

**ROWINGTON PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD VIA ZOOM
ON THURSDAY 11 FEBRUARY 2021**

Present

Councillor I Henderson – Chairman
Councillor J Coles
Councillor C Doolan
Councillor M Daw
Councillor A Pitt
Councillor B Sandford
Councillor D Weir

Parish Clerk – Nicola Everall
Warwick District Councillor G Illingworth
No members of the public

Due to the Covid 19 Pandemic – this meeting was held via Zoom

340. Apologies

Apologies for absence were received from County Councillor J Cooke & District Councillor R Hales

341. Declarations of Interest

There were no declarations of interest.

342. Minutes of the Meeting held on 14 January 2021

It was proposed by Councillor M Daw and seconded by Councillor J Coles that the minutes of the meeting held on 14 January 2021, having been previously circulated were agreed and will be signed as true record by the Chairman as soon as practicable.

343. Questions from Members of the Public

There were no members of the public present.

344. Report from County Councillor – Councillor J Cooke

The Clerk had previously circulated Councillor J Cooke's report, which is also appended to these minutes.

345. Report from District Councillors G Illingworth & R Hales

The Clerk had previously circulated the District Council report, which is also appended to these minutes.

346. Planning Matters

a) The following planning matters were reported.

Application Number	Application Details	Comments required by	PC Decision	WDC Decision
W19/1746	Field at Haywood Lane and junction with Case Lane, Mousley End, Rowington Application for a new access track accessed of Haywood Lane, provision of temporary mobile proprietary cattle shed, feed store and farm equipment store, installation of post and rail fencing and field gate	04/12/19	No objection	
W20/1389	The Holt, Lapworth Street, Bushwood Proposed erection of aluminium-framed glass conservatory and blocking up of bathroom window	06/11/20	No objection	Withdrawn
W20/1526	Barn at Rear of Little Manor Farm, Manor Lane, Pinley Green Alteration and conversion of existing stable and barn to three bedroom dwelling	23/11/20	No objection	
W20/1613 & 1614LB	Finwood Hill Farm, Mill Lane, Rowington Application for Listed Building Consent for the conversion of rural building into a residential dwelling.	11/12/20	No objection	

W20/1292	Barn at, Mousley House Farm, Case Lane, Rowington Notification for Prior Approval under Class Q(a) and (b) of the GDPO for Proposed Change of Use of agricultural building to dwelling (Class C3)	11/12/20	No representation	Prior Approval Given
W20/1497	4 Appletree Cottages, Old Warwick Road Demolition of detached garage and erection of a first floor front extension and a first floor side extension.	24/12/20	No representation	Refused
W20/1716	The Threshing Barn, Finwood Road, Rowington Erection of an extension to garage	15/01/21	No objection	Refused
W20/1796	Holly Farm, High Cross Lane, Rowington Erection of an extension to existing barn to form a garage and carport	4/02/21	No representation	
W20/2113	The Old Farm, Quarry Lane, Rowington Application for Prior Approval under Part 3, Class Q (a) and (b) for proposed change of use of agricultural building to a dwelling house (Use Class C3) and associated external alterations	29/01/21	No representation	

b) There were no planning applications to be considered.

347. Playing Field

a) Outstanding Reports – None

b) Future Inspection Dates – Councillor J Moore – 7 February & Councillor M Daw – 21 February

c) Maintenance

The Clerk reported that AMW Lawncare were still awaiting the delivery of play bark in order to top up the areas around play equipment where required.

Councillor D Weir raised her concern regarding the waterlogged playing field and asked members to make consideration for the installation of a drainage system and relayed that there were companies who would provide free quotations for such works. It was agreed to consider this under CIL funding as a potential project given that the playing field may be upgraded.

Councillor D Weir also suggested that the Parish Council should make consideration for a volunteer to carry out weekly inspections of the play area, paying particular attention to dog fouling and litter bins. The Chairman did not consider that there were any issues, having spoken to regular users of the playing field. The Clerk agreed to contact Mr J Greenaway as he often emptied bins and checked the area, to obtain his views.

It was also suggested that consideration could be made to fencing off the childrens' play equipment with a view to prohibiting dogs within that area.

Councillor B Sandford agreed to investigate the possibility of drainage options with a view to obtaining quotations.

348. Reports from Village Halls

Lowsonford Village Hall

Councillor M Daw reported that the Village Hall was still closed due to Covid- 19.

Councillor M Daw gave his thanks to Councillor R Hales for his support with regards to the recent application for grant funding.

Rowington Village Hall

Councillor D Weir reported that the Village Hall remained closed due to Covid-19.

Councillor D Weir gave her thanks to Councillor R Hales for his support with regards to the recent application for grant funding and confirmed that £2,239.00 had now been received.

349. Highways, Footpaths & Transport

Canal Bridge 41 – Lowsonford

There was no update on this matter.

Grit Bins

The Clerk reported that the grit bin on Finwood Road had been damaged and would need replacing.

Pot Holes

Councillor J Coles reported that there were a number of quite deep pot holes at the bottom of Finwood Road and the Clerk agreed to report these to the Highway Authority.

350. Meetings & Training Days Attended & Forthcoming

None to report.

351. Correspondence

Following a request from two members of the public, Councillors gave their formal vote of thanks to Mr Andrew Doughty, the Parish Postman. Mr Doughty, not only carries out his daily duties as Postman, but ensures that his customers are safe and well and has, throughout lockdown, run errands for those persons in need. The Clerk was asked to write to Mr Doughty to relay thanks on behalf of the Parish.

352. Finance

a) Paid during the month:

None

b) To be paid:

Clerks Salary	£757.84
HMRC	£85.68
WALC	£180.00

c) Received:

None

Resolved unanimously.

353. Proposed Signage on Queen's Drive

The Clerk reminded members of the request from a member of the public to consider the erection of signage to deter HGV's from using Queen's Drive due to the damage to verges on this narrow road.

The County Council had provided an estimate of £1,362, but it was agreed to defer the proposal and monitor the situation until a later date.

354. CIL Funding

The Chairman explained that due to Covid-19, no progress had been made as it had been hoped to consider CIL projects in face to face meetings. However, given that it was unlikely that Parish Council meetings would return to normal in the near future, the Chairman reminded members of the initial discussions and proposed projects that had taken place and expressed his wish to agree with members, exactly what steps were required to implement individual projects and agree priorities.

Each project required, a named person as project champion/leader, detailed budget and timetable, 3 quotations for work to be carried out, demonstration of benefit to the community, demonstration of compliance with CIL rules and guidance, consultation with stakeholders and sign-off by the WDC CIL Officer, before the Parish Council can formally approve any project.

It was understood that the projects listed below were primarily, at the ideas stage (some more advanced than others) and what was needed to prepare a package which could be submitted to WDC prior to formal consideration by the Parish Council.

The Parish Council had previously agreed the following principles:

- 1. Project proposals must identify a project champion who will drive the project forward;*
- 2. The need for accountability and transparency in decision making, including publication of applications;*
- 3. The Parish Council will operate primarily in an oversight and governance role;*
- 4. Clear implementation timetable and budgets as part of the application;*
- 5. Regular monitoring of progress and reporting;*
- 6. An assessment of the benefit to the community;*

- 7. Priority to be given to projects that benefit a large number of residents or are a capital asset for the Parish;
- 8. The Parish Council will probably not support projects where alternative sources of funding are readily available;
- 9. The need to maintain parity between the different parts of the Parish; and
- 10. The Parish Council will operate under Statutory Provisions and will not approve projects that are not supported by the CIL team at Warwick District Council.

Councillor Daw fully supported the Chairman’s proposals.

It was agreed that in order to execute any projects, the Parish Council needed to reach out to the community via Next Door Rowington and engage with residents, for example, users of the playing field.

The Chairman suggested prioritising two projects, namely, the proposed wildflower and outdoor gym equipment at the playing field.

Councillor J Coles had provided details of the wild flower project and Councillor B Sandford suggested obtaining quotes and drawings for the proposed outdoor gym equipment.

It was necessary for the Parish Council to make any purchases in order to reclaim VAT, rather than just hand over funds to a third party.

Councillor J Coles considered that children had probably suffered the most during Covid-19 and it was noted that the Parish Council had no knowledge of ages and numbers of children within the parish and the Clerk agreed to try to obtain these from the County Council. It was agreed that CIL projects that specifically benefit children, should be a priority.

Given that no members of the public had come forward to champion any projects it was suggested that members, ‘champion’ their own proposals, but not be given any vote when making decisions.

It was agreed unanimously to proceed with the following six projects:

1. Wildflower proposal (with the possibility of incorporating 3 below)
2. Rowington Village Hall audio visual installation
3. Playing Field - Outdoor Gym equipment, drainage at the playing field, fencing of the childrens’ play equipment
4. Village signs and map boards
5. Defibrillators in former telephone boxes
6. Wooden benches at suitable sites e.g., Pinley Green

The Chairman agreed to circulate details of the possible walking/cycling route between Rowington Green and Lapworth, that has the potential to be a CIL project if a suitable project champion can be found.

355. Future Meeting Dates

Thursday 11 March 2021
 Thursday 8 April 2021

356. Items for the Next Agenda

None of note.

There being no further business the meeting closed at 9.00pm.

Signed..... Designation..... Date.....

Report from County Councillor J Cooke

New cycle route from Kenilworth to Leamington approved by Warwickshire County Council

WCC Cabinet has approved plans to develop the many stages needed to bring the Kenilworth to Leamington Cycle Route scheme (K2L) to fruition - from feasibility designs, right through to finally awarding the contract for construction on this exciting new cycle route.

K2L will be a 5 km dedicated off-carriageway cycle route connecting Kenilworth and Leamington Spa along the A452 and B4115, including a new pedestrian and cycle bridge over the River Avon at Chesford.

Funding of £4.749 million from the Capital Investment Fund, was approved in November 2019.

The A452 is currently the only direct route between Kenilworth and Leamington Spa. With its narrow carriageway, high traffic volumes - around 30,000 vehicles per day, and large roundabouts - the A452 is not conducive to cycling.

The scheme has three distinct sections:

- An off carriageway shared pedestrian/cycle route from Leamington Spa to Bericote roundabout located on the eastern side of the A452.
- A new permanent pedestrian/cycle bridge crossing the River Avon and associated flood plain between Bericote roundabout and the B4115.
- An off-carriageway pedestrian/cycle route running to the north of the B4415 and connecting to Glasshouse Lane Kenilworth, via the bridleway on Rocky Lane which will be improved.

New £1.5 million grant scheme will help businesses Adapt and Diversify

WCC is inviting small businesses in the retail, hospitality, tourism & leisure sectors to apply for a range of grants from its new Adapt and Diversify grant scheme.

This new fund is designed to support those small businesses most adversely affected - those in the retail, hospitality, tourism and leisure sectors and their supply chains.

Grants ranging from £2,500 to £5,000 are to be made available towards the costs of specialist advice – for example, accountants, legal advice, digital specialists – or up to £20,000 for accessing specialist expertise and purchasing equipment or refurbishing property that will help the business to diversify their offer and safeguard their immediate future and the jobs of their workforce. The county is making £1.5m available to businesses from the scheme, which draws on funding made available through the Local Restrictions Tier status, and is looking to allocate the grants in two rounds. £1 million will be available in the first round on a first-come, first-served basis and the scheme will remain open until the available funding has been allocated. A second round will be held later in the year.

<https://www.warwickshire.gov.uk/coronavirusbusinesssupport>

Warwickshire Libraries' "wonderful service is more important than ever" say the residents that it is supporting at home during lockdown

WCC's befriending calls and home library service have become an integral part of the wider package of support that the Council has offered to vulnerable residents since the start of the COVID-19 pandemic. For some, they have been a lifeline.

In April last year, the Council's established 'home library service' started to make doorstep deliveries, enabling Warwickshire residents that were unable to access library services in any other way to have regular book deliveries to their homes and to keep reading.

Around 360 home library service customers across Warwickshire currently benefit from receiving a doorstep book delivery every 4 weeks, which equates to around 1,440 books being selected and delivered by libraries staff in the same period. Over 3,500 doorstep book deliveries have been made since April 2020 and the current lockdown means that many residents are, once again, reliant on the service as a way of coping with the restrictions that are needed to contain the virus.

£1 Million Green Shoots Community Climate Change Fund is now open for applications

On 6 October 2020, WCC's Cabinet approved the launch of a new £1 million community fund for local schemes that will have an impact on Carbon emissions and help address the climate change emergency in Warwickshire.

The fund is now open for its first round of applications, looking to support community and voluntary projects that achieve the following:

- increase the adaptability and resilience of Warwickshire to the effects of climate change
- reduce impacts on the environment, particularly regarding climate change
- ensure funded projects benefit the wider Warwickshire community.

Warwickshire County Council is keen to see project applications from:

- constituted 'not-for-profit' community organisations in Warwickshire
- non-constituted or new 'not-for-profit' groups working in Warwickshire that can be supported by a constituted mainstream service, Town or Parish Council or community group willing to administer the funds through an organisational bank account

- Warwickshire Town and Parish Councils
- schools, if applying as a PTA or 'Friends of...' group, excluding independently-funded schools.

Like any funding, there are certain general criteria which this fund seeks to support. These include, but are not limited to:

- mitigating or adapting to climate change and the environment
- benefits to the local community and connections between other groups and projects
- development of awareness in environmental issues and capacity building of local communities
- legacy and long-term impacts
- project risks and mitigation steps.

Applications for funding are to be submitted during biannual funding rounds, with each round open for a period of ten weeks. The first round of funding runs between Today (Tuesday 2 February 2021) and 5 pm on Monday 17 May 2021.

<http://www.warwickshire.gov.uk/greenshootsfund>

Report from District Councillors G Illingworth & R Hales

A letter from a Trevor Marwood of Lapworth in the *Sunday Telegraph* yesterday praised the vaccination arrangements in Kenilworth. I do not know whether he went to Leek Wootton or Stoneleigh. I went to Stoneleigh on day two for my vaccination and found it well organised and efficient. Meanwhile the Covid infection rate in the District has continued to fall during the lockdown.

This month at Warwick District Council the Executive and Council face a number of major decisions in matters such as the Budget and investigating possible amalgamation with Stratford District Council. I will leave Cllr Richard Hayes to comment on financial matters.

The Government has confirmed that the elections will go ahead in May. Although there are no District elections this year it is still the District Council which organises them and we are facing the problems of planning Covid-safe elections which may affect some polling stations and arrangements at the count. There may well be an increased demand for postal votes and the Government has altered the rules on proxy votes. Although there is some extra money promised by the Government it is doubtful that it will cover the extra costs.