**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**LOWSONFORD VILLAGE HALL ON THURSDAY 12 NOVEMBER 2015**

P.Cllr. J Gaffey (In the Chair)

P.Cllr. Mrs N Clarke

P.Cllr. M North

P. Cllr. G Bull

P.Cllr. Mrs M Bull

P.Cllr. Mrs D Weir

D.Cllr Peter Whiting

C.Cllr Mrs J Compton

Clerk

Two members of the public present.

**74. APOLOGIES**

Apologies received from D.Cllr. Mrs S Gallagher who was attending another meeting. Apologies received and approved from Cllr. G Coombs who was away on holiday

**75. CHANGES TO PUBLISHED AGENDA**

Changes to the agenda due to time constraints were made under – Minute 81.b Planning Application W 15 / 1767 Whitley Elm Cottages, Case Lane, Rowington; under Minute 87 – request from Claverdon Rugby Club.

**76. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO PECUNIARY INTERESTS**

Cllr. Bull declared an interest in Minute 85 being a member of Rowington Village Hall Management Committee. All Councillors present declared a personal interest in Minute 81 – Planning Application **W 15 / 1421 Sandhills, Narrow Lane, Lowsonford**, - Erection of new gatehouse – the applicant being a fellow Parish Councillor. Cllr. Mrs Weir declared a personal interest in Minute 81 – Planning Application **W 15 / 1767 Whitley Elm Cottages, Case Lane, Rowington -** the applicants being known to her.

**77 MINUTES OF MEETING HELD ON 08 OCTOBER 2015**

Draft Minutes circulated to Councillors with this agenda for approval. Cllr. Mrs Weir requested clarification of Minute 71.e of the Minutes insofar as no reference was made as to whether the external auditor had provided a qualified or unqualified opinion – Clerk to address this omission. Subject to Cllr. Weir’s comment the Minutes of October 2015 were accepted as a true record. [GB/NC]

**78 QUESTIONS/OBSERVATIONS FROM MEMBERS OF THE PUBLIC (Limited to 15 minutes)**

Mr and Mrs Russell were in attendance to observe but when requested, did respond to a couple of queries regarding their planning application W15/1767

**79 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton gave the following report:

* Offa House in Offchurch will be opened up as an emergency centre to accommodate Syrian refugees. The refugees will be given shelter for up to 2 weeks while assessments take place and permanent homes are found. It is expected that up to 30 refugees at a time will be housed. Home Office funding will result in the scheme being cost neutral for WDC
* WCC will be carrying out another “Let’s Talk” consultation by talking to members of the public in shopping centres and staging a “Let’s Talk Roadshow in Market Square, Warwick on 21 November. The aim of the consultation is to obtain feedback from residents on budget cuts.
* Cllr. Mrs Compton reminded Councillors to check grit bins in the parish to ensure that they had been filled.
* WCC Lengthmans Scheme – Lapworth Parish Council had expressed interest in the scheme and it was understood that Cllr. Diane Lester from Lapworth PC was arranging for a representative from WCC to come and explain the scheme and would be contacting Rowington PC to see if they would be interested in attending
* The WCC Offices at Saltisford will be turning one floor into a multi-agency hub covering safeguarding issues to make sure that all necessary communication takes place between the various agencies caring for children. A similar hub for Adult Services is proposed for September 2016.

Cllr. Peter Whiting gave the following report:

* WDC Local Plan – HM Inspector has agreed to a suspension of the Local Plan Examination until May 2016 as requested by the Council, depending on satisfactory progress being made in the interim. The challenge for WDC now is to address housing need and find suitable sites and carry out any necessary alterations to density.
* Finance – the current big issues surround “Right to Buy” social housing , the “New Homes Bonus” and Business Rate changes, all of which require the examination by WDC of further details from Central Government
* WDC to look at outsourcing of its leisure centres as part of £12m of upgrades. WDC Executive has voted in favour of bringing in a private company to take over the running of Newbold Comyn, St Nicholas Park, with changes in Kenilworth yet to be agreed.

**80 PLANNING MATTERS**

**81.a Considered by WDC:**

**W15 / 1067 Greenbanks Halt, Back Lane, Lowsonford –** Proposed alterations to the main dwelling to include the installation of 2 roof lights to the southern roof slope; alterations to the existing stables to be converted into habitable accommodation, installation of 3 roof lights (following removal of one) and replacement of existing glazed doors with timber cladding and double glazed timber window frames and additional timber cladding below existing windows to the South elevation, to give the impression of stable doors. **GRANTED**

**W15 / 1640AG Cocks Meadow, Old Warwick Road, Rowington** – Prior notification of the erection of an agricultural building for use by workers and as storage. Response submitted to WDC following consultation with Councillors prior to this meeting due to time constraints. **WITHDRAWN**

**W15 /0645LB Fleur de Lys, Lapworth Street, Lowsonford –** Listed Building Consent to display a non-illuminated sign on existing hanging sign. **GRANTED**

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

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|  | **W15 /1628 Ribbons, Rowington Green –** Erection of 2 storey side extension (resubmission of W15/0135). **Objections.**Rowington Parish Council raises the same objections as those raised to application W15/0135 i.e. 1. Contrary to Policies RAP2, 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. WDC refer to the roadside hedge screening the property, but RPC are not aware that this fact constitutes a legitimate planning policy, and as such should not be taken into consideration in determining the application. 2. Previous extensions carried out to the property under W07/1970 although granted, were considered by WDC 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 could not support any further additions to what is already a large and fully extended property in terms of both local and national planning policy. 3. In conclusion, Councillors see no reason to alter their original view and note that in the interim permission has recently been granted for a two storey extension, together with the approval of a LDC application for a single storey rear extension. This site is considered to have reached, if not exceeded, the limits of development in this green belt location. |

**W15 / 1640AG Cocks Meadow, Old Warwick Road, Rowington** – Prior notification of the erection of an agricultural building for use by workers and as storage. Response submitted to WDC following consultation with Councillors prior to this meeting due to time constraints. See 7.a. above. **Application Withdrawn**

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|  | | **W 15 / 1561 Wyken Field, High Cross Lane, Lowsonford** – Certificate of Lawful Development for use of an existing building as a residential dwelling. **Objections.**  1. The applicant was refused planning permission under W09/0045 for the erection of a timber lodge dwelling. This application was submitted following reports that the applicant was living on the site, a situation strongly denied by the applicant at that time. WDC Enforcement could not establish that anyone was in fact living on site and this information presumably recorded by WDC, coupled with the applicant's denial that he was living on site, refutes any of the supporting evidence provided by the applicant for the period prior to 2009.  2. The 2009 planning application clearly states that the applicant "needs to live on site" and not that he is living on site. 3. The evidence provided with this application does not in any way negate the reasons for the refusal decision given by WDC in 2009. The applicant was fully aware of this decision and consequently aware that residential occupation of the site was not a route open to him.  4. The applicant has only provided details of items which are likely to be necessary for the growing of vegetables i.e.water , electricity, bottled gas etc. Invoices, communications etc. addressed to the site merely confirm that the applicant is operating a business from the site but does not confirm that he is living there - this is not evidence of residential occupation, merely items addressed and delivered to a business address for convenience and possibly accounting purposes.  5. The timber structure shown on the photographs accompanying this application is not a substantial structure capable of long term occupation, contrary to NPPF guidance which refers to "the re-use of buildings provided that the buildings are of permanent and substantial construction" and "be truly outstanding or innovative, helping to raise standards of design in rural areas / reflect the highest standards in architecture / significantly enhance its immediate setting; and be sensitive to the defining characteristics of the local area" As previously stated, the structure appears more akin to a temporary shed/stable used for shelter and refreshment during a working day on site. 6. The evidence provided shows that on the balance of probabilities the applicant uses this site address for convenience as the location where he spends the greater part of his day i.e. attending G.P. appointments and veterinary surgeons during a working day. There does not appear to be sufficient irrefutable evidence that full time residential occupation has taken place for the period stated. |

**W 15 / 1421 Sandhills, Narrow Lane, Lowsonford**, - Erection of new gatehouse. **Objections**.

As the applicant is a member of Rowington Parish Council all Councillors declared a personal interest in this application.  
Rowington Parish Council raises the following objections:  
1. Inappropriate development contrary to RAP 7 / DP3 (WDC Local Plan 1996-2011). The proposal relates to a group of traditional Warwickshire farm buildings and the proposal does not preserve the original structure, features or character of the building.  
2. Contrary to emerging policy BE4 Converting Rural Buildings (draft Local Plan 2011-2029) - (c) "the proposed alteration can be accommodated without extensive rebuilding or alteration to the external appearance of the building" and BE4 5.23"The Council (WDC) is keen to support measures that bring vacant or redundant rural buildings back into productive use ............................" "The policy seeks to ensure that conversion retains the original qualities and features of the building without extensive rebuilding and alteration"  
3. This site has already been extensively developed with an extant planning permission under W12/0396 applicable to the barns, and no need or special circumstances have been established which would support further development within this green belt setting.

**W 15 / 1767 Whitley Elm Cottages, Case Lane, Rowington** – Proposed extension to the Southern elevation, installation of new doors and windows, replacement of existing roof lights, installation of stainless steel flue, reconstruction of the North and South West sections of wall, alterations to parking. **No objections**. Rowington Parish Council raises no material objections to this application on the basis that the proposed stainless steel flue is finished in matt black paint to lessen the visual impact, that the proposed incursion into the green belt field for car parking is regularised, and finally that the Conservation Officer finds the proposed alterations acceptable

The two members of the public left the meeting at this point.

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

Enforcement Item Pr2. **Ardencote Manor banner/sign** on C25 The Cumsey, plus potential planning breach. WDC Steve Hewitt dealing. No update since last meeting – sign remains. Email sent 03.Nov 2015 to Mr Steve Hewitt WDC requesting update – no response received at issue of agenda. Cllr. Whiting confirmed that he would chase this matter at WDC.

**82. PARISH DESIGN STATEMENT**

Update by Steering Group. Draft PDS document circulated to Councillors by Cllr. North 11/11/15. Meeting of PDS Steering Group to take place prior to next PC meeting.

**83. PARISH WEBSITE**

9.a Update (if any) [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk). None. Clerk continues to add information to site as and when received.

**84. LOCALITIES FORUM**

84.a Warwick Rural West Community Forum. **Next Meeting**: 28 January 2016 – Shire Hall, Warwick (Cllr Gaffey and Cllr. Mrs Weir).

**85 ROWINGTON AND LOWSONFORD VILLAGE HALLS**

85.a Reports (if any). Mistletoe Ball on 5th December 2015 at Rowington Village Hall.

**86. HIGHWAYS, FOOTPATHS AND TRANSPORT**

86.a WDC Flooding Reports (if any) None

86.b Reports by Councillors on any highway issues. Clerk reported that Peter Hallam was back at work.

86.c Reports by Councillors on any footpath issues. Reports Sheets due from – Cllr.Coombs

86.d Replacement Waymarkers for distribution to Councillors for fixing where appropriate. Waymarkers distributed to Cllr. Mrs Clarke, Cllr. Gaffey and Cllrs Bull for fixing on the footpaths where they had noted missing waymarkers. Kissing Gate for footpath adjacent to St Luke’s had been collected by contractors working for Cllr. Coombs and this would be installed shortly.

86.e Response from Shrewley PC following examination of Rowington PC’s Footpath Survey. It was accepted by Councillors that due to budget cuts at WCC, Councillors and residents would have to assist with minor maintenance of local footpaths. Cllr. Gaffey suggested that a request for help should be placed on the website and that he would draft a poster.

**87 PLAYING FIELD**

87.a Playing Field Inspection Reports - **Cllr. Gaffey (04 Oct) Mr D Connolly (11 & 25 Oct) Cllr.Mrs Clarke (18 Oct)Cllr. Mrs Bull (01 Nov) Cllr. Coombs (15 Nov)**

**N.B**. Please submit inspection report to the Clerk as soon as the relevant inspection has been carried out.

87.b Report received from Arboriculturist regarding dead trees as reported by Mr D Connolly. Update received from Cllr. Mrs Bull.

87.c Mr D Connolly requested to attend to the tightening of fixings to the ball shoot and removal of moss under the toddler swings as noted in the RoSPA Report.

87.d Clerk to affix warning sign to ball shoot.

87.e Request by Claverdon RFC Juniors for temporary use of the playing field for Juniors (5/6 year olds) on a couple of occasion when their main pitch was unavailable. Councillors agreed that unfortunately the playing field was far too wet for such use. Clerk to investigate costs associated with improving drainage to the field.

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

88.a 04 Nov 2015 WALC Annual General Meeting at Shire Hall, Warwick at 7.30pm. Cllr. Mrs Weir confirmed that despite poor attendance this had been an interesting and informative meeting with discussions taking place on such matters as Parish Councils funding shared PCSO’s.

**89 CORRESPONDENCE**

89.a 05 Oct 2015 WDC Revised Draft Statement of Community Involvement – presented at October meeting for consideration and **comment (if any) at this meeting. No comments**

89.b 07 Oct 2015 WDC Call for Sites: Strategic Housing Land Availability Assessment (SHLAA) - presented at October meeting for consideration and **comment (if any) at this meeting. No comments**

89.c 13 Oct 2015 WCC Consultation – Warwickshire Minerals Plan (2017-2032) Consultation from 19 Oct – 04 Dec 2015. Formal Notice and CD containing relevant documents (in Circ. File)Cllr. Mrs Compton recommended that Councillors study the Consultation papers as the consultation also covered flooding matters.

89.d 27 Oct 2015 WDC Dave Barber Planning Policy Manager – notification of suspension of Local Plan Examination until May 2016. Letter from the Local Plan Inspector can be viewed at [www.warwickdc.gov.uk/info/20410/new\_local\_plan/973/local\_plan\_examination](http://www.warwickdc.gov.uk/info/20410/new_local_plan/973/local_plan_examination). Noted

89.e 04 Nov 2015 WDC Planning Policy Update – Draft design Guidance for the South of Royal Leamington Spa and Warwick. Circulated to Councillors prior to this meeting. For comment. No comments

89.f Circulation Envelope:

Clerks & Councils Direct November 2015; WCC Winter service in Warwickshire 2015/16; WDC Details of Refuse & Recycling Collection Changes over Christmas; Leamington Spa Art Gallery & Museum – Exhibitions & Events Oct 2015 – Jan 2016; Warwickshire Rural Housing Association Annual Report for 2014-2015; Details of HealthWatch Roadshows

**90 FINANCE**

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

Severn Trent Water (Allots) £ 36.16

**90.b To be paid**

Clerk Salary & Allowance to include

Overtime x 1 hour £ 837.41

AMW Lawn Care (P Field Inv. 5396) £ 170.21

Mr D Connolly (P. Field Insps) £ 50.00

Royal British Legion Remembrance Wreath £ 25.00

**90.c Received:**

Bank of Ireland Interest (Oct 15) £ 1.55

The above items of finance were approved unanimously [NC/DW]

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

Consideration of budget for 2016/2017 – draft papers circulated for consideration prior to discussion at this meeting. Other than possible funding for drainage of the playing field and the WCC Lengthsmans Scheme no additional items were put forward for consideration. Clerk reminded Councillors that the budget would have to be approved at the next meeting.

**91. ITEMS FOR FUTURE AGENDAS**

None

There being no furthet business the meting closed at 9.40pm.

Signed…………………………………………………………

Dated……………………………………………………………