

# BAGINTON PARISH COUNCIL

PHIL CLARK – CLERK & FINANCIAL OFFICER  
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31<sup>st</sup> May 2025

Dear Councillor,

You are hereby summoned to attend the ordinary meeting of Baginton Parish Council at Baginton Village Hall to be held immediately after the 7.30pm Annual Meeting of the Parish Council on **Thursday 5<sup>th</sup> June**, 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**

### **2. MINUTES**

- i. To confirm the minutes from Thursday 1<sup>st</sup> May 2025 Annual Meeting of the Parish Council.
- ii. To confirm the minutes from Thursday 1<sup>st</sup> May 2025 Ordinary Meeting.

### **3. REPORT FROM WARWICKSHIRE COUNTY COUNCIL**

- i. To note and welcome newly elected Councillor Ben Edwards
- ii. Any matters to report from Warwickshire County Councillor.

### **4. REPORT FROM WARWICK DISTRICT COUNCIL**

- i. Any matters to report from Warwick District Councillors.

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

- i. Any update on the UKBIC noise issue now that the acoustic barriers have been completed.
- ii. To note query with reinstallation of Church Road sign
- iii. Any further public participation matters.

### **6. SOUTH OF COVENTRY (SoC) DEVELOPMENT UPDATES.**

- i. Any further matters relating to South of Coventry works.

## **7. POLICE MATTERS TO NOTE -**

- i. Any Police matters.

## **8. BAGINTON EVENTS COMMITTEE MATTERS TO NOTE**

- i. The Film Night on 30<sup>th</sup> May was the docudrama 'Bob Marley: One Love'
- ii. The Film Night on 27<sup>th</sup> June will be the live action/animated adventure 'Paddington in Peru'.
- iii. To note any further Events matters.

## **9. COVENTRY AIRPORT**

- i. Any airport matters to report.

## **10. PLANNING ITEMS TO NOTE.**

### **a. Planning decisions received since the last meeting**

- i. None

### **b. To note applications awaiting WDC decision.**

- i. DOC/23/0018 – Discharge of Conditions 3, 5, 7, 8, 14, 16, 19, 20, 21, 24 and 25 relating to W/20/0808 (Building of 56 affordable houses off Church Road on land **NORTH** of Rosswood Farm). Special notes on Condition 8 (Surface water drainage). **OBJECTION** response issued 18<sup>th</sup> January 2024.
- ii. DOC/24/0010 – Discharge of condition 23 (the need for a construction traffic management plan) - Gateway South development on Bubbenhall Road. **NEUTRAL** response issued 30<sup>th</sup> April 2024.
- iii. W/25/0124/TC – Upgrade of existing base station, replacing a 15m tower with a 25m tower supporting 18 antenna and 4 dishes. AirAtlantique, Middlemarch Business Park. **NEUTRAL** response issued 12<sup>th</sup> March.
- iv. W/25/0125 - Landscaping, car parking, earthworks, strategic drainage features, a primary substation, demolition of existing structures, plus formation of the six approved access points and the main spine road within the site. Coventry Airport, Rowley Road. **OBJECTION** response issued 17<sup>th</sup> March.
- v. W/25/0293 – Reserved matters pursuant to Condition 1 (landscaping, planting, parking, lighting, house design etc.) relating to W/22/1038 – Land **AT** Rosswood Farm. **OBJECTION** reported 7<sup>th</sup> April.
- vi. W/25/0265 – Reserved matters (building size, appearance, floor plan, site layout, landscaping, planting etc, plus power, noise and lighting) pursuant to a Gigafactory on Coventry Airport, Rowley Road. **OBJECTION** reported 8<sup>th</sup> April
- vii. W/25/0445 – Double-sided Entrance & Exit signage on an existing site gantry – Walkers Snack Foods, Middlemarch Business Park. **SUPPORT** issued 2<sup>nd</sup> May.
- viii. W/25/0587 – Installation of a steel entrance gantry - Walkers Snack Foods, Middlemarch Business Park. **SUPPORT** issued 2<sup>nd</sup> May.
- ix. W/25/0502 – Reserve Matters relating to the provision of a substation (landscaping, earthworks, access, appearance etc.) – Coventry Airport, Rowley Road. **OBJECTION** reported 3<sup>rd</sup> May.

- x. DOC/25/0023 – Discharge of Conditions 5, 7 and 8 (Construction Management, Environmental and Landscape Plans) **AT** Rosswood Farm, Church Road. **OBJECTION** reported 3<sup>rd</sup> May.
- xi. W/25/0647 – Installation of Solar Panels on the roof of Unit 1B, Middlemarch Business Park. **SUPPORT** issued 28<sup>th</sup> May.

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

- i. W/25/0372 – Demolish existing porch, erect single storey from extension and relocate front door to side. Circulated to Councillors 28<sup>th</sup> May with response required by 18<sup>th</sup> June.

**11. HIGHWAYS MATTERS TO NOTE.**

- i. WDC mowed verges in Baginton on 22<sup>nd</sup> May.
- ii. Street light on Hall Drive reported as not working Ref:1334945
- iii. Any further highways matters to report.

**12. OPEN SPACES COMMITTEE MATTERS TO NOTE**

- i. To receive any report from the Open Spaces Committee e.g. Bin Installation.

**13. GENERAL OPEN SPACE MATTERS.**

- i. Any update on guttering and tree removal at The Smithy on Church Road.
- ii. Any update on the Church Road / Spinney Land Drain installation.
- iii. David's bench was installed on the Millennium Field 17<sup>th</sup> May
- iv. To approve an eTraining course on Playground Inspection for Councillor Biggerstaff and Mr. Chris Watling at £19.95 each.
- v. HAGS conducted the annual playground inspection on 16<sup>th</sup> May and reported all risks as low / very low classification.
- vi. To note that the paint and mulch repair kit for the playground will be relocated to the Baginton Events football container.
- vii. Any further open space matters.

**14. APPOINTMENT OF NEW CLERK & RFO MATTERS :**

- i. The newly appointed Clerk for Baginton Parish Council is Tracie Ball, who will commence her role on 9<sup>th</sup> June 2025.
- ii. To confirm that future Parish Council meetings will be held on the fourth Thursday of each month, commencing 26<sup>th</sup> June.
- iii. To accept the attached revision dates for meetings 2025 / 2026.
- iv. To confirm that no Councillor will be penalised for missing a Parish Council meeting due to the change from the published dates approved at the Annual Parish Meeting in May 2025.
- v. To confirm that any Councillor missing a meeting of the Parish Council due to the change from the approved dates will be allowed dispensation to input via the Chairman.

## 15. FINANCIAL MATTERS TO NOTE.

### a. Currently Earmarked Funds

|                                                |                  |
|------------------------------------------------|------------------|
| Charity Donated Monies Held by Council         | £1330.29         |
| Earmarked Funds (Lucy Price Playground)        | £9378.50         |
| Earmarked Funds (Election Expenses)            | £5585.66         |
| Earmarked Funds (Badge of Office)              | £118.45          |
| Earmarked Funds (Bus Shelters & Notice Boards) | £1000.00         |
| Earmarked Defibrillator Consumables & Service  | £500.00          |
| Earmarked Smithy Maintenance & Repair          | £750.00          |
| <b>Total Earmarked Reserves</b>                | <b>£18662.90</b> |

### b. To advise Bank balances as of 25/05/2025

|                                        |                  |
|----------------------------------------|------------------|
| HSBC treasurers (community) account: - | £5494.30         |
| HSBC savings (BMM) account: -          | £33084.45        |
| <b>Total in Bank</b>                   | <b>£38578.75</b> |

### c. **Reserves (Bank less earmark & committed) £19915.85**

### d. Bank Charges per month **£8.00**

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

|                                                          | Value           | Pay Number |
|----------------------------------------------------------|-----------------|------------|
| <b>Items Agreed and Already PAID</b>                     |                 |            |
| Tudor (x2 Bins) Invoice #IN0391898                       | £414.34         | Pay 227    |
| Tudor (x3 Bins) Invoice #IN0391897                       | £621.50         | Pay 228    |
| Lakeside # LAKBPC544                                     | £222.00         | Pay 229    |
| Lakeside # LAKBPC543                                     | £405.00         | Pay 230    |
| <b>Items for Payment.</b>                                |                 |            |
| Clerk's salary (40.1 hours @ SCP Level 7 £531.73)        | £425.33         | Pay 231    |
| Clerk's Income Tax & NI (£106.20)                        | £123.61         | Pay 232    |
| Employer's NI (£17.21)                                   |                 |            |
| Office Costs & Overheads                                 | £250.00         | Pay 233    |
| Litter Pick Honorarium                                   | £140.00         | Pay 234    |
| Website Honorarium                                       | £62.50          | Pay 235    |
| Parish Council Insurance (Gallagher)                     | £1937.80        | Pay 236    |
| J Keightley Reimbursement for Badge of Office Medal Bars | £45.95          | Pay 237    |
| Newsletter Grant                                         | £350.00         | Pay 238    |
| Flower Festival                                          | £40.00          | Pay 239    |
| HAGS Playground Inspection                               | £234.00         | Pay 240    |
| <b>TOTAL</b>                                             | <b>£3609.19</b> |            |

- i. VAT Claim for 2<sup>nd</sup> half of 2024 / 2025 for £342.00 was submitted to HMRC on 22<sup>nd</sup> May and was paid in full on 28<sup>th</sup> May. All VAT for 2024 / 2025 has now been reclaimed.
- ii. Notice of Public Rights in relation to the 2024 / 2025 financial year was posted on 31<sup>st</sup> May and runs from 3<sup>rd</sup> June until 14<sup>th</sup> July.
- iii. Any further financial matters to consider.

#### **16. CONSULTATIONS TO NOTE.**

#### **17. BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.**

- i. Clerk & Council's Direct – May 2025.
- ii. Warwickshire Outlook – Summer 2025.

#### **18. ANY OTHER BUSINESS.**

- i. Happy 100<sup>th</sup> Birthday to Baginton Parish Council on 4<sup>th</sup> June.
- ii. Councillors are requested to stay behind to discuss salaries and pay scales for the new Clerk in private.

#### **19. NEXT MEETING.**

- i. The next Ordinary meeting is **Thursday 26th June** from 7:30pm at the Village Hall.

#### **20. UPCOMING MEETINGS**

| <b><u>Date</u></b> | <b><u>Meeting</u></b>                   | <b><u>Time</u></b> | <b><u>Location</u></b> |
|--------------------|-----------------------------------------|--------------------|------------------------|
| 5-June             | Baginton Parish Council                 | 7:30pm             | Baginton Village Hall  |
| 26-June            | Baginton Parish Council                 | 7:30pm             | Baginton Village Hall  |
| 9-June             | Segro Re: 29 acre JLR Land              | 11:00am            | Segro Site & Virtual   |
| 30-June            | Police ASB meeting                      | 10:00am            | Virtual                |
| 18-June            | Segro Liaison Meeting                   | 4:00pm             | Management Suite       |
| In June            | Police & Parish Liaison Meeting         | TBC                | Leek Wootton Police HQ |
| 2-Sep              | WDC meeting re: IZone, Gigafactory etc. | 2:00pm             | Baginton Village Hall  |