**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**LOWSONFORD VILLAGE HALL ON THURSDAY 11 FEBRUARY 2016**

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

P.Cllr. G Coombs

D.Cllr Peter Whiting

Clerk

Four members of the public

**110. APOLOGIES**

Apologies were received and approved from C. Cllr. Mrs Jose Compton and D.Cllr. Mrs Sue Gallagher due to attendance at other meetings

**111. CHANGES TO PUBLISHED AGENDA**

Changes to the agenda due to time constraints were made under – Minute 116 Planning – W16/0168 Threshing Barn, W16/0123 Whitley Elm Cottages and Appeal APP/T3725/W/15/3134834 White House Farm; under Minute 125 Finance – payment to WDC Elections May 2015 and HMRC VAT Repayment received.

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

Cllr. Bull declared an interest in Minute 120 being a member of Rowington Village Hall Management Committee; Cllr. Mrs Weir declared an interest in Minute 116 Whitley Elm Cottages the applicants being close neighbours; Cllr. Gaffey declared an interest in Minute 116 Land adjacent Crossways, the site being a close neighbour to his own property.

Cllr. Mrs Weir requested the following dispensation relating to land at the rear of her property: -

*I wish to declare a pecuniary interest in a matter which is likely to be raised under Minute 123.b. My interest relates to land behind my property on Old Warwick Road and I am also a shareholder in a company which was established with local residents, of which my husband is a Director. The company does not currently trade, but is still in existence.*

Resolved that Cllr. Mrs Weir be granted a dispensation to speak on the above matter until the end of her current term of office.

**113. MINUTES OF MEETING HELD ON 10 DECEMBER 2015**

Draft Minutes circulated to Councillors with this agenda for approval. Resolved that the draft minutes of December 2015 were approved by all Councillors with the exception of Cllr. Mrs Weir who abstained from the vote [GB/NC]

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

Four members of the public were present to observe proceedings

**115. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton provided the following report in her absence from the meeting:

“The County Council Budget debate produced an increase in Council Tax of 3.99% (made up of 2% Adult Social Care and 1.99% towards other services) Since this debate the Government has reduced its demand for an extra £10 cut and “given” us a reduction of £2.99 million so we shall have to debate this again on 23 February along with a proposal on Devolution being tabled by the Liberals”

Cllr. Mrs Gallagher provided the following report in her absence:

“WDC have held two weekends at their Leisure Centres showing the public the proposed new designs and received good feedback overall. The designs will go to planning in early March and hopefully work will commence in summer with completion early in 2017. At no time will we close either Leisure Centre but of course there will be some disruption which will be kept to a minimum. Anyone interested in the proposed designs should please contact me”

Cllr. Whiting provided the following report:

* WDC Budget – following several years of freezing Council Tax it had now become necessary to propose an increase equivalent to £5.00 on a Band D property. Many of the assets of WDC were gradually deteriorating and expenditure on these assets was now necessary. All details are available on the WDC website **– www.warwickdc.gov.uk**
* Local Plan – modifications required to address the issues raised by the Inspector in June 2015 which include increasing the Plan’s housing requirement and the allocation of a number of additional sites for housing. The report also updates the infrastructure requirements associated with the Plan’s proposals. In addition, an update to the Local Development Scheme is required. All details available on the WDC website – [www.warwickdc.gov.uk](http://www.warwickdc.gov.uk)

**116. PLANNING MATTERS**

**116.a Considered by WDC:**

**W15 / 1920 Land adjacent Old Posthouse, Rowington Green -** Erection of 2 new dwellings and a detached double garage. **REFUSED**

**W15/1173 Gate House Farm, Shrewley –** Installation of solar farm and associated infrastructure. **REFUSED**

**W 15 / 1895 The Threshing Barn, Finwood Road –** Proposed erection of single storey ground floor extension to the Eastern elevation, incorporating into the existing cat-slide roof; insertion of two roof lights to the existing Eastern roof slope; balcony to the South elevation; additional window to the ground floor and two additional windows to the second floor of the existing Southern elevation. **REFUSED**. See Appeal details below.

**W15 / 1852 Downlands, Mill Lane, Lowsonford –** Alterations and extensions to existing dwelling. **GRANTED**

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

The following applications were considered by Councillors during January and responses sent to WDC pending formal approval at this meeting. It was resolved that the responses listed below W15/1640, W15/2070LB, W15/2079 and W15/1925 be approved.

**W15/1640 Cocks Meadow, Old Warwick Road, Rowington –** prior notification for the erection of an agricultural building for use by workers and as storage. **Objections.** Rowington Parish Council does not consider that the amendments to planning application W15/1640 presented under the current application justify any alteration to their original comments (detailed below). The location of the proposed building has moved and the proposed minor alterations to the design and size of the building are not sufficient to support this proposal. (*The previous objections numbered 1 – 5 were reiterated in addition to the above comments.)* **GRANTED**

**W15/2070LB Rowington Hall, Old Warwick Road –** alter garden room façade, insert sash windows and French windows to south elevation and alter window in courtyard. Insert French windows to Garden Room leading to central courtyard. Removal of modern flue and fireplace to Garden Room and insertion of new wood burning stove and chimney. Insert suspended floor to kitchen and remove staircase. Extend next to garage to form enclosed hallway. **No objections. GRANTED**

**W15/2079 Arden Cottage, Old Warwick Road, Rowington** – Entrance porch and single storey extension. **No objections. REFUSED**

**W15/1925 Grain Barn, Mousley House Farm, Rowington** – Change of Use from grazing land to temporary camping site (temporary in that it will only be in use for 7 months per year)**Comments.**

*Whilst Rowington Parish Council raises no material objections to this proposal for change of use of land for 7 months each year, Councillors do request that the number of pitches on the campsite does not exceed the current 23 in number (18 tents and 5 caravans) and perhaps this element of the proposal could be controlled by the appropriate planning condition should WDC be minded to grant permission for change of use. It is understood that WCC Highways are currently being consulted on site numbers/pitches with regard to traffic movement and highway safety.* **GRANTED WITH THE CONDITION THAT THE NUMBER OF PITCHES DOES NOT EXCEED 23.**

**W16 / 0126 Land adj.Crossways, Rowington Green –** Application for approval of reserved matters following outline approval for W15/0453. **Objections –**1. The construction of two dwellings is considered to be over development and over intensification of this site. The two properties appear to be too close to each other and crammed into the site. As previously stated, the Parish Council would much prefer to see a single dwelling on this small site.
2. The proposals are out of character in terms of design, giving an impression of urban estate housing, which is contrary to Policy DP1 (WDC Local Plan 1996-2011) - "new development will only be permitted which positively contributes to the character and quality of its environment. Proposals must demonstrate that they harmonise with, or enhance the existing settlement in terms of physical form, must reflect and reinforce the historical distinctiveness, enhance important existing features and adopt appropriate materials and details"
3. The application site is within the Green Belt and although within a "limited infill" zone, the Parish Council is concerned to ensure that the rural character of the area will be retained and protected in accordance with NPPF policy guidance.
4. Finally, the proposals could not be supported unless the issues of highway access are resolved satisfactorily, particularly taking in to account the proximity of the site to a recorded accident blackspot at Finwood Crossroads.
**W16 /0168 The Threshing Barn, Finwood Road** – Erection of ground floor extension of existing garden room to rear. **No objections**

**W16/0213 Whitley Elm Cottages, Case Lane –** Proposed alterations to existing holiday cottages**. No objections**

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

**Land adjacent to White House Farm, Lowsonford**. Planning appeal APP/T3725/W/15/3134834. Erection of dwelling. **APPEAL DISMISSED.**

**W 15 / 1895 The Threshing Barn, Finwood Road – APPEAL Lodged APP/T3725/D/16/3142102.** Written representations by 15.02.16.

Enforcement Item Pr2. **Ardencote Manor banner/sign** on C25 The Cumsey, plus potential planning breach. Update received from WDC Enforcement following interview with the applicant. Matter now with WDC Legal Department.

**W13/008 Cumsey Lodge** – Tractor Store and Stables. Query regarding construction underway when compared with plans accompanying planning application and approval. (Cllrs. North and Mrs Clarke)Cllr. Mrs Clarke reported that she had spoken with Liam D’Onfrio WDC Case Officer regarding the position of a new building under construction which did not appear to comply with the planning permission granted. WDC Enforcement to investigate further.

**W15/1421 Sandhills, Narrow Lane, Lowsonford** – Erection of new gatehouse. **WITHDRAWN**

**W15/1958 Holywell Farm, Holywell –** Application for a certificate of Lawfulness of proposed use or Development under Section 192 Town and Country Planning Act. (Siting of a Caravan) **REFUSED**

**W15/1273 Chenac, Nunhold Road, Pinley Green –** Certificate of Lawfulness for use of existing building as commercial workshop premises. **REFUSED**

**W15/1301 Barn/Stables, Abbey Meadow, Manor Lane –** Notification for prior approval for change of use of agricultural building to a dwelling house. **REFUSED**

**117. PARISH DESIGN STATEMENT**

Update by Steering Group on progress and recent meeting. Cllr. North reported that an updated draft had been circulated to members of the Steering Group for comment following which the area analysis would be put back into the document and the completed draft would be circulated to Councillors by April.

**118. PARISH WEBSITE**

118.a Update (if any) [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk). None

**119. LOCALITIES FORUM**

119.a Warwick Rural West Community Forum.  **Meeting**: 28 January 2016 – Shire Hall, Warwick. **Cllr Gaffey and Cllr. Mrs Weir to report.** Cllr. Gaffey reported that a number of break- ins and thefts from outbuildings in Lapworth had been reported and that this area would receive additional focus from police. **Future Meetings:** 19th May, 22nd September, 26th Jan 2017

**120. ROWINGTON AND LOWSONFORD VILLAGE HALLS**

120.a Reports (if any)

Cllr. Bull reported that bookings at Rowington Village Hall were getting back on track and that the Management Committee was currently investigating a village hall website.

Clerk reported that Mrs Gill Carlyle had moved away from Lowsonford after many years of hard work and support for Lowsonford Village Hall.

**121. HIGHWAYS, FOOTPATHS AND TRANSPORT**

121.a WDC Flooding Reports (if any) Recent flooding had occurred at Lowsonford by The Old

 Post Office and by St Luke’s Church

121.b Reports by Councillors and/or residents on any highway issues.

* Email received from resident via RPC website regarding condition of Rowington Green which had been forwarded to Peter Hallam WCC who was making contact direct with said resident.

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

* Update on installation of kissing gate at Lowsonford. The new kissing gate has now been installed

**122 PLAYING FIELD**

122.a Playing Field Inspection Reports - **Cllr. Bull (13 Dec) Mr Connolly (20 Dec) Cllr. North (27 Dec) Mr Connolly (03 Jan 2016) Cllr. Gaffey (10 Jan) Mr Connolly (17 Jan) Cllr. Mrs Clarke (24 Jan) Mr Connolly (31 Jan) Cllr. Mrs Bull 07 (Feb)** Overall the playing field was very wet with areas of standing water usual for this time of year. The rubber crumb surface beneath the roundabout requires regrading.

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

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

123.a 19 Jan 2016 Meeting of the police and crime Commissioner and the Chief Constable. Queen Elizabeth Academy, Atherstone.

123.b 08 Feb 2016 Presentation on Lengthsman Scheme at Lapworth PC @ 7.30 pm. + discussions with Lapworth PC regarding potential recreation space. Cllr.Gaffey and Cllr. Mrs Weir in attendance.

(i) Jenni Murray WDC gave a presentation on the Lengthsman Scheme. Clerk to circulate details of the scheme to Councillors although the view was taken that this would not be a scheme which would be suitable for Rowington PC acting as an employer of the Lengthsman or as a principal client. Consideration may be given to joining other parishes that were using the scheme, if that were a possibility at any point.

(ii) Cllrs. Gaffey and Mrs Weir attended the Lapworth PC meeting and reported that discussions on a potential playing field were at a very early stage and there was really very little to discuss at this point in terms of the potential site located within Rowington Parish. Rowington Councillors did however take the view that in principle they would not have any material objections to this proposal should it wish to progress the proposal beyond the concept stage. The Parish Council would however need to receive further detail should Lapworth Parish Council wish to progress the site contained within Rowington Parish boundary.

123.c 10 Feb 2016 WALC Warwick Meeting. Town Hall, Leamington Spa @ 7.30pm

123.d 15 Feb 2016 Gary Fisher WDC Development Services Team. Planning Application

 Consultation Event for PC’s. **Cllr. Coombs booked in for this meeting**.

123.e 27 Feb 2016 WCC Chairman’s Open Evening. Councillor Bob Stevens. Open Evening and

 Reception at Shire Hall, Warwick 6.30 – 8.30pm. **Noted**

123.f 12 Mar 2016 WALC Annual Briefing Day. Lower School Hall, Myton School, Warwick

 9.15am – 3.45pm. **Noted**

123.g 14/15th May 2016 Landmark Event at Lowsonford. Removal of Antony Gormley

Sculpture. Suggestions for suitable events requested. Despite requests for the sculpture to remain in situ, the response from White Cube Studio had confirmed that this would not be possible .**Noted**

**124. CORRESPONDENCE**

124.a 27 Jan 2016 WALC details of Auditing process for 2017. Circulated to Councillors via

 Email. **Noted**.

124.b 14 Jan 2016 Letter sent to Rowington Tennis Club to extend Licence of 15 Jan 2007.

 **Noted**

124.c 14 Jan 2016 Letter to Allotments Association requesting payment of ground rent and renewal of annual Licences. **Noted and now paid.**

124.d 21 Jan 2016 Information from Warwickshire Police regarding WRW Newsletter. Noted

124.e 01 Feb 2016 Email from Dr Penny Anne Cullen. Community Safety Ambassador: Warwick

 Rural West. Resolved that Rowington PC would take up the offer of a visit

 from Dr Penny Anne Cullen.

124.f Circulation Envelope:

CPRE Outlook January 2016; WDC Activity Programme Feb Half Term 13 – 21 Feb; WDC Council Meeting 27 Jan 2016 Agenda + Minutes of 18 Nov 2015; WDC Council Meeting 13 Jan 2016 Agenda; Public Health Warwickshire – “Take care outside, get stocked up and be a good neighbour”; CSW Broadband Project Update Jan 2016; Royal Pump rooms – Museums at Night: The Roaring Twenties Sat 14 May 2016 7.30 – 11.00pm; WCC Smart Start details; WALC details of DCLG’s Interactive Community Rights Usage Map; Leamington Music 2016-Concerts in Warwick and Leamington; Clerks & Councils Direct Jan 2016; WCC Public Health – What is your #onething for 2016?; WALC – details of subsidised Bowls opportunities; Leamington Spa Art Gallery & Museum Exhibitions & Events Jan 2016 – April 2016

**125. FINANCE**

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

Clerk Salary & Allowance (Jan) £ 829.17

AMW Lawn Care (P.Field Inv.5178) £ 325.92

Adams Tree Surgery (P.Field Underpayment) £ 18.00

Bournville Village Trust (Allots) £ 222.34

Mr D Connolly (P. Field Insps) £ 50.00

Lowsonford Village Hall (Hall Hire) £ 50.00

Rowington Village Hall (Hall Hire) £ 108.00

**125.b To be paid**

Clerk Salary & Allowance (Feb) £ 829.17

Heart of England Way Subs £ 10.00

Mr D Connolly (P.Field Insps) £ 75.00

Mr G Bull – Metal Filling Cupboard for PC £ 65.00

WDC Elections May 2015 £ 225.00

**125.c Received:**

Allotments Ground Rent £ 222.34

Bank of Ireland (Interest Dec 2015) £ 2.43

Bank of Ireland (Interest Jan 2016) £ 2.10

HMRC Vat Repayment £ 503.60

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

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

18 Jan 2016 Confirmation of VAT repayment but delay in payment due to flooding. **See 125.c above – now received.**

Interim inspection of accounts by Internal Auditor. Copy accounts circulated to all Councillors. **No comments received from Councillors**

**For information –** Cllr. Gaffey and Cllr. North would not be in attendance at the March meeting due to being overseas. Cllr. Mrs Clarke as Vice Chairman would therefore chair the March meeting.

**126. ITEMS FOR FUTURE AGENDAS**

None at issue of agenda

There being no further business the meeting closed at 9.29pm

**NEXT MEETING – Thursday 10 March 2016 at Rowington Village Hall**

Signed……………………………………………

Date………………………………………………