the inability of the Grid to use this energy it would not be possible. The question of power to the development in general was discussed and Cllr Bush reported that the National Grid was not yet able to receive any surplus energy generated from the buildings already built in the Segro park area and was unlikely to be in a position to do so in the near future. Some further discussion followed. Mr Elliott was of the opinion that a conversation needed take place with the National Grid (HQ based in Leamington) WDC would undertake to ask National Grid how this surplus could be used as a benefit to local residents.

### Grant funding

Cllr Redford ask Cllr Bush if Baginton had moved forward with applying for any of the grant sources that had been passed on to the PC. Cllr Bush responded by saying that they had all been very busy of late and would ask the new parish clerk to follow up on this.

### Traffic issues

Traffic issues were raised by both Cllr Redford and Cllr Bush relating to the Toll Bar Island, this roundabout is not in any way the best designed traffic island and concern was about the increased traffic which would come from not only a Gigafactory but also from the IZone. The general view was that the traffic issues needed to be re-visited and its impact on Baginton village re-assessed. The new application for the JLR site (Firefly Rd) was discussed and Cllr Bush explained his view of the problem, they are - HGVs through the village, noise, 24hr working close to residential properties and the access and exit points. Adam Walker explained that WDC were looking at the access points. There followed general discussions on the present traffic issues and the impact of further development in the area and particularly on Baginton village.

Cllr Robert's raise the question of using part of the airport to build/use as a vertical take-off aircraft production and airport - details to be forwarded to Mr Elliott.

Cllr Redford asked if there was any information on an "end user" coming forward for the Gigafactory site, WDC responded that there was none at this time and acknowledged that raised uncertainty.

Cllr Redford thanked all those in attendance for their time and closed the meeting at 14.55pm

Bubbenhall Parish Council response to

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

On behalf of Bubbenhall Parish Council, I wish to express our strong endorsement of the planning application for an extension to the existing front/side patio, along with the associated balustrade and access ramp, as well as the retrospective planning application concerning the installation of two gazebos at the front of the property.

Bubbenhall Parish Council represents the interests of the local community and is dedicated to promoting both economic growth and environmental improvement within our parish. After thorough review of The Three Horseshoes' proposal at our council meeting held on 11 November 2025, we are confident that these developments will deliver substantial benefits to our residents.

There are several reasons why we support this initiative:

In recent years, the Landlords of the Three Horseshoes have successfully transformed a struggling business and vacant building into a vibrant asset for the village.

Their efforts have generated multiple local jobs, offering important employment opportunities to parish residents.

By continuing to operate as a Public House, they've preserved an essential local service, reducing residents' need to travel to neighbouring towns.

The Three Horseshoes also provides a valuable community gathering place, fostering stronger connections among residents and supporting other local businesses.

After reviewing the proposed development plans, we find that its appearance and scale fit well with the current streetscape and character, with little effect on privacy or traffic.

Overall, we believe this project is a positive match for the community's goals and values.

Thank you for reviewing our comments. We respectfully request that this letter be carefully considered during your evaluation process, and we remain confident in the continued positive contribution of The Three Horseshoes to our community.

This has the overwhelming support of the residents of Bubbenhall

Support local business in

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Cash movements from 15/10/25 to 11/11/25

**Lloyds**

Transaction Date	Transaction Description		Debit Amount	Credit Amount	Balance
15/10/2025	Opening Balance				<b>£39,510.17</b>
17/10/2025	Lloyds	charges	£ 4.25		£ 39,505.92
03/11/2025	Eon		£ 10.20		£ 39,495.72
			£ 14.45	£ -	

Balance as at 11/11/2025 **39,495.72** difference £ -**Unity**

Transaction Date	Transaction Description		Debit Amount	Credit Amount	Balance
15/10/2025	Opening Balance				£ 11,531.35
28/10/2025	Clerk's Expenses	Christmas Lights	£ 50.98		£ 11,480.37
28/10/2025	HMRC	Oct salary annual call out	£ 18.17		£ 11,462.20
28/10/2025	Numbers Pluss	charge	£ 118.80		£ 11,343.40
28/10/2025	RoSPA	Annual Inspection	£ 168.00		£ 11,175.40
	Gardening & Maintenance by				
28/10/2025	James	September cuts	£ 160.00		£ 11,015.40
28/10/2025	Heritage	29/9/	£ 192.00		£ 10,823.40
30/10/2025	T Ball	Oct salary	£ 529.84		£ 10,293.56
30/10/2025	C Goddard	Oct salary	£ 108.93		£ 10,184.63
31/10/2025	Unity	fee	£ 6.00		£ 10,178.63
			£ 1,352.72	£ -	

Balance as at 11/11/2025 **10,178.63** difference £ -Payments to be authorised

Supplier	Details	inv no	Amount	Paid
Gardening & Maintenance by				
James Ltd	Oct and Nov cuts	8034/74/128	£ 240.00	13/11/2025
Heritage	29/9/	0447	£ 192.00	13/11/2025
Turtle	Defibs	2023-3667	£ 150.00	13/11/2025
	Tension rod			
S Baker	poppies		£ 32.89	13/11/2025
S Haynes	Cosy Café		£ 247.73	13/11/2025
B Powell	Plantation stakes	up to	£ 200.00	
			<b>Total</b>	<b>£ 1,062.62</b>

Performance Against Budget

to 11/11/25	Budget	Actual	remaining
SALARIES - STAFF	£ 8,000.00	55% £ 4,428.75	£ 3,571.25
OPEN SPACES	£ 6,995.00	61% £ 4,239.65	£ 2,755.35
ADMINISTRATION	£ 2,162.00	105% £ 2,264.45	-£ 102.45
LIGHTING/ELECTRIC	£ 1,500.00	10% £ 150.48	£ 1,349.52
PC GRANTS -	£ 1,000.00	0% £ -	£ 1,000.00
SECT. 137 PAYMENTS	£ 200.00	36% £ 71.20	£ 128.80
Cosy Café	£ 1,200.00	21% £ 254.49	£ 945.51
<i>Grants received</i>			
<b>Total Expenditure</b>	<b>£ 21,057.00</b>	<b>£ 11,409.02</b>	<b>£ 9,647.98</b>

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