**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**ROWINGTON VILLAGE HALL ON THURSDAY 12 MARCH 2015**

P.Cllr. J Gaffey

P.Cllr. Mrs N Clarke

P.Cllr. G Bull

P.Cllr. Mrs M Bull

P.Cllr. M North

C.Cllr. Mrs J Compton

D.Cllr. L Caborn

The Clerk

**155 APOLOGIES**

Apologies received from Cllr. Coombs and formally approved. Apologies from Cllr. Mrs Weir not approved due to lateness of the apology and the reason given.

**156 CHANGES TO PUBLISHED AGENDA**

Additions to agenda made due to time limits under Minute 160 Planning to be considered - Ribbons, Rowington Green W15/0135; under Minute 168 Circulation File – WDC Activity Programme.

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

Declarations of interest made by Cllr. Bull under Minute 164 being a member of Rowington Village Hall Management Committee

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

None present

**159 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton provided the following report:

* WCC Transport Seminar had taken place with the result that this year each WCC Councillor would have their own allocation of funds to spend on minor highway improvements in their area. This individual allocation would ensure equality for each Councillor.
* A full WCC Council Meeting had taken place to discuss combined authorities in an attempt to create economically prosperous areas. The view appeared to be that WCC were not keen to join with Birmingham but would possibly consider the implications of joining forces with similar shire counties. No definite conclusion reached at this stage

Cllr. Caborn provided the following report:

* WDC Executive Meeting had taken place to discuss procurement strategy and it had been agreed that a leaner, meaner system with stricter controls on expenditure was the way forward
* WDC would be building social housing which would not fall within the “right to buy” scheme and would therefore remain under the ownership and control of WDC
* Under the draft Local Plan the Lillington area was scheduled for regeneration with the existing tower blocks to be taken down and replaced with new housing following a public consultation
* WDC had also considered the Combined Authority debate and had taken a similar stance to WCC as noted above
* The potential Gypsy and Traveller Site at Stratford Road jointly owned by Severn Trent, WDC and a private landowner was now off the agenda and an alternative site had to be found

**160 PLANNING MATTERS**

**160.a Considered by WDC:**

**W14/1818 Wychwood, Narrow Lane, Lowsonford –** Erection of two storey side extension after demolition of existing garage and front bay window **GRANTED**

**W14/1852 The Gate House, Shrewley** – Resubmission: proposed demolition, rebuilding and relocation of stable/granary building to create a store. **GRANTED**

**160.b To be considered by RPC**

**W15/0098 Russett Cottage, Old Warwick Road**, **Rowington** – Two storey side extension to form utility and study on the ground floor with bedroom over and three dormers to the front elevation. The PC had requested further details from WDC as the information provided for the February meeting was insufficient to enable an informed response to be made. The WDC case Officer had provided further details and confirmed that the deadline for a decision would be 25th March. Clerk had however received on the day of this meeting a decision notice from WDC. Clerk to write to WDC and query this.

**W15/0110 Clinton House, Old Warwick Road, Rowington –** Erection of a single storey rear extension to kitchen and adjoining single storey side extension to provide boot room. Comments. Whilst Rowington Parish Council has no material objections, they wish to make the following comments: 1. Query the overall percentage increase of extensions to this property. 2. The design of the windows to the proposed extension, in particular, to the front elevation of the proposed boot room. Councillors are of the view that these windows are not in keeping with the design of the windows to the remainder of the property. Larger windows would be more in keeping on the front elevation.

**W15/0212 & W15/0213LB** **Whitley Elm Cottage, Case Lane, Rowington** – New porch and associated internal alterations. No objections

**W15/0237 Tulips, The Avenue, Rowington** – Proposed porch replacement and new pitched roof over porch /garage and canopy. No objections

**W15/0121 Shepherds Fold, Finwood Road, Rowington** – Erection of a two storey extension to kitchen and bedroom. Objection. The design of the glazing to the proposed extensions is not in keeping with the character of the existing property, not in keeping with rural character of the property, and do not match the existing glazing/window details. The large area of proposed glazing is viewed as inappropriate in terms of design and an inappropriate addition to a property of this age and style.

**W15/0135 Ribbons, Rowington Green –** Erection of 2 storey side extension. Objection. 1. Contrary to Policies RAP 2,DAP1 (WDC Local Plan 1996-2011) and emerging policy H14 (WDC Draft Local Plan 2011-2029) Proposals do not respect the character of the original dwelling by retaining its visual dominance. Proposals do not retain the openness of the rural area by significantly extending the visual impression of built development and further, substantially alter the scale, design and character of the original dwelling. Previous extensions to the property carried out under P.P. W07/1970 although granted, were considered by the Case Officer at that time to be "large, and would appear to somewhat exceed the 30% guidelines" and concluded "...although the extension is at the limits of acceptability..." The Parish Council would not support any further additions to what is already a large and fully extended property in terms of both NPPF and WDC policies.

**160.c Other Planning/Enforcement matters**

None at issue of agenda

**161. PARISH DESIGN STATEMENT**

Update on progress by Steering Group. Clerk to contact Alan Mayes at WDC to explain that there had been a delay with the PDS production and confirm with him that this was acceptable to WDC.

**162. PARISH WEBSITE**

162.a Update on progress of new website [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk). following a meeting between Cllr. Mrs Clarke, Clerk and MI Business Services Ltd on 06 March 2015. Discussion took place regarding Councillor’s contact details but agreed this matter should be deferred until after the forthcoming election. Cllr. Gaffey to provide some suggested alterations to sections of wording to Cllr. Clarke. Clerk and Cllr. Clarke now able to input some data on to the website. Further training to take place.

162.b Discussion regarding the content of the website to include items outlined by LAIS1372 Transparency Code for Smaller Local Authorities – i.e. List of Councillor Responsibilities (Copy Transparency Code circulated to Councillors prior to this meeting) See Minute 162.a above

**163. LOCALITIES FORUM**

163.a Warwick Rural West Community Forum. Next Meeting: 14 May 2015 tbc. Cllr. Mrs Weir and Cllr. Gaffey to attend. Noted

**164 ROWINGTON AND LOWSONFORD VILLAGE HALLS**

164.a Reports (if any) **.** See Minute 164.b below

164.b Further information from Cllr. Bull regarding car park repairs provided. Cllr. Bull had obtained some detailed information regarding potential costs and this information to be forwarded to Rowington Village Hall Management Committee (RVHMC) for consideration. Suggested that RVHMC consider making a grant application to the Rural Community Forum and approach The Jane Ryland Charity and the PC for funding assistance when final costs are available and approved by RVHMC- if available

**165 HIGHWAYS, FOOTPATHS AND TRANSPORT**

165.a WDC Flooding Reports (if any). None

165.b WCC Details of A452 Warwick Bypass Highways Improvement Works (M40 J14);

 WCC Details of Temporary Closure of D5110 Peacock Lane, Holywell & C136 Nunhold Road, Pinley (Details in Circ File)

165.c Reports by Councillors on any highway issues

* Potholes on bend outside Holy Farm/ Holly Cottages
* Chevrons on The Cumsey still not replaced despite order for work raised in July 2014. Cllr. Mrs Compton to pursue with WCC

165.d Reports by Councillors on any footpath issues. Reports Sheets due from – Cllr.Coombs, Cllr.Mrs Hobday and Cllr.Mrs Weir . Clerk and Cllr. Mrs Clarke waiting for these reports to enable a schedule of necessary works for submission to WCC.

**166 PLAYING FIELD**

166.a Playing Field Inspection Reports ( **Cllr. Coombs (15 Feb)Cllr. Mrs Weir (22Feb) Cllr. Mrs Clarke (01 March)Cllr. Mrs Hobday (08 March)** Received with the exception of Cllr. Mrs Weir’s report of 22 February.

166.b Application for Rural Initiatives Grant. Application for funding approved and resolved that Clerk would submit purchase order to Wicksteed [NC/MB]

166.c Consideration of replacement Playing Field Inspector Mr David Connolly following retirement of Mr Richard Morton. Copy of Mr Connolly’s insurance policy circulated to Councillors prior to this meeting. Resolved that Mr Connolly would take over from Mr Morton forthwith. Clerk to produce new Inspection rota. Cllr. North volunteered to act as first call “standby” for anyone unable to carry out their inspection. {GB/JH]

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

167.a 23 Apr 2015 **Annual Parish Meeting**. Rowington Village Hall at 7.30pm. Councillors reminded of the importance of their attendance at this meeting, particularly in this election year.Cllr. Mrs Clarke agreed to provide refreshments

**168 CORRESPONDENCE**

168.a 20 Feb 2015 Community Clear Up Day. Department for Communities & Local Government + Warwick District Council (Warwick Rural West) Noted

168.b 23 Feb 2015 The National Flood Forum & WCC. Flood Trailer Visits in Warwickshire. Noted

168c 25 Feb 2015 CSW Resilience Team. Parish Emergency Plan Template for discussion and suggestions for information to be included. Deferred

168.d 25 Feb 2015 Landmark Trust. Further information regarding Golden Weekend 15/16th May. Lowsonford Village Hall booked, Lowsonford Women’s Club to provide teas, Rowington Parish Records to have a stand in the hall, alongside the Art Class. For further discussion at next meeting.

168.e March 2015 Details of change of ownership of Steve’s Mowing to AMW Lawn Care Ltd. Noted

168.f Circulation Envelope:

WDC Council Meeting 25 February 2015 Agenda + Minutes of 28 Jan 2015; Leamington Spa Art Gallery & Museum – Adult Workshops during April and May; WCC Details of A452 Warwick Bypass Highways Improvement Works (M40 J14); WCC Details of Temporary Closure of D5110 Peacock Lane, Holywell & C136 Nunhold Road, Shrewley; Warwickshire CSE Campaign details; Leamington Spa & Art Gallery – Details of free lunchtime talks on Fridays; CSW Broadband Project Update March 2015; WCC Transport and Highways Update Issue 12 Spring 2015; Clerks & Councils Direct March 2015. WDC Activity Programme Easter Holidays 28 March – 12 April

**169 FINANCE**

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

None

**169.b To be paid**

Clerk Salary & Allowance (Feb) £824.69

HMRC PAYE/NIC £127.85

M.I. Business Services Ltd (Website) £300.00

**169.c Received:**

Bank of Ireland Interest (Feb 2015) £ 2.80

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

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

Apologies for absence – consideration of amendment and improvement to procedures. Clerk advised that normal procedure was for Councillors to submit apologies to the Clerk – see The Good Councillors Guide (NALC & SLCC), Standard Apology Form (SLCC) and Local Councils Explained (NALC). The agenda was a summons, not an invitation, and if Councillors required acceptance of their apologies a reason for absence should be submitted to allow consideration of the absence. The Council could then formally approve or decline the reason for absence.

**170. ITEMS FOR FUTURE AGENDAS**

End of Year 2014/2015 accounts to be submitted to Internal Auditor by Clerk. Noted

**Parish Councillor Election Packs available from Monday 16 March. Clerk will collect from WDC for Councillors to collect, complete and return by hand to WDC Riverside House by 5pm on 9th April.**

There being no further business the meeting closed at 9.35pm

**NEXT MEETING – 09 April 2015 at Lowsonford Village Hall**

**Annual Parish Meeting – Thursday 23 April at Rowington Village Hall**

SIGNED…………………………………………………….

DATED…………………………………………………..