

**ROWINGTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD AT**  
**LOWSONFORD VILLAGE HALL ON THURSDAY 13 NOVEMBER 2014**

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

**101 APOLOGIES**

Apologies received from Cllr. North, Cllr. Bull and Cllr. Peepall

**102 CHANGES TO PUBLISHED AGENDA**

Additions to agenda made due to time limits under Minute 109 Planning Considered by WDC – Cornerways, Lowsonford, Quarry Farm, Rowington; under Minute 115 Correspondence – email from resident; under Minute 116 Finance – payments to Ian Wilson and Clerk; under Minute 115 Circulation File – WDC Council Meeting Agenda 19 Nov 2014.

**103 DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO PECUNIARY INTERESTS**

Cllr. Mrs Bull declared a prejudicial interest under Minute 109 as owner of a potential housing development site; Cllr. Mrs Weir declared an interest under Minute 114 due to her role within SLCC to support/advise Clerks as opposed to advising Parish Councils. Declarations of Interest Record signed accordingly.

**104 MINUTES OF MEETING HELD ON 09 OCTOBER 2014**

The Minutes of 09 October 2014 previously circulated to Councillors were accepted as a true record [JH/MB]

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

None present

**106 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton provided the following report:

- WCC had responded to the latest Boundary Commission proposals by requesting that the two rural divisions within Warwick District should be as the original recommendations i.e. Lapworth & Budbrooke – made up of the new Arden and Budbrooke district wards, minus polling district Beausale, Haseley, Honiley and Wroxall, rather than Budbrooke & Bishops Tachbrook division and Cubbington & Leek Wootton divisions as per the latest suggestion by the Boundary Commission.
- The WDC Elections due next year will continue with 2 District Councillors
- WCC e-petition on the proposed loss of funding for Live & Local available online at warwickshire.gov.uk and had elicited a strong response from local communities who did not want to lose this facility
- WCC Gritting Routes Map circulated along with a request for local Snow Wardens and Flood Wardens
- Strike by the Fire & rescue Service had taken place ten days ago but with minimum disruption
- The new speed limits in Baddesley Clinton, Rising Lane etc. had all been approved and should be in place and operative before Christmas

Cllr. Caborn provided the following report:

- The WDC budget setting process had started and it was hoped that council tax could be maintained at the same level again for a further year.
- WDC still looking at relocating from Riverside House

- Local Plan – Consultation currently out on Gypsy & Traveller Sites including the new site at Stratford Road, Warwick adjacent to Chase Meadow. It was hope that the draft Local Plan would go before Council in early January and then on to the Inspector.
- WDC had won a planning appeal against proposed development on land in Bishops Tachbrook and the Planning Inspector had walked around the area and acknowledged the work Bishops Tachbrook had put into their Neighbourhood Plan

## **107 PLANNING MATTERS**

### **107.a Considered by WDC:**

**The Elephant and Castle, Old Warwick Road, Rowington** – Re-roofing of existing outbuildings and extension of existing shed and greenhouse to incorporate one garden store/garden room. **GRANTED**

**Sandall House Farm, Lawsonford** – Erection of single storey side extension. **GRANTED**

**Sandall House Farm, Lawsonford** – Variation of Condition 4 of p.p. 99/1562 (restriction on use of building to be occupied solely by persons employed in association with the operation of the equestrian and/or agricultural activities at Sandall House Farm) to include its use as holiday accommodation with no occupation as permanent, unrestricted accommodation or as a primary place of residence. **GRANTED**

**South Rookery, Rookery Lane, Lawsonford** – Erection of single storey extension and external alterations to existing outbuilding. **GRANTED**

**Land adjacent to Poundley End, Rookery Lane, Lawsonford** – Application for Prior Approval to change of use of 2 x agricultural buildings to 2 x dwellings (Use Class C3). **REFUSED**

**W14/ 1426 Shepherds Fold, Finwood Road, Rowington** – Erection of 2 x two storey side extensions and 1 x two storey rear extension. **WITHDRAWN**

**W14/1366 Foxbrook Bungalow, Old Warwick Road, Rowington** – Prior Approval notification for a proposed larger home extension for the erection of a single storey rear extension (attaching to an existing side extension) 4.4m deep, 2.1m to the eaves and 2.384 high. **APPROVED**

**W14/1422 Cornerways, Rookery Lane, Lawsonford** – Erection of a replacement garage with room over with link to the main dwelling. **GRANTED**

**Quarry Farm, Finwood Road, Rowington** – Change of Use from offices (Use Class B1) to a single dwellinghouse (Use Class C3) with installation of 1 x new window. **REFUSED**

### **107.b To be considered by RPC**

**W14/1538 & W14/1538LB Finwood Hill Farm, Mill Lane, Lawsonford** – Variation of Condition 2 of Listed Building Consent W14/0575LB for the erection of a rear conservatory and alterations. **No objections**

**W14/1559 LB The Gate House, Shrewley** – Application for LB Consent for renovation and minor alterations, including rendering external walls, to stable and granary building to form storage area. **Objection** -1. The proposed works do not comply with planning policies intended to preserve and enhance heritage assets such as this Listed Granary and Stable Building. The proposed rendering of the exterior walls would not be in keeping with the appearance of the remainder of the listed buildings on this site. 2. There are several alternative methods of renovating this building which would not involve altering the appearance of the building to such a large extent. Any refurbishment of a listed structure must retain the integrity of the building. To render the brickwork in the suggested manner would have an enormous impact on the character and appearance of the building and cannot therefore be supported.

**W14/1551 Eastfield Manor, Old Warwick Road, Rowington** – proposed gated field access from Old Warwick Road, Rowington (B4439) to provide agricultural access to fields around Eastfield Manor. **No objections subject to satisfactory Highway Survey**

### **107.c Other Planning/Enforcement matters**

**Pinley Acres, Pinley** – Enforcement Appeal Notification APP/T3725/C/13/2210566 & 2210567. Appeals A & B allowed in part on ground (d) but otherwise dismissed and the enforcement

notice is upheld with corrections. Appeal C allowed in part but is otherwise dismissed and a certificate of lawful use or development is issued in the terms set out in the formal decision.i.e. Area A now garden land. Areas B & C (adjacent field) appeal dismissed and all vehicles, equipment, furniture or materials not connected with agricultural use to be removed within three months i.e. by 16 January 2015. **Noted**

**108. PARISH DESIGN STATEMENT**

Update on progress by Steering Group. Cllr. North provided the following report:

We are still endeavouring to place existing text into the structure submitted to, and agreed by, Warwick District Council earlier in the year. This is taking longer than expected due to other commitments of the members of the group involved in this activity. A discussion has taken place with Mr. Nick Holmes who is responsible for the archives of the Rowington Parish Records. He clearly has appreciable information available which will assist in defining and illustrating the legacy to the parish from before and during the industrial revolution, and thus set in place markers for future developments within the parish. He has undertaken to provide assistance, in so far as he is able, for the next draft of the PDS. **Noted**

**109. WRCC Housing Needs Survey**

**31 Oct 2014** Results and Report on Rowington Housing Needs Survey for consideration/ approval. Copy of Report circulated to Councillors for consideration via email prior to this meeting. Resolved that the WRCC Report and the recommendations therein be approved **[NC/JH]**

**110. LOCALITIES FORUM**

**110.a** Warwick Rural West Community Forum. Next Meeting: 29 January 2015 Committee Room 2, Shire Hall. (Cllr. Mrs Weir and Cllr. Gaffey) **Noted**

**111. ROWINGTON AND LOWSONFORD VILLAGE HALLS**

**111.a** Reports (if any) . Resolved that Clerk would write to Rowington Village Hall Management Committee to confirm that Cllr. Bull would represent the PC on the Management Committee.

**112. HIGHWAYS, FOOTPATHS AND TRANSPORT**

**112.a** WDC Flooding Reports (if any). None

**112.b** Reports by Councillors on any footpath issues

**112.c** Report following meeting with Richard Barnard WCC 04 November 2015 regarding PC carrying out works to footpaths. To include report from resident regarding access from canal at Bridge 59, 60 and 61. Notes from P.Cllr. Hugh Darwen (Shrewley PC) for consideration by Rowington PC. Resolved that Rowington should have all their footpath survey reports in place prior to taking any decision on moving forward with forming a Volunteer Group. Resolved that Councillors would provide their allocated footpath reports at the December meeting.

**112.d** New Footpath Survey Form for consideration (Cllr. North ) Agreed that the form would be very helpful in reporting problems. Clerk to circulate to Councillors for their use.

**113. PLAYING FIELD**

**113.a** Playing Field Inspection Reports (Mr R Morton / Cllr. Mrs.Hobday (12 Oct)Cllr. Mrs Weir (26 Oct)Cllr. Mrs Clarke (09 Nov) **Matters reported:**

- Sign missing from church car park – previously affixed to tree trunk/telegraph pole
- Further grass cut to be requested from contractor
- Fallen and overhanging branches – see minute 113.b below.

**113.b** Quotation from Steve's Industries for remedial tree works to playing field for consideration. Resolved that the quotation in the sum of £630 plus VAT be accepted to lift the crown of the Beech tree in the church car park, cut back mixture of trees and shrubs to the playing field perimeter and access paths and fell 2 x dead trees. **[MB/NC]**

**113.c** Application for Rural Initiatives Grant – progress report provided which included quotations received from Wicksteed and Kompan. Revised equipment list agreed and Clerk to speak to Wicksteed and endeavour to reduce figure quoted as this was the preferred supplier.

**114. MEETINGS.TRAINING DAYS ATTENDED / FORTHCOMING**

**114.a** 18 September WALC Briefing. Pension Requirements for Parish & Town Councils.

Cllr. Mrs Clarke outlined the new rules for compulsory pension schemes for employees and the option of either joining a pension scheme or opting out. Clerk to investigate the options available to her.

**114.b** 16 Oct 2014 Warwickshire Flood Summit. Benn Hall, Rugby @ 8.45am. Cllr. Caborn as Chair of that meeting reported that the meeting had been well supported with approximately 100 attendees and that it was proposed that this would become an annual event. A public consultation on flooding issues was scheduled to come out shortly.

**114.c** 04 Nov 2014 WALC Annual General Meeting. Shire Hall, Warwick @ 7.30pm. Cllr. Gaffey attended. Guest Speaker giving the address was Mr Jonathan Owen the new Chief Executive of the National Association of Local Councils who covered the future direction for the National association and its County associations and of the sector as a whole. NALC continues to lobby and push Government to consider the needs and powers for parish and town councils. WALC Executive Officers re-elected and it was resolved to increase the membership subscription by 1.8%

### **115 CORRESPONDENCE**

**115.a** 16 Oct 2014 NJC for Local Government Services. Local Government Pay Consultation (For information). **Noted**

**115.b** 28 Oct 2014 Email from Rose Barker regarding closure of Rowington website. Cllr. Gaffey reported that communication from Mrs Barker had confirmed that she would not be carrying on with the www.rowington.org website as she would no longer be living in Rowington. The domain name and www.rowington.org.uk, together with a Rowington twitter account, were all the property of Mrs Barker. Cllr. Gaffey to contact Rose Barker and discuss the future of the www.rowington.org website. It should be noted that Mrs Barker reported that she rarely received any copy/updates from local organisations with the result that many pages were out of date. Whilst Cllr. Gaffey continued discussion with Mrs Barker it was further resolved that the Clerk would continue to investigate the set up and running costs of a Parish Council website. Cllr. Caborn provided Clerk with details of the Company currently setting up a website for Budbrooke PC.

**115.c** 28 Oct 2014 WALC Notes from Financial Briefing by National Financial Advisor & Guidance on documents that must legally appear on Councils' Websites. Circulated to Councillors by email for consideration prior to meeting. **Noted**

**115.d** 31 Oct 2014 Confirmation from WDC of no request for election following advertisement of councillor vacancy. Consideration to be given to co-option of local candidate. Two applicants had approached the PC. Clerk to arrange an interview of the two candidates.

**115.e** 31 Oct 2014 WDC Local Plan 2011- 2029 (Focused Consultation) Statement of Representation Procedure and Availability of Documents & Notice of Consultation Gypsies and Travellers Preferred Options Consultation Land at Stratford Road, Warwick. Circulated to Councillors by email prior to meeting for consideration of response by RPC. Resolved that RPC had no objections to the proposals.

**115.f** 11 Nov 2014 Email received from resident expressing his concerns that he was not aware of, and did not know, 2 of the new Parish Councillors co-opted during the Summer, and expressing his view that more publicity should be given to new Councillors. He further stated his view that the PC was seen by some as "secretive" and a "closed shop". Councillors were surprised and disappointed by these comments and Clerk had responded to the resident accordingly.

### **115.g Circulation Envelope:**

WDC Licensing and Regulatory Committee 21 October 2014 – additional report Community Governance Review; WALC Planning Practice Guidance – Housing Assessment; Royal Pump Rooms Exhibitions and Events November 2014 – February 2015; CPRE Countryside Voice Winter 2014; CPRE Field Work Winter 2014; Royal Pump Rooms Leamington Spa Art Gallery & Museum Events November 2014 – February 2015; CSW Broadband Update October 2014 including Santa's Grotto Sat 13 December 2014; Clerks & Councils Direct November 2014; **WDC Council Meeting** 19 November 2014 Agenda + Minutes of 24 September 2014.

**116 FINANCE**

**116.a. Paid during the month:**

None

**116.b To be paid**

Clerk Salary & Allowance	£813.59
Steve's Mowing (P.Field)	£455.71
Richard Morton (P. Field Inspections)	£180.00
Severn Trent (Allots)	£ 47.99
British Legion Remembrance Wreath	£ 25.00
Ian Wilson (Internal Audit)	£100.00
Clerk Print Cartridges	£ 56.72

**116.c Received:**

HM Revenue & Customs VAT Repayment	£366.61
Bank of Ireland Interest ( Oct 2014 )	£ Statement not received at issue of agenda

Resolved that the above items of finance were approved [NC/JH]

**116.d Items for consideration/information**

(i) Budget for 2015/2016 items for inclusion to be considered/submitted. Meeting to be arranged to allow budget decision at December 11 meeting.

(ii) Code of Conduct Complaint against Rowington Parish Councillor – Following WDC investigation it had been concluded that no action was necessary (**Confidential Item**)

**118. ITEMS FOR FUTURE AGENDAS**

Rowington Almshouse Trustees – re-nomination of Mr N Holmes (for information). Letter received requesting nomination for a further 4 year term as a PC nominated trustee. Resolved unanimously that Mr Holmes should be nominated for a further four year term

There being no further business the meeting closed at 9.40pm

**NEXT MEETING – 11 December 2014** at Rowington Village Hall  
No meeting in January 2015 unless urgent matters dictate otherwise  
**First Meeting of 2015 – 11 February** at Lawsonford Village Hall

Signed.....

Chairman

Date.....