

**ROWINGTON PARISH COUNCIL MINUTES OF A MEETING  
HELD AT LOWSONFORD VILLAGE HALL ON THURSDAY 11 APRIL 2024 AT 7.30PM**

**Present**

Councillor A Coleman (Chairman)  
Councillor J Coles  
Councillor A Marsden  
Councillor T Parker  
Councillor T Remment  
Councillor D Weir  
Parish Clerk – Nicola Everall  
2 members of the public were present for all or part of the meeting

**158. Apologies**

Apologies for absence were received on behalf of District Councillors D Armstrong & K Aizlewood.

**159. Declarations of Interest**

There were no declarations of interest.

**160. Minutes of the Meeting held on 14 March 2024**

It was proposed by Councillor T Remment and seconded by Councillor A Marsden that the minutes of the meeting held on 14 March 2024, having been previously circulated were agreed and signed as a true record by the Chairman.

**161. Questions from Members of the Public**

The applicant of the planning application for Holywell Farm (W23/1375 & 1365LB) was present and gave an overview of amended plans, which had been circulated to members along with additional information provided by the Case Officer. The applicant conveyed that all previous concerns, which had been raised by the LPA had now been addressed and the Case Officer was minded to recommend that the WDC Planning Committee grant planning permission. The application was later considered by Parish Councillors under item 164b in the meeting.

**162. Report from County Councillor**

Councillor J Cooke read his report which is also appended to these minutes.

**163. Report from District Councillors**

District Councillor R Hales read the WDC report which is also appended to these minutes.

**164. Planning Matters**

a) The following planning matters were reported.

<b>Application Number</b>	<b>Application Details</b>	<b>Comments required by</b>	<b>PC Decision</b>	<b>WDC Decision</b>
W23/0986LB & 0985	Kingswood Farm, Old Warwick Road, Lapworth Replacement of the existing flat-roof single storey rear extension with a pitched roof, the removal of a canopy roof to the rear of the property, the erection of a first floor rear extension and internal alterations to the existing rear extensions	16/08/23	Support	
W23/1376LB & 1375	Holywell Farm, Holywell Listed building consent for proposed alterations to existing barn to facilitate new dwelling (Holiday cottage). Proposed alterations to carport including a gym and utility. Proposed demolition of Dutch barn and dog kennel and erection of replacement barn	25/10/23	Object	
W23/1375 & 1376LB Revised Plans	Holywell Farm, Holywell, Rowington Proposed alterations to existing barn to facilitate new dwelling (Holiday cottage) and associated new vehicle access. Proposed alterations to carport including a gym and utility. Proposed	19/12/23	Object	

	demolition of Dutch barn and dog kennel and erection of replacement barn			
W23/1564 & 1565LB	Whitley Elm Cottages, Case Lane, Rowington Erection of a single storey extensions to create ancillary accommodation for the existing business, amendments to fenestration and internal alterations. Conversion of existing ancillary space to enlarge existing dwelling	14/12/23	Object	
W24/0162	Gracedieu, Rowington Green, Rowington Application for variation of condition 3 of permission W/80/0492 to remove agricultural use restriction	14/03/24	No objection	Refused
W23/1748LB	Manor Farm, Holywell Conversion of barn to create 2no. new dwellings and associated vehicular access	22/02/24	No objection	
W23/1769	Shepherds Fold, Finwood Road, Rowington, Conversion of barn, stable and store into a dwelling	11/01/24	No objection	
W24/0171 & 0172LB	Finwood Hill Farm, Mill Lane Application for the conversion of rural buildings to a residential dwelling, re-submission of previously approved W/21/0835 to allow the rebuilding of the metal barn and alterations to the fenestrations	14/03/24	No objection	

#### b) Planning Applications

The following applications were considered and decided:

W23/1375 & 1365LB - Holywell Farm, Holywell, Rowington – amended plans - Proposed alterations to existing barn to facilitate new dwelling (Holiday cottage) and associated new vehicle access. Proposed alterations to carport including a gym and utility. Proposed demolition of Dutch barn and dog kennel and erection of replacement barn.

Members considered the application, along with the revisions made by the applicant and the information provided by the Case Officer.

Based on the updates provided and the amended plans, Members raised no objection to the planning application.

W23/1747 - Manor Farm, Holywell, Rowington - Conversion of barn to create 2no. new dwellings and associated vehicular access.

Whilst members did not raise any material objections to the application, they were of the view that should WDC be minded to grant planning consent, the Parish Council request that any proposed work does not detrimentally impact on the listed building, and any development has regard to the character and appearance of the surrounding area, and that the historic features of the building are retained where possible.

Further, that an assessment of any archaeological implications of the proposals are carried out prior to commencement of works. Regard to also be given to existing mature trees, shrubs, and hedgerow within the overall curtilage to maintain the existing street scene.

W24/0230 - Annexe at, The Cumsey, Lye Green, Holywell - Modification of existing access by removing the existing wooden gate and installing a new gate set back within the site. Replace the existing grassed entrance with hard standing to formalise a separate access and driveway.

Members raised no material objections to the application, subject to a Change of Use being approved by the LPA.

Plans should be requested for the change of use from agricultural use to dual access of residential use and agricultural use and access with hardstanding being formed.

Members considered that the decision should be made by the LPA and The Highway Authority.

W24/0245LB & 0256 - 1 Kingswood Cottages, Old Warwick Road, Lapworth - Retrospective Application for the installation of gate and rear garden pergola.

Members raised no objection to the application.

c) Land on Manor Lane, Pinley

The Clerk reported that in July 2023 concern had been raised by a landowner in Pinley, as it was understood that persons were living on agricultural land having installed a caravan and later, a log cabin. Following emails to the Enforcement Officer at the District Council, investigations had been made and the case closed as it was considered that the works are exempt from enforcement action due to the length of time the living accommodation has been there for.

These time limits for enforcement action are set out in Section 171B of the Town and Country Planning Act.

The Enforcement Officer confirmed that evidence had been provided from the landowner that the change of use of the small area of land occurred over 10 years ago and so is exempt from enforcement action.

**165. Playing Field**

a) Outstanding Reports – none

b) Future Inspections Dates – Councillor 14 April – Councillor D Weir & 28 April - Councillor A Marsden

c) Bird Boxes

It was agreed that the Clerk should purchase 6 bird boxes and arrange to have these erected on trees on the playing field, but not in the vicinity of the play equipment.

d) Wild Flower area

Following deliberations it was agreed that the PC would not pursue the proposal due to the cost and extensive ground preparation required and future management.

e) Tree Survey on Playing Field

The Clerk circulated a document which provided details of seven companies who had provided quotes to carry out a full tree survey on the playing field.

The Chairman explained that it was crucial to record the current condition of all trees to ensure that the PC meets it's health and safety requirements and is made aware of issues relating to dead or dying trees and decay.

It was agreed unanimously to employ the services of Wharton Infrastructure Consultants, whose survey would include undertaking a tree condition survey and identify any obvious risk features or necessary tree management at a cost of £1051.20 plus VAT.

Using Tree Plotter to capture data and prepare a detailed tree schedule, survey plan and provide a Condition Report and valid Tree Risk-Benefit Landowner Strategy. The trees would be inspected using the Basic or Professional level surveying methodology, which will be undertaken by an arboriculturist as set out by LANTRA and visual tree assessment (VTA) methodology and VALID system.

The letter-based report will also provide detail in relation to the condition of the trees, management recommendations and ensure that the PC is fulfilling the 'duty of care' set out within the Occupiers' Liability Acts 1957 and 1984 and also following guidance provided by the National Tree Safety Group (NTSG).

**166. Reports from Village Halls**

Lowsonford Village Hall

Councillor J Coles reported that a Trustees meeting was to take place in the following week and the AGM would be held on 15 May 2024.

Rowington Village Hall

Councillors D Weir & A Marsden reported that the next Committee meeting was to be held on 16 April and the AGM on 4 June 2024.

**167. Highways, Footpaths & Transport**

a) HGV Signage

The Clerk had circulated an email from Graham Stanley of WCC who had confirmed that 'Unsuitable for HGV's' signage for Lowsonford, would be installed at Old Warwick Road junction with Finwood Road, and the Old Warwick Road at Lapworth Street.

Councillor J Cooke had approved the signing works, and members thanked him for his support.

b) Blocked Drains

It was reported that all of the drains on Lapworth Street and Preston Road, Lowsonford were blocked and causing flooding on the roads and the Clerk was requested to raise the issue with the Highway Authority. The drain opposite Lowsonford Village Hall had been blocked for over two months, causing significant issues in the road.

c) Public Footpaths

The Chairman relayed that the County Council had agreed to replace the broken bridge on footpath W31.

d) Proposed Bus Stop on OWR

The Clerk reported that Graham Stanley of WCC had arranged for an Engineer to draw up the proposal for a Bus Stop on OWR, and carry out a Road Safety Audit to see if the location chosen, is safe for pedestrians especially children and the elderly to use to get on and off buses safely.

c) Community Litter Pick

The Clerk had now organised the Litter Pick which was due to take place from 10am until 12 noon on Sunday 2 June 2024 from Rowington Village Hall. The District Council had agreed to collect the rubbish the following day.

**168. Meetings & Training Days**

None to report.

**169. Correspondence**

WALC Newsletters – noted.

**170. Finance**

**a) Paid during the month:**

None

**b) To be paid:**

Clerks Salary	£831.05
HMRC	£246.33

**c) Received:**

None

RESOLVED unanimously.

**171. Community Infrastructure Levy Funding (CIL) – Village Gateway Signage**

The Clerk had liaised with Graham Stanley following the last PC meeting, but no response had been received to date.

**172. Future of the Ferncumbe News**

Mr R Shepherd attended the meeting to relay to members that 650 copies are currently being distributed to residents throughout the Benefice each month and that the Ferncumbe News Team may look to seek funding in the near future from the Parish Council.

**173. Items for the Next Agenda**

- Tennis Club Licence
- Land Drainage on Playing Field
- WDC Policies relating to Permitted Development

**174. Future Meeting Dates**

Thursday 25 April 2024 – Annual Parish Meeting	Rowington Village Hall
Thursday 9 May 2024 – Annual Meeting	Lowsonford Village Hall

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

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

## Report from County Councillor J Cooke

### Longer summer opening makes recycling easier at your friendly local recycling centre

Warwickshire County Council is reminding residents that recycling will become even easier with extended summer opening times in operation from 3 April.

Offering greater flexibility with a late-night opening on Wednesdays until 6:15 pm (excluding Stockton, Shipston and Wellesbourne). All recycling centres (excluding Shipston) are open until 5:45 pm over the weekend.

Visitors are advised to pre-sort waste when packing their car for an efficient visit. Full details of all the waste streams that can be recycled at the nine recycling centres in the county, and details of how to book, can be found at [www.warwickshire.gov.uk/hwrc](http://www.warwickshire.gov.uk/hwrc)

### Warwickshire comes together to commit to tackling child exploitation

Organisations across Warwickshire and the surrounding area pledged their support to raise awareness of child exploitation in March to mark Child Exploitation Awareness Day.

Messages from the Something's Not Right campaign ([www.somethingsnotright.co.uk](http://www.somethingsnotright.co.uk)), a partnership initiative between Warwickshire County Council (WCC), Warwickshire Police, Barnardo's and the Police and Crime Commissioner, were amplified and shared in support of the awareness day.

Since 2021 the Something's Not Right campaign has raised awareness amongst Warwickshire residents of all forms of child exploitation to encourage everyone, not just parents, carers and professionals working with children, to tackle the issues of the exploitation of our children.

As part of Warwickshire's approach to tackling child exploitation and other forms of harm that children and young people are exposed to outside their home, a Contextual Safeguarding Champion Network was launched and professionals from all over Warwickshire came together for a children and young person focused workshop as part of Warwickshire's Exploitation Subgroup Refreshed Strategy.

For information on how to spot the signs of child exploitation, visit <https://www.somethingsnotright.co.uk/spot-the-signs/>

### Cameras at the ready! The Warwickshire Country Parks photography competition is officially open

Warwickshire County Council's Country Parks service is excited to introduce the Warwickshire Country Parks Photography Competition, an opportunity for photographers at all levels to show off their favourite shots.

The competition will run from Thursday 28 March to Friday 6 September, and participants are invited to submit their best pictures capturing the theme of 'Nature through the seasons'. Images must have been taken at one of our [ten country parks, greenways and nature reserves](#) in the past three years.

### The prize

Up for grabs is the opportunity to feature in the new **Warwickshire Country Parks Calendar!** Twelve winning photos will be picked to represent each month of the year, with one overall winner to also feature on the front cover. All winners will receive a copy of the calendar, and the overall winner will be offered a **special tailored VIP park experience** with their close family or loved ones.

To submit your entry, please email your photo to [parksparticipation@warwickshire.gov.uk](mailto:parksparticipation@warwickshire.gov.uk) and complete the [participant consent form](#) (<https://forms.office.com/e/2jzkhkSbbY>). This must be signed by a parent or guardian for participants who are under 18.

By submitting an entry into this Competition, you agree to these Rules and [the Terms and](#)

[Conditions](https://api.warwickshire.gov.uk/documents/WCCC-2141758388-110) (<https://api.warwickshire.gov.uk/documents/WCCC-2141758388-110>). This includes giving the Council a full royalty-free licence to share and display your image.

### Warwickshire's new youth councillors look forward to making a difference

Young people from across Warwickshire gathered at the Council Chambers in Shire Hall, Warwick to meet their new youth councillors and to thank outgoing members for their contribution.

Elected members from Warwickshire County Council were also in attendance along with Nigel Minns the council's Executive Director for Children and Young People.

The most important role of the Youth Council is to gather the views and understand the needs of young people across Warwickshire.

Thirty new members, aged 11-18, were announced at the event, with representation from across the county. They will be in office for 24 months.

During their term of office, the youngsters will represent the views and interests of young people in their constituency, both locally and nationally, by meeting councillors, MPs and other decision makers to take forward issues of local importance.

### Warwickshire Libraries secure funding for sensory mobile library

Called the Discovery Den, the mobile library will provide a safe and inclusive space for children, young people, and adults with additional and more complex needs.

Through the Libraries Improvement Fund, administered by the Arts Council England, the County Council has secured funding worth £373,000 over three years. This funding will be used to purchase a new electric mobile library and enables the library service to extend its sensory support.

The Discovery Den will be fully equipped and accessible with an immersive and interactive sensory room environment. The vehicle will support engagement with children and adults through creativity and imagination, stimulating senses and building confidence, as well as social and literary skills.

The new mobile library will be taken out into local communities across the county, reaching people who might otherwise find the traditional library experience more challenging. It will extend the library service, continuing to offer a free, inclusive, and welcoming space.

To find out more visit [www.warwickshire.gov.uk/mobilelibraries](http://www.warwickshire.gov.uk/mobilelibraries)

### **Warwickshire parents and carers with children starting school in September 2024 will get their school offer on 16 April**

Warwickshire parents and carers who have applied for a school place for their child in either Reception or Year 2 of a Junior School starting in September 2024 will get their offer of a school place on National Offer Day (16 April).

As with the Secondary National Offer Day on 1 March, the Council will automatically accept school place offers on behalf of each family on this day. This means that parents and carers don't need to take any additional action but wait to hear from their new school.

For those interested in finding out more about what to do when they receive their school offer, Warwickshire County Council is holding a "Getting Your Primary School Offer" webinar on Thursday 11 April. Everyone is welcome and places can be booked at: [www.eventbrite.com/e/getting-your-primary-school-offer-tickets-863905964997?aff=oddtcreator](http://www.eventbrite.com/e/getting-your-primary-school-offer-tickets-863905964997?aff=oddtcreator)

### **New registration requirements for bird keepers in Great Britain - all bird keepers must register their birds and update records annually.**

New measures to better protect the poultry sector from future avian influenza outbreaks have been set out by the Government. Under the changes announced there will be new requirements for all bird keepers regardless of the size of their flock to officially register their birds. Currently only those who keep fifty or more poultry must do so, limiting the effectiveness of our national disease control measures.

The new rules cover owners of backyard flocks, birds of prey and pigeon fanciers. They do not affect caged pet birds (excluding any poultry species) kept entirely inside a domestic dwelling, such as a parrot, canary or budgie, which never leaves the property other than to visit a vet or another short-term period.

The requirements will be set out in legislation shortly and keepers will also be legally required to update their information on an annual basis.

For more information, please visit [www.gov.uk/government/news/new-measures-to-help-protect-poultry-industry-from-bird-flu](http://www.gov.uk/government/news/new-measures-to-help-protect-poultry-industry-from-bird-flu)

### **Zero emission buses are set for Warwickshire roads thanks to new funding**

It's great news for residents and the environment as Warwickshire County Council secures significant funding to roll out Zero Emission Buses across the County.

The Department for Transport (DfT) announced today (Friday 21 March 2024) that it would be awarding Warwickshire County Council £4.3 million from its Zero Emission Bus Regional Areas 2 (ZEBRA 2) funding stream to aid with the rollout of electric vehicles in the County.

The funding will see the Council working with key delivery partner, Stagecoach Midlands and Warwick District Council to roll out 27 all electric buses that will serve routes and settlements across Warwickshire.

### **County Council is looking for more people to join its Voice of Warwickshire resident's panel**

Warwickshire County Council is encouraging residents of all ages to share their voice by joining the Voice of Warwickshire online panel.

Launched in 2021, this initiative aims to ensure that the County Council's decisions and priorities are informed by the perspectives of residents from across the county.

Participation in the Voice of Warwickshire panel allows its members to contribute to significant discussions on a range of Warwickshire-focused topics. Recent surveys put to the panel have asked for views on a wide range of subjects including Climate Change, Levelling Up, the Council's website and Library service.

To join the Voice of Warwickshire panel, individuals must be over 18 by 1 April 2024, and be residents of Warwickshire. Those interested can register at <https://ask.warwickshire.gov.uk/voice-of-warwickshire/registration2024/> or by calling 01926 410410.

Accepted panel members can anticipate being invited by Warwickshire County Council approximately four times a year to share their views through short online surveys. While participation in every activity is not mandatory, alternative methods will be provided for those who are unable to engage online, ensuring that diverse perspectives are actively sought and considered.

## **Warwick District Council Report**

### **Abbey Fields Redevelopment Starts**

The redevelopment of the swimming pools at Abbey Fields in Kenilworth restarted on Monday 18 March.

Warwick District Council's contractor Kier Construction are now on site to begin preparation work for the two-year build. Last January the discovery of extensive medieval remains on the development site brought the project to a halt.

There then followed a lengthy process of revising the building designs to provide a protective raft over the archaeological findings. Approval was then sought from members of Warwick District Council's Cabinet and group leaders on a new contract and price with the main developer to build the new facility comprising two swimming pools with adjoining sun deck and café.

### **Spark Ignite**

The creatives of Warwick District returned to the Royal Spa Centre for Spark: Ignite 2024 with a packed programme of presentations, workshops, and demonstrations throughout the day.

Spark: Ignite returned for a fifth year on Thursday 15 February. The annual symposium for the creative sector is designed to turn creative talk into creative action by bringing together and promoting the growth of the arts and digital industries across Warwick District.

The event was structured around five core themes: voice, placemaking, pathfinding, engagement, and innovation, with 280 delegates attending from various creative industries, including film and TV, to the performing arts and the visual arts, to name a few.

For this year's Spark event, the programme of sessions included 'Creative Industries and the Climate Emergency', where the audience heard how three organisations are addressing the climate emergency; 'Creatives and Artificial Intelligence', which, during this session, a panel of three speakers explained how AI is being used within a variety of creative businesses and 'Funding: how to make it work for you, yes you...' where the Sasolo team provided advice on strategy and funding.

Other talks and workshops explored podcasting, social media marketing, empowering neurodivergent and disabled employees, funding, intellectual property, and Climate Justice.

### **Resignation of a District Councillor**

Katie Hunt has resigned from her role as a District Councillor representing the Warwick District Council Leamington Clarendon ward.

### **Business Ready Programme**

Warwick District Council is one of six local authorities that have successfully contracted the University of Warwick Science Park to provide a leading business support scheme which helps local businesses access finance, mentoring, and more.

The Business Ready scheme helped create more than £19 million in value and 175 jobs for businesses in Warwickshire between 2016 and 2023. This was part of the £4.6 million Business Growth Warwickshire Programme, which is funded by the UK Shared Prosperity Fund and Warwickshire County Council.

Businesses in need of support will be referred to Business Ready through the programme. They will receive free, tailored advice, including access to sector-specific expertise, specialist mentors, advice around finance or grant funding, and dedicated business workshops.

The team of advisers at Business Ready have a wide range of expertise and have recently added to their resources to meet the needs of those areas where demand is greatest, particularly in marketing, tech, and e-commerce. The extended team of around 40 advisors is able to deliver informed, bespoke support to the businesses they work with.

Business Ready will be delivered by the University of Warwick Science Park on behalf of Warwick District Council, Warwickshire County Council, North Warwickshire Borough Council, Nuneaton and Bedworth Borough Council, Rugby Borough Council and Stratford-on-Avon District Council. This follows a procurement exercise to appoint a specialist organisation to deliver a programme for high-growth businesses.

### **Warwick University Campus Masterplan**

As mentioned previously, the University is refreshing the campus masterplan setting out the vision for the campus over the next 20+ years. We are working with WDC and CCC to develop a supplementary planning document (SPD) to take the principles of the masterplan and make them into coordinated planning policy.

See the Cabinet paper here, which include the draft

documents:<https://estates8.warwickdc.gov.uk/cmisis/MeetingDates/tabid/149/ctl/ViewMeetingPublic/mid/637/Meeting/4724/Committee/29/Default.aspx>