

**ROWINGTON PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING HELD AT
LOWSONFORD VILLAGE HALL ON WEDNESDAY 8 JUNE 2017**

Present

Councillor J Gaffey (Chairman)
Councillor J Coles
Councillor N Clarke
Councillor I Henderson
Councillor D Lane
Councillor M North

Warwick District Councillors Mrs S Gallagher & P Whiting
Warwickshire County Councillor J Cooke
Parish Clerk – Nicola Everall
1 member of the public – Mr E Petrie

207 Apologies

Apologies for absence were received on behalf of Councillors Coombs & Weir.

208 Election of Vice Chairman

There were no nominations for the Election of a Vice Chairman. The position will remain vacant until a nomination is received.

209 Co-option of New Councillor

Following the decision to co-opt Mr David Lane to join the Parish Council as a co-opted member, the Chairman welcomed David Lane to the Parish Council.

Councillor Lane submitted his completed Disclosable Pecuniary Interests Form to the Clerk.

210 Declarations of Interest & Dispensations Relating to Pecuniary Interests

There were no declarations of interest

211 Changes to Published Agenda

Additions to this agenda were made under Minutes 224 and 227 below.

212 Minutes of the Meeting held on 11 May 2017

It was proposed by Councillor Clarke and seconded by Councillor Henderson that the minutes of the meeting held on 11 May 2017, having been previously circulated be agreed and signed as a true record. No amendments were requested.

213 Questions from Members of the Public (Limited to 15 minutes)

There were no questions from members of the public.

214 Report from County Councillor

Councillor Cooke reported that Councillor Izzi Seccombe had been appointed Leader of the Council for a further four years and submitted a list of Cabinet Portfolio Holder Terms of Reference.

Councillor Cooke also raised concerns regarding speeding issues in Lapworth and Rowington.

215 Report from Warwick District Councillors

Councillors Gallagher and Whiting reported that the District Council were seeking suitable locations for Gypsy & Traveller sites within the district.

The Year Accounts for the District Council had not been finalised, but it was expected that there would be a modest surplus of funds.

From 1 June 2017, the District Council's Leisure Centres are being managed by an external leisure centre management company.

216 Planning Matters

The following planning matters highlighted in bold were considered and reported.

Application Number	Application Details	Comments required by	PC Comment	WDC Comment
W17/0371	Barnfield, Lye Green, Holywell Erection of 2 two storey rear extension	17/05/17	Objection	Refused
W17/0434	Bushwood House, Preston Road, Lowsonford Internal and external alterations	18/4/17	No objection	Granted
W17/0481	Durham Ox, 111 Shrewley Common Proposed erection of a single storey rear extension	18/4/17	No objection	Withdrawn
W17/0507	Mop Meadow Farm, Lapworth Street, Bushwood Demolition of existing agricultural/equestrian storage building and construction of replacement building, along with construction of new agricultural machinery storage building	18/4/17	No objection	Granted
W17/0726	The Elephant & Castle, Old Warwick Road, Rowington Creation of a one bedroomed self-contained annex flat within an existing dwelling house	17/05/17	No support	
W17/0858	Fleur de Leys, Lapworth Street, Bushwood Retrospective approval for the replacement of rear patio pergola.	27/06/17	Objection	
W17/0859LB	Fleur de Leys, Lapworth Street, Bushwood Retrospective approval for the replacement of rear patio pergola.	27/06/17	Objection	
W17/0931	Ribbons, Rowington Green Roof alterations to studio/garage building to replace two flying dormers with single gable dormer	27/06/17	Objection	

W17/0858 & W17/0859LB – Fleur de Leys, Lapworth Street

The Parish Council considered that the proposal represents an over development of the site and is not in keeping with this Listed Building in the Conservation Area and therefore object to this retrospective application.

W17/0931 – Ribbons, Rowington Green

The Parish Council considered that with the previous extensions undertaken, the proposed alteration represents an overdevelopment of the site. The Parish Council therefore objects to this application.

Other Planning/Enforcement matters

W17/0104 Lyttleton House, Lye Green, Holywell, Rowington – Appeal made 28 April 2017

Proposed development; erection of two storey rear extension

217 Parish Design Statement (PDS)

Councillor North reported on a meeting which he and Mr E Petrie had attended with David Butler and Hayley Smith of Warwick District Council to determine the way forward regarding the status of the PDS.

The present planning structure is based hierarchically upon The National Framework, The Local Plan, The Neighbourhood Plan (NH) and/or the Supplementary Planning Document (SPD) on the Built Environment BE1 and Non-mandatory documents such as the PDS.

As such, the PDS carries no formal weight in the planning process, but the document may be used as a building block for a Neighbourhood Plan and must be adopted by WDC in order to be part of the formal planning process.

It was agreed that the PC should proceed with the publication of the PDS following a final editorial review. Councillor North requested Mr E Petrie to refresh the original quotes for the printing of the PDS. Following this, the PDS would be subject to final approval at the next meeting before being published and circulated to residents as a completed document.

218 Parish Council Website

The Parish Clerk was asked to ensure that the website was kept up to date.

219 Reports from Lowsonford & Rowington Village Halls

There were no reports available.

220 Highways, Footpaths & Transport

The Clerk was asked to contact Peter Hallam at WCC regarding the cleaning of dirty road signs in the villages and to ascertain as to the most appropriate method of cleaning without damaging the signs.

Councillor Coles raised concern regarding the need for road repairs on Narrow Lane and the gates not being secured to the car park near the canal. The Clerk was asked to raise this with WCC. The gates were noted as being the responsibility of the Canals & River Trust.

221 Playing Field

Playing Field Inspection Reports were outstanding from 8 January, 30 April and 28 May 2017.

222 Meetings, Training Days attended & forthcoming

Councillor Coles had attended a training course organised by WALC on 20 May 2017 on Neighbourhood Planning and gave a detailed overview of the content of the course.

Councillor Coles confirmed that any such Neighbourhood Plan (NP), once adopted carries considerable weight as a material consideration for assessing planning applications and cannot conflict with the Local Plan. (Due for completion later this year). It is not a mandate to stop development and any Neighbourhood Plan is independent of Parish Councils.

223 Correspondence

The Clerk had received correspondence relating to a Consultation at Coventry Airport and an update on CSW Broadband.

224 Finance

Paid during the month:

None.

To be paid

WALC Subscription - £324.00

Clerk's Salary - £604.29

Parish Council Insurance – Zurich Municipal - £669.64

HMRC £164.42

Retired Clerks overtime payment - £150.76

Mr D Connolly - £50.00

Received:

None to date.

It was proposed by Councillor Clarke and duly seconded by Councillor North that the payments be approved. No objections were recorded.

Due to a prior engagement Councillor Henderson left the meeting.

225 Annual Governance Statement

Following a review of each of the items within the Annual Governance Statement, it was proposed by Councillor North and duly seconded by Councillor Clarke that, following the Clerks report and circulation of the Annual Governance Statements, they be signed by the Chairman and submitted to the External Auditor. No objections were recorded.

226 Accounting Statements

It was proposed by Councillor North and duly seconded by Councillor Clarke that, following the Clerks report and circulation of the Accounting Statements, the Statements be signed by the Chairman and submitted to the External Auditor. No objections were recorded.

227 Confidential Minutes

Under Section 100A of the Local Government Act 1972 the public and press will be excluded from the meeting for this item by reason of the likely disclosure of exempt information relating to an individual, information which is likely to reveal the identity of an individual, and information relating to the financial or business affairs of any particular person

The confidential minutes of the meeting held on 7 June 2017 were taken as read and signed by the Chairman as a correct record. (not for publication)

228 Items for Future Agendas

Draft Governance Procedures to be reviewed and approved for implementation completion of future Annual Governance Statements.

There being no further business the meeting closed at 9.50pm.

**NEXT MEETING
Thursday 13 July 2017 at Rowington Village Hall**

Signed.....

Designation.....

Date.....