

## ROWINGTON PARISH COUNCIL

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

Telephone: 01564 785145 or 07940 476727 email: clerk@rowingtonpc.org.uk

To All Members of the Council – 5 September 2025

You are hereby summoned to attend a **meeting of Rowington Parish Council** to be held in **Lowsonford Village Hall on Thursday 11 September 2025** at 7.30pm, for the purpose of transacting the following business:

*Nicola Everall*

Nicola Everall, Clerk & Responsible Financial Officer

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

### 2. 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.

### 3. Minutes of the Meeting held on 10 July & the Working Group Meeting held on 6 August 2025

### 4. 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.

### 5. Reports from District & County Councillors

### 6. Planning Matters

#### a) To be reported

Application Number	Application Details	Comments required by	PC Decision	WDC Decision
W25/0044	Finwood Hill Farm, Mill Lane, Rowington New field access and gate (part retrospective)	16/07/25	No objection	
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	08/05/25	Object	
W25/0302	Land off High Cross Lane, Pinley Green - Erection of a rural workers dwelling together with all associated works.	27/05/25	No objection	
W25/0718	Poundley End, Rookery Lane, Lowsonford - Application for Prior Approval for change of use of existing agricultural building and land within its curtilage, together with associated building operations, to form 1no. dwellinghouse (Use Class C3), under Schedule 2, Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)	13/06/25	No objection	Prior Approval Given
W25/0852	Bushwood Farm, Preston Road, Lowsonford Application for Prior Approval for proposed change of use of existing agricultural building to 1no. dwellinghouse (Use Class C3) and associated operational development under Schedule 2, Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)	15/07/25	No objection	

b) Planning applications to be considered:

W25/0100 - Chapel Haven, Narrow Lane, Lowsonford Erection of 1no. self-building dwelling, detached garage and associated works

W25/0998LB - Whitley Elm Cottages, Case Lane Single storey extension to provide ancillary space for existing business, changes to fenestration to viola cottage, associated works to external landscaping

W/25/0678 - Land Adjacent to 8 Beech Close, Rowington – erection of a dwelling

W25/1182 – Queen’s Cottage, Queen’s Drive, Rowington – improvements to existing access drive

c) SWLP – Update

d) District Council Planning Committee – to report on the meeting held on 09/09/2025 to consider any objections to TPO ‘587’ at 8 Kingswood Green, Lapworth

## **7. Playing Field**

a) Outstanding Reports – Councillor L Firth – 31 August

b) Future Inspections Dates – 7 September – Councillor J Coles, 14 September – Clerk, 21 September – Councillor A Marsden & 28 September - Clerk

c) Playing Field Maintenance to report any matters

ii) Multi Play – Split bars reported to Kompan in July

iii) Playing Field Annual Inspection – booked for September

## **8. Reports from Lowsonford & Rowington Village Halls**

## **9. Highways, Footpaths & Transport**

Road signage – reported to the County Council following a call from a member of the public

Overnight parking of campervans in Church Car Park

Parking on Road – Tom o the Wood PH

## **10. Meetings & Training Days Attended & Forthcoming**

Councillor D Weir – NALC – Planning for the Future October 2025

## **11. Community Governance Review of the boundary between Lapworth and Rowington Parishes**

**12. Community Litter Pick** - Sunday 14 September at 11am – from Lowsonford Village Hall

## **13. Correspondence**

WALC Newsletters

Response from Rt Hon Sir Jeremy Wright KC MP regarding the withdrawal of funding for Neighbourhood Plans

WDC – Government Reorganisation Questionnaire

## **14. Finance**

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

Clerks Salary August	£1057.76
HMRC August	£97.14
Fairways August	£465.00
Pension August	£45.87
Bank Charges August	£4.25
Mr R Watson Traffic Mirror	£170.00
Water Plus Allotment Water	£107.53
Moore External Audit	£252.00
Mr I Wilson Internal Audit	£250.00
Glasdon Bin for Cricket Pitch	£153.82
Stratford Herald Advertising	£648.00

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

Clerks Salary	£1,620.75 (includes pay award back dated to April following the NALC increase & Holiday pay)
HMRC	£96.94
Fairways	£465.00

Pension	£45.87
Bank Charges	£4.25

**c) Received:**

Bank Interest on CIL Account	£23.16
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**15. Website** – to report on progress of the new website

**16. Community Infrastructure Levy Funds (CIL)**

Drainage of playing field – Update on works

**17. Tennis Club Licence**

**18. Policies & Procedures**

To approve the review of the Council's Policies and Procedures as recommended by the Working Group meeting held on 6 August 2025

**19. Items for the Next Agenda**

**20. Next Meeting Dates**

Thursday 9 October 2025	Rowington Village Hall
Thursday 13 November 2025	Lowsonford Village Hall
Thursday 11 December 2025	Rowington Village Hall

**21. Confidential Items – Staff Matters**

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.

a) To approve the request for back pay following the email from WALC/NALC on 25 July 2025 as recommended at the Working Group Meeting held on 6 August 2025 as per item 14(b) above

b) To approve the request for holiday pay to Clerk in lieu of untaken annual leave as recommended at the Working Group Meeting held on 6 August 2025 as per item 14(b) above

c) Recruitment of New Parish Clerk – progress

d) Locum Clerk