**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**LOWSONFORD VILLAGE HALL ON THURSDAY 09 APRIL 2015**

P.Cllr. J Gaffey

P.Cllr. Mrs N Clarke

P.Cllr. G Bull

P.Cllr. Mrs M Bull

P.Cllr. Mrs D Weir

C.Cllr. Mrs J Compton

The Clerk

**171 APOLOGIES**

Apologies received from Cllr. Coombs away on holiday and formally approved. Apologies received from Cllr. North due to illness and formally approved. Apologies received from D.Cllr. Caborn who was attending another meeting.

Clerk reported that she had received a letter of resignation from Cllr. Mrs Hobday expressing her regret that she would not be able to continue in her role for the foreseeable future

**172 CHANGES TO PUBLISHED AGENDA**

Additions made to agenda due to time limits under Minute 183 – WCC Open Evening and Reception; under Minute 184 – WALC Details of Assistance for Parish and Town Councils; under Minute 185 – Finance to be paid – WALC Annual membership, Print Cartridges and Eon Kiosk Electricity.

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

Cllr.Bull and Cllr. Mrs Bull both declared a prejudicial interest in Minute 184.e Parish Plan being owners of potential development land. Cllr. Bull declared a prejudicial interest in Minute 180.e being a member of Rowington Village Hall Management Committee.

**174 MINUTES OF MEETING HELD ON 12 MARCH 2015**

Resolved that the Minutes of 12 March 2015 be approved as a true record [NC/MB]

**175 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton reported that although there are no County Council elections for a further two years the County Council is still in a period of purdah and during this time very little happens, pending the general and local election results. Cllr. Mrs Compton did report that funding is available from the Warwick Rural West Community Forum and that applications for funding need to be in very shortly for consideration at the next meeting of the Forum on 14 May

**176 PLANNING MATTERS**

**176.a Considered by WDC:**

**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. **GRANTED**

**W15/0121 Shepherds Fold, Finwood Road, Rowington** – Erection of a two storey extension to kitchen and bedroom. **GRANTED**

**W15/0237 Tulips, The Avenue, Rowington** – Proposed porch replacement and new pitched roof over porch /garage and canopy. **GRANTED**

**W15/0112 Sandall House Farm, Lowsonford** – Erection of a 2.34m metal flue (retrospective) **GRANTED** \*Condition imposed to paint flue cowl in matt black paint within two months

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

**W15/0380/LB Finwood Hill Farm, Mill Lane, Lowsonford** – Replacement of two windows in the north east elevation. **No objections**

**W15/0469/LB** **Finwood Hill Farm, Mill Lane, Lowsonford –** Erection of a rear conservatory. **No objections**

**W15/0362** **The Threshing Barn, Finwood Road, Rowington** – Erection of a 3 storey extension. Councillors viewed the proposal but were unable to consider or comment on the application due to:      (1)   lack of any measurements on the drawings showing the size of the proposed extension (2)    lack of details of the percentage increase in volume which would result from the proposed extension

Rowington Parish Council therefore formally request that any decision on this application is deferred pending receipt of further details to enable Councillors to make an informed response.

 Notwithstanding the above, the initial response of Rowington Parish Council is that the proposal constitutes overdevelopment and is contrary to current and emerging policy (H.14 Extensions to Dwellings in the Open Countryside – in particular clause 4.95 relating to barn conversions)

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

None at issue of agenda

**177. PARISH DESIGN STATEMENT**

Update on progress by Steering Group. Item deferred until next meeting.

**178. PARISH WEBSITE**

178.a Update on progress of new website [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk). Information being added to website. Clerk requested to establish the number of visits to the website.

178.b List of Councillor Responsibilities to comply with Transparency Code which comes into effect 01 April 2015 (Copy of list of 2009 circulated to Councillors prior to this meeting for information) First draft of new Councillor responsibilities compiled for circulation and approval at next meeting.

**179. LOCALITIES FORUM**

179.a Warwick Rural West Community Forum. Next Meeting: 14 May 2015 tbc. Cllr. Mrs Weir and Cllr. Gaffey. Unfortunately this meeting is at the same time as Rowington Parish Council Annual Council Meeting.

**180 ROWINGTON AND LOWSONFORD VILLAGE HALLS**

180.a Reports (if any)**.**

Cllr. Bull reported on the three quotations he had obtained for works to Rowington Village Hall car park which had resulted in a slightly lower estimated figure of £5853. Following discussion it was resolved that the PC would donate a sum of £1500 to support the village hall grant application for funds to enable the improvements to be carried out [NC/DW]

**181 HIGHWAYS, FOOTPATHS AND TRANSPORT**

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

181.b Response from Peter Hallam WCC on issues raised at last PC meeting.

181.c Reports by Councillors on any highway issues:

* Remains of vehicle in ditch at the bottom of Rowington Green by the public footpath to Wroxall
* Cllr. Mrs Compton commented on the poor state of Narrow Lane and problems where the highway shoulders have fallen away. Cllr. Mrs Compton to contact Peter Hallam WCC.
* Clerk requested to speak to Peter Hallam once again on the problems with the hedge intruding on to the highway at Rowington Church bends.

181.d Reports by Councillors on any footpath issues. Reports Sheets due from – Cllr.Coombs, Cllr.Mrs Hobday and Cllr.Mrs Weir . Cllr. Mrs Clarke offered to take over Cllr. Mrs Hobday’s footpaths. Cllr. Mrs Weir still to carry out her inspections and Chairman to send her a further copy of the footpath routes she should be reporting on. Cllr. Coombs to be reminded that he has yet to submit his reports.

**182 PLAYING FIELD**

182.a Playing Field Inspection Reports - **Cllr. Mrs Weir (22Feb) Cllr. Gaffey (15 March)Cllr. Mrs Clarke (29 March)** Cllr. Weir to submit her inspection report of 22 February to the Chairman

182.b Application for WDC Rural Initiatives Grant approved and order placed with Wicksteed.Noted

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

183.a 23 Apr 2015 **Annual Parish Meeting**. Rowington Village Hall at 7.30pm.

183.b 27 Apr 2015 Grant Thornton Seminar – Local Government Audit Regulations. Noted

183.c 16 June 2015 WALC Induction Day for Recently Elected Councillors and new Clerks. Lapworth Village Hall. Tuesday 16 June 10.00am to 4.00pm. Noted. Cllr. Coombs should attend this Induction Day if possible.

183.d 02 April 2015 Chairman of WCC Councillor Brian Moss – Open Evening and Reception. Saturday 25 April 2015. Noted

**184 CORRESPONDENCE**

184.a 25 Feb 2015 CSW Resilience Team. Parish Emergency Plan Template for discussion and suggestions for information to be included. Template placed in circulation file for comment by next meeting.

184.b 25 Feb 2015 Landmark Trust. Further information regarding Golden Weekend 15/16th May. Village Hall hired by PC for use by various groups during the weekend. Resolved that PC would pay £200.00 for the hire of the hall as a contribution to this community event [GB/NC].

184.c 17 Mar 2015 WDC Tracy Darke response regarding planning application W15/0098.Noted

184.d 22 Mar 2015 Email from resident regarding the Beltane Bash, May 2015. Noted

184.e 25 Mar 2015 WRCC Sarah Brooke-Taylor. Rowington Parish Plan Review for consideration. Item deferred until June meeting.

184.f 31 Mar 2015 WALC Legal Briefing LO2-15 Transparency Requirements. Noted

184.g April 2015 WALC – Details of Assistance for Parish and Town Councils (Copy in Circ. File)

184.h Circulation Envelope:

Heart of England Way – Walks Programme April – October 2015; CPRE Field Work Spring 2015; CPRE Countryside Voice Spring 2015; Leamington Spa Art Gallery & Museum – The OPEN 2015; Regency Revel Friday 19 June 2015; Free Talks 10,17 & 24 April 2015; CSW Superfast Broadband Update March 2015; WCC A452 Banbury Spur Highways Improvement Works; WALC Newsletter ADH/116/6/2015

**185 FINANCE**

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

Donations made under S.137

Rowington Village Hall (Broadband Donation) £315.52

Lowsonford Village Hall £200.00

Rowington Village Hall £200.00

Rowington PCC £750.00

Rowington Parish Records £100.00

St Luke’s Church £150.00

**185.b To be paid**

Clerk Salary & Allowance (Apr) £829.17

David Connolly – P. Field Inspections £ 50.00

WALC Annual Membership £320.00

Clerk – Print Cartridges £ 47.47

E-on Kiosk Electricity £ 35.65

**185.c Received:**

Bank of Ireland Interest (Mar 2015) £ 2.43

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

Accounts for year ending March 2015 for approval and signature. (Circulated prior to issue of agenda) Resolved that the accounts were approved following inspection by the Internal Auditor -to include amendment to Assets Register to include additional kissing gate and additional minute numbers not previously allocated required for items in accounts [MB/DW]

**186. ITEMS FOR FUTURE AGENDAS**

Consideration of using an external Accountant to finalise end of year accounts i.e. end of year reconciliation. For further investigation

There being no further business the meeting closed at 9.10pm

**NEXT MEETING –**

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

**ANNUAL COUNCIL MEETING 14 May 2015 at Rowington Village Hall**

Signed……………………………………………….

Date………………………………………………….