**ROWINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD AT**

**LOWINGTON VILLAGE HALL ON THURSDAY 10 NOVEMBER 2016**

P.Cllr. J. Gaffey (in the Chair)

P.Cllr. G Coombs

P.Cllr. Mr N Clarke

P.Cllr. M North

P.Cllr. G Bull

P.Cllr. Mrs M Bull

P.Cllr. Mrs D Weir

D.Cllr. Mrs S Gallagher

D.Cllr. P Whiting

Clerk

**92 APOLOGIES**

Apologies received from C.Cllr. Mrs J Compton

**93 CHANGES TO PUBLISHED AGENDA**

Addition to this agenda were made under Minute 108.b Finance - AMW Lawn Care Inv. 8830 & 8358 £ 325.92; and under Minute 106. Circulation - WCC Recycle for Warwickshire; CSW Broadband Project Update November 2016.

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

Declarations of Interest were made under Minute 98.b planning application W16/1520 by Cllr. Bull and Cllr. Mrs Bull being near neighbours and adjacent landowners; Cllr. Bull made a declaration of Interest under Minute 102. Being a member of Rowington Village Hall Management Committee

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

Draft Minutes circulated to Councillors with this agenda for approval.  Due to the absence of one of the two Councillors (other than the Chairman) present at the meeting of 20 October 2016 approval of the draft minutes was deferred until the next meeting.

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

None present

**97 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

In her absence Cllr. Mrs Compton provided a written report and drew the attention of Councillors to the latest CSW Broadband News and the Community Forum Consultation.

Cllr. Whiting provided the following report:

* Boundary review/changes currently underway and the current Arden Ward would probably be split. The decision would be taken by the Boundary Commission
* WDC finances were currently in line with projections but business rates remained an unknown and therefore revenue could not be confirmed at the moment.
* The new Local Plan was not yet approved but the Hearings were on schedule

Cllr. Mrs Gallagher provided the following report:

* The proposed improvement to WDC Leisure Complexes would result in both swimming pools being closed at the same time but WDC were endeavouring to find alternative swimming venues which might be able to assist during the closures
* The proposed reduction in WDC funding for parishes was due for ratification shortly with the reduction phased over 2-3 years

**98 PLANNING MATTERS**

**98.a Considered by WDC:**

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

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

**W16 / 1474 Finwood Green Farm, Mill Lane, Lowsonford**. Change of use from agricultural building to two holiday lets. Two emails received from neighbourswith comments. **Comments:**

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| --- | --- |
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|  | **Whilst no material objections were raised with regard to this proposal, Rowington Parish Council wish to make the following comments:1. It is unclear from the drawings exactly which building is the subject of this proposal. There is a brick built stable block shown in the accompanying photographs, but there is also a Dutch barn which appears to be included within the site edged red on the location plan.2. The scheme does not provide details of access or parking facilities** |

**W16 / 1571 Woodcote, Lapworth Street, Lowsonford**. Demolition of existing storage building and replacement with new storage building. **No objections**

**W16 / 1713 Cottage Farm, High Cross Lane**. Proposed loft conversion to existing dwelling. **GRANTED.** Decision already made by WDC despite confirming that they would extend the consultation period until after this PC meeting.

**W16 / 1520 Land to the rear of Kingswood Cottages**. Resubmission of W16/0766: Proposed erection of 4no. detached dwellings with associated access.
**Rowington Parish Council raises the same objections as for the previous application W16/0766, namely:
1. The application site is within the Green Belt wherein the Local Planning Authority is concerned to ensure that the rural character of the area will be retained and protected in accordance with national policy guidance contained in NPPF.
2. The application site is outside the Kingswood Growth Village Envelope (Local Plan Policy H10)
3. The scheme would cause harm to the Green Belt as it is inappropriate in this location, diminishes openness; and conflicts with the purpose of including land within the Green Belt by encroaching upon the countryside and is harmful to the maintenance of its character.
4. Contrary to Biodiversity and Geological Conservation planning policies
5. Potential harm to highway safety with the creation/expansion of an access point so close to a hump backed bridge
6. Given the well - known and regular flooding problems experienced at this location, the proposed development would only exacerbate potential flood risk to adjacent existing properties**

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

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

**99. 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. Clerk to speak to WDC regarding progress

**100. 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

**101. LOCALITIES FORUM**

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

**102. ROWINGTON AND LOWSONFORD VILLAGE HALLS**

102.a Reports (if any) Cllr. Bull reported that some decorating had taken place and that bookings were steady with an improvement on the previous year.

**103. HIGHWAYS, FOOTPATHS AND TRANSPORT**

103.a WDC Flooding Reports (if any) Cllr. Bull confirmed that he would continue to pursue the issue of the blocked culvert in Kingswood Brook with WCC as he had not heard anything further from them.

103.b Reports by Councillors and/or residents on any highway issues. Clerk reported that the problem of constant running water in Narrow Lane had been chased up by Peter Hallam WCC and he had provided three Severn Trent Water Incident References – to date the issue remained unresolved.

103.c Reports by Councillors on any footpath issues. None

**104 PLAYING FIELD**

104.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.

The following matters had been highlighted on recent inspection reports:

* The perimeter fencing would soon require repair/refurbishment
* The tree work carried out recently was not satisfactory. Clerk to contact Contractor and explain that account would not be paid until the work was completed.

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

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

 Tuesday 25 October 2016. Cllr. Coombs reported that Tracy Darke WDC had emphasised the benefit of Section 106 Agreements which imposed an obligation on developers to make a financial contribution to the local area in which they were building e.g. a contribution towards community assets such as playing fields etc.

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

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

 Pavillion at 7.30pm.

105.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

**106 CORRESPONDENCE**

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

 Minute 107.a. below

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

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

 Noted

106.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. WCC Recycle for Warwickshire; CSW Broadband Project Update November 2016.

**107. RPC EMPLOYEE PENSION ENROLMENT**

107.a Details circulated by Cllr. Gaffey to all Councillors for consideration prior to formal resolution at this meeting. Resolved unanimously that Rowington PC agree to the Parish Council applying to be admitted as an employer into the Local Government pension Scheme (LGPS) and that the fund is made available to the Parish Clerk to join, including current and future holders of that title. Cllr. Gaffey to progress [GB/MN}

**108 FINANCE**

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

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

Severn Trent Water (Allots) £ 83.82

**108.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 \*\*

AMW Lawn Care Inv. 8830 & 8358 £ 325.92

Resolved that the above items of finance were approved and that the payment to \*\* Adam’s Tree Surgery is withheld pending completion of work [GB/NC]

**108.c Received:**

Bank of Ireland (Interest Oct 2016) £ 2.36

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

(i) Draft Budget 2017/2018 – Working Party to be arranged and items for inclusion to be submitted for consideration. Meeting agreed with Cllr. North, Cllr. Mrs Clarke, Cllr. Bull, Cllr. Mrs Bull and Clerk for Monday 21 November.

(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. Cllr. North to discuss with Cllr. Gaffey and draft document to be produced for next meeting.

**109. ITEMS FOR FUTURE AGENDAS**

None at issue of agenda

**NEXT MEETING**

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

Signed………………………………………………

Date………………………………………………..