

**MINUTES OF PARISH COUNCIL MEETING HELD AT
LOWSONFORD VILLAGE HALL ON THURSDAY 08 SEPTEMBER 2011**

Present P.Cllr. Mrs. N Clarke
P.Cllr P Lickorish
P.Cllr. G Cooper
P.Cllr R Browett
P.Cllr. Mrs A Jarvis
P.Cllr Mrs P Lickorish
P.Cllr. Mrs D Weir
C.Cllr.Mrs Compton
D.Cllr. L Caborn
The Clerk

53 Apologies

Apologies received and accepted from P.Cllr. C Bevins.

54 Changes to Published Agenda

Additions made due to time constraints under: Minute 63 Highways. Details of WCC Restructured Rights of Way Team; Under Minute 65 Meetings/Training Days. 19 Sept 2011 WALC (Warwick) Annual Meeting at The Village Hall, Broadway, Cublington at 7.00pm. 15 Oct 2011 SLCC Notice of Annual General Meeting. The De Vere Wokefield Park Hotel, Reading Berkshire at 2.15pm; 27 Oct 2011 WALC Annual General Meeting at Shire Hall, Warwick at 7.30pm. Under Minute 66 Correspondence WALC National Planning Policy Framework – Policy Consultation. Under Minute 66.c Circulation File. Heart of England Way – Details of Walks Programme, Annual Lunch and Footnotes Autumn 2011; LCR Magazine Autumn 2011; WALC 62nd Annual Report 2010-2011; Copy of letter from NEC (SLCC) Shropshire Branch Investigation Working Group 24.08.2011; Under Minute 67 Finance to be paid. HMRC – PAYE/NIC £128.06 Steve's Industries Playing Field (Gate Padlock and Tree Pruning) £126.00, Richard Morton Playing Field (11 May – 31Aug + Repairs) £210.00.

55 Declarations of Interest

Cllr. Caborn declared a personal interest in Minute 59.b Planning to be considered -The Meadow House, Old Warwick Road, Lapworth, the applicants being personally known to him. All Parish Councillors also declared a personal interest in Minute 59.b Planning to be considered by RPC - The Meadow House, Old Warwick Road, Lapworth, one of the applicants being a past Parish Councillor and Chairman of the PC.

56 Minutes of Meeting held on 14 July 2011

Resolved unanimously that the Minutes of the Meeting held on 09 June 2011 previously circulated to Councillors be accepted as a true record. (PL/AJ)

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

Mr. Michael Trigg reported on behalf of Lowsonford Conservation Society and confirmed that LCS had employed a Planning Consultant who had provided excellent advice on the issue of Sandall House Farm. Further information/evidence was in the process of being submitted to WDC – some of which they had not been aware of. The remainder of the information would be submitted to WDC shortly with a request that they reconsider the two pending planning applications and the overall planning use of the site. See Minute 59.b below.

58 Reports from District and County Councillors

Cllr.Mrs. Compton reported on the following matters:

- Many funding opportunities currently available such as the Big Society Fund through CAVA (details in Circulation File), Warwick Area Fund and the Community Forum Fund. Cllr. Mrs Compton advised that if the PC had any projects pending they should apply for funding whilst monies were available. WDC Rural Initiatives Fund still had funds available too.
- Details of the Rural Library Service with home visits available for those in rural areas – details in Circulation File.
- WCC Road Safety Scheme – details circulated in May 2011. Speed Aware Package available to Councils at a cost of £250.
- Details of the Older people in Action Survey carried out in Rowington .

Cllr. Caborn reported on the following matters:

- Cllr. Caborn, whilst still Deputy Leader of the Council, had taken on the role of lead member for the new draft Local Plan and reported that by the end of October/early November WDC should have some idea of the level of growth required within the district. Details of the Housing Survey, the Localism Bill and the New Homes Bonus would all need to be taken into account to find the right balance for the WDC Local Plan.
- Reference was made to the requirement for homes in rural areas for people who wished to downsize, which is as important as housing for young people in rural areas. Cllr. Caborn would welcome any suggestions from rural parishes as to how this need could be addressed.
- Travellers Site at Brownley Green Lane – appeal dismissed and occupants given twelve months to leave the site.

59 Planning Matters

59.a Considered by WDC:

Cottage Farm, High Cross – To make habitable the first floor area of the garage and install a small wash area.

GRANTED WITH CONDITIONS

The Lyons Farm House, Rowington Green – Erection of two storey rear and first floor side extension. **GRANTED**

Bracken House, Little Manor Farm, Pinley – Lawful Development Certificate for erection of a detached garage using materials to match existing. **LAWFUL**

Sandall House Farm, Lowsonford – Certificate of Lawfulness of Existing Use or Development for first floor accommodation above stable building. **REFUSED**

High Chimneys Farm, Old Warwick Road – Agricultural / Forestry Notification under GPDO. Further prior approval of details of the development is not required.

59. b To be considered by RPC

The Meadow House, Old Warwick Road, Lapworth – First floor extension above existing kitchen and garage. **No objections**

Land at Old Warwick Road, Rowington (AG) – Construction of a pole barn and Planning Application for Track across land (retrospective). **Comment. RPC raises no objections, but a query was raised regarding restrictions on the use of this site. Presumably, as this is agricultural green belt land and the application is made under agricultural or forestry development, the use of the land is restricted to agriculture only.**

Field Cottage, Mill Lane, and Rowington – two storey extension to residential property. **Comment. Whilst RPC raises no material objection to this proposal, queries were raised regarding the gross overall increase in floor space, given the previous planning history attached to this property.**

Planning Working Party Wednesday 10 August 2011. Present: Chairman, Vice Chairman, Cllrs . Bevins, Mrs Swain, Mrs Jarvis, Mrs Lickorish and Clerk.

Recommendations of Working Party for consideration as follows:

High Chimneys Farm, Old Warwick Road, Rowington. (AG) – Construction of Agricultural Building. **No objections**

The Willows, Pinley Green – Erection of Orangery to rear of property. **No objections**

Finwood Hill Farm, Lowsonford – Replacement of windows in an extension on a listed building. **No objections**

Resolved that the recommendations of the working party as above be approved and formally submitted to WDC. [RB/DS]

59 .b [i] Planning Items deferred at WDC Planning Committee 27 April 2010 for further investigation by WDC Enforcement Team. (For Information)

Sandall House Farm, Narrow Lane, Lowsonford – Construction of horse exercise pen

Sandall House Farm, Narrow Lane, Lowsonford - Variation and deletion of conditions on planning permission W98/1384 (construction of exercise track) Condition 2 to read “the use of the exercise track shall be carried on only by the owners of Sandall House Farm and shall be restricted to horses permanently stabled at the premises”. Condition 3 to be deleted (the use of the track shall be for private purposes only and not related to any commercial activity” Condition 4 to read “the use of the exercise track for the purposes hereby permitted shall be restricted to the hours of 0800 to 1900 Monday to Saturday and at no time on Sundays”.

Corporate Complaint Number 1343. Stage 2 Response Report received and circulated to all Councillors for comment 23 May 2011. Meeting to be arranged between PC and WDC. Both applications scheduled for 26 July 2011 Planning Committee – now deferred. Report on Meeting with WDC 29 July 2011. (Chairman and Clerk) Very useful meeting with WDC, LCS and the recently appointed Planning Consultant for LCS. Good exchange of information, evidence and views from all parties. Resolved that a request from RPC should be submitted to the original owner of the

land at Sandall House Farm requesting confirmation of the use of the land until the purchase by the current owner. Agreed that the front of the site was in a very poor state and reference made to the suggestion that a Section 215 Notice should be served on the owners to tidy up the site.

59.b [ii] Request from Lowsonford Conservation Society for donation from PC towards costs of Planning Consultant. Resolved unanimously that a donation of £300 should be made to Lowsonford Conservation Society in view of the advice and assistance RPC had received from the LCS Planning Consultant.

59.c Other Planning and/or enforcement matters:

Meeting confirmed with WDC – 28th September 2011 (Chairman and Clerk to attend) to discuss the following planning issues: Cllr. Mrs Swain expressed interest in attending this meeting.

Cornerways, Rowington – Query from resident regarding use of paddock land at rear of property / communication with WDC. **Email received from WDC 07 July 2011.**

Cumsey Lodge Stables. LDC Application. Concerns regarding progress and time constraints. Letter sent to WDC expressing concerns 17 February 2010. Second letter sent 17 March 2010 and 17 April 2010. **Further email correspondence received from resident regarding lack of progress.**

Brookfurlong Farm, Lowsonford – ENF/150/18/10. Planning Contravention Notice to be issued. No update at issue of agenda.

Brookfurlong Farm, Lowsonford. Concerns regarding split of site and p.p. for new dwelling – Letter sent to WDC as above. Follow up letter sent as above 17 March 2010 and 17 April 2010. Email received from Mr Gary Fisher WDC dated 16 June 2010.

Brookfurlong Farm, Lowsonford – Queries received from residents regarding Show Jumping League to take place every weekend from 1st May until end October and on Wednesday evenings. Referred to WDC Enforcement Team for investigation of planning situation. **For information.**

60. Parish Plan

60.a Bus Shelter – further suggestions re positioning of shelter. Following lengthy discussion it was concluded that unfortunately this proposal could not progress due to lack of a suitable site for the shelter and objections received from residents regarding one suitable location which had originally been earmarked.

60.b Press publicity to be arranged for new access. **(Cllr. Browett)** Cllr. Browett to contact Warwick Courier and liaise with Cllr Mrs Compton and Cllr Caborn to organise a photograph of the new access gates.

60.c Mirror for church car park. **(Cllr. Browett)** Resolved that a highway safety mirror should be purchased and located opposite the church car park [GC/AJ] Cllr. Browett to take appropriate highway distance measurements and advise Clerk of the appropriate size mirror to be purchased.

60.d Village Design Statement to be considered for next meeting (October). Councillors to look at other Village Design Statements such as Barford, on websites in preparation for further discussion at the next PC meeting. Agreed that a Village Design Statement was particularly important in light of the proposed changes to the planning system. Discussion regarding formation of a Sub Committee would also take place at the next meeting.

60.e Annual Review of Parish Plan. Councillors to look at the Parish Plan document in readiness for further discussion at the next meeting.

61 Localities Forum

61.a Warwick Rural West Community Forum Meeting. Next Meeting 27 October 2011 at Shrewley Village Hall. Notes from 28 July meeting in circulation file. **(Cllr. Lickorish / Cllr. Bevins)**

62 Rowington and Lowsonford Village Halls

62.a Report if any **(Cllr. Cooper)** Cllr. Cooper provided Minutes of the last VHMC meeting for the Circulation File. Cllr. Cooper reported that bookings were up on this time last year. Forthcoming event – Beatles Tribute Evening on 29 October 2011.

63 Highways, Footpaths and Transport

63.a Matters reported and arising

- Temporary closure of Lye Green / Holywell Lane 26 October 2011. Noted
- Overgrown hedges reported – opposite Pitts Farm and through Lowsonford (Lowsonford Farm). Clerk to report to WCC Highways.
- Pinley Quarry – restoration of site still not completed **(Cllr. Browett)**. Clerk to send letter to WCC requesting update.
- Details of WCC Restructured Rights of Way Team. (Copy in Circ File)

- Cllr. Mrs Compton reported that the Wednesday night bikers had moved to Hatton Country World and that a small number had also gathered at The Navigation, Lapworth.
- Cllr. Caborn reported that a local farmer had experienced problems with escaping cattle due to a new gate being fitted to a footpath in the Quarry Lane / Case Lane area. Clerk to investigate and establish the exact footpath number.

64 Playing Field

64.a. Playing Field Inspection Reports (Mr R Morton / Cllr. Mrs Weir / Cllr. Cooper / Cllr. Browett)

Items reported:

- Graffiti on notice boards and ball cone – Clerk to request Mr Richard Morton to spray with black paint.
- Rubbish dumped by garages in St Laurence Close again
- Large hole in footpath at rear of St Laurence Close
- Seat at end of playing field overgrown by shrub.

64.b Notification of RoSPA Inspection to take place during September. Noted

64.c Feedback from resident on playing field (**Cllr. Browett**) Cllr. Browett had spoken to a resident of West of St Laurence who used the playing field and confirmed that a friend from another village had also started to use the playing field now that she was able to park her car and use the new access point., which was encouraging. Agreed that Cllr. Browett would speak to the resident again and ask if she would consider monitoring the number using the playing field and report back to the PC. The possible acquisition of a slide to be discussed at the next PC meeting.

64.d New access gate now secured / overhanging branches pruned. Noted.

65 Meetings/Training Days attended/forthcoming

65.a 19 Sept 2011 WDC Planning Forum. Response to questions required by 12 Sept 2011. Cllr. Mrs. Weir to attend and report back to the PC.

65.b 08 Oct 2011 WALC Training Day. Being a Good Councillor and Clerk Induction Day. Town Hall, Leamington Spa. (**Cllrs. Lickorish, Mrs Weir, Mrs Jarvis and Mrs Lickorish to attend**)

65.c 17 Sept 2011 WCC The Chairman Cllr. Phillip Morris-Jones & his Consort Mrs. Joanna Morris-Jones. "AT Home" Reception at Shire Hall, Warwick. 6.30 to 8.30 pm. (2 Representatives plus partners/guests). Chairman to possibly attend.

65.d 19 Sept 2011 WALC (Warwick) Annual Meeting at The Village Hall, Broadway, Cubbington at 7.00pm. Member Councils welcome to attend and raise any issues that may be of current interest to Local Councils within Warwick District (copy in Circ File).

65.e 15 Oct 2011 SLCC Notice of Annual General Meeting. The De Vere Wokefield Park Hotel, Reading Berkshire at 2.15pm (Copy in Circ File).

65.f 27 Oct 2011 WALC Annual General Meeting at Shire Hall, Warwick at 7.30pm (Copy in Circ File).

66 Correspondence

66.a 12 Aug 2011 WDC Development Services. Warwick District Planning Forum.

66.b 31 Aug 2011 Lord Lieutenant's Office. Mrs. Jenny Farrell D.L. – Details of The Queen's Diamond Jubilee Beacons. (Details in Circulation File)

66.c 05 Sept 2011 WALC National Planning Policy Framework – Policy Consultation Responses by 17 Oct 2011.

66.d Circulation Envelope:

WALC Newsletter ADH\95; CPRE Outlook Summer 2011; WCC Press Releases Extra Care Housing /Warwickshire Rural Service (Books); CPRE Countryside Voice Summer 2011; WCC NHS Health and Wellbeing Board; WALC Open Public Services White Paper Information 16 Aug 2011; WDC Council Meeting 27 August and 31 August 2011 Agenda; Clerks & Councils Direct Sept 2011; CPRE Fieldwork Summer 2011; WDC Heritage Open Days 8-11 Sept 2011; CAVA Connect July 2011; WDC Your District Councillors 2011/2012. Heart of England Way – Details of Walks Programme, Annual Lunch and Footnotes Autumn 2011; LCR Magazine Autumn 2011; WALC 62nd Annual Report 2010-2011; Copy of letter from NEC (SLCC) Shropshire Branch Investigation Working Group 24.08.2011.

67 Finance

67.a. Paid during the month:

Steve's Industries (Playing Field) Invoices 25172 & 24533	207.00
WALC Training Day (Oct)	80.00
Clerk – salary and allowance	673.36

Resolved unanimously that the above items of finance paid during the month be approved [PL/AJ]

67. b To be paid:

Clerk – salary and allowance	673.36
Photocopying and Postage	c/f
Steve’s Industries (Playing Field)	148.20
HMRC – PAYE/NIC	128.06
Steve’s Industries Playing Field (Gate Padlock and Tree Pruning)	126.00
Richard Morton Playing Field (11 May – 31Aug + Repairs)	210.00

Resolved unanimously that the above items of finance be approved [GC/PL]

67. c Received:

Bank of Ireland Interest (July 2011)	1.53
Bank of Ireland Interest (Aug 2011)	1.55

67. d Items for Consideration / Information.

Purchase of filing cabinet/cupboard for Clerk. Following recent discussions regarding problems encountered by Clerk with storage of PC documents/files it was resolved unanimously that the Clerk had approval to purchase a metal storage cupboard at a cost of approximately £156.00. [PL/AJ]

68. Items for Future Agendas/Information

- Village Design Statement
- Parish Plan Review
- Purchase of slide for Playing Field
- Diamond Jubilee Celebrations.

**Next Meeting:
Thursday 13 October 2011 at Rowington Village Hall**

Signed.....
Chairman

Date.....