BAGINTON PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON THURSDAY 6th April 2023 AT BAGINTON VILLAGE HALL

PRESENT:

Councillor Trevor Wright District Councillor
Councillor Julie Keightley Chairman
Councillor Walter Bush

Councillor David Hewer
Councillor Roger Horsfall
Councillor Mike Meakin
Councillor Gary Colville
Councillor Rob Newman

Clerk Phil Clark

Public 7 members of the public were present.

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

2427. DECLARATIONS OF INTEREST, APOLOGIES & WELCOME

2427.1 Declarations of interest were sought and none were received.

2427.2 The following had apologised: Councillor Wallace Redford - County Councillor

Councillor Pam Redford - District Councillor Councillor Chris Goodwin - Vice Chairman

Councillor Robert Taylor

2428. MINUTES OF LAST MEETING.

2428.1 Minutes of the Ordinary Meeting held on 2nd March 2023, having been circulated, were approved without amendment. Proposed by Councillor Keightley & seconded by Councillor Horsfall.

2429. REPORT FROM COUNTY COUNCILLOR WALLACE REDFORD

- 2429.1 Councillor Wallace Redford had apologised and could not attend. Over the month, he continued to pass on relevant Council information where possible.
- 2429.2 Councillor Hewer stated that he was aware of at least 2 new accidents on the Bubbenhall Road since he reported problems at the previous meeting. He had contacted Councillor Wallace Redford directly.

The Chairman thanked Councillor Redford for his reports.

2430. REPORTS FROM WARWICK DISTRICT COUNCILLORS

- 2430.1 Councillors Pam Redford had apologised and could not attend.
- 2430.2 Councillor Trevor Wright stated that there was nothing new to report that had not already been circulated to Councillors during the month.
- 2430.3 Councillor Wright also urged the Parish Council to continue highlighting that voter ID would need to be presented at polling stations in order for residents to vote.

The Chairman thanked Councillor Wright for his report.

2431. PUBLIC PARTICIPATION PERIOD.

- 2431.1 A resident reported that their Freedom of Information request to WDC regarding the UKBIC Environmental Permit had been responded to. It suggests that environmental monitoring of the site is not required as it is not working at capacity, a permit review is due to take place in 2023 and that the planned increase in workload publicised in October 2022 has been communicated to WDC. The response was available at WDC last November, but they had not sent it to the Parish Council.
- 2431.2 A resident reported a tree had fallen on the Lucy Price Playground and suggested another looked ready to fall in Hall Drive. Clerk to investigate.
- 2431.3 A question was asked if horses were to be allowed on the Rowley Road Country Park. Councillors suggested that the entry gates would prohibit that.
- 2431.4 A question was asked about resurfacing the pavements on the Mill Hill service road. Councillor Keightley said she was with the Highways Officer in April 2022 when several areas were marked for repair. Councillor Meakin also stated that the pavements on Coventry Road by the Lucy Price Playground were crumbling and needed proper edging. Clerk to chase.
- 2431.5 It was suggested that many speed bumps in Baginton were now in need of patching. Clerk to report.
- 2431.6 It was asked when the house on the junction of Coventry Road and Bosworth Close would be completed. Councillor Keightley stated there was no enforceable timescale for completing it.
- 2431.7 A resident spoke about fly tipping in business entrances along Rowley Road. SEGRO had agreed to clear theirs, but no contact had been found to request JLR to do the same. It was also noted by Councillors Hewer and Horsfall that WDC / CCC were simply mowing verges and tearing litter into ever smaller pieces with no attempt to clear it beforehand.
- 2431.8 A resident complained about irresponsible parking around the Lucy Price Playground and owners ignoring the 'No Dogs' signs on the Playground perimeter. Councillor Keightley suggested investigating further signage whilst Councillor Wright suggested the parking should be referred to the Safer Neighbourhood Team. Allowing parking on Village Hall grounds as an alternative will be raised at the next meeting.
- 2431.9 A resident highlighted an error in reporting the location of the new housing estate on Coventry Road opposite The Oak public house. It should be referred to as Land North of Rosswood Farm. The Chairman apologised and will change it in the March minutes. Clerk to action.
- 2431.10 Walkers with dogs were reported on the bund behind The Oak public house, looking into properties below. Councillor Keightley noted this had been reported to SEGRO previously and whilst the bund had intentionally been built steep and was not intended for walkers, there were no plans to fence it off.
- 2431.11 Reports were made of several crashes on the new Bubbenhall Road / Stoneleigh Road link section. Councillor Bush stated this had been raised previously with SEGRO, as the swept path of the road is insufficient for HGVs to navigate without using the opposite carriageway and WCC Highways had not allowed for further developments such as the nearby housing development. Councillor Bush will raise this with SEGRO again.
- 2431.12 It was asked if a weight limit could be applied to the whole of Baginton to prevent HGVs using the village roads. Councillors Bush and Keightley highlighted the weight limit was on the bridge and on the approach roads to the bridge warning drivers to take another route. The limit is not applicable to all of the village roads.
- 2431.13 A household had objected to WDC about planning application W/23/0020 for a side and rear single storey extension at No.70 Mill Hill. The Parish Council had issued a neutral response, neither supporting nor objecting to the application. The residents suggested that the size of the extension was too large, that white rendered brick to the side and timber clad blocks at the rear with a timber and felt flat roof was not in keeping with other extensions in the street and that surface water drainage from the site was already compromised and the larger extent of the roof would potentially cause flooding and damp issues for neighbouring properties further down Mill Hill.
 - Councillor Keightley pointed out that Councillors were laymen who had drawn a neutral conclusion based on other side and rear extensions that had been permitted along Mill Hill, along with the general prevailing requirements regarding size, finish, privacy etc. It was not expected that Councillors

had an extensive working knowledge of detailed Planning Regulations. Those finer details would be referred to WDC who are responsible for making an in depth assessment against all regulations, policies and supplementary planning documents.

Councillor Keightley asked what the main concern was and the resident confirmed that it was the large expanse of flat roof.

Councillor Wright was not familiar with the application, but confirmed that the finish described was now allowed provided it was not deemed to impact significantly on the street scene, which was down to the planning officer's judgement. Councillor Wright also reported that rules regarding the size of an extension had been relaxed significantly over the last 10 years, with much larger, single storey extensions now allowed under permitted development. He will raise the issue with WDC Planning and report back to the Clerk.

2432. SOUTH OF COVENTRY (SoC) DEVELOPMENTS

- 2432.1 The next Masterplanning Framework for North Kenilworth / South Coventry meeting with WDC is proposed for 25th, 26th, 30th or 31st May.
- 2432.2 The abandoned car on the Country Park car park was removed week commencing 20th March.
- 2432.3 Following the meeting with SEGRO on 8th March, very few further matters had been raised. Councillor Bush asked about the identification of one plot for an American retailer. Councillor Wright confirmed the plot would be for warehousing and would not be a retail outlet.
- 2432.4 Councillor Wright confirmed that the concept of linking local Country Parks via pedestrian bridges was gaining momentum.

2433. POLICE MATTERS.

- 2433.1 Reports were received of three vans being broken into on the front of a business on Coventry Road on the evening of 9th March. Tools were stolen.
- 2433.2 The Police HGV surveillance cab continued to operate in the region, detecting 80 offences in 3 days from 27th February to 1st March. Offences included speeding (12), not wearing seat belts (23) use of mobiles (26) including 4 drivers watching films, dangerous driving (15), failure to stop (1) and drink driving (4).
- 2433.3 On the evening of 20th March, a motorbike was stolen from the rear of a property at Edinburgh Villas.
- 2433.4 A crime report was circulated covering items from the last month, including electricity cables stolen from premises on Bubbenhall Road and a public order offence on Coventry Road. Also included were separate incidents of theft of a motorbike, a pushbike and a Range Rover from Middlemarch.

2434. BAGINTON EVENTS COMMITTEE UPDATE

- 2434.1 The film night on Friday 31st March was 'Top Gun Maverick'.
- 2434.2 The next film night on 28th April will be the mystery drama 'Where the Crawdads Sing'
- 2434.3 Next Party in the Park is scheduled for 8th July 2023. Tickets are on sale.
- 2434.4 The Events AGM was held on 13th March. Minutes attached.

2435. AIRPORT MATTERS

2435.1 There were no new airport matters to report. Next meeting due 18th May.

2436. PLANNING

- a. Planning decisions received since the last meeting
 - i. W/22/1730 Reserved matters relating to layout, landscaping, access, appearance etc relating to the proposed Rugby Club. **SUPPORT** reported 2nd December. **GRANTED** 3rd March.
 - ii. W/23/0040 Reserved Matters (Access, layout, landscaping, appearance etc.) of electrical substation and pumping station circulated to Councillors 2nd February. **SUPPORT** response reported 22nd February. **GRANTED** 6th March.

iii. W/23/0037 – A 2-storey side extension – No. 66 Mill Hill. Circulated to Councillors 23rd January with response required by 9th February. **NEUTRAL** response sent 3rd February. **GRANTED** 10th March.

b. To note applications awaiting WDC decision.

i. W/23/0020 – Single storey side and rear extension, extended porch and rebuilt garage – No. 70 Mill Hill. Circulated to Councillors 13th January with response required by 2nd February. **NEUTRAL** response reported 27th January. Revised plans circulated 25th March.

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

i. W/23/0209 – Demolition of existing concrete building and erection of a modern steel framed building on the same foundations – Midlands Air Museum, Rowley Road. Circulated to Councillors 9th March. SUPPORT reported 21st March.

2437 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
- 2437.1 Graffiti under the A46 Bridge on Mill Hill was reported to National Highways on 7th March Ref:FMS4289809
- 2437.2 The WDC grass cutters were seen operating in Baginton on 16th March.
- 2437.3 The broken reflective bollard by the allotments on Mill Hill was reported to WCC Highways on 29th March Ref: FS-Case-502603527
- 2437.4 The graffiti on the JLR hoardings along Rowley Road was covered on 30th March.
- 2437.5 Councillor Horsfall reported that the markings on the mini roundabout at the end of Rowley Road were almost completely erased. Clerk to chase.

OPEN SPACE. 2438

- 2438.1 The order for a structural engineer to survey The Smithy has been placed. Cost is estimated at £715 TAV sulg
- 2438.2 Quotations for the Lucy Price Playground Annual Inspection have been received and an order placed.
- 2438.3 The monthly inspections of the Lucy Price Playground have identified movement in the roundabout central pillar and some disintegration of the hopscotch graphics. The suppliers have been contacted.
- 2438.4 Volunteers were thanked for planting hedging along the Millennium Field.
- 2438.5 Councillor Hewer suggested that the Lucy Price Relief in Need fund were seeking a meeting with Parish Council representatives to discuss ongoing maintenance of the Lucy Price Playground. Clerk to action.

2439 GRANTS MATTERS TO NOTE

2439.1 No new grant matters to report.

2440 GENERAL MATTERS TO NOTE

2440.1 None received.

2441 FINANCIAL MATTERS TO NOTE.

a.	<u>Current</u> l	ly	<u>Earmarl</u>	ĸed	<u>Funds</u>	,

£1330.29
£10000.00
£6000.00
£142.35
£860.00
£250.00
£1000.00
£19582.64
C 2692 66

Total in Bank	£ 34578.79
HSBC savings (BMM) account: -	£ 31896.13
HSBC treasurers (community) account: -	£ 2082.00

Reserves (Bank less earmark & committed) £14996.15 C.

Bank Charges per month £8.00 d.

It was resolved to authorise the items below for payment by electronic transfer. Proposed by e. Councillor Keightley, second by Councillor Horsfall and passed by show of hands.

	Value	Pay Number
Clerk's monthly salary (40.1 hours @ NJC Level 7)	£466.36	Pay 063
Cash needed in Current Account	£466.36	

- The Smithy rent for £390.50 was received on 22nd February. i.
- The end-of-year income and expenditure summaries had been completed and were circulated to ii. Councillors on 2nd April.
- The Governance & Accounting Statements derived from the income and expenditure summaries were iii. circulated to Councillors for consideration on 2nd April.

- iv. The income and expenditure summaries were approved. Proposed by Councillor Keightley, second by Councillor Meakin and passed by show of hands.
- v. The Annual Governance Statement for the 2022 / 2023 AGAR was approved. Proposed by Councillor Keightley, second by Councillor Newman and passed by show of hands.
- vi. The Accounting Statements for the 2022 / 2023 AGAR was approved. Proposed by Councillor Keightley, second by Councillor Hewer and passed by show of hands.
- vii. It was noted that as the next Parish Council meeting had been postponed until 18th May, any budgeted or approved payments received by 4th May will be paid by the Clerk prior to the next meeting. It was also noted that the current Chairman had not stood for election, so a new Chairman would need to be appointed.

2442 CONSULTATIONS TO NOTE.

2442.1 No new consultations received.

2443 BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.

i. Countryside Voices 2023.

2444 ANY OTHER BUSINESS.

- 2444.1 CPRE's summary report on Coventry & Warwickshire Housing Numbers was circulated to Councillors on 14th March.
- 2444.2 Notice of Election was announced by WDC on 17th March, which marked the start of the pre-election period of heightened sensitivity.
- 2444.3 The Parish Annual Assembly will be held on 13th April.
- 2444.4 Due to the King's Coronation long weekend being held immediately after the elections, the next Parish Council meeting has been put back to 18th May and will include the Annual Meeting.
- 2444.5 Councillor Newman confirmed that high speed broadband was becoming available in Baginton. Leaflet drops and doorstep engagements had taken place in various areas of the Village.
- 2444.6 Councillor Wright had put himself forward for the WDC elections in May, but thanked Councillors for their time and help in case he was not successful.
- 2444.7 A resident noted that there would be no charity bike ride this year, but it would return next year.
- 2444.8 It was asked if details could be printed in the Newsletter detailing how the various defibrillators could be accessed in an emergency. **Clerk to action**

2445 DATES FOR YOUR DIARY.

- 2445.1 The Parish Assembly is scheduled for Thursday 13th April from 8:00pm at the Village Hall.
- 2445.2 The Annual meeting is scheduled for Thursday 18th May 2023 at Baginton Village Hall from 7:30pm, immediately followed by the new Council's Ordinary meeting.

2446 CLOSE - The meeting closed at 8.30pm.

Baginton Events AGM Minutes – 13th March 2023.

Attendees; Rheba Horsfall (RhH), Roger Horsfall (RH), Julie Keightley(JK), Della Thomas (DT), Nigel Thomas (NT), Rob Newman (RN),

Apologies Sue Williams (SW).

With consent, nominations were received and accepted by a show of hands for the following offices:-

- 1 Chair Nigel Thomas
- 2 Treasurer Rheba Horsfall
- 3 Secretary Rheba Horsfall
- The **Terms of reference** currently remain adequate, but BE may ask BPC to amend Point 3, 'minimum of 2 parish councilors on the BE committee' to 2 *members appointed by BPC*.

5 To discuss any matters relating to Events, Event Planning, and Event Preparation (confirmed plans)

PITP 2023 (£15,000 rounded up predicted spend – any capital spend not included: Sell out ticket income = £17,200)

ACTS (£4,380 + refreshments)

Line up - As agreed at previous meeting.

• DT has sent act's email to RhH to request terms & conditions and invoice

ACTS MEETING

RhH to send ALL contact details for Acts, Dave W, Dave M to NT for invitation to an Acts Meeting possible dates – 15th 16th 17th 22nd 23rd 24th 25th May). Venue - probably Holly Walk (The Mews?)

SOUND ENGINEERS (£5,000 predicted spend)

No further contact with Dave M. RhH to email

TICKETS - online price £12.50 (sell out income - @ £10.75 per ticket = £17,200)

With just the initial fb post, ticket sales are going really well. Of 1,000, over 862 adult tickets (269+ children). There have been no messages via Eventbrite and no complaints. Members reported that most conversations about the online sales had been very positive.

Actions

- RN to boost fb post and allocate more tickets for sale (300 in reserve)
- JK to update newsletter
- All to try and establish if any neighbours are unaware of online sales/would have difficulty obtaining tickets
- *Will need as many volunteers as possible with phones on the entrance to check tickets

Any queries will be directed to the BE email <u>bagintonevents@gmail.com</u>

Childrens entertainer - None this year

MERCHANDISE - RhH to check stock in the container

Flags and headbands are popular. Glo sticks in stock (to be handed out)

<u>SOFT DRINKS</u> –

Soft drinks will be available at the bar (Eliza).

Need to establish if James Q will also be selling - prices need to be comparable if so.

BE will need a supply of water for volunteers and acts.

FYI: from 2022 invoice

Product	<u>Pack</u>	Quantity	cost per unit	Cost
Spring water	24	6	£2.99	£17.94
buy 3 discount				-£1.94
Sparkling water	24	2	£3.49	£6.98

CAR PARK £3 per car

OUTLETs-

I love Crepes - Confirmed

James Q has responded – Pig roast & drinks no problem, but will need to organize extra help if offering burgers/chips/drinks etc.

Meeting with Eliza was held on 08.03.23 (NT, DT, RH RhH). Information and options were circulated to the committee prior to this meeting. No BE volunteers used to man the Bar. SW sent her thoughts prior to the meeting and there was discussion over the options. Eliza intimated that Chris G would help set up the pig roast and it was thought that there would be sufficient volunteers if BE decided to operate the pig roast - Julie offered here. Eliza has another event on the day (Brinklow) at which Chris G is also involved.

Actions (before final decision)

- Need to establish Chris G exact involvement and if Eliza ran the pig roast would any usual BE volunteers be involved?
- DT to organise meeting with James Q

FLAG – Still in the Thomas's possession.

TOILETS - BOOKED - there will be a deposit to pay

10 event units (@£55 each); 2 Urinals (@£70 each); 1 toilet for disabled (@£70). Transport - 3 journeys each way (£40 per journey)

<u>STAGE</u> Deposit Paid (£504 - Balance £1,596 due two weeks prior to event) Dave Willets - Still available

BINS - (£420)

4 waste & 4 recycling bins Ordered. It was decided to enquire about the cost of an extra bin - RH

BANNERS – hopefully will be able to cover the old date with sold out labels!

<u>VOLUNTEERS</u> - Will be needed for - setting up; Car Park; arena entrance; security; merchandise; Pig?

So far, Charlie & Mark (Lunt Cottage) and Simon H (preferably not during the event) have expressed an interest in helping.

Possible volunteers for car park - Phil , Alan C?, Steve W, Leffe Dave, Bal , Craig (HS2), Bob C, Roger, Rheba. James/` Dave

WALKIE TALKIEs - NT to check

CLOTHING non needed (so far)

EQUIPMENT— **DT to investigate & order Feather sails** (BE emblem on blue background)

POWER We will need to ensure there is a full list of requirements i.e. BE requirements and all outlets (outlets will be encouraged to have their own power where possible).

Eliza's bar operates on 3 pin socket and draws a max of 16amps when setting up.

May be an idea to have BE generators on stand-by

ICE-CREAM VAN - SW has booked

FIRST AID - to be confirmed

LIGHTING Have all that's required

EDGETEC - There has been no further contact - **JK to email**

STAGE STEPS - extra step, base and handrail needed **RN to undertake**

FIREWORKS booked (at least penciled in) NT to confirm

AOB (PITP)

There was discussion around a tribute to Gayle. Chris G to be consulted but suggestions as follows

- Words/ music (appropriate to GG tastes) Either NT/Dave W?
- NT to work on words
- Subs may like to dedicate a song later in the evening
- Picture of Gayle displayed on screen at end of fireworks

FINALE

Need to ensure that there is no deflating pause after the Subs – discuss possibility of Subs doing rock versions of anthems and then straight into firework music/display.

Dave to thank everyone straight after fireworks – finish with National Anthem

FILM NIGHT

Phantom of the Open was enjoyed by the 33 who attended.

March - Top Gun Maverick Booked

April - Where the Crawdads Sing Booked

Fisherman's Friends 2 – to be booked for May (RhH)

30th June – N&D and R&R away. To be brought forward to 23rd June. RhH to confirm with RBL & Live & Local.

29th October to be moved to 20th October (to accommodate vilage booking at club) RhH to confirm with L&L.

CORONATION BIG LUNCH - Sunday 7th May

Village Hall booked – Lottery funding applied for.

Villagers invited – BBQ available

Actions

- Need ideas for a suitable gift for the children of the village.
- NT to produce flyer
- Flagpole to renovated/replaced (BE funding)

6 FINANCE

End of year accounts (to 31.12.22) have been audited, signed and submitted to BPC.



Financial Report for Baginton Events Meeting 13th March 2023

		<u>Cash</u>	<u>Bank</u>	Total
	Balance at 31.01.23	£1,042.75	£19,806.43	£20,849.18
	INCOME			
23.02.23	Film Night	£119.75		
27.02.23	N&D - owing		£38.25	
	EXPENDITURE			
04.03.23	Screening of Phantom of the Open (Feb)		-£99.60	
	balance at 13.03.23	£1,162.50	£19,745.08	£20,907.58
		Outstanding		
		awaiting ivoice Edie (Jan film)		
		Monies for PITP tickets - in holding account		

PITP ticket monies held in Eventbrite holding account £9,169.71 (@13.03.23

7 AOB

Following email & fb enquiries, it was decided not to have extra stalls at PITP (e.g. crafts/cakes)

The film projector on loan has again been requested back for other events. RH wondered if it would be worth

BE having own equipment. Appropriate storage to meet insurance requirements would be awkward.

Date of next meeting. 17th April: 7.30pm @ Holly Walk:



Baginton Events Statement of Accounts for the year ended 31st December 2023

Year End	Co-op Bank	£29,566.45
Bank and Cash	Cash	£973.56
balances December		
2021	Total	£30,540.01

without refunds

		SUM UP (Card payments)			£2,398.75
		Donation	s in		£30.00
		Miscellaneous (found on field)			£3.80
£1		Pitch Hire	!		£170.00
		Event Entry (PITP/Bonfire)			£11,091.00
Inco	me	Cinema (т	ickets & Snacks)		£771.50
202	22	Car Park (PITP)		£765.00
10		Bar Sales	(PITP/Bonfire/surplus PITP supply)		£1,394.00
		Food Sales (PITP/Bonfire)			£1,553.45
		Other BE Sales			£721.00
		PITP refu	nds		-£120.00
				Total	£18,778.50
		Legals (Fie	ld Licence)		£235.84
		Hire costs			£4,206.06
		Equipment Purchased			£1,478.36
		BE Clothing			£0.00
		Entertainers			£4,860.00
		Cinema Screening			£951.53
Expend	liture	Sound engineers			£4,500.00
202	2	Advertising			£237.29
	1000	First Aid (burns kit)			£50.00
		Merchandise			£92.83
		Consumables			£5,230.82
	20.	Donations out			£6,223.65
			Miscellaneous		£94.95
		l		Total	£28,161.33
	l	ncome Less	expenditure		-£9,382.83
	Year En		Co-op Bank	T	£20,186.43
	Bank	and Cash	Cash		£970.75
	balances	December			
2022		022	-	Total	£21,157.18

As elected members of Baginton Events, we hereby acknowledge our responsibilities for safeguarding the assets of the Group and confirm that all financial transactions for the year to 31st December 2022 have been properly recorded.

R Horsfall (Treasurer) RCHOSfall
Signed for and on behalf of the committee of Baginton Events.

Nigel Thomas (Chair)

I have reviewed the accounting records of Baginton Events and hereby certify that this financial statement is a true and fair view of the group's income and expenditure for the year ended 31st December 2022.

J Keightley (Hon Auditor)