

BAGINTON PARISH COUNCIL (BPC)
MINUTES OF THE ORDINARY MEETING HELD ON
THURSDAY 2nd November 2017 AT THE VILLAGE HALL, BAGINTON.

PRESENT:

Councillor	Wallace Redford	County Council
Councillor	Pam Redford	District Council
Councillor	Trevor Wright	District Council
Councillor	Julie Keightley	Chairman
Councillor	Chris Goodwin	Vice Chairman
Councillor	Walter Bush	
Councillor	David Hewer	
Councillor	Roger Horsfall	
Councillor	Rob Newman	
Councillor	Robert Taylor	
Councillor	Nigel Thomas	
Councillor	Steve Williams	
Clerk	Phil Clark.	
Public	2 members of the public were present.	

The Chairman opened the meeting at 7.30pm and welcomed those present, introducing District Councillor Trevor Wright and congratulating him on his recent election success.

1241. DECLARATIONS OF INTEREST & APOLOGIES

1241.1 Declarations of interest were sought and none were declared.

1241.2 The following had apologised: NONE

1242. MINUTES OF LAST MEETING.

1242.1 Minutes of the Ordinary Meetings on 12th October 2017, having been circulated, were approved without amendment. Proposed by Councillor Keightley & seconded by Councillor Williams.

1243. REPORT FROM COUNTY COUNCILLOR WALLACE REDFORD

1243.1 Councillor Wallace Redford highlighted that £8000 was still available from the Community Forum for suitable projects and that the final meeting of the year was on February 7th. Councillor Keightley confirmed this information was both on our website and in our Newsletter and that the Village Hall were preparing a submission.

1243.2 Councillor Redford handed the Clerk the latest HS2 bulletin, which can be received automatically if you register on their website. He also reiterated that a HS2 Community Benefit Grant is available to those affected by the project. **Clerk to circulate.**

1243.3 Councillor Redford confirmed that he had been contacted directly by a resident who was worried about light pollution from the JLR development site. Councillor Redford had informed the resident that any increased light would probably be insignificant compared to the background light already present from the City of Coventry, Baginton Airport and the surrounding Business Park.

The Chairman thanked Councillor Redford for his report.

1244. REPORTS FROM WARWICK DISTRICT COUNCILLORS

- 1244.1 Councillor Pam Redford confirmed that she had objected to the W/17/1729 JLR planning application as she believes the size of the proposed building is inappropriate for the site.
- 1244.2 Councillor Redford confirmed that she had also been contacted by the resident who was concerned about light pollution from the JLR development. She confirmed that WDC Environmental Health has strict guidelines on this and would be monitoring the situation.
- 1244.3 Councillor Redford informed those present that the WDC policy on homeless & rough sleepers has changed. Hostels will now be open whenever consecutive nights of freezing temperatures are FORECAST. Previously, it was only when 3 consecutive nights of freezing temperatures had been RECORDED.

The Chairman thanked Councillor Redford for her report.

- 1244.4 Councillor Trevor Wright informed those present that Susan Bridge had been appointed Communications Officer at HS2. WDC will continue to monitor progress and performance of the project. Councillors Wright and Redford will be visiting Stoneleigh Park to assess any impact the project may have and how issues can be alleviated.
- 1244.5 Councillor Wright confirmed that he had been working with various organisations who offer grants for community projects, arts development, youth engagements etc. and many were prepared to visit Parish Councils to discuss any proposed grant requests.

The Chairman thanked Councillor Wright for his report.

1245. PUBLIC PARTICIPATION PERIOD.

- 1245.1 A member of the public had previously raised the potential issue of light pollution from the JLR development, but this had already been covered by both County and District Councillors earlier in the meeting.

1246. POLICE AND NEIGHBOURHOOD WATCH MATTERS

- 1246.1 It was noted with sadness that our Neighbourhood Watch Coordinator, Mr Ken Richardson, passed away on 18th October.
- 1246.2 A request from Mrs Richardson to plant a tree on Parish Council land in memory of Ken was approved by the Council.
- 1246.3 Councillor Keightley explained that advice is being taken from the police on the best way forward with Neighbourhood Watch in Baginton, as many villages use social media as the driving force rather than having a Coordinator.
- 1246.4 The October Safer Neighbourhood Newsletter was circulated to Councillors on 18th October, with no new matters to note.

1247. BAGINTON EVENTS COMMITTEE UPDATE

- 1247.1 A formal meeting of the Events Committee was held on 17th October. **Minutes attached.**
- 1247.2 The Bonfire risk assessment was sent to our insurers and emergency services on 18th October. Both have acknowledged receipt and have no further queries.
- 1247.3 The bonfire event is scheduled for 4th November.
- 1247.4 The next film night is on 24th November, when La La Land will be shown.

1248. AIRPORT MATTERS

1248.1 There were no airport matters to note.

1249. PLANNING

1249.1 The following planning decisions were received since the last meeting.

- i. W/17/1381 – Old Post Office, Coventry Road. Side and rear extension with extensive interior remodelling. **NO OBJECTION** reported 3rd October. **WITHDRAWN.**
- ii. Councillor Horsfall suggested the withdrawal of W/17/1381 was due to excessive ecological surveys requested (bats, newts, reptiles, grass snakes, amphibians & hedgehogs). The time and cost associated with these surveys would make the development prohibitive, especially when neighbouring properties had undergone similar works with few ecological concerns being raised. Councillor Pam Redford asked for further details. **Clerk to action.**

1249.2 To note applications awaiting WDC decision.

- i. W/17/1631 – JLR variations #3. To create 4 larger zones from the 10 existing ones, to alter earthworks to accommodate the new zones, to develop each zone before submitting finalised plans for the other zones and to add an access road at the village end of the development. Circulated to Councillors on 16th September, with response required by 1st October. **OBJECTION** reported on 1st October.
- ii. W/17/1729 – JLR reserved matters. To address the appearance, landscaping, layout and scale of the proposed development. Circulated to Councillors 5th October with response required by 25th October. Discussions were held regarding the comments that should be issued regarding this application. **OBJECTION** reported on 20th October.

1249.3 New planning applications or planning matters received since the last meeting.

- i. W/17/1826 – In Transit, Bubbenhall Road. Retrospective application for erection of a building to act as a covered loading bay. Circulated to Councillors on 18th October, with response required by 3rd November. **NO OBJECTION** reported 28th October.

1250. NEIGHBOURHOOD PLAN

1250.1 The Clerk noted that the plan examiner had approved the Baginton & Bubbenhall Neighbourhood plan with minor amendments and had suggested a referendum is now organised. Councillors requested a copy of the examiner's report. **Clerk to action.**

1251 HIGHWAY MATTERS.

1251.1 Summary of known Highways issues, by area.

1. Matters reported previously and awaiting action

- Bubbenhall Road (at stables) – Deep ruts at roadside
- Bubbenhall Road (at stables) – missing hedge and fence following an accident.

2. Areas with no reported issues (alphabetical) at date of meeting.

- Andrews Close
- Bosworth Close
- Bubbenhall Road (main road excluding area at stables & Oakey Hill)
- Church Road
- Coventry Road
- Frances Road
- Friends Drive
- Kimberley Road

- Hall Drive
- Holly Walk
- Mill Hill
- Mylgrove
- Oak Close
- Roman Way
- Rowley Road
- Stoneleigh Road
- Underhill Close

- 1251.2 Repairs of the pavement outside Hamelin (opposite the Village Shop) were undertaken on 18th October.
- 1251.3 Baginton Bridge was hit by a car on 21st October. WCC are aware and repair has been scheduled. Councillor Wallace Redford confirmed that he prepares end-of-year reports on outstanding matters and would stay abreast of the bridge issue.
- 1251.4 Patching of Church Road was undertaken on the week commencing 23rd October. Councillors Hewer and Horsfall both complained about the quality of the work. Councillor Wallace Redford asked for photos and more information. **Clerk to action.**
- 1251.5 WDC cut the grass and swept the roads on 31st October.
- 1251.6 Councillor Hewer complained that the road in front of the Smithy was in poor condition. Councillor Keightley also highlighted that road markings in Church Road were now very badly worn and were hardly visible. Councillor Wallace Redford asked for photos and more information. **Clerk to action.**
- 1251.7 Councillor Hewer complained about deep ruts along the edges of Bubbenhall Road. Councillor Wallace Redford confirmed that aggregate is generally used to fill these ruts, but this is a common situation across the County and aggregate is in short supply.
- 1251.8 Councillor Bush asked if the roadside posts opposite the Village Shop would be reinstated. The Clerk confirmed that this had been requested as part of the pavement repairs (1251.2 above). With double yellow lines along the roadside, the physical posts were probably felt to be unnecessary.
- 1251.9 Councillor Thomas asked if repairs could be undertaken on the pavements in Holly Walk, as they had disintegrated badly due to vehicles parking on them. **Clerk to request repair.**

1252. OPEN SPACE.

- 1252.1 Rabbits and moles on Millennium Field need no intervention.
- 1252.2 The suggestion of a sign giving contact details for emergency access to the Millennium Field was approved. Sign size and wording to be circulated to Councillors. **Clerk to action.**
- 1252.3 Councillors agreed they had no issues with our new litter picker continuing now the probationary period is complete.
- 1252.4 The Chairman highlighted that the steel liners in the 2 bins on the Lucy Price Playground had rusted through and were no longer satisfactory. Replacements are available at £45 each plus delivery (£122.26 total). Councillors agreed that replacements should be ordered. **Clerk to action.**
- 1252.5 The annual safety inspection of our Lucy Price Playground has been requested.
- 1252.6 It was noted that the hedges around the Lucy Price Playground had been cut and that full payment of £320 had been received from a member of the public.

1253 GRANTS

- 1253.1 The NALC Transparency Code grant application was submitted on 18th October.

1254. HOUSING & GENERAL MATTERS

1254.1 To note that following receipt of a WALC briefing note on the upcoming General Data Protection Regulations (May 2018), it has been confirmed via the Information Commissioner's Office (ICO) online self assessment test that Baginton Parish Council does not need to register with the ICO.

Check performed on 28th October by Clerk & Chairman.

1255. FINANCIAL MATTERS.

a. To advise Bank balances as at 28/10/2017

HSBC treasurers (community) account: -	£ 1530.39
HSBC savings (BMM) account: -	£ 24845.35
Total.....	£ 26375.65

Data as of 1st April 2017.

Ring fenced Monies	£1330.29
Committed Funds (Budget, L'Price, M'Field, N'Plan)	£10100.00
Underlying Council Reserves.....	£10248.84

b. To confirm items for payment:-

	Value	Cheque No.
Clerk's net salary for previous month (£346.05 Gross)	£346.05	101893
Mr P Clark (Reimbursement Re: Smithy).	£20.00	101894
Peter R Thompson (invoice 1084) flailing of hedges.	£336.00	101895
Peter R Thompson (invoices 1091 & 1092)	£539.02	101896
Cheques not cashed – 101888 & 101892 Village Hall	£340.00	
Cash needed in Current Account (Inc Un-presented cheques)	£1581.07	

c. The quotations for repair of the Smithy roof were discussed and Councillors approved the quotation for £550 to repair the roof. Should a grant subsequently become available for a complete rebuild (£3850), then further work may be authorised at a later date.

d. An offer from the Lucy Price Relief in Need Charity to fund-match up to £50,000 for rejuvenation of the Lucy Price Playground was circulated to Councillors on 18th October. Thank you letter to be sent. **Clerk to organise.**

1256. CONSULTATION DOCUMENTS.

1256.1 The latest Ward Boundary consultation was circulated to Councillors on 18th October, with no changes that directly affect Baginton. Response is required by the end of October.

1256.2 The consultation on Disqualification Criteria was circulated to Councillors on 21st October, with response required by 8th December. The consensus was that BPC agree with the proposed changes.

1257. BROCHURES AND DOCUMENTS available for perusal at meeting.

a. None received

1258. ANY OTHER BUSINESS.

1258.1 The invitation to the CPRE AGM on 10th November at Lord Leycester Hospital in Warwick was circulated to Councillors on 18th October.

1258.2 Councillor Goodwin confirmed that permissions would be sought to convert the shop outside Hamelin on Coventry Road into accommodation.

1258.3 Councillor Hewer confirmed that he had spoken with the person with a very powerful searchlight-type torch that was originally reported as a nuisance at our previous meeting (Point 1238.4). It is hoped the matter is now resolved.

1259 The meeting closed at 8:15pm.

1260. DATES FOR YOUR DIARY.

Next Parish Council Meeting: **Thursday 7th December 2017** at 7.30pm in Baginton Village Hall.

Appendix I – Baginton Events Committee Meeting 17th October 2017.

Attendees:

Sharon Avery (SA), Alan Brown (AB), Brenda Brown (BB), Val Daly (VD), Gayle Goodwin (GG), Rheba Horsfall (RhH), Roger Horsfall (RH), Julie Keightley (JK), Della Thomas (DT), Nigel Thomas (NT), Sue Williams (SW),

1. Apologies:

Rob Newman (RN)

2. To discuss any matter relating to Bonfire Night (Minutes of last meeting (19.09.17),

PALLETS NT has not spoken to Maz but has left a message. He will try again to speak with him. There should not be a problem and if necessary NT will contact the pallet company himself.

WOOD CG has already collected some wood (insistent villager!) and is holding it at The Oak. Smith's Nursery has plenty of wood and RF will take his trailer there Friday pm. AB, BB, RH, RhH to load trailer and Smith's van Friday pm so that the core of the bonfire can be built early Saturday am.

FOOD BB has ordered the burgers from Taylor's. Costs should have increased but BB has managed a deal at last year's prices.

TOILETS 1 standard and 1 for disabled ordered- arriving Friday pm

GENERATORS Still on RH's to do list – should not be a problem. AB to supply petrol.

GAZEBO Small gazebo (bar) to be erected Friday 11.00am

CG to move BBQ to field

RF & JF are making mulled wine

AIRPORT LIGHTS - Organised by GG

FIRST AID - Bubbenhall First responders will attend. Roaming rather than gazebo based.

FIREWORKS – NT to order

Old £1 coins will be accepted at the event as they can still be paid into the bank account through the post Office.

AB has purchased charcoal and paraffin- RhH to reimburse AB

TIMING : BBQ to be lit at 4.30pm Gate manned from 5.30pm Cooking to start no later than 5.30pm

3. To note that the risk assessment for Bonfire Night event is required by 19th October.

RhH has update documents and forwarded the Event Plan, Risk Assessment and Evacuation Plan to the BE committee and the BPC Clerk (PC) who will forward these to WDC and the BPC Insurance company.

All people helping to put up marquees & build the bonfire should be made aware of health & safety issues. Pre-event briefing for all helpers 5.00pm. Marshall's need to be aware of procedures to ensure a co-ordinated response in an emergency. Briefing sessions need to be documented.

4. To discuss any financial matters

		Financial Report for Baginton Events Meeting October 17th 2017		
		Cash	Bank	Total
Balance at	18.09.17	£2,036.07	£11,712.98	£13,749.05
INCOME				
	Donation	£10.00		
	Late Cinema money (Street Cat Named Bob)	£15.00		
	Film Night - Sully	£136.00		
	Late PITP money (The Oak)	£18.00		
	Transfer to bank	-£500.00	£500.00	
EXPENDITURE				
	Village Hall Hire (Barn Dance)		-£25.00	
balance at	16.10.17	£1,715.07	£12,187.98	£13,903.05

5. AOB

