

**MINUTES OF PARISH COUNCIL MEETING HELD AT
LOWSONFORD VILLAGE HALL ON THURSDAY 12 NOVEMBER 2009**

Present: P.Cllr. G Cooper
P.Cllr. P Lickorish
P.Cllr. Mrs D Swain
P.Cllr. Mrs Clarke
P.Cllr. R Browett
Ms J Oldfield
P.Cllr. Bevins
Mr M Potter WCC
Mr N Rushall WDC
SB* (*Name removed from website version of minutes to protect confidentiality)
One Member of the Public

88 Apologies

Apologies received from C.Cllr. Mrs Compton and D.Cllr. Caborn both attending a prior engagement

89 Changes to Published Agenda

Additions made due to time constraints under Minute 95.c Planning to be considered; Minute 95.d Other Planning and/or enforcement matters; Minute 99 Highways, Footpaths and Transport; Minute 102. Circulation File and Minute 103 Finance to be paid.

90 Declarations of Interest

Cllr. Mrs Swain declared a personal interest in Minute 95.c.Planning Application for Fleur de Lys, Lowsonford as the applicant was a neighbour and known to her.

91 Minutes of Meeting held on 08 October 2009

Resolved unanimously that the Minutes of the Meeting held on 08 October 2009 previously circulated to Councillors be accepted as a true record. (CB/PL)

92 Questions / Observations from members of the public (limited to 15 minutes)

One member of the public present to observe only. SB expected later in the meeting. See Minute 104

93 WCC Emergency Plan

Mr Mick Potter, Assistant Manager of the Emergency Planning Unit WCC and Mr Nick Rushall, Civil Contingencies Officer WDC gave an interesting and informative presentation on the background and purpose of the Parish Emergency Plan and the evolution of procedures since the Civil Contingencies Act 2005 replaced the original Civil Defence Legislation. National events from flu pandemics to terrorism, floods, major gas leak or explosion, animal disease e.g. foot and mouth are all covered by the Civil Contingencies Act. Nearly all emergencies affecting the local community will be dealt with routinely by a joint response from the emergency services, local authorities and utility companies. However, in extreme conditions such as snow and flooding, there is a possibility that the emergency services and other agencies may be overwhelmed and may not be able to respond immediately. In such circumstances, the Parish Emergency Plan would enable the local community to respond to a major incident whilst awaiting the assistance of other services, and also assist the PC in dealing with the initial impact of an emergency in the local community. Mr Potter and Mr Rushall were thanked for attending the PC meeting and providing some useful information to Councillors.

94 Reports from District and County Councillors

Cllr. Mrs Compton provided the following report via email:

Parish Plans - in response to the presentation by RPC members there is an item on the WAC agenda for 17th November which deals with this. I believe that you have been contacted to give any views and would urge members to do so. At least it has brought the whole matter to a head, good news I think!!
Operation Laser - I hope you have received my Email re Police activity in detecting gangs, drugs etc.
The Community Office is asking for comments re excess signage on the road sides - please have a look, also any signs which require cleaning, notify Peter Hallam and he will see to it but only if PCs make a report.

The Fire Service Review - WCC Full Council meeting on 15 December will have a further consultation session with the Chief Fire Officer. The whole consultation process will then be analysed and reported to Cabinet on 28 January 2010. Final decision - Full Council on 9 February 2010.

Community Forum now has another priority which can attract funding - Community Projects. This should open the door a little wider as all our priorities were based on Speed and Safety etc.

Let me know if there are matters which require my input.

95 Planning Matters

95.a Considered by WDC:

4 Kingswood Cottages, Old Warwick Road, Lapworth – Erection of single storey rear extension.

GRANTED

95.b Considered by RPC Planning Committee

None at issue of agenda.

95.c To be considered by RPC:

Lower Rookery, Rookery Lane, Lawsonford – Demolition of existing dwelling and erection of two storey replacement dwelling with detached garage. **No objections**

Orchard Farm, Preston Road, Lawsonford – Erection of a greenhouse. **No objections**

Meadow Hill Farm, Lapworth Street, Lawsonford – Addition of a new brick skin on front elevation. **No objections**

Fleur de Lys, Lawsonford – Retention of steel gate and cladding with timber. **No objections**

95.d Other Planning and/or enforcement matters:

Sandall House Farm, Narrow Lane, Lawsonford – Condition 4 of planning permission W98/1384 (use of exercise track). Reports received from residents regarding continued breach of planning conditions regarding hours of use. Resolved that this matter should be referred to WDC for further investigation/action.

Grange Farm, Pinley (Cllr. Browett). Cllr. Browett had been in discussion/communication with WDC regarding continued problems relating to the hours of use permitted and applicable to the business carried out at Grange Farm. Resolved that Cllr Browett and Cllr Mrs Clarke would continue to pursue this matter.

Email from Mr John Edwards WDC on Electronic Consultation. Due to ever increasing costs associated with printing planning application documents/plans etc. WDC have now achieved full electronic consultation with all major consultees such as Environment Agency, English Heritage, and Highways etc and now need to see how they can move this process forward with Local Councils. With effect from 1 December WDC will require all replies are sent to WDC via email or through the online comment form. For the present WDC will continue to send out copies of paper plans with a compliments slip so that these can be linked up to the electronic request.

96 Parish Plan

96.a Update. Councillors agreed that the action items highlighted in the Parish Plan should be looked at regularly and it was suggested that at the next PC meeting the matter of the playing field and drainage issues should be discussed.

97 Localities Forum

97. a Meeting 29 October 2009 (Cllr. Lickorish/Cllr. Bevins) Minutes awaited.

98 Rowington and Lawsonford Village Halls

98.a Report if any (Cllr. Cooper) Cllr. Cooper provided the following report:

- Reported that the VHMC were now aware of the reduction in financial assistance from the PC relating to the Broadband connection at the village hall.
- Hire charges were due to be increased
- One item for discussion had been the quotes received for repairs to part of the roof structure and discussion regarding storage facilities. A suggestion had been made that a sectional garage type building should be purchased but questions had been asked regarding condensation, heating, lighting etc. and whether a further extension would be preferable in the long term. Discussions ongoing.
- Trees to be pruned around the hall site.
- Next event – December Ball at £27 per ticket.

98.b Lawsonford Village Hall – Clerk reported that she had received a letter of thanks from the Village Hall Committee for the new notice board, which would be maintained by the PC and remain in their ownership.

99 Highways, Footpaths and Transport

99.a Matters reported and arising

- Fire Service Review – recommendations of Working Party held on 20 October 2009. Present: Chairman, Clerk, Cllr Lickorish and Cllr. Mrs. Swain. Resolved that response should highlight the limitations of the consultation insofar as it was difficult to respond on several issues; the lack of a thorough Risk Assessment document; concerns of the rural parishes regarding response times if Warwick Station closed and the resulting problems of crews attempting to travel from Leamington through Warwick during typical rush hour times when traffic is regularly gridlocked. Overall Councillors were generally opposed to the closure of fire stations and the subsequent loss of firefighters. Such closures could only be detrimental to the safety of outlying communities.
- Bus Shelter and Bench at Finwood Crossroads, Old Warwick Road – clearing away of vegetation and possible refurbishment required. Clerk to request quotation from Mr A Young for clearing of vegetation and investigation of the condition of the nearby bench.
- Temporary Closure of Lye Green Road, Pinley to allow highway works.
- Mobile Library Service – Establish level of interest for a stop in Lawsonford.
- A very good Allotments profile had been put on the rowington.org website, giving information and history of the allotments site.
- Request from resident at Lye Green for return of Speed Aware sign, planned routine maintenance by WCC Highways to alleviate flooding problems at Lye Green, and update on WCC survey of C & D roads. Further information awaited on road survey.
- WDC Community Partnership Team – any signs within the parish that are surplus or old and need replacing. None noted other than the road nameplates at Rowington Green (2) which were in need of attention. Clerk to advise WDC.

100 Playing Field

100.a. Playing Field Inspection Reports. (Mr R Morton / Cllr. Browett / Cllr. Cooper)

100.b ROSPA Annual Inspection. Overall a good report with the comment “considerable resources and work have been put into the playground which has resulted in a much higher standard of provision”. Items requiring attention were the rotted bench seats and planting which intrudes on to the access path.

100.c Suggestion that a new bench is purchased for the playing field. Cllr. Ms Oldfield to investigate likely cost of new bench seating, possibly a plastic style bench.

100.d Request from resident at St Laurence Close for large tree on the field boundary to be removed or pruned to allow light into the resident’s house and garden. Quotes received from Steve’s Industries in the sum of £250 to remove tree plus £60 to grind stump. Resolved that tree should be felled to leave trunk of 2 – 3ft.

101 Meetings/Training Days attended/forthcoming

101.a 05 Dec 09 WDC Chairman’s Christmas Concert. Town Hall, Leamington Spa 7.30pm.

101.b 25 Nov 09 WALC Area Committee Warwick District. Whitnash Community Hall 7.30pm.

102 Correspondence

102.a Oct 09 Correspondence from resident regarding Local List of Historic Buildings in Warwick District confirming her wish that her property is not included in any such list. For information.

102.b 19 Oct 09 Letter from Jane Coates Localities & Communities Officer – Working with Parish Plans. Offer of support regarding district or county contacts. Clerk to make contact with Jane Coates once she returns from leave.

102.c 20 Oct 09 Letter from Chairman of Rowington Village Hall Management Committee regarding Broadband connection, acknowledging reduction in financial assistance from the PC to 50% of broadband service costs for the next twelve months.

102.d 23 Oct 09 Letter of application for post of Clerk and RFO – See Item 17.

102.e 28 Oct 09 WCC Countryside Recreation. Proposed TRO Variation Order – Dicks Lane. No objections.

102.f 29 Oct 09 Email from Community Partnership Team regarding signage in Rural West Parishes. No superfluous signs or signs requiring replacement at the current time, other than road nameplates at Rowington Green as referred to earlier.

102.g Circulation Envelope:

The Western Express – 18 Oct – 02 Nov 09

Local Council Review Autumn 2009; Age Concern Warwickshire Information Leaflets; WDC Council Meeting Agenda 14 October 2009; CPRE Countryside Voice Magazine Autumn 2009; Minutes of Meeting of RVHMC 09 September 2009; Minutes of Warwickshire & West Midlands Association of Local Councils Meeting 23 Sept 09; WALC Area Committee for Parish and Town Councils – Model Constitution; Warwick Rural West Community Forum Diary dates; Details of telephone number changes for WDC on 11 November 2009; WALC Newsletter ADH\85.

103 Finance

103.a. Paid during the month:

Severn Trent Water (Allotments)	39.64
Lowsonford Village Hall (Notice Board)	90.00

103.b To be paid:

Clerk – salary and allowance	616.22	
Photocopying and Postage		c/f
Steve’s Industries Ltd (Playing Field)		187.46
Mr R Morton (Playing Field)		80.00
Ian Wilson Internal Audit	100.00	
Steve’s Industries Ltd. Playing Field		137.43
RoSPA Playsafety Ltd	82.80	
Mr G Cooper. Remembrance Day Wreath	16.50	

103. c Received:

Bank of Ireland Interest (Oct 09)	Nil
-----------------------------------	-----

Resolved that the above items of finance be approved (NC/CB)

103. d Items for Consideration / Information.

Budget 2010/11 draft budget papers to be circulated to Councillors for consideration. Chairman, Vice Chairman and Clerk had met and discussed the draft budget. Clerk to finalise draft figures and notes and circulate to Councillors for consideration/comment prior to the next PC meeting, at which time the budget would be put forward for formal approval.

104 Vacancy for Clerk (Confidential Item)

Application received from SB who was in attendance at the meeting to allow preliminary discussions to take place regarding her application for the vacancy. A further application had also been received from SH* (*Name removed from website version of minutes to protect confidentiality)– Vice Chairman to make initial contact by telephone, prior to formal interview being arranged.

105 Items for future agendas/information

None

There being no further business the meeting closed at 10.35pm

**Next Meeting:
Thursday 11 February 2010 at Lowsonford Village Hall**

Signed.....
Chairman

Dated.....