

ROWINGTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD AT
LOWSONFORD VILLAGE HALL ON THURSDAY 12 JUNE 2014

P.Cllr. J Gaffey
P.Cllr. Mrs N Clarke
P.Cllr. M North
P.Cllr. G Bull
P.Cllr. Mrs M Bull
P.Cllr. J Peepall
P.Cllr. Mrs J Hobday
C.Cllr. Mrs J Compton
D.Cllr. L Caborn
The Clerk

19 APOLOGIES

Apologies received from P.Cllr. Mrs D Weir and P.Cllr. G Cooper.

20 CHANGES TO PUBLISHED AGENDA

The following items were added to the agenda to due to time constraints – Under Minute 32 - 14 July WCC Open Discussion Event for Parish Councils – Dunchurch Village Hall, 18 September WALC Briefing. Pension Requirements for Parish & Town Councils; Under Minute 32 NALC Financial Briefing – LGPS and Pension Funding Deficits. Copy in Circ File, NALC Policy Consultation PC08-14 – Consultation on underground drilling access (payments for access). Copy in Circ File; Under Minute 34 Steve’s Mowing – Playing Field £197.95, WALC Chairman’s Training Event £30.00, Clerk – Stationery / Print cartridges £ 46.52

21 CO-OPTION OF NEW PARISH COUNCILLORS

Following formal resolution at May meeting – Graham Bull, Marilyn Bull, Jonathan Peepall and Jackie Hobday were welcomed and formally co-opted as members of Rowington Parish Council. Declarations of Acceptance of Office were signed by all new members and completed DPI forms completed and handed to the Clerk.

22 DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO PECUNIARY INTERESTS

Cllr. North declared an interest in Minute 26 being a neighbour of Cumsey Stables. Cllr. Mrs Hobday declared an interest in Minute 26 being a neighbour of Sandall House Farm. Cllr. Bull and Cllr. Mrs Bull both declared an interest in Minute 34 being owners of land included in the WDC Local plan.

23 MINUTES OF MEETING HELD ON 15 MAY 2014

Resolved that the Minutes of May 2014 were accepted as a true record. [NC/MN]

24 QUESTIONS/OBSERVATIONS FROM MEMBERS OF THE PUBLIC (LIMITED TO 15 MINUTES)

None present

25 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr. Mrs Compton provided the following report:

- The Warwickshire Regiment of Fusiliers have been granted the Freedom of Warwick. The event was celebrated with a march through the town, with many school children and members of the public supported the event. HRH The Duke of Kent was in attendance to hand over the Charter to the regiment - overall a good and uplifting occasion.
- Funding available from the Community Forum for local projects and the next meeting scheduled for the end of September.
- WCC continuing in their efforts to cut costs and due to have a visit from Worcestershire County Council Cabinet members next week in an attempt to exchange information and see if they had any cost cutting ideas to pass on.

Cllr. Caborn provided the following report:

- The debate continues on the issue of re-locating WDC Headquarters to the proposed Spa Centre Site – lots of opposition to the use of this site.

- England Bowls Men’s National Competition to take place in Leamington Spa at the end of July – it is hoped that this event will boost the local economy.
- WDC Local Plan Consultation now drawing to a close. Gypsy and Traveller Consultation now completed and due to go to the WDC Executive in July.

26 PLANNING MATTERS

26.a Considered by WDC:

W 14 / 0442 Lynton Cottage, Queens Drive, Rowington – Replacement of garage flat roof with pitched hipped roof. **GRANTED**

W 14 / 0398 Sandall House Farm, Lawsonford – Construction of manege. **GRANTED**

26.b To be considered by RPC

W14 / 1694LB Quarry Farm, Finwood Road, Rowington – Conversion of B1 Office Space to C3 Residential with installation of x 1 new window (**Amended Plans – Amended site location**). **No objections**

W14 / 0645 Weston Hall Barn, Weston Hall Farm, Old Warwick Road – proposed Stable Block. **Objections -**

1. The height of the proposed building appears excessive and unnecessary for stabling purposes. 2. Construction of new buildings in the Green Belt is seen as inappropriate and whilst exceptions to new build as set out in the NPPF may include the proposed recreational stabling, the PC consider that the usual timber construction would be more appropriate. The proposed construction in brick and tile, in conjunction with the excessive height, produces a building akin to a small dwelling rather than a traditional timber stable building which would remain visually subservient to the main dwelling.

W14 / 0544 The Stables, The Cumsey – Application for a Lawful development certificate for an existing use as a separate residential dwelling and associated curtilage. **Objections – 1. Residential Dwelling** The objections of the PC to the existing use of this building as a separate residential dwelling are legendary and cover a period of circa 20 years. However, a letter addressed to the applicant from WDC Legal Services dated 07 April 2014 reference JG/jg/W31526 confirms that “the Council is satisfied that the property has been used as a separate dwelling continuously for four years” and on this basis the PC cannot see the point of the consultation on this element.

2. Residential Curtilage As already mentioned in previous correspondence and during meetings with the WDC Enforcement Team at Riverside House, the PC has on several occasions requested WDC to investigate the residential curtilage of this property which was considerably extended following Mr Webb’s purchase of The Stables from Mr Gerrard. From the PC files the following information is attached:

1. A copy of the PC response to application W09/1218 as shown on the WDC website is attached to this letter with the relevant paragraph highlighted.
2. A copy of the Land Registry Filed Plan which accompanied a 2004 planning application, showing the original boundary of Cumsey Lodge and the correct boundary of The Stables (hatched red).
3. Copies of photographs taken of The Stables clearly showing the boundary immediately off the back wall of the building, with horses grazing in the open field behind.

As the Parish Council has on various occasions over some years requested WDC to investigate the unauthorised change of the residential curtilage at this site, it is hoped that a decision on this element of the application will be fairly straightforward.

26.c Other Planning/Enforcement matters

Land at High Chimneys Farm, Old Warwick Road – Planning appeal APP/T3725/A/14/2218234.

Noted

The Stables, The Cumsey – Submission papers now received from WDC for consideration following request from RPC for details of “fresh evidence” submitted resulting in withdrawal of WDC’s objections. Further request for specific details submitted to WDC – response awaited. Email received from Rajinder Lali WDC 11.06.2014 - *I’m afraid that we are unable to pick out the ‘new information’ It was collated by the case officer and added to the file. It is not possible to pick through the file and find all of the additional information that was submitted.* Agreed unanimously that this reply was not satisfactory. Resolved that a further request should be submitted to WDC requesting the exact information which resulted in withdrawal of this case by WDC.

The Stables, The Cumsey. New investigation opened by WDC relating to the shipping container located to the rear of The Stables. Noted.

Grain Barn, Case Lane ENF 149 /14 Email received from Phil Hopkinson WDC following notification by resident of breach of permitted use of caravan site. Email 03.06.2014 Phil Hopkinson WDC – *A local resident notified us of the use of the caravan site, above during Easter and early May in that there were more than the 5 caravans on site on some days.*

I have contacted the exempting organisation, in this case, The Camping and Caravanning Club who advise me that since the end of April the site is no longer certified and its use reverts to that allowed by Permitted Development (3 caravans).

I have written to the developer to advise him of the restriction. If you or the resident provides us with any further evidence of a breach we will need to consider our response.

Pinley Acres, Pinley – Enforcement Appeal Notification APP/T3725/C/13/2210566 & 2210567 Enforcement/Stop Notice removal of drive/hardstanding in adjacent field. Situation regarding uninhabitable garage named “Pinley Lodge” to be monitored. (For information) **Hearing Date Thursday 28 August 2014. Town Hall Leamington Spa. Councillors to consider Parish Council representation at the Hearing, by next PC meeting.**

27. PARISH DESIGN STATEMENT

Update by Steering Group. Cllr. North in the process of organising a meeting with Alan Mayes WDC Conservation Officer and Cllr. Mrs Clarke to discuss fine detail of the draft PDS. Clerk to provide new Councillors with a copy of the draft PDS document.

28. LOCALITIES FORUM

28.a Warwick Rural West Community Forum. Next Meeting: 25 September 2014. Committee Room 2, Shire Hall. Cllr. Mrs Weir and Cllr. Gaffey. 2015 Meeting – 29 January at Shire Hall.

29 ROWINGTON AND LOWSONFORD VILLAGE HALLS

29.a Reports (if any). Cllr. Bull offered to report on Rowington Village Hall as he is a member of the Committee. Clerk to contact Lowsonford Village Hall to ask if they could perhaps provide the PC with updates and information on projects and events.

30 HIGHWAYS, FOOTPATHS AND TRANSPORT

- W52 Footpath – maintenance requirement. Passed to WCC Footpaths
- Footpath adjacent to The Stables, The Cumsey running through to Holywell – maintenance requirement. Passed to WCC Footpaths
- Drain/blocked gully outside Sandall House Farm – reported to WCC Highways.
- Pavement on Old Warwick Road reported to be in need of re-surfacing. Chairman to establish correct location of problem area
- Gully outside Manor House, Old Warwick Road overflowing again – circa 10m before Manor House. To be reported to WCC Highways

31 PLAYING FIELD

31.a Playing Field Inspection Reports (Mr R Morton / Cllr. Gaffey (11 May), Cllr. North (25 May), Cllr. Mrs Weir 07 June) Cllr. Mrs Clarke carried out the playing field inspection for Cllr. Mrs Weir. **New rota to be compiled by Clerk to include new councillors. Chairman reminded Councillors of the importance of this task and the risks of prejudicing insurance cover should Councillors not carry out their inspections.**

31.b Working Party held on Thursday 10 May 2014 regarding survey relating to potential purchase of new equipment. Pending following results of survey currently being carried out by Lapworth School. Survey results available and Chairman to examine results and report at next meeting.

31.c New kissing gate to be installed on the playing field – Clerk to provide prices for installation.

32 MEETINGS.TRAINING DAYS ATTENDED / FORTHCOMING

32.a 20 May 14 Community Flood Resilience Workshop. Lapworth Village Hall Tuesday 20 May 1900 – 2100 hours. **Cllr. Mrs Weir to report.** Cllr. Caborn reported that Cllr. Mrs Weir should have a “Flood Box” for the PC.

32.b June 2014 WALC Training Events :

Sat 28 June – Chairmanship Training for newly Elected Chairs, Aspiring Chairmen and interested Clerks. Alderminster Village Hall 10.00am to 1pm. **Chairman to attend.**

Sat 19 July – Being a Good Councillor and Clerk. (Aimed at new Councillors and Clerks) Binley Woods Village Hall 10am to 4.00pm. **Suggested that new Councillors attend what is a very useful and informative session.**

32.c 22 June 2014 WDC Chairman-Elect Cllr. Mrs Clare Sawdon. Civic Service at the Collegiate Church of St Mary, Old Square, Warwick at 10.30 am

32.d 14 July WCC Open Discussion Event for Parish Councils – Dunchurch Village Hall. Noted

32.e 18 September WALC Briefing. Pension Requirements for Parish & Town Councils. Noted

33 Correspondence

33.a 16 May 2014 WDC Local plan 2011-2029 Statement of Representations Procedure and Availability of Documents. Period for representations 16 May to 4.45pm on Friday 27 June 2014

33.b 27 May 2014 WCC Overview and Scrutiny Committees – Consultation on topics for work programme for consideration for next year. Suggestions invited. Information in Circulation File.

33.c 20 May 2014 Expression of interest from Lowsonford Residents x 2 in joining the Parish Council. Subsequent communication with Cllr. Cooper. Cllr. Cooper had advised in various emails, and verbally, that he would consider his position as a Parish Councillor should new applicants approach the PC. However, when Clerk contacted Cllr. Cooper confirming that two new applicants had approached the PC, Cllr. Cooper confirmed that he wished to remain as a Councillor.

33.d NALC Financial Briefing – LGPS and Pension Funding Deficits. Copy in Circ File. To be discussed at later meeting.

33.e NALC Policy Consultation PC08-14 – Consultation on underground drilling access (payments for access). Copy in Circ File

33.f Circulation Envelope:

WALC Newsletter ADH/111/1/2014; Warwick Rural West Speedwatch Volunteers required; Copy of Good Councillors Guide – one copy for each Councillor. Copy of RPC response to Baddesley Clinton, Five Ways, Kingswood Speed Limit Review for information.

34 FINANCE

34a. Paid during the month:

None

34.b To be paid

Clerk Salary & Allowance £813.39

Steve’s Mowing – Playing Field £197.95

WALC Chairman’s Training Event £ 30.00

Clerk – Stationery / Print cartridges £ 46.52

34.c Received:

Bank of Ireland Interest (May 2014) £2.37

Resolved that the above items of finance be approved [MN/NC]

34.d Items for consideration/information

1. Annual Return for consideration and signature – to be submitted to Grant Thornton by no later than 30 June 2014. Approved and signed by Internal Auditor. Clerk to amend Gratuity Shortfall payments in the current financial year as the shortfall payment had been made for 2013/14 which was incorrect. Resolved unanimously that the Annual Return be signed by the Chairman and submitted to Grant Thornton by Clerk.

1.a. Notes provided by Cllr. North regarding Annual Governance Statement / Financial regulations as circulated to Councillors discussed further. Resolved that a Working Party would be arranged to discuss improvements/amendments to the financial regulations of the PC [MN/NC]

2. Consideration of methods of communication with parishioners as discussed briefly at March meeting. Clerk provided details of contact made with Lapworth PC and Bishops Tachbrook PC regarding their websites and the associated costs. Chairman to speak to Rose Barker (rowington.org) in the first instance prior to further discussion.

3. Clerk’s Annual Review – Tuesday 10 June 2014 – Cllr. Mrs Clarke and Cllr. North **(Confidential Item) Noted**

4. WRCC Housing Needs Survey for consideration. Clerk to contact WRCC in the first instance.

5. Draft Councillor and Clerk Protocol for approval – as circulated via email. Councillors agreed that this protocol should be adopted by Rowington PC. Chairman to carry out some minor amendments prior to submission for formal approval at next PC meeting.

6. Resolved that Clerk’s Gratuity Fund to be placed in separate account. Cllr. Mrs Clarke had investigated various accounts and it seemed that Bank of Ireland provided the most competitive rates. Resolved that funds should be transferred. [MN/NC]

35. ITEMS FOR FUTURE AGENDAS

None at issue of agenda

There being no further business the meeting closed at 9.32pm.

NEXT MEETING

Thursday 10 July at Rowington Village Hall

Signed.....

Chairman

Date.....