**ROWINGTON PARISH COUNCIL**

To: All Parish Councillors / C. Cllr. Mrs Compton / D.Cllr. Mrs S Gallagher/D.Cllr. P Whiting

 04 November 2016

**YOU ARE HEREBY SUMMONED** to a **MEETING** of Rowington Parish Council to be held at Lowsonford Village Hall on Thursday 10 November 2016 at 7.30 pm

 

 Mrs A Coleman

 Proper Officer of the Council

DECLARATIONS OF INTEREST: Declarations of interest should be made at item 3 below. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. In the event of an interest being prejudicial, members are reminded that they must withdraw from the room or chamber whenever it becomes apparent that the matter is being considered, unless a dispensation has been obtained. If members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from the Clerk prior to the meeting

**1 APOLOGIES**

 To record any apologies submitted and approve the reason for absence.

**2 CHANGES TO PUBLISHED AGENDA**

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

**4 MINUTES OF MEETING HELD ON 20 OCTOBER 2016**

Draft Minutes circulated to Councillors with this agenda for approval.

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

**Please note that other than during the public participation session under Item 5, members of the public are not permitted to address the meeting unless specifically invited to do so by the Chairman.**

**6 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

**7 PLANNING MATTERS**

**7.a Considered by WDC:**

**W16 / 1242 Durham Ox, Shrewley Common**. Display of post mounted corex sign. **GRANTED**

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

**W16 / 1474 Finwood Green Farm, Mill Lane, Lowsonford**. Change of use from agricultural building to two holiday lets.

**W16 / 1571 Woodcote, Lapworth Street, Lowsonford**. Demolition of existing storage building and replacement with new storage building.

**W16 / 1713 Cottage Farm, High Cross Lane**. Proposed loft conversion to existing dwelling.

**W16 / 1520 Land to the rear of Kingswood Cottages**. Resubmission of W16/0766: Proposed erection of 4no. detached dwellings with associated access

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

**Ardencote Sign** – confirmation from WDC Enforcement that the frame has now been removed and the case closed

**8. PARISH DESIGN STATEMENT**

Update by Steering Group on progress. (Cllrs. North, Gaffey and Mrs Clarke). Draft document submitted to WDC 19 September 2016 for consideration.

**9. PARISH WEBSITE**

9.a Update (if any) [www.rowingtonpc.org.uk](http://www.rowingtonpc.org.uk).

9.b Request for new Councillors placed in Ferncumbe News and on parish noticeboards

**10. LOCALITIES FORUM**

10.a Warwick Rural West Community Forum. (**Cllr Gaffey and Cllr. Mrs Weir). Next Meeting:**  26th Jan 2017.

**11. ROWINGTON AND LOWSONFORD VILLAGE HALLS**

11.a Reports (if any)

**12. HIGHWAYS, FOOTPATHS AND TRANSPORT**

12.a WDC Flooding Reports (if any)

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

12.c Reports by Councillors on any footpath issues.

**13 PLAYING FIELD**

13.a Playing Field Inspection Reports - **Cllr. Mrs Bull (30 Oct) Cllr. North (13 Nov) Cllr. Bull(27 Nov)Cllr. Mrs Weir (11 Dec)**

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

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

14.a Oct 2016 WDC Training/Support for Town and Parish Councils. Leamington Town Hall -6pm on

 Tuesday 25 October 2016. **Cllr. Coombs to report**.

14.b Nov 2016 WALC AGM Wednesday 09 November 2016 at Shire Hall, Warwick at 7.30pm

14.cNov 2016 WALC Warwick Area Meeting Wednesday 30 Nov 2016 at Cliff Cleaver Community

 Pavillion at 7.30pm.

14.d Dec 2016 Public Consultation. Proposed residential development at Meadow House/Kingswood Farm,

 Old Warwick Road, Lapworth. Monday 5th December 2016 at Lapworth Village Hall 4.00pm – 7.00pm

**15 CORRESPONDENCE**

15.a Oct 2016 The Pensions Regulator – Declaration of Compliance Deadline 1st December 2016

15.b Oct 2016 CSW Broadband Contract 3- WCC Public Consultation – copy in Circulation File

15.c Oct 2016 Warwickshire Rural housing Association – Annual Report 2015-2016. Circulated via email

15.d Circulation Envelope:

NALC Legal Topic Notes – LTN 44 Trespass to Land, LTN 40 Local Council Documents and Records, LTN 14E Byelaws;

Clerks & Councils Direct Nov 2016; WCC Warwickshire Health Transport (Support to reach medical appointments); WCC National Stress Awareness Day

**16. RPC EMPLOYEE PENSION ENROLMENT**

16.a Details circulated by Cllr. Gaffey to all Councillors for consideration prior to formal resolution at this meeting

**17 FINANCE**

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

HMRC PAYE/NIC (July-Sept 2016) £ 279.43

Severn Trent Water (Allots) £ 83.82

**17.b To be paid**

Clerk Salary & Allowance (Oct) £ 831.42

Mr D Connolly (P.Field Insps) £ 50.00

British Legion (Remembrance Wreath) £ 25.00

Adam’s Tree Surgery Ltd (P.Field) £ 300.00

**17.c Received:**

Bank of Ireland (Interest Oct 2016) £ 2.36

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

(i) Draft Budget 2017/2018 – Working Party to be arranged and items for inclusion to be submitted for consideration

(ii) Draft document circulated to all Councillors prior to June meeting relating to risk analysis and management and annual governance. For further consideration/discussion at November meeting due to Cllr. North’s absence from October meeting.

**18. ITEMS FOR FUTURE AGENDAS**

None at issue of agenda

**NEXT MEETING**

**Thursday 08 December 2016 at Rowington Village Hall**