

BAGINTON PARISH COUNCIL

PHIL CLARK – CLERK & FINANCIAL OFFICER
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2nd July 2023

Dear Councillor,

You are hereby summoned to attend the ordinary meeting of Baginton Parish Council at Baginton Village Hall to be held from 7.30pm on **Thursday 6th July 2023** for the purpose of considering the following agenda:-

Yours faithfully,



Phillip Clark
Clerk to the Parish Council

District Councillors, County Councillors, Police, Public and Press are freely invited to attend.

DECLARATIONS OF INTEREST

Members are reminded of the importance of making declarations of interest in respect of any items on the agenda below. Declarations should be made at the start of the meeting or before the item is discussed. Should your interest be substantial, pecuniary or prejudicial you may be asked to leave the room during the discussion of the item.

AGENDA

1. WELCOME & APOLOGIES

Congratulations to Pam on her appointment as Parish and Town Champion.

2. MINUTES

To confirm the minutes from Thursday 1st June 2023 Ordinary Meeting.

3. REPORT FROM WARWICKSHIRE COUNTY COUNCIL

Any matters to report from Warwickshire County Councillor.

4. REPORT FROM WARWICK DISTRICT COUNCIL

Any matters to report from Warwick District Councillors.

5. PUBLIC PARTICIPATION – Est 8.00 pm - 15 MINUTES MAX, 3 minutes per person.

- i. Residents' complaints about 'No Mow May' extending to the end of June, along with associated loss of visibility at roundabouts and junctions, were passed to our District Councillors on 22nd June. Contractors are having to use specialist long-grass mowers, which is taking longer to cut the verges. WDC will be re-thinking the idea before next May.
- ii. A resident pointed out that the bus stop outside The Lunt Fort has had its timetable and sign removed. Buses are still stopping, but the signs need replacing. WCC have been informed.

- iii. A resident asked for help regarding 'bullying tactics' being used by developers to install a surface water run-off system across their land. The Parish Council have put the resident in touch with WDC Councillors.
- iv. Any further public participation matters.

6. SOUTH OF COVENTRY (SoC) DEVELOPMENT UPDATES.

- i. The UKBIC visit took place on 8th June and a bullet-point summary report was circulated to Councillors on 15th June.
- ii. Following the UKBIC visit, Matthew Cutler (Head HS&E) confirmed they were looking to organise 6-monthly meetings with the Parish Council and reiterated that if any resident wished to visit the site he would be willing to arrange a time and date.
- iii. To receive any further comments on the UKBIC visit.
- iv. Any update from the Masterplanning Framework for North Kenilworth / South Coventry meeting with WDC on 30th May.
- v. Any update from the SEGRO meeting on 14th June.
- vi. Any further matters relating to South of Coventry works.

7. POLICE MATTERS TO NOTE

- i. Over 100 new signs designed to encourage motorcyclists and drivers to look out for each other have been installed at key points throughout Warwickshire.
- ii. Any other Police matters

8. BAGINTON EVENTS COMMITTEE MATTERS TO NOTE

- i. The film night on 23rd June was the period tradgicomey 'The Banshees of Inisherin'
- ii. The next film night on 28th July will be the drama 'Living'.
- iii. Party in the Park is scheduled for 8th July 2023.
- iv. The PITP Risk Assessment was sent to our insurers on 16th June.
- v. To note any further Events matters.

9. COVENTRY AIRPORT

- i. Any airport matters.

10. PLANNING ITEMS TO NOTE.

a. Planning decisions received since the last meeting

- i. W/23/0585 – Erection of a single storey rear extension. Woodside, Hall Drive. Circulated to Councillors 20th May. **SUPPORT** issued 8th June. **GRANTED** 15th June.
- ii. W/23/0608 – Erection of new rear extension to replace existing extension, plus erection of front and rear dormers. No. 5, Frances Road. **SUPPORT** issued 9th June. Following receipt of additional documents from WDC on 13th June, Councillors reconsidered the application and changed their stance to **NEUTRAL** on 15th June. **GRANTED** – Dormer windows only 19th June.

b. To note applications awaiting WDC decision.

- iii. W/23/0606 – Removal of temporary 2-storey portakabins and replacement with 2-storey permanent office and amenities block. Walkers Snack Foods, Siskin Parkway. **SUPPORT** reported 23rd May.
- iv. W/23/0581 – Erection of first floor rear extension. Stonehouse, Holly Walk. Circulated to Councillors 10th May with response by 1st June. **OBJECTION** reported 1st June.
- v. W/23/0623 – Variation of Condition 2 to add a car port. Former Baginton Sunday School Site, Church Road. Circulated to Councillors 20th May. **SUPPORT** issued 12th June.

c. New planning applications or matters received since the last meeting

- i. W/23/0775 – Demolition of existing conservatory and building of a single storey rear extension of a similar size – No. 34 Oak Close. Circulated to Councillors 15th June with response extended to 7th July.
- ii. W/23/0612 – Rear 2 storey and ground floor extension, side extension, new porch and new roof over dormer window – No. 19 Mylgrove. Circulated to Councillors 26th June with response required by 17th July.

11. HIGHWAYS MATTERS TO NOTE.

- i. Confirmation was received that a job has been raised for repair of the speed bumps between the mini roundabout and Bosworth Close.
- ii. Confirmation was received that a job has been raised to review the road markings and signs on Bubbenhall Road, along with a full sweep of the road.
- iii. A query regarding the need for traffic lights on the Rowley Road / Firefly Road island was referred to County Highways, but it seems likely the lights will remain in use as data suggested traffic at peak time is increasing and a traffic light controlled island is inherently safer.
- iv. The WDC street cleaner was seen in the village on 26th June.
- v. Notice was received that the short 'link road' between the Bubbenhall Road and Coventry Road was never intended to be used by HGVs. The signage will be changed to 'Unsuitable for HGVs'.
- vi. WDC grass cutting was seen in Baginton on 26th and 27th June.
- vii. Any further highways matters.

12. OPEN SPACE MATTERS TO NOTE

- i. To continue the discussion regarding The Smithy on Church Road.
- ii. WDC Contract Operations and Enforcement Team confirmed that our Village litter picker could place bags of litter collected on behalf of the Parish Council by the waste bin on Church Road ready for collection.
- iii. The gate on the Playground has been repaired by volunteers.
- iv. Any further open space matters.

13. GRANT MATTERS TO NOTE : - None

14. GENERAL MATTERS TO NOTE : - None

15. FINANCIAL MATTERS TO NOTE.

a. **Currently Earmarked Funds**

Earmarked Charity Donated Monies	£1330.29
Earmarked Funds (Lucy Price Playground)	£9574.00
Earmarked Funds (Election Expenses)	£6000.00
Earmarked Funds (Badge of Office)	£118.45
Earmarked Funds (Bus Shelters & Notice Boards)	£860.00
Earmarked Defibrillator Consumables & Service	£250.00
Earmarked Smithy Maintenance & Repair	£142.00
Total Earmarked Reserves	£18274.74

b. To advise Bank balances as of 25/06/2023

HSBC treasurers (community) account: -	£ 3140.53
HSBC savings (BMM) account: -	£ 34009.45
Total in Bank	£ 37149.98

c. **Reserves (Bank less earmark & committed)** **£18875.24**

d. Bank Charges per month **£8.00**

e. To propose a resolution to approve payment of the items below by electronic transfer.

	Value	Pay Number
Clerk's monthly salary (40.1 hours @ NJC Level 7)	£466.36	Pay 081
Village Hall Grant	£350.00	Pay 082
Internal Auditor Fees	£150.00	Pay 083
Thompsons #0245	£1266.98	Pay 084
Cash needed in Current Account	£2233.34	

- i. To note that there is no meeting in August, so any approved, budgeted or essential payments arising prior to 3rd August will be paid shortly after that date in accordance with our Financial Regulations. Extraordinary payments will be circulated to Councillors for payment approval.
- ii. The Clerk met with our Internal Auditor on 13th June and our Annual Return was signed off. A new procedural document was suggested by our auditor to guide the Finance Committee in their duties. **Clerk to action.**
- iii. Our AGAR (Annual Governance & Accountability Return) was submitted to our Government appointed External Auditors on 18th June.

- iv. The Notice of Public Rights to inspect our AGAR was published on the Village website, the central notice board and was published in the latest Newsletter. Dates of rights are from 19th June until 28th July (30 working days).
- v. Notice was received that Pension Re-Enrolment is required between 6th July and 5th December. **Clerk to action.**
- vi. The VAT reclaim form for £1083.93 was submitted to HMRC on 27th June.
- vii. Any further financial matters.

16. CONSULTATIONS TO NOTE. – NONE

17. BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.

- i. Warwickshire Outlook Magazine – Summer 2023

18. ANY OTHER BUSINESS.

19. NEXT MEETING.

- i. There is no meeting in August.**

- ii. The next Ordinary Meeting is scheduled for **7th September 2023** from 7:30pm at Baginton Village Hall.