

**MINUTES OF PARISH COUNCIL MEETING HELD AT
LOWSONFORD VILLAGE HALL ON THURSDAY 13 NOVEMBER 2008**

Present: P.Cllr. G Bull
P.Cllr. Mrs D Swain
P.Cllr. Ms J Oldfield
P.Cllr. G Cooper
P.Cllr. R Browett
P.Cllr. Mrs N Clarke
P.Cllr. P Lickorish
P.Cllr. C Bevins
C..Cllr. Mrs J Compton
D.Cllr. L Caborn

The Chairman welcomed two members of the public who wished to observe proceedings and a third, Mr Hull, who wished to speak under Minute 99.

95 APOLOGIES

Apologies received from P.Cllr. Wade.

96 Changes to Published Agenda

Changes were made due to time limits under Minute 101 Planning, Minute 107 Playing Field, Minute 109 Circulation File and Minute 112.Finance.

97 Declarations of Interest

None

98 Minutes of Meeting held on 09 October 2008

Resolved that Minutes of the Meeting held on 09 October 2008 previously circulated to Councillors be accepted as a true record (CB/GC).

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

Mr Robert Hull expressed his disappointment at the lack of action following his request for a blue HGV sign for Holywell Lane following incidents with large vehicles trying to access the lane. Holywell Lane is predominantly single track and unsuitable for such large vehicles and had resulted in damage to grass verges. A meeting had taken place between Mr Hull, Cllr. Mrs Compton, Mr Chris Fossey WCC and P.Cllr. Bull during summer 2007 to discuss the matter and no progress had been made since. WCC had recently supplied a survey form for Mr Hull to complete in order to establish the extent of the problem but Mr Hull stated that it was not practical for him to complete the form. Mr Hull requested that the matter be pursued with WCC. The Chairman confirmed that Clerk had been in contact with Mr Mark Porter at WCC and it seemed that without evidence it would be unlikely that WCC would authorise erection of a HGV sign. Equally the PC did not have the power to install a sign without the authority of WCC. Cllr. Mrs Compton confirmed that she and Clerk would speak to Mr Mark Porter again to clarify the position although it should be remembered that some large vehicle access down Holywell Lane was legitimate use by residents of that lane.

Mr Hull was also very dissatisfied with the apparent lack of progress on the Speed Aware temporary sign for the C25. This matter had been running for two years and speed signs had been erected at other sites nearby in the meantime. The Chairman read out an email received by the Clerk from Mr Chris Fossey at WCC reporting that there had been problems with staff changes on the scheme but that following a complete review of the scheme he confirmed that the Speed Visor should be up within the next few weeks. Mr Fossey apologised for the delays and confirmed that he would work with the installers to ensure that this site was given a high priority.

Mr Hull stated that the issue of speeding along the C25 was still a problem. Cllr. Mrs Compton confirmed that a great deal of time had been taken up with speed reviews of all the A and B roads in the County but confirmed that she would assist the PC where possible with speeding problems.

Mr Hull thanked the PC for their assistance to date and left the meeting.

100 Reports from District and County Councillors

Cllr. Mrs Compton reported as follows:-

- Congratulations due to Rowington who were the winners of the Category for Best Village for Community Buildings. Resident and Village Hall Committee Member Mrs Shirley Lowe had entered Rowington Village Hall in the WRCC Competition, managing to put together and submit an entry within ten days to include not only the refurbishment works to the village hall but also the work carried out by Rowington Archives and Records in the History & Heritage Category. A prize of £100 had been awarded and Mrs Lowe confirmed that she intended to present £75.00 to the Village Hall and £25.00 to Archives and Records.
- Cllr. Mrs Compton had assisted the Clerk with an application to the CAVA Flood Relief Fund and had exerted some pressure to ensure that the Parish Council were able to obtain funding on behalf of their residents as the fund was primarily intended for applications from individual households. Cllr. Mrs Compton had also investigated and secured the purchase of 60 Aqua Sacs from WCC Northern Area at a very competitive price. Clerk confirmed that the Aqua Sacs had been delivered and she had already distributed some to St Laurence Close Bungalows.
- More good news in that the application by Rowington PC for £300, sponsored by Cllr. Mrs Compton, for a kissing gate for the playing field had been approved by Warwick Area Committee Members Fund.
- Budget setting was proving difficult within WCC with a large shortfall to recover – every effort was being made to protect the existing services from any cut backs.
- Highways – more pressure exerted this week to get the Drainage Gang to carry out some much needed remedial work within the parish.

D.Cllr. Caborn provided the following report:-

- Cllr. Caborn reiterated his previous comments regarding green waste collection in Warwick District. Unlike Stratford, the service would continue throughout the Winter – please advise residents to make use of the system.
- A series of Waste Road Shows would be coming to the area – Lapworth Post Office on 11 December from 2-4.00pm.
- Budget pressures continue for WDC and next year funding will be very tight.

101 Planning Matters

101.a Considered by WDC:

Brookfurlong Farm, Narrow Lane, Lowsonford – Erection of a dwelling for equestrian staff - **GRANTED**

101.b Considered by RPC Planning Committee 31 October 2008 (Cllrs. Bull, Wade and Mrs Swain)

2 Kingswood Cottages, Old Warwick Road, Lapworth – New car parking space in front of property which will allow rainwater to soak through and installation of picket fence – **No objections**

The Threshing Barn, Finwood Road, Rowington – Erection of a cart shed on existing concrete hard standing area – **No objections**

Rangora Cottage, Finwood Road, Rowington – Erection of a double garage with room below. **Comments.** Whilst the PC raises no material objection to this proposal Councillors request that as a condition of any permission granted, details of suitable landscaping should be submitted and approved, to reduce the visual impact of what is a large building mass when viewed from three elevations, particularly as the site is in an open Green Belt area.

101.c To be considered by RPC:

The Feldon, Mill Lane, Rowington – Alterations and extensions to house and detached garage building to provide a larger bedroom with new en suite bathroom at first floor level in house and new bay window to replace patio door at ground floor level. Garage building extended and roof converted to studio. **No objections**

Ribbons, Rowington Green – Repositioning of existing oil tank. **No objections**

Oaktrees, The Cumsey, Pinley Green – Erection of single storey extension to side using undeveloped approved floor area from previous application in 1991. **Plans confusing and insufficient evidence provided to enable a view to be taken. Clerk to request further information from WDC**

101.d Other Planning and/or enforcement matters:

Sandall House Farm, Narrow Lane, Lowsonford – Advertising of cottage to let contrary to planning conditions plus other planning breaches. Enforcement Ref: ENF/223/21/08. Planning applications still outstanding for access track, bridge and first floor residential accommodation. Clerk to chase WDC

Caravan in Back Lane – Static caravan parked on field adjacent to stable block. Reports received that the caravan is permanently occupied. Enforcement Ref: ENF/226/22/08. Land sold at auction on 28 October and WDC Enforcement had confirmed that the caravan would be removed by the completion date of 20 November 2008.

Windmill House, Finwood Road, Rowington – Planning Appeal Notification. Variation of Conditions 2 and 4 of W07/0439. Comments by 15 December 2008. No further comments to add.

Badger Cottage, Mill Lane, Rowington – Report passed to WDC Enforcement that the owners of Gaydon House were advertising two ancillary cottages as an individual site for sale without the appropriate planning permission. WDC to investigate.

102 Rowington Allotments

102.a New Terms of Agreement for land at Queens Drive. Amendments to rent review clause to ensure the clause could not be open to misinterpretation in the future. Suggested form of wording circulated to Councillors for consideration. Resolved that amended wording should be forwarded to RAC for their consideration (DS/PL).

103 Police Report

103.a Western Area SNP Meeting 26 February 2009 at 7.30 pm – Lapworth Village Hall (**Cllr. Ms. Oldfield / Cllr. Bevins**). Minutes of meeting of 02 October 2008 in Circulation File. Agreed that as Rowington was one of the very few parishes not to make use of the new speed guns, Cllr. Caborn would ask for them to come to Rowington. Councillors to consider suitable sites to set up speed checks.

103.b Governance of Community Forum – Draft Terms of Reference. Confirmation from WCC that Town and Parish Councillors will be able to chair community forums with the support of District and County Councillors.

104 Parish Plan

104.a Report on Parish Plan (Meeting 04 November 2008) (**Cllrs. Browett, Cooper and Ms Oldfield**). Minutes in Circulation File. Cllr. Browett reported that 80 responses had been received to the survey which was quite a promising start. Mr Nick Holmes had worked very hard to summarise and prioritise the responses and the next stage would be to hold two public meetings – one at Rowington and one at Lowsonford. Councillors agreed that Mr Holmes and the Steering Group had worked extremely hard to get to this stage.

105 Rowington Village Hall

105.a Report (**Cllr. Cooper**)

Cllr. Cooper confirmed that finances were looking healthy and new items had been purchased including a stainless steel unit in the kitchen, curtain rails, the floor was due to be sanded and varnished and some new chairs had also been purchased. Comments were passed on the fact that the existing chairs had been left outside in inclement weather which seemed a great pity when they could have been useful to others. The next big event at the village hall would be the Winter Ball on 06 December.

106 Highways, Footpaths and Transport

106.a Matters reported and arising

- Blue HGV Sign – Holywell Lane – See Minute 99 above.
- Flooding – Aqua Sacks – See Minute 100 above.
- Telephone kiosk at Pinley Crossroads. Clerk confirmed that she had submitted a signed and completed application to BT but had heard nothing further from them since.
- Proposed Variation of Traffic Regulation Order – Dicks Lane. Committee Date of 11 November 2008. 6.00pm Shire Hall, Warwick – now deferred until next year. Letter received from WCC 17 October stating that the report had “been delayed following legal advice and a proposal to take a report to a Cabinet meeting for Councillors to consider making a general policy on Traffic Regulation Orders for unsealed, unclassified roads and byways open to all traffic”. Councillors questioned whether this would mean that WCC would agree a policy without further consultation. Cllr. Mrs Compton confirmed that she would clarify the situation and report back to the PC.
 - Cllr. Browett reported that he had been approached by residents regarding the creation of a footpath along the C25 from Pinley Crossroads towards Shrewley as this route was extremely

dangerous for children to walk along. Taking into account similar enquiries which had been made in the past Councillors felt this was unlikely but agreed that Clerk should put the question to WCC.

- Footpaths W30 and W31 in Lawsonford remained a problem with works which had been promised in October 2007 still incomplete despite numerous emails between Clerk and WCC Footpaths. Cllr. Mrs Compton confirmed that she would investigate this matter on behalf of the PC.

107 Playing Field

107.a. Playing Field Inspection Reports (Mr R Morton/Cllr. Lickorish/Cllr. Ms Oldfield)

The RoSPA Report had been received and highlighted problems with protruding nail heads on the access pathway and mats lifting and uneven under the swings. Cllr. Ms Oldfield agreed to make enquiries regarding the cost of providing a new surface under the swings as the mats had only been repaired a few months previously. At the time of repair the contractor had pointed out that the mats were nearing the end of their useful life. Cllr. Ms Oldfield to investigate the options available.

107.b Improved access options to include consideration of improvements to access path West of St Laurence and installation of kissing gate.

Two quotations received for surfacing of the access path at West of St Laurence with concrete, to include installation of the new kissing gate – one at £1250 plus VAT and the other at £1150 plus VAT. This would include removal of the two old wooden stiles and create a good easily accessible entry to the field. Resolved that the lower quote of £1150 plus VAT be accepted (PL/CB).

Kissing Gate to be ordered (RB/DS). Quotation received from Steve's Mowing to remove the large privet bush and further detail required on a second quote for this work received from Mr Richard Morton. Work on the access path could not commence until the privet had been removed. Clerk to speak to Richard Morton again.

108 Meetings/Training Days attended/forthcoming

- 108.a 07 Nov 08 WDC Chairman Cllr. Mrs Judith Falp. Supper for Chairmen and Clerks. Town Hall, Leamington Spa 6.45pm. Speaker Mr David Howe, Author. The Chairman and Mrs Bull had attended this event and found it quite entertaining.
- 108.b 06 Dec 08 WDC Chairman's Christmas Concert. Town Hall, Leamington Spa 7.30pm
- 108.c 16 January 09 WDC Chairman Cllr. Mrs Judith Falp and Mr Stephen Falp. Cirque De Glass. Royal Spa Centre at 8.00 pm. Tickets £26.00.

109 Correspondence

- 109.a 16 Oct 08 WCC Warwick Area Committee Members' Fund – Application Submitted .See Minute 100.
- 109.b 21 Oct 08 CAVA Warwick District Flood Relief Fund – Application in progress. See Minute 100.
- 109.c Nov 08 CPRE Stop the Drop Litter Campaign – Details in Circulation File.
- 109.d Circulation Envelope:

TWTWTS 07 – 13 Oct, 20 – 27 Oct, 28 Oct – 03 Nov

Copy of ODPM Development Options Report by Nathaniel Lichfield & Partners plus email notes from John Archer WDC Head of Planning (sent by email to Councillors); NALC Briefing on Financial Services Compensation Scheme; Dept for Communities and Local Government – Consultation. Communities in Control; Local Council Review Nov 08; WCC Community Emergency Plan 2008/2009 Edition; WDC Home News Issue 56; SNP Meeting Oct 2nd 08 – Minutes; Parish Plan Steering Group Minutes 04 Nov 08; CPRE Countryside Voice Autumn 08. WCC Gritting Routes Winter 08-09.

110 Rowington Almshouse Charity – Nominative Trustee

110.a Nomination of Mr M Wade as a Trustee for a further term. Resolved unanimously that Mr M Wade be nominated for a further term.

111 Budget 2009/2010

111.a Consideration of draft budget as circulated to Councillors with the agenda. To include consideration of items contained in Budget Notes 2009/2010 also circulated with agenda.

Clerk reported that based on the figures in the draft budget and the accompanying notes the balance of reserves at the year end would be low compared with previous years i.e. circa £4200. Based on the figures provided Councillors agreed the following points:-

- The new notice board at Pinley would be included in the budget but would be held back until finances were sound.
- All donations to local organisations would be frozen at the current level including the donation to Rowington PCC to be held at £750.00.
- Noted that interest received on the Bank of Ireland account would be considerably less and the figure in the budget reduced accordingly.

Resolved that a precept figure of £16,800 would be requested from WDC (RB/GC).

112 Finance

112.a. Paid during the month:

None

112.b To be paid:

Clerk – salary and allowance (To include back pay to April 07 following Interim National Salary Award)	655.38	
Photocopying & Postage	c/f	
Steve’s Industries Ltd (Mowing 24 Sept 08)		49.87
WCC Northern Area – Aqua Sacs	210.00	
Steve’s Industries Ltd (P Field Mowing)	99.73	

112.c Received:

Bank of Ireland Interest (Oct 08)	42.56
WDC Precept (Second Instalment)	6923.00

Resolved that the above items of finance be approved (PL/DS)

112.d Items for Consideration / Information

None

113 Items for Future Agendas/Information

None

Next Meeting:

Thursday 11 December 2008 at Rowington Village Hall

There being no further business the meeting closed at 10.05pm

Signed.....

Chairman

Date.....