

BAGINTON PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD ON
THURSDAY 6th July 2023 AT BAGINTON VILLAGE HALL

PRESENT: Councillor Wallace Redford County Councillor
 Councillor Pam Redford District Councillor
 Councillor Chris Goodwin Chairman
 Councillor Gary Colville
 Councillor Andrew Parkes
 Councillor Rob Newman
 Councillor Roger Horsfall
 Councillor David Hewer
 Councillor Walter Bush
 Councillor Mike Meakin

Clerk Phil Clark

Public 7 members of the public were present.

The Chairman opened the meeting at 7:30pm and welcomed those present.

2503. DECLARATIONS OF INTEREST, APOLOGIES & WELCOME

2503.1 Declarations of interest were sought and none were received.

2503.2 The following had apologised: Councillor Josh Payne District Councillor
 Councillor Robert Taylor

2504. MINUTES OF LAST MEETING.

2504.1 Minutes of the Ordinary Meeting held on 1st June 2023, having been circulated, were approved without amendment. Proposed by Councillor Goodwin & seconded by Councillor Newman.

2505. REPORT FROM COUNTY COUNCILLOR WALLACE REDFORD

2505.1 Councillor Wallace Redford had kept the Clerk informed of matters during the month and had nothing new to add.

2505.2 Councillor Hewer asked if the proposed Bubbenhall Road works included the area around the bridge and Councillor Redford confirmed the orders raised covered the whole Bubbenhall Road.

2505.3 Councillor Meakin asked if anything could be done about the condition of Church Road approaching the Baginton Oak Tree, as the carriageway was heavily cracked. Councillor Redford made a note and will follow it up with County Highways.

The Chairman thanked Councillor Redford for his reports.

2506. REPORTS FROM WARWICK DISTRICT COUNCILLORS

2506.1 Councillor Pam Redford had kept the Clerk informed of matters during the month and had little further to add.

2506.2 Councillor Redford confirmed that the WDC Green / Labour coalition had been formally ratified and would run for the next 4 years.

- 2506.3 Councillor Bush asked if the coalition had published any joint policy documents and Councillor Redford said they had not. It was confirmed that one feature of the Green Party is that they have no Party Whip and can vote on matters as individuals, which makes the production of firm Policies unlikely.
- 2506.4 Councillor Meakin made those present aware of an ongoing struggle with a neighbour's frequent bonfires which burn materials other than general garden debris. Numerous complaints had been made to WDC by himself and other neighbours. He reported that WDC Officers had now attended his property whilst a fire was in progress and he expressed hope that some action could be taken against the neighbour. Councillor Redford asked why Councillor Meakin had not contacted her about the matter. Councillor Meakin confirmed that he did not wish to be seen as using his position as a Councillor to progress the matter. Councillor Redford asked to be kept informed of progress.

The Chairman thanked Councillor Redford for her report.

2507. PUBLIC PARTICIPATION PERIOD.

- 2507.1 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. Councillor Meakin highlighted that there were still areas that had not been cut and Councillor Hewer complained that the mown long grass had dried in the sunshine and was being blown around covering drains.
- 2507.2 A resident pointed out that the bus stop outside The Lunt Fort has had its timetable and sign removed, leaving a bare concrete pole. Buses are still stopping, but the signs need replacing. WCC have been informed.
- 2507.3 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. It was also confirmed that the developers had approached the Parish Council to ask if they could use our land for surface run-off, specifically utilising the Village Pond as an outfall. Councillors discussed the matter further, expressing concerns about the pond's capability to cope with the surface water, subsequent flooding, disruption of the pond's wildlife and ecosystem plus questions about on-going maintenance of the pond as a permanent outflow point. Councillor Pam Redford had been trying to contact Severn Trent to get their opinion on the matter but was finding it difficult to identify the right person. Councillor Goodwin proposed giving permission in principle to utilise the Village Pond, provided subsequent viability studies satisfy Councillor concerns. Seconded by Councillor Horsfall and passed by show of hands. **Clerk to respond to developers.**
- 2507.4 A resident complained that vehicle visibility at the exit of Frances Road onto Coventry Road at the mini-roundabout was poor due to a combination of the new give-way road markings being set too far back and hedges growing too large. It was believed that the hedge was the homeowner's responsibility and the positioning of the give-way markings had been questioned previously and was confirmed by County Highways.
- 2507.5 A resident confirmed that the Community Cafe continued to be a success, having been visited by Coventry Telegraph reporters for an article. Attendance regularly reaches 30 people.

2508. SOUTH OF COVENTRY (SoC) DEVELOPMENTS

- 2508.1 The UKBIC visit took place on 8th June and a bullet-point summary report was circulated to Councillors on 15th June.
- 2508.2 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.
- 2508.3 Following the Masterplanning Framework for North Kenilworth / South Coventry meeting with WDC on 30th May, Councillor Bush reported that the new WDC administration was interpreting the Memorandum of Agreement differently to the previous administration. The new administration is viewing the requirement to absorb Coventry City Council's (CCC) housing needs as a 'must do', whereas the actual requirement is to give full and fair consideration with no need to comply if it is not a viable option. Doubts had previously been raised regarding the Office of National Statistics figures used in CCC's justification, along with playing down the viability of their extensive brown field sites for housing. The new administration seem to have stopped questioning these anomalies, accepting the figures with a commitment to fulfil the CCC housing needs. The Clerk confirmed he would circulate a copy of the presentation on the Masterplanning Framework received on 30th June. **Clerk to action.**
- 2508.4 Following the meeting with SEGRO on 14th June, Councillor Bush confirmed that earthwork of the current phase will be completed by September with the site being tidied. Two Companies had already confirmed using smaller units and a third company was interested in another unit and a planning application was expected.
- 2508.5 Questions were asked about signage, especially in relation to HGVs. It was noted that large vehicles could enter Baginton, only to find signage preventing them from continuing further and with no place to turn around. The signage on the approach roads (Stoneleigh Road, Bubbenhall Road, Rowley Road, Mill Hill and the new haul road) do not reflect the signage found once in the village itself. Councillor Bush indicated that he had started a 'signage map' within Baginton and the approach roads. Councillor Wallace Redford asked for a copy that he can raise with the Area Surveyor, however it was unclear which roads were the responsibility of County Highways and which were still in progress with the developers. **Councillor Bush to send signage map to Clerk.**

2509. POLICE MATTERS.

- 2509.1 Over 100 new signs designed to encourage motorcyclists and drivers to look out for each other have been installed at key points throughout Warwickshire.
- 2509.2 The monthly Baginton Police report was circulated to Councillors and included:
- Violence (ABH) - Woodhams Rd, Middlemarch – 13th June
 - Burglary (cabling & power tools) – Buckingham Site – 21st June
 - Violence (ABH) – Coventry Road – 23rd June

2510. BAGINTON EVENTS COMMITTEE UPDATE

- 2510.1 The film night on 23rd June was the period tragicomedy 'The Banshees of Inisherin', with between 25 to 30 attendees.
- 2510.2 The next film night on 28th July will be the drama 'Living'.
- 2510.3 Party in the Park is scheduled for 8th July 2023.
- 2510.4 The PITP Risk Assessment was sent to our insurers on 16th June.

2511. AIRPORT MATTERS

2511.1 Councillor Horsfall confirmed that the airport consultative committee have asked for just 1 Parish Council representative at the meetings and confirmed Councillor Parkes as a named substitute.

2512. PLANNING

- 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.**
- i. 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.
 - ii. 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. (Also see point 2512.d.i)
 - iii. 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. Council resolved to **SUPPORT** the application. **Clerk to report.**
 - 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. Council resolved a NEUTRAL stance, with reporting held until 14th July to allow consideration of any neighbours' comments. **Clerk to action.**
- d. Further Planning Matters**
- i. W/23/0581 - Erection of first floor rear extension. Stonehouse, Holly Walk. The applicant was present and confirmed he had resubmitted plans to address resident and Parish Council concerns. Immediate neighbours now support the plans. The Clerk confirmed the new plans were on the WDC website and would be circulated to Councillors. **Clerk to action.**
 - ii. Councillor Meakin asked if there were restrictions on how much land an extension can occupy. Councillor Pam Redford confirmed there are general guidelines that limit how much living space an extension can increase the property footprint, but there were no general rules regarding how much of the site it can take up.

2513 HIGHWAY MATTERS.**Summary of known Highways issues, by area.****Major Matters reported previously and awaiting action - None****1. Minor Matters reported previously and awaiting action from 20 Parish Roads**

- Andrews Close
- Bosworth Close
- Bubbenhall Road (excluding area at stables & Oakey Hill)
- Bubbenhall Road at Stables
- Church Road
- Coventry Road - Lamp out at mini roundabout. Puddling opposite The Row.
- Frances Road – Puddling where road has sunk
- Friends Close
- Firefly Road
- Kimberley Road
- Hall Drive
- Holly Walk
- Mill Hill
- Mylgrove
- Oak Close – some standing water
- Silver Eagle Way
- Roman Way
- Rowley Road
- Stoneleigh Road
- Underhill Close

2513.1 Confirmation was received that a job has been raised for repair of the speed bumps between the mini roundabout and Bosworth Close.

2513.2 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.

2513.3 A query regarding the need for traffic lights on the Rowley Road / Firefly Road island was referred to County Highways, but it is likely the lights will remain in use as data suggests traffic at peak time is increasing and a traffic light controlled island is inherently safer. **Clerk to report to resident.**

2513.4 The WDC street cleaner was seen in the village on 26th June.

2513.5 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'.

2513.6 Councillor Hewer asked about road markings on the new Rowley Road roundabouts and Councillor Wallace Redford confirmed the matter had been referred to Coventry City Council.

2514 OPEN SPACE.

2514.1 Following further interpretation of The Smithy structural report on Church Road by a second structural engineer, additional discussions were held. It was highlighted that the Smithy would never get a safety sign-off as it was built nearly 200 years ago and would never pass current building regulations, and nor should it. The key is to identify and manage risks. Suggested safety improvements could include any of the following:

- Steel banding around the central chimney.
- Reinforcement of the chimney roof struts with steel joists.
- Removal of weathered sections of timber uprights, replacing with new timber or brick.
- Building of internal wall or buttress to tie-in the existing walls
- Underpinning key areas to prevent any future movement.

The Parish Council resolved to work with the engineer to generate a schedule of works with costs with the tenant continuing to use the Smithy as previously agreed. Proposed by Councillor Goodwin, seconded by Councillor Hewer and passed by show of hands. **Clerk to arrange.**

2514.2 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. A question was raised regarding what day of the week the bags should be put for collection. Councillor Pam Redford would ask the question of the appropriate department.

2514.3 The gate on the Lucy Price Playground has been repaired by volunteers, for which they were thanked.

2514.4 WDC grass cutting was seen in Baginton on 26th and 27th June.

2515 GRANTS MATTERS TO NOTE

2515.1 No new grant matters to report.

2516 GENERAL MATTERS TO NOTE

2516.1 None received.

2517 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: - | £ 4140.53 |
| HSBC savings (BMM) account: - | £ 33009.45 |
| Total in Bank | £ 37149.98 |

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

d. Bank Charges per month **£8.00**

e. Councillor Goodwin proposed electronic payment of the items below.
Seconded by Councillor Meakin and carried by show of hands.

| | 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 |
| Thompsons #0248 | £790.62 | Pay 085 |
| Thompsons #0239 | £526.39 | Pay 086 |
| | | |
| Cash needed in Current Account | £3550.35 | |

- i. It was noted 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, which was paid in full on 3rd July (not included in above balances).
- vii. Notice had been received from our grounds maintenance contractor that the equipment used to clear the Millennium outfield had broken and been decommissioned. A proposal was received with alternative plans that required more frequent mowing, increasing the annual cost from around £550 to £1200. Councillors resolved to accept the alternative this season, proposed by Councillor Goodwin and seconded by Councillor Horsfall. The Clerk was asked to seek prices for next year, with Lakeside Landscapes UK in Green Lane being mentioned specifically. **Clerk to enquire.**

2518 CONSULTATIONS TO NOTE.

2518.1 No new consultations received.

2519 BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.

2519.1 Warwickshire Outlook Magazine – Summer 2023

2520 ANY OTHER BUSINESS.

2520.1 Councillor Meakin complained about pavements being blocked and difficulty with line-of-sight in the village due to a combination of overgrown hedges and cars parked with wheels on the pavement. Hedges along The Lunt boundary were specifically named. Councillor Wallace Redford suggested that irresponsibly parked cars could be reported to the Police, especially if the gap left is less than 27 inches. However, outside London, there are few laws to prohibit it. Councillor Goodwin suggested cutting of hedges is restricted during certain months due to nesting birds and it is down to the landowner to maintain their boundaries. It was also noted that where protruding hedges combine with parked cars it is difficult to allocate 'blame'.

2521 DATES FOR YOUR DIARY.

2521.1 There is no meeting in August.

2521.2 The next ORDINARY meeting is scheduled for **Thursday 7th September 2023** at Baginton Village Hall from 7:30pm.

2522 CLOSE - The meeting closed at 8.52pm.

DRAFT