

ROWINGTON PARISH COUNCIL

Clerk to the Council: Nicola Everall. 9 Beech Close, Rowington, CV35 7AH

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To All Members of the Council – 2 May 2025

You are hereby summoned to attend the **ANNUAL COUNCIL MEETING of Rowington Parish Council** to be held in **Lowsonford Village Hall on Thursday 8 May 2025** at 7.30pm, for the purpose of transacting the following business.

Nicola Everall

Nicola Everall, Clerk & Responsible Financial Officer

1. Election of Chairman

2. Apologies and reasons for absence (Standing Order Item 1 (u))

3. Election of Vice-Chairman

4. Declarations of Interest & Dispensations Relating to Pecuniary Interests

Declarations of interest should be made at this time. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. In the event of an interest being prejudicial, members are reminded that they must withdraw from the room or chamber whenever it becomes apparent that the matter is being considered, unless a dispensation has been obtained. If members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from the Clerk prior to the meeting.

5. Minutes of the Meetings held on 10 & 15 April 2025

6. Questions/observations from members of the public (limited to 15 minutes maximum – time to be split between speakers)

Members of the Public are invited to give their views on items on the agenda, including planning applications, or raise issues for consideration at the discretion of the Chair. No decisions will be made in this part of the meeting. **The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chair.** Strictly limited to 3 minutes per resident, total time allowed 15 minutes.

7. Reports from District & County Councillors

8. Planning Matters

a) To be reported

Application Number	Application Details	Comments required by	PC Decision	WDC Decision
W24/1725	The Homestead, Case Lane, Shrewley Erection of a two storey rear extension	19/02/25	No objection subject to verification that this is within the 30% increase limits	
W24/0095	Woodlands Cottage, Mill Lane, Rowington New brick skin to the existing gable wall to create a cavity wall, upgrading the existing half brick skin, providing insulation and protection from weather	21/03/25	No objection	Granted
W25/0233 & W25/0433LB	Barn, Manor Farm, Holywell Variation of Condition 2 of planning permission ref: W/23/1747 (Conversion of barn to create 2no. dwellings and associated vehicular access) to include amendments to the internal layout and fenestration, along with approval of details for Conditions 3, 4 and 11	16/04/25	No objection	

b) Planning applications to be considered:

W25/0429 - Ednam Meadow, The Cumsey, Pinley Green - Erection of outbuilding to facilitate for a carport/garage store and associated porous hard standing driveway extension at front of house

W25/0467LB - Peacock Farm, Peacock Lane, Holywell - Closure of existing door from approved utility and reopening of historic opening

W25/0524 – Queen’s Cottage, Queen’s Drive, Rowington - Erection of car port

W25/0302 – Land off High Cross Lane, Pinley Green - Erection of a rural workers dwelling together with all associated works

9. Playing Field

a) Outstanding Reports – None

b) Future Inspections Dates – Clerk – 4 & 18 May, Councillor A Coleman – 11 May and Councillor L Firth – 25 May

c) Playing Field Maintenance – Clerk to update members and report any issues

10. Reports from Lowsonford & Rowington Village Halls

11. Highways, Footpaths & Transport

12. Meetings & Training Days Attended & Forthcoming

13. Correspondence

WALC Newsletters

Allotment Association letter regarding rent increases

14. Finance

a) Paid during the month

Mr R Watson – installation of Traffic Mirror	£50.00
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b) To be paid:

Clerks Salary	£1057.76
HMRC	£95.94
Clear Councils Insurance	£597.38
Rowington Village Hall hire from June 24 to April 25	£109.00

c) Received:

Precept	£11,500
Bank Interest on CIL Account	£23.73
CIL Funds	£7,627.66

15. Internal Audit Report

To report that no matters were raised by the Internal Auditor

16. Annual Governance Statement 2024/2025

17. Accounting Statements 2024/2025

18. Community Infrastructure Levy Funds (CIL)

Drainage of playing field – to consider the following drainage works and costs on the playing field:

PM0404-Sand slits at 2m centres 50mm wide and 300mm deep across the recreation ground staying around 5m away from the trees along either side to avoid root damage and extending approximately 90m up the field from the ditch to roughly the location of the horse chestnut will cost £7,985

PM0405 – Remove all timber fencing from the concrete fence posts directly in front of the ditch, break out one leaning post and reset it vertically. Replace the three timber rails across the entire length of the fence and then attach stock proof fencing to the rails to restore the security of the fence to prevent access to the land behind will cost £2,650

PM0406 – To clean out the ditch with a mini-digger and remove trees from within the ditch to create an unencumbered escape towards the adjacent pond for water arising from the sand slits will cost £1,150.

19. Items for the Next Agenda

20. Next Meeting Dates

Thursday 12 June 2025

Rowington Village Hall

Thursday 10 July 2025

Lowsonford Village Hall