**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**ROWINGTON VILLAGE HALL ON THURSDAY 14 JULY 2016**

P.Cllr. G Coombs (in the Chair)

P. Cllr. G Bull

P.Cllr. Mrs M Bull

P. Cllr. M North

Cllr. Mrs D Weir

C.Cllr. Mrs J Compton

D.Cllr. Mrs S Gallagher

Clerk

Two members of the Public

**41 APOLOGIES**

Apologies received and approved from Cllr. Gaffey away on business, Cllr. Mrs Clarke away on holiday. D.Cllr. Whiting also away on holiday

**42 CHANGES TO PUBLISHED AGENDA**

Additions to this agenda were made under Minute 47.b Planning to be considered by RPC - W16/1175LB Finwood Hill Farm, Lowsonford – Replacement of seven windows to front elevation

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

Cllr. Bull declared a personal interest in Minute 51 being a member of Rowington Village Hall Management Committee.

**44 MINUTES OF MEETING HELD ON 09 JUNE 2016**

Draft Minutes circulated to Councillors with this agenda for approval.

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

45.a The owners of a property in Manor Lane, Pinley Green presented their planning proposals for alterations and improvements to their property. Draft plans were distributed to allow Councillors to understand the proposals and relevant information was provided by the applicants following questions raised by Councillors. Councillors thanked the applicants for taking the opportunity of discussing their proposals prior to submission of a formal application to WDC

**46 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr. Mrs Compton gave the following report:

* Life at WCC had returned to normal following the period of purdah leading up to the EU Referendum.
* Funding now in place for the proposed improvement works to Stanks Island A4177/A46 but many residents were concerned regarding the lack of consultation/information regarding the works and the subsequent traffic impacts. Cllr. Mrs Compton was in the process of arranging a meeting for all parishes along the route to discuss the proposals.
* Cllr. Mrs Compton reminded everyone that there was still funding available in the Transport Budget for any projects the parish might have.

Cllr. Mrs Gallagher gave the following report:

* Local Plan – the revisions to the local plan were submitted to the Inspector on time, on 03 June. The Inspector has confirmed receipt and in turn requested a significant amount of additional detail concerning the new sites that have been identified. This is in the process of being collated by WDC Officers. Details of the new timetable have yet to be received but previous indications were that the new public consultations would begin in late September and continue until December. If this submission is successful, it is hoped that a new Plan would be in place in the first quarter of 2017. During this period the capacity of Planning Officers to assist with Neighbourhood Plans will be severely restricted.
* Leisure Centres – WDC is in the process of finalising plans for major investment in the leisure centres at Leamington and Warwick (Kenilworth will follow later) A contractor has been chosen, and preliminary works will come before Councillors for approval during the next few weeks. The scheme will see well over £10m invested in the sites at Newbold Comyn and St Nicholas Park. Separately, WDC is awaiting responses to tenders for the management of all the leisure facilities in the District. Early indications are that there is considerable interest from a wide range of private sector organisations; it is to be hoped that this will lead both to an improvement in the service offered, and to a reduction in the net cost of the operations to the Council
* WDC HQ – plans continue to progress for the relocation of the Council Offices from Riverside House to the Covent Garden site in Leamington. The relocation itself should be cost neutral, but the Council will have to invest several million in the rebuilding of the Covent Garden multi-storey car park. This, along with the Linen Street car park in Warwick, suffers from so-called “concrete cancer”. Significant amounts will have to be spent (c£300,000 on Covent Garden alone) just to keep them open for the next couple of years prior to any rebuild. In this, as in many other aspects, the financial pressures on the council show no signs of easing
* A proposal has been put forward by WDC Planning Department to discontinue the practice of displaying planning application site notices. Cllr. Gallagher reported that she was hoping to set up a meeting between Ms Tracy Darke WDC and Parish Councils to discuss the proposals.

**47 PLANNING MATTERS**

**47.a Considered by WDC:**

**W16 / 0838 Land adj. Old Posthouse, Rowington Green –** Erection of one detached dwelling house with detached garage**.** (Outline Planning Permission) **REFUSED**

**W16 / 0822 Mousley Hill Farm, Fletchers Lane, Mousley End –** Prior Approval for the change of use of an agricultural building to form one dwelling. **Prior approval not required** but proposed development is subject to a further submission to agree the design and external appearance of the building under Class Q (b)

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

**W16/1175LB Finwood Hill Farm, Lowsonford** – Replacement of seven windows to front elevation. **No objections**

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

**Arden Cottage, Old Warwick Road** – Planning Appeal APP/T3725/D/16/3149158 against refusal of Application W15/2079 to construct entrance porch and rear single storey extension. **Appeal Dismissed**

**Ardencote Manor Hotel, The Cumsey** – Update received from WDC Planning Enforcement following refusal of planning permission W16 / 0476 for advertising banner on 09 May 2016. Clerk reported that the applicant had now submitted a Planning Appeal.

**High Cross Farm, High Cross** – Following report by Councillor of the creation of a new driveway and highway access, query raised with WDC regarding requirement for planning permission. WDC Enforcement had responded and confirmed that as this was an unclassified road there was no requirement for planning permission but that they had informed WCC Highways with regard to the bonded highway apron which had been created. WCC Ecology had also been advised in relation to the removal of hedgerow.

48**. PARISH DESIGN STATEMENT**

Draft PDS for consideration and approval of PC to enable submission of the draft document to WDC for their consideration. (Cllrs. North, Gaffey and Mrs Clarke). Copy circulated to Councillors with the agenda for consideration. Resolved that the draft Parish Design Statement be approved and submitted to Warwick District Council for comment. [GB/MB] Thanks were expressed to Cllr. North and the Steering Group for their work to date.

**49. PARISH WEBSITE**

49.a Update (if any) [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk). No update – Clerk continues to add information as and when required.

**50. LOCALITIES FORUM**

50.a Warwick Rural West Community Forum. (**Cllr Gaffey and Cllr. Mrs Weir). Future Meetings:**  22nd September, 26th Jan 2017. Noted

50.b New Neighbourhood Watch Initiative for Rowington Parish. Update. Several residents had provided their details to be added to the NHW initiative. Clerk to chase Warwickshire Police regarding the meeting they had suggested holding some weeks ago.

**51. ROWINGTON AND LOWSONFORD VILLAGE HALLS**

51.a Reports (if any) None.

**52. HIGHWAYS, FOOTPATHS AND TRANSPORT**

52.a WDC Flooding Reports (if any)

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

* Streetlight in Lowsonford not working and reported by Clerk to WDC Rural Lighting Team
* Cllr. Coombs enquired about the light above the defibrillator at Lowsonford Village Hall being bright. Clerk confirmed that she understood this light to be of the lowest wattage and was in situ to assist anyone looking for and/or using the defibrillator.

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

**53 PLAYING FIELD**

53.a Playing Field Inspection Reports - **Cllr. Mrs Weir (29 May) Cllr. Gaffey (12 June) Cllr. Coombs (26 June)(Cllr. Mrs Bull (10 July) Cllr. Mrs Clarke (24 July) Cllr. North (07 August) Cllr. Bull (21 August)Cllr. Mrs Weir (04 Sept)**

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

53.b Failure by Parish Councillor to comply with requirements of PC insurers regarding weekly playing field inspections. For consideration by Councillors. Following consultation with the WDC Monitoring Officer Clerk reminded Councillors of their obligations to carry out and submit playing field inspection reports in a timely manner to comply with insurance obligations, Health & Safety legislation and a general duty of care on the part of the PC. Cllr. Mrs Weir was reminded by the Chairman of her obligation to meet these safety requirements in order to avoid placing the PC and Councillors at risk.

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

None at issue of agenda

**55 CORRESPONDENCE**

55.a June 2016 Request from resident for PC to consider implementation of some form of recognition of The Anthony Gormley LAND Sculpture at Lock Cottage, Lowsonford. Following discussion Councillors were of the view that such commemoration would be of little benefit.

55.b June 2016 NALC Updates to Legal Topic Notes LTN 41 Responsibilities of Councils as Landowners & LTN 60 Copies of Planning Documents (copies sent to Councillors via email + in Circ. File)

55.c July 2016 NALC Special Report on Town and Parish Councils. Copy in Circ.File

55.d July 2016 CSW Superfast Broadband Update June 2016. Copy in Circ. File

55.e Circulation Envelope:

WDC Council Meeting 29 June 2016 Agenda + Minutes of Meeting 18 May 2016; WDC Standards Committee Meeting 27 June 2016 Agenda; Clerks & Councils Direct July 2016; WCC Public Consultation on the revised Statement of Community Involvement (Waste & Minerals); WDC Summer Activity Programme 23 July – 04 September 2016; WCC (News Team) Are you sure you’re safe to drive?; NALC Special Report on Parish and Town Councils; Copy of Local Council Review

article on Risk Management Summer 2016; CSW Superfast Broadband Update June 2016; WCC Big Day Out Photo Competition Winner; Heart of England Way – Footnotes Spring Summer 2016.

**56 FINANCE**

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

None

**56.b To be paid**

Clerk Salary & Allowance £ 836.73

Clerk – Postage £ 7.25

HMRC – PAYE/NIC £ 168.42

AMW Lawn Care Inv. 7660 £ 155.71

Mr D Connolly (P.Field June 2016) £ 50.00

**56.c Received:**

Bank of Ireland (Interest June 2016) £ 2.66

Resolved that the above items of finance be approved [GB/DW]

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

 (i) Draft document circulated to all Councillors prior to June meeting relating to risk analysis and management and annual governance. Deferred until September meeting to allow progress with drafting of an appropriate document.

**57. ITEMS FOR FUTURE AGENDAS**

None at issue of agenda

There being no further business the meeting closed at 8.55pm

**NEXT MEETING**

**(Provisional Meeting in August only if urgent matters arise)**

 **Thursday 11 August at Rowington Village Hall**

 **Thursday 09 September at Lowsonford Village Hall**

Signed…………………………………………………….

Date………………………………………………………..