

**ROWINGTON PARISH COUNCIL MINUTES OF A MEETING  
HELD AT ROWINGTON VILLAGE HALL ON THURSDAY 12 DECEMBER 2024 AT 7.30PM**

**Present**

Councillor A Coleman (Chairman)  
Councillor J Coles  
Councillor L Firth  
Councillor I Henderson  
Councillor A Marsden (Vice-Chairman)  
Councillor T Parker  
Parish Clerk – Nicola Everall  
6 members of the public

**120. Apologies**

Apologies for absence were received on behalf of Parish Councillor D Weir, District Councillors D Armstrong, R Hales and K Aizlewood and County Councillor J Cooke.  
No apology had been received from Councillor T Remment.

**121. Declarations of Interest**

There were no declarations of interest.

**122. Minutes of the Meeting held on 12 November 2024**

It was proposed by Councillor A Marsden and seconded by Councillor A Coleman, that the minutes of the meeting held on 12 November 2024 having been previously circulated were agreed and signed as a true record by the Chairman.

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

Mr Mark Stevens introduced himself and conveyed that he would be standing as a County Councillor in May 2025.

Mr R Shepherd asked the Chairman if there was any update with regard to the car park and the Land Registry. It was agreed that further historical information was required and the Chairman agreed to investigate this with Mr Shepherd. The Chairman asked Mr Shepherd if he might set up a meeting with Mr Caldwell of West of St Laurence to establish boundary measurements.

**124. Report from County Councillor**

In the absence of Councillor J Cooke, the Clerk read his report which is also appended to these minutes.

**125. Report from District Councillors**

In the absence of the District Councillors, the Clerk read their report which is also appended to these minutes.

**126. 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>
W23/1747 & 1748LB	Manor Farm, Holywell, Rowington Conversion of barn to create 2no. new dwellings and associated vehicular access	17/04/24	No objection	Granted
W24/0927	Land to North East of High Cross Lane, Shrewley Change of use of land from agricultural to equestrian, construction of stables, hard standing and outdoor arena.	08/08/24	Object	
W24/1094	Oaktrees, The Cumsey, Pinley Remodelling of second floor	04/11/24	Object	
W24/1231LB	Kingswood Farm Old Warwick Road, Lapworth Replacement of existing windows	25/10/24	No objection	
W24/1291LB & 1290	Garden Rose Cottage, Case Lane Proposed installation of sewage treatment tank to rear of property and drainage pipework to run parallel with the driveway from the treatment tank to the highway	29/10/24	No objection	
W24/1359	2 Quarry Farm Cottages, Rowington Green Proposed erection of first-floor rear extension	28/11/24	No objection	
W24/1394	Holywell House, Holywell	15/11/24	No objection	

	Demolition of existing single storey extension and erection of single storey side and rear extension			
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b) Planning Applications

There were no planning applications to consider.

c) Appeals:

Appeal Ref: APP/T3725/W/24/3347746 Chenac, Nunhold Road, Pinley Green - Decision The appeal is dismissed

d) Land on Back Lane

Councillor I Henderson updated members following a residents meeting that had taken place on 6 December 2024.

e) Article 4 Direction

Councillors D Weir, J Coles and the Chairman would provide an update at the next meeting.

**127. Playing Field**

a) Outstanding Reports – Councillor T Remment – 13 October & Councillor D Weir – 24 November 2024

b) Future Inspections Dates - Councillor T Remment 15 December & Councillor T Parker 29 December

c) Tree Survey & Works Required on Playing Field

The Clerk confirmed that these works took place on 15 November 2024.

d) Drainage of Land

Councillor D Weir would submit a further two quotations for consideration.

e) Annual Play Area Inspection

Given that the outstanding tasks raised in the last inspection were not urgent and that the works were more conducive to improved weather conditions, these would be carried out in the spring of 2025.

f) Play Area Inspections 2025

Councillor Weir and the Clerk had investigated costs to employ a Qualified Inspector to carry out weekly inspections, but this was found to be prohibitively expensive. It was therefore agreed that, the Clerk would draw up a weekly Play Area Inspection Schedule for 2025, to include herself and all members. It was also agreed that the Clerk would provide members with bags and gloves for the disposal of the contents of the bins.

**128. Reports from Village Halls**

Rowington Village Hall

It was reported that Rowington Village Hall Committee had held the Mistletoe Ball on 7 December, which was a successful event despite a power cut due to the storm.

Lowsonford Village Hall

No matters to report.

**129. Highways, Footpaths & Transport**

Councillor J Coles reported that the County Council had now installed new bollards in front of the ditch on Back Lane, Lowsonford and asked the Clerk to thank Michael Newman.

The Clerk had reported the broken street name sign on The Avenue, Rowington and this had now been repaired.

A street light was not illuminated opposite West of St Laurance the Clerk would report this to the District Council's Rural Street Lighting Department.

The Chairman had already reported that the street light outside St Luke's Church was not working. WDC Street Lighting had confirmed that the lamp would be attended to within 5 days.

**130. Meetings & Training Days**

None to report.

### **131. Correspondence**

a) WALC Newsletters

b) Invitation to join the Police and Crime Commissioner for an online feedback session regarding the budget for policing

c) Preferred Options Version of the Part 1 South Warwickshire Local Plan (SWLP) – it was suggested that a meeting take place in January to discuss the WDC Consultation which was due to be sent out on 10<sup>th</sup> January. A response from the PC could then be discussed following receipt of the consultation document by Councillors.

### **132. Finance**

#### **a) Paid during the month**

Golden Oldies Grant S137           £400.00

Rowington PCC Grant S137       £900.00

#### **b) To be paid:**

Clerks Salary including Back pay   £1265.60

HMRC                                   £254.86

D J Trees                               £720.00

ICO Renewal                          £35.00

#### **c) Received:**

Bank Interest on CIL Account       £29.53

RESOLVED unanimously.

### **133. Budget & Precept 2025/2026**

a) Budget 2025/2026

Following the Working Group Finance Meeting held on 3 December, and circulation of a proposed budget, it was proposed by Councillor L Firth and seconded by Councillor T Parker, that the Parish Council adopts the Budget for 2025/2026.

RESOLVED unanimously.

b) Precept 2025/2026

Having considered the 2025/2026 Budget, it was agreed unanimously to increase the Precept request to £23,000 for the financial year 2025/2026.

Proposed by Councillor A Marsden. Seconded by Councillor L Firth.

RESOLVED Unanimously.

c) Pension Scheme & Employment of Administrator to carry out monthly payroll & Pension Services

Following discussions, it was proposed by Councillor T Parker and seconded by Councillor A Coleman that the Parish Council would institute a 5% employer/employee, matched pension scheme for the Clerk and employ the services of Diane Malley M.A.A.T. from April 2025.

RESOLVED Unanimously.

### **134. Community Infrastructure Levy Funding (CIL)**

a) Village Gateway Signs

Mr G Stanley had not yet provided the draft design of the proposed Village Gateway Signage, which was to be installed on Lapworth Street, Lowsonford and Mill Lane.

b) Parish Notice Boards

The Clerk reported that four of the five parish notice were in need of replacement and beyond repair. The notice board at Lowsonford Village Hall had been broken off at the posts in the recent storm.

The Clerk agreed to circulate costs for the replacement of the four notice boards at Old Warwick Road, Pinley crossroads, Lowsonford Village Hall and Lapworth Street, Lowsonford for consideration.

### **135. Tennis Club Licence**

The Clerk had circulated a letter on behalf of the Tennis Club and this matter was deferred to a future meeting.

**136. Email Addresses**

The Clerk had liaised with James Lungley from Parish Council Websites who is an approved registrar for .gov.uk domains and working with the Cabinet Office on their 'Parish Council Helper Service' which is providing a grant of £100 towards the cost of .gov.uk domains and their set up.

Following discussions it was agreed that the PC would use rowingtonparishcouncil.gov.uk for each member and the Clerk would apply for the £100 government grant that was due to end in December.

**137. St Luke’s Church, Lowsonford**

Councillor J Coles asked Mr R Shephard what the PCC’s plans were for St Luke’s Church which had not been open since Covid. Mr Shepherd reported that the PCC had met with the Diocese and that Rev Ann Peachey was liaising with the Diocese to follow due process for the future of the church, but no formal decision had been made.

**138. Items for the Next Agenda**

New parish notice boards.  
Draft SWLP Consultation for consideration

**139. Future Meeting Dates**

Date to be confirmed January 2025	Rowington Village Hall
Thursday 13 February 2025	Lowsonford Village Hall
Thursday 13 March 2025	Rowington Village Hall

There being no further business the meeting closed at 8.35pm.

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

## Report from District Councillors

### Waste Collections Over Christmas

Your refuse, recycling, and food waste collections will change over Christmas and New Year. There will be no refuse, recycling or food waste collections on Christmas Day, Boxing Day or New Year's Day. There will be no garden waste collections from Friday 27 December 2024 to Wednesday 8 January 2025. Garden waste collections will resume on Thursday 9 January 2025.

### South Warwickshire Local Plan

Councillors from Warwick and Stratford-on-Avon District Councils will meet on 12 December to consider the recommendation for a Preferred Options consultation on the South Warwickshire Local Plan. If agreed, residents, businesses and other stakeholders will be invited to have their say on this next stage of the new Local Plan, which will cover the combined geographic area of both Councils for the next 25 years. Once adopted the Plan will set out how both Councils ensure delivery of the infrastructure, open spaces, employment sites and homes meet our needs up to 2050. The plan will be the basis upon which all planning applications will be determined in a way that supports those needs and how we address the pressing issues around climate change, biodiversity, connectivity, and resident wellbeing.

The 'Preferred Options' Consultation will provide a third opportunity for residents to have their say on the emerging Local Plan, following feedback from the previous Scoping (2021) and Issues and Options (2023) consultations. It is informed by a wide range of evidence that is now available to view on the South Warwickshire Local Plan website. It will include the identification of 36 emerging housing and employment growth location options across South Warwickshire that, based on current evidence, are considered to be suitable growth locations. Not all of these locations will ultimately be required to meet the area's growth needs and the Councils will be undertaking further analysis to conclude which locations should form part of South Warwickshire's growth strategy.

As part of the consultation, a targeted call for sites exercise will be held specifically for the following:

- Gypsy and Traveller sites
- Renewable Energy generation sites
- Housing and Employment sites within the 12 potential new settlement locations

Additionally, the consultation will set out policy directions and draft policies covering a wide range of planning matters which, once adopted, will be used to determine planning applications within South Warwickshire.

You can find out more information about the South Warwickshire Local Plan including links to the relevant committee papers at: [www.southwarwickshire.org.uk/swlp](http://www.southwarwickshire.org.uk/swlp).

Further contact information for the South Warwickshire Local Plan. The agenda for the Joint Cabinet Committee is available online on the Stratford on Avon District Council website.

Subject to approval by Councillors on 12 December, details of the consultation and how to make your comments will be added to the website in due course.

### Make a Difference – New Campaign Launched to attract people to Council Careers

People are being encouraged to 'Make a Difference' in their communities by embarking on a rewarding career with their local council. A new campaign, *'Make a Difference, Work for your Local Council,'* aims to inspire individuals to explore career opportunities that have a direct and lasting impact on the lives of residents.

Councils provide essential services that residents rely on every day, including planning, environmental health, and finance. Following a successful pilot in the Northeast of England, the campaign highlights the wide range of roles available in council services, welcoming people from all backgrounds and skill levels who are looking to begin a new role in local government. Produced in collaboration between the Local Government Association (LGA), Solace, Regional Employers Organisations, and councils across the country as part of the LGA's Sector Support Offer, and funded by the UK Government, the campaign showcases the variety of meaningful and fulfilling opportunities in local government.

With over 9 in 10 councils experiencing recruitment and retention challenges amid growing demand for services, this initiative comes at a crucial time. It aims to address workforce shortages by attracting new talent into councils, ensuring they can continue to provide the vital services on which communities depend.

### Thermal Imaging Camera Scheme

Warwick District Council is inviting local constituted community groups from across Warwick District to take part in a thermal imaging camera loan scheme.

The Council is working with its partners, including Royal Leamington Spa Town Council and energy charity Act On Energy, to develop the scheme which will see local community groups managing the loan of thermal imaging cameras to residents.

## **Report from County Councillor J Cooke**

### **Warwickshire County Council celebrates their Foster Carer of the Year 2024**

Fostering is a journey of immense love, patience, and dedication, and few embody this spirit more than Nigel, Warwickshire's Foster Carer of the Year 2024. With over 27 years of fostering experience, nearly two decades of which have been with Warwickshire County Council, Nigel's story is a testament to the transformative power of providing a stable, nurturing home for children in need. Nigel began fostering alongside his wife, and after her passing 16 years ago, he chose to continue this shared vocation. Retiring from the Fire Service allowed him to dedicate himself fully to fostering, a decision he describes as driven by passion and purpose.

### **Festive safety tips to make sure you stay safe in December**

Throughout the run up to the festive season, check out the Safe in Warwickshire social media accounts for community safety advice and links to support services to help keep you, your family, vehicles and property safe.

There are unique risks and challenges associated with this time of year, because of more community events, increased activities and gatherings with family and friends, Christmas shopping, more traffic on the roads, alcohol consumption, and people decorating their homes, to name just a few.

The town and village Christmas lights are on, but when it comes to your own festive lights, Warwickshire Fire and Rescue Service are reminding people to be fire safe, whether you're at home or miles away this winter. Always turn them off if you're going out or up to bed.

To prevent you being the victim of a Christmas burglary, if you're spending time away from home over the festive break, take time to lock all windows and doors, leave lights and a radio on timer switches so your home looks occupied, and consider security products such as interactive alarms and doorbells.

The advice is to not to leave Christmas presents on open display, especially in front windows. They become easy to see if lights are on and curtains open, and opportunist thieves may take advantage.

It's also the time of the year for vehicle thieves! One in five car break ins occur around Christmas time. Don't let thieves have an easy ride this festive season – secure your vehicle.

If the worst happens and you are a victim of crime, everyone knows 999 but do you know how else you can report crimes to Warwickshire Police? If it's not an emergency, you should use telephone number 101, or you can go online to report a non-emergency crime at <https://www.warwickshire.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

### **Energy grant supports local business to be more energy efficient**

A grant from Warwickshire Business Energy Advice Service has helped Just Nice Clean Cars, in Warwick, significantly reduce its energy consumption and bills.

Business owner Carl Jay is delighted by the impact of the grant - and encourages other SMEs to take advantage of an application process which is pleasingly quick and simple.

Just Nice Clean Cars, in Millers Road, is now powered in a much more energy-efficient way after undergoing a free WBEAS energy audit followed by grant support towards necessary improvements. The business upgraded its heating system, replacing an outdated gas boiler with electric radiators and infrared panels and installing a new water heater.

To find out more about WBEAS and how to apply, visit [www.warwickshire.gov.uk/WBEAS](http://www.warwickshire.gov.uk/WBEAS)

### **Support for Warwickshire residents facing financial pressures**

Winter's colder temperatures can place extra strain on household budgets, often leading to anxiety that affects both physical and mental wellbeing. Over the winter months the council will be signposting to a range of useful advice and information through its social media channels and website: <https://www.costoflivingwarwickshire.co.uk/>

The Warwickshire Local Welfare Scheme can help the county's most vulnerable residents at times of unavoidable crisis when they have no other options. Support is prioritised to items necessary for day to day living such as food, energy, and water and for those who may not be eligible for the other support the government has recently made available.

It is estimated around 5,800 pensioners living in the county may be entitled to Pension Credit but are not currently claiming it and the council is urging residents to check if they are eligible and to apply. People are encouraged to speak to friends and family who may be entitled to Pension Credit and to support them to do this if they will find it hard to access the information themselves. Check eligibility at <https://www.gov.uk/pension-credit> or by calling the Pension Credit claim line on 0800 99 1234.