

# MINUTES OF DUNCHURCH PARISH COUNCIL

## Minutes of Meeting Number 673 of the Dunchurch Parish Council held in The Village Hall, Rugby Road, Dunchurch, Tuesday 6<sup>th</sup> December 2011 Meeting commenced at 7.15pm

### PRESENT:

Councillor R T Aird [Chairman]                      Parish/Borough Councillor I Lowe  
Councillor J Moore                                      Councillor P Twigger  
Clerk to the Parish Council Mrs P M Knowles

### OTHERS:

County Councillor Hazelton [part time]              Borough Councillor Roberts  
Borough Councillor Francis [part time]              Borough Councillor Spiers  
Mr P Waller    Plus 11 Residents of Daventry Road

### 1. TO ACCEPT APOLOGIES FOR ABSENCE

Councillor P Eccleson [Vice Chairman]              Councillor N Jones  
Councillor L Beech                                      Councillor B Nesbit  
Councillor M Mansfield                                  Councillor F Fitzsimons

### 2. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

None

### 3. PUBLIC PARTICIPATION

The Chairman made a statement acknowledging the attendance of residents from Daventry Road and pointing out that unless anyone had any new proposals to discuss there seemed little point in going over ground already covered at the previous PC Meeting. The Chairman also confirmed that a motion would be proposed, as promised, to ascertain if PC Councillors would be willing to support the petition. Ann Wright only had one point to make about the petition saying 400 people have already signed.

Councillor Lowe suggested and other Councillors agreed that the possible way forward would be for independent traffic engineers look at the Daventry Road problems and produce a document identifying any improvements they consider would improve the current situation. It was acknowledged that Daventry Road is by no means the only road giving cause for concern in the village.

Councillor Lowe has agreed to contact road safety charities and discuss any help they may be able to offer the village. Councillor Aird confirmed that the PC would be happy to become involved with any project which would improve the traffic problems currently afflicting the village.

### 4. TO CONFIRM THE MINUTES OF MEETING NUMBER 672 – 1<sup>ST</sup> NOVEMBER 2011

Councillor Moore proposed confirmation of the Minutes of Meeting Number 672 as a true record this was seconded by Councillor Lowe and approved by all present. The Minutes for meeting 672 were signed by The Chairman.

### 5. TO REPORT MATTERS ARISING FROM THESE MINUTES NOT ON THIS AGENDA [FIO]

Councillor Lowe has not yet been able to establish what is happening with the Sainsbury's Island.

Councillor Aird confirmed that the problems being experienced with Beech Ward being closed at St. Cross Hospital appears to be a Country wide issue with authorities needing funds to repay loans for PFI.

Councillor Aird asked if there was any progress on the cloud computing issue. The Clerk confirmed that having looked at several options it would appear that the Edge Designs quote is looking very competitive and also we have the advantage of using this Company for the past five years to remotely host out financial and planning information.

The Clerk confirmed that the Stream Land issue is being dealt with by Mandy Wakelin-Lloyd at RBC.

Councillor Aird has not yet been able to arrange a meeting with Paul Collett regarding CCTV for the Parishes.

Councillor Aird confirmed that the new seat has been installed in Arkwright Field.

### 6. TO DISCUSS WITH BOROUGH AND COUNTY COUNCILLORS ANY MATTERS OF IMMEDIATE INTEREST

**Daventry Road Parking** – Councillor Aird proposed a motion that the Parish Council supports the petition from Daventry Road residents. The motion was seconded by Councillor Twigger. A vote was taken the motion was supported by Councillors Aird, Twigger and Moore. Councillor Lowe was against supporting the motion.

The wording is as follows:

**To: Warwickshire County Council**

At a recent Rugby Area Committee (6.10.11) Warwickshire County Council, decided to remove on-street parking on the North Side of Daventry Road, effectively removing 15 -20 parking spaces from the village. (They had already removed spaces in the car park and reduced the waiting time.)

We the undersigned demand that this decision be overturned, or alternative parking be found for Dunchurch Residents, Visitors to the village and customers of businesses in the centre of the village.

**Section 106 Agreement Lime Tree Village Extension**

Councillor Aird has written to Ian Davis, RBC, to express the concerns of the PC regarding the Section 106 agreement for Lime Tree Village extension not offering any benefit to the local community to mitigate the effects of the new development, in particular the existing problems on Cawston Lane which will only be exacerbated by the extension to Lime Tree being built.

The reply from Ian Davis is somewhat confusing and has not answered any of the PC's concerns. Councillor Aird agreed to circulate the text of his follow up letter to Parish Councillor's before it is sent to Ian Davis.

Councillor Lowe is keen that the PC should produce a Neighbourhood Plan and together with Borough Councillor Francis is prepared to carry out some initial investigation work into what may be included in the plan.

Borough Councillor Francis volunteered to investigate the village parking problems in depth with help from Dan Green WCC and Rapid the newly formed group within the village.

Borough Councillor Roberts highlighted the proposed new guidelines for events organisers where no licence will be required for events entertaining 5000 people or less.

**7. TO RECEIVE REPORTS FROM LOCAL POLICE, THE MAKING DUNCHURCH SAFER GROUP AND NEIGHBOURHOOD WATCH REPRESENTATIVES**

PCSO Holland had sent a Crime Report which indicated incidents in the village are being maintained at a low level.

Councillor Aird confirmed that PCSO Holland is still on light duties following the serious accident he was involved in. The PC wishes PCSO Holland a speedy recovery.

**8. TO CONSIDER FINANCIAL MATTERS**

**To approve budgets and precept for 2012/2013** – The Clerk had circulated budget and precept proposals for 2012/2013. Councillor Lowe proposed acceptance of the proposals, seconded by Councillor Aird and agreed by all present. The precept will be frozen at the 2011/2012 level.

**Contribution to establish a bank account for the Dunchurch Library Supporters Group Trust £100** – this is required for a charity to be set up – Proposed by Councillor Moore, seconded by Councillor Twigger and agreed by all present.

**Purchase of Flavia Drinks Station [grant funding in place] for the opening of the Library £1790+VAT** – Proposed by Councillor Moore, seconded by Councillor Lowe and agreed by all present.

**Contribution to Air Ambulance £500** – Proposed by Councillor Lowe, seconded by Councillor Aird and agreed by all present.

**Replacement Lantern for lighting column 9 in Southam Road £286.66** – Proposed by Councillor Aird, seconded by Councillor Moore and agreed by all present. Note there was some confusion between columns 7 and 9, in fact both columns required new lanterns. To be ratified at the January meeting.

**Replacement litter bin for post mounted bin in Toft** – 50% contribution from PC and 50% from RBC – Parish Contribution £150.90. Proposed by Councillor Twigger. Seconded by Councillor Aird and agreed by all present. To be ratified at the January meeting.

## **9. TO REVIEW AMENITIES**

**Stream Land** – Mandy Wakelin-Lloyd at RBC is sorting this matter out.

Bus Shelter on The Green – The Clerk will request a site meeting with Mandy Wakelin Lloyd to discuss the matter.

## **10. TO DISCUSS SECURITY SYSTEMS & ROAD SAFETY**

### **Traffic Lights**

It was agreed to put pressure on Bob Foy, WCC Traffic Signals Engineer, to get the right hand lane stop line on Coventry Road moved back to allow LGV vehicles to turn from Southam Road into Coventry Road without the need for traffic to reverse.

### **Southam Road – left turn by corner shop**

The Clerk contacted WCC regarding rat running and the danger caused by vehicles mounting the pavement on this corner and also the speed of vehicles turning left. WCC have refused to investigate the matter.

### **Traffic Survey WRR**

Councillor Aird has requested further information from Peter Butlin regarding the impact on traffic through Dunchurch since the WRR opened. Peter Butlin has circulated figures regarding effects on the town centre and various other locations but no information regarding Dunchurch.

## **11. PLAY AREAS**

Matt Lee's report on playground safety does not highlight any immediate problems however there is a need to monitor wear and tear on the equipment on Done Cerce Play area. Councillor Aird suggested that as we have a safety inspection due in February we delay action until the inspectors report is submitted.

## **12. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OTHER BODIES**

Anne Gilbert had submitted Minutes from the Dunchurch & Thurlaston Educational Foundation – these have been circulated to all Councillors.

Councillor Aird mentioned the disappointing take up of refreshments at the Community Forum and questioned the wisdom of having refreshments at the beginning of the meeting rather than part way through.

## **13 TO RECEIVE A REPORT ON CORRESPONDENCE**

Beechwood Tree Maintenance – landscaping services

Royal British Legion – Thanks for contribution to Poppy Appeal

NCC Waste & Minerals Framework - Supplementary planning document adopted

Victim Support appeal for a donation – rejected in favour of donating to local organisations in the current economic climate

Severn Trent reference VAT being added to accounts

Midlands Rural Housing – confirmation of donation for delivering Housing Needs Survey

Councillor Aird has been contacted by Tony Kember reference subsidising Christmas Displays for traders with multi tree displays.

## **14. TO DISCUSS ANY MISCELLANEOUS MATTERS**

Proliferation of A Boards outside of Omar's Restaurant – The Clerk will contact Planning Enforcement.

## **15. TO REVIEW CURRENT PLANNING APPLICATIONS, PERMISSIONS, REFUSALS ETC.**

### **COMMENTS**

- 01069 Cawston Extension Site** **Objections**  
Outline application for residential development of up to 550 dwellings, new access to Coventry Road and Trussell Way, open space, site for primary school with associated infrastructure and ancillary works
- 01073 Village Hall, Dunchurch** **No Objections**  
Erection of a storm porch
- 01074 Land South of Ashlawn Road** **Objections**  
Crematorium & Cemetery Project
- 01075 Frankton House, Lime Tree Village** **No Objections**  
Removal of Juliet balcony and erection of ground floor balcony with steps to ground level
- 01076 Working Men's Club** **Objections**  
Provision of external lighting to front elevation amended plans 14th October - reduce number of lights from 4 to 2
- 01077 Working Men's Club** **Objections**  
Erection of a first floor rear flat roofed extension
- 01078 Prestleigh, Coventry Road, Dunchurch** **No Objections**  
Demolition of existing garage and erection of a replacement detached double garage
- 01079 16 Daventry Road, Dunchurch** **No Comment Yet**  
Conversion of building from A1 retail shop and 2 flats to 6 flats, including erection of two storey and first floor side extensions, rear terrace and external alterations

## DECISIONS

- |              |                               |                 |
|--------------|-------------------------------|-----------------|
| <b>01061</b> | <b>Station Farm Cottage</b>   | <b>Approved</b> |
| <b>01062</b> | <b>Station Farm Cottage</b>   | <b>Approved</b> |
| <b>01064</b> | <b>32 Lime Tree Avenue</b>    | <b>Approved</b> |
| <b>01068</b> | <b>Station Farm Cottage</b>   | <b>Approved</b> |
| <b>01071</b> | <b>16 Waring Way</b>          | <b>Approved</b> |
| <b>01072</b> | <b>18 Waring Way</b>          | <b>Approved</b> |
| <b>01073</b> | <b>Dunchurch Village Hall</b> | <b>Approved</b> |

## 16. TO UPDATE COUNCILLORS ON THE LIBRARY SITUATION

Very little information has been received from WCC, until a draft lease and head of terms agreement is received it is not possible to progress a lot of items. Councillor Aird has produced a comprehensive Action List and will forward any items that require attention from WCC to TeJay De Krester.

We are still awaiting a Occupancy at Will document from WCC which will enable us to move the PC Office to the Library before the official take over in April 2012.

The Clerk confirmed that we are waiting for prices from Edge Designs for the Facilities and Clarity Modules which will allow us to accept, monitor and produce invoices for room bookings and also produce work rotas/time sheets and statistical information for volunteers.

Confidential Minute reference administration to follow.

The next Library Sub-Committee Meeting is on 15<sup>th</sup> December.

## 17. QUEENS JUBILEE CELEBRATIONS/OLYMPIC TORCH/GODIVA AWAKES

All three events will impact upon the village and therefore traffic control and parking will both be major issues.

No further information has yet been received on the Queen's Jubilee celebrations Mr Kember proposing.

Councillor Aird has attended an initial meeting regarding the arrangements for the Olympic Torch procession and is due to attend a further meeting shortly. Initially these discussions are to remain confidential. Arrangements for the Godiva Awakes parade are in the early stages and no firm details are available.

## 18. ADOPTION OF DATA PROTECTION POLICY

Councillor Moore proposed the PC accept the suggested Data Protection Policy with one small amendment, Under 'Data is kept securely' the text should read "This means that only staff and Councillors can access Council data. It should be stored securely so it cannot be accessed by members of the public." Seconded by Councillor Twigger and agreed by all present.

## 19. READOPT CODE OF CONTACT

The current Parish Council Code of Conduct is in place until 15 Feb 2012. Until we receive further guidance from Government, it is recommended that the council re-adopts the current model code ensuring that the principles which accompanied the Code are adopted with it. As these principles cover the seven listed in the Localism Act.

Councillor Lowe proposed the PC readopt the current Code of Conduct together with the principles which accompanied the Code in accordance with the Localism Act 2011. Seconded by Councillor Aird and agreed by all present.

## 20 TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET

### Expenditure Transaction – approval list

Tn no	ChequeGross	Vat	Net	Date	Details	Cheque	Total
1123	300153	£203.70	£8.81	£194.89	23/11/11	E-on - Parish Office Supply - Electricity Parish Council Office	£203.70
1124	300154	£327.60	£0.00	£327.60	29/11/11	D Kenyon - PC Office Rental	
1125	300154	£87.60	£0.00	£87.60	29/11/11	D Kenyon - PC Office Buildings Insurance	£415.20
1126	300155	£241.47	£40.24	£201.23	25/11/11	Bt Payment Services Ltd - PC Office & Broadband	£241.47
1127	300156	£140.00	£0.00	£140.00	06/12/11	Naomi Leugs - Catering for Community Forum	£140.00
1128	300157	£956.40	£159.40	£797.00	28/11/11	Cadeby Tree Trust - Christmas Trees for Village Display	£956.40
1		£366.00	£61.00	£305.00		ADMIN Large Tree for The Square	
2		£590.40	£98.40	£492.00		P/OS Small Trees	
1118	300158	£2,905.92	£484.32	£2,421.60	07/11/11	SWARCO Traffic Limited - Annual Maintenance for Speed Signs	£2,905.92
1120	300159	£264.30	£44.05	£220.25	16/11/11	Wicksteed Leisure - Replacement Hydraulic Gate Unit - Arkwright Play Area	£264.30
1119	300160	£518.73	£0.00	£518.73	16/11/11	Medda Place Market Garden - Winter Planting	£518.73
1129	300161	£179.37	£0.00	£179.37	06/12/11	Phil Freeman - Putting up Christmas Trees	£179.37
1130	300162	£775.57	£0.00	£775.57	06/12/11	Lee Matt - Handyman Salary & Expenses	£775.57
1131	300163	£376.76	£0.00	£376.76	06/12/11	Inland Revenue - Clerk Tax & NI	£376.76
1122	300164	£21.00	£0.00	£21.00	23/11/11	Knowles P M - Wreath for Royal British Legion Service	
1132	300164	£1,084.42	£0.00	£1,084.42	06/12/11	Knowles P M - Clerk's Salary	£1,105.42
<b>Total</b>		<b>£8,082.84</b>	<b>£736.82</b>	<b>£7,346.02</b>			

The RFO submitted a schedule of payments in the sum of £8082.84 cheque numbers 300153 and 300164 all cheques with supporting invoices. Proposed by Councillor Aird seconded by Councillor Moore, Approved by all present. Cheques signed by Councillor Nesbit and Councillor Aird.

THE MEETING CLOSED AT 10.15 PM

Signed Chairman:

Dated: