



WELLESBOURNE AND WALTON PARISH COUNCIL

The minutes for the Meeting of the Council on Tuesday 3rd September 2019 at 7.30 pm at the Methodist Hall in Bridge Street Wellesbourne

Present: Chairman: Cllr Mrs Prior Councillors: Mrs Bolton, Mrs Burnard, Cannon, Harte, Jackson, Kendall, Mrs Paige-Stimson
Clerk: Mrs Scriven Members of public: 7 District/County Councillors: 2

1. Welcome and announcements

2. Apologies for Absence – Cllrs Dipple, Mann, Shepherd

3. Declarations of Interest

Cllr Mrs Prior declared a non pecuniary interest in matters pertaining to WSCC as a Trustee

Cllr Kendall declared a non pecuniary interest in matters pertaining to WSCC as a Trustee

Cllr Jackson declared a non pecuniary interest in matters pertaining to WSCC as a Trustee and item 10.4.1 as related to applicant

Cllr Mrs Bolton declared a non pecuniary interest in matters pertaining to the Village Hall as the Council representative and item

10.4.2 as a friend of the applicant

Cllr Mrs Burnard declared a non pecuniary interest in matters pertaining to item 10.4.5 as a friend of the applicant

4. Confirmation of the order of the agenda - add 7.4 Allotment event - agreed

5. Identification of any items that might be resolved for confidential session – Item 13 and its subsections as legal and contractual matters - agreed

6. Confirmation of the minutes of the Council Meetings 20th August 2019 - agreed

7. Matters arising (not included in the agenda)

7.1 Spoil heaps at the Grange: Cllr DK - SDC Planning Enforcement had reviewed the planning conditions and confirmed no conditions applied to the spoil but it was to be used for landscaping on the site and any excess would be removed.

Action: Report findings to Mr Wright to raised concern about the spoil	By: Cllr Kendall
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7.2 Village gateway meeting update: Cllr Parry, Cllr RM and Cllr JH met with WCC Officer and agreed the position of the new village gateway at Charlecote Road roundabout and to cut back overhanging vegetation to increase the vision splay when entering the village at this point. The Officer and Cllrs also looked at the problems of inadequate or obscured signage and problems caused to pedestrians by speeding traffic and lack of safe crossing places on Ettington and Loxley Roads. The Officer agreed to consider a scheme, but it was acknowledged that this would not progress until the new financial year in April due to budget limitations.

7.3 Approval of minutes query correspondence - WALC advice sought on publication of minutes was to publish as soon as the minutes were written, watermarked with DRAFT and a note specifying “subject to possible change”

7.3.1

Recommendation to issue minutes as soon as they are ready marked “draft – subject to possible change”	Prop Cllr AP, 2 nd Cllr YPS carried
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7.3.2

Recommendation to include for a 6 month trial period, “matters arising” on any agenda where draft minutes are discussed	Prop Cllr AP 2 nd Cllr SJ Carried
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7.4 Allotment event – Cllrs AP and AB unveiled a plaque celebrating the opening of a dementia friendly allotment plot. The event had been well attended and was a most successful day appearing as a feature on BBC’s Countryfile in the evening.

8. Open Session for members of the public to raise any matters of relevance to the Parish

Mrs Dane, Newbold Road asked what the difference between Decisions with Conditions and Approvals were on the agenda.

Cllr Kendal said he would check but believed the Approvals were Reserved Matters.

9. District & County Council matters

Cllr Kendall – said resident, Mr Davis had queried why £77,000 from the Unilateral Agreement money had been transferred into

Sec 106 money by SDC. Mr Weeks, Head of planning at SDC had confirmed this had been done as the intended use complied

with CILs (Community Infrastructure Levy) and moving it to SEC106 gave the money more security as SDC had no authority

over Unilateral Agreement funds. Mr Weeks had confirmed that all monies had been paid over to WWPC and that the £77K

including indexation had formed part of the £83,436.36 payment made in 2018 and the matter was now closed.

Action: Write to Mr Davis, Oxford Way to explain how the money had been paid to WWPC	By: Cllr Kendall
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Cllr Kendall confirmed that there are no rules applying to Parish Councils/Meetings notifying neighbouring properties of planning applications in their parish when they are close to neighbouring parishes, this is at the discretion of the planning officer or head of planning. Notifications would only be given where large planning applications were made or where it is perceived the application would have an impact on neighbouring parishes.

Cllr Mrs Parry – said the Site Allocations consultation responses were due by 20th September, and urged the PC to make comment

SDC Climate and Emergency Committee had set up a Task and Finish Group to look at the issues of global warming.

SDC remained in consultation with the Littler Family on matters concerning the compulsory purchase of the Airfield.

The Crime Commissioner was once again promoting Speed Watch Campaigns – liaise with local SNT

Concern had been raised about site vehicles at the Willett Gardens site, obscuring footways and blocking road access for residents.

10. Planning

10.1 Decisions with conditions

1. Noted

19/01438/FUL	Insert 2 No dormer windows onto North East (front) elevation		
At	The Oaks, Walton Road	For	Mr John Kendrick Barleycrest properties Ltd

2. Noted

19/01400/FUL	Proposed rear conservatory		
At	8 Wellington Close	For	Mr Wainwright

3. Noted

19/01867/ TREE	T1 – Norway spruce – crown lift to 2.3m above ground level		
At	Wellesbourne Methodist Church, Wellesbourne	For	Roger Wright

4. Noted

19/01629/FUL	Extension and alterations		
At	30 Kineton Road, Wellesbourne	For	Mr & Mrs Garcea

5. Noted

19/01822/FUL	Proposed first floor side extension and single storey rear extension		
At	4 Hopkins Way, Wellesbourne	For	Mr & Mrs Butler

10.2 Amendments

1.

19/01719/FUL	Erection of two-bedroom bungalow, access and parking		
At	Land adjacent to 88 Mountford Close	For	Mr J Kendrick
Planning officer		Date	

Objection on the grounds this would be overdevelopment of the site and overbearing of the neighbouring property. The bungalow

would be portrait rather than landscape in layout to the road and therefore would be out of keeping with the existing street scene

where all bungalows are landscape layout to the highway. The drive would be unsuitable as the vision splay would be onto a blind

bend and there is insufficient land space for an adequate turning area which would mean reversing onto the highway at a blind

bend in an area already plagued by congestion. The amended plans whilst moving the bungalow back on the plot only serves to

further reduce the limited amenity space of the property.

2. Noted

19/01961/FUL	Single storey side extension and erection of boundary wall		
At	15 Lysander Close, Wellesbourne	For	Mr Howard Smith

Planning officer	Ryan O'Keeffe	Date	Information only
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10.3 Approvals

1 Noted.

18/02320/REM	Reserved matters application for the erection of up to 127 dwellings with associated infrastructure pursuant to condition 1 of 15/00596/OUT (outline application for the erection of up to 350 dwellings with associated open space, landscaping, attenuation areas, with all matters, except access reserved)		
At	Land East and West of Ettington Road, Wellesbourne	For	Miss Elizabeth Woods Persimmon Homes
Planning officer	Louise Koelman	Date	27 th August 2019

2. Noted

19/01619/REM	Application for the approval of reserved matters relating to the appearance, landscaping, layout and scale of outline planning permission 17/02887/OUT for the erection of 1 no dwelling		
At	Friz Hill, Walton	For	Mr & Mrs Redfern
Planning officer	Joe Brooke	Date	27 th August 2019

10.4 Applications

1.

19/02287/TREE	T1 – conifer – Fell		
At	The Stags Head, 1 Chestnut Square, Wellesbourne	For	Mr Antony Bell-Thorn
Planning officer	Assistant Planner	Date	9 th September 2019

Support as necessary removal works

2.

19/02078/TREE	T1 – Cherry – Reduce height by approx. 2 metres to 2 metres and spread by 1 metre to 1.5 metres		
At	3 Chestnut Square, Wellesbourne	For	Miss E Hunter
Planning officer	Assistant Planner	Date	11 th September 2019

No objection

3.

19/02087/FUL	Construction of new house with access and parking (revision of approved scheme 19/00049/FUL to provide a garage with a new flat roofed rear section)		
At	The Nurseries, Lowes Lane, Wellesbourne	For	Mr P Coton, Coton Builders
Planning officer	Erin Wetherstone	Date	12 th September 2019

No objection

4.

19/02350/FUL	Erection of single storey rear extension		
At	8 Hammond Green	For	Mr Steve Kapoor
Planning officer	Sarah Chadwick	Date	13 th September 2019

Objection as the roof terrace impinges on the privacy of all neighbouring properties

5.

19/02104/FUL	Proposed single storey rear extension		
At	4 Rose Lane, Wellesbourne	For	Mr Jon Ryan Gill

Planning officer	Victoria Kempton	Date	17 th September 2019
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No objection

10.5 Site Allocations Plan for Stratford upon Avon District July 2019 (supplement to the Core Strategy 2011 – 2031) Cllrs noted there were no reserved housing sites for Wellesbourne or Walton. The allocations for the Warwick University Site off the A429 could have a potential impact on Wellesbourne. In the past, a meeting with WWPC Chairman and a Professor representing the University said there would be no graduate/post graduate accommodation on site and that any changes would remain within the current footprint. The professor went on to say that the history of the planting on the soil at the site (when HRI) was held going back for 200 years along with a seed bank. The sports fields were also something the University were keen to preserve.

Action: Compile a response to the SAP confirming WWPC were pleased to see no reserved housing sites for Wellesbourne & Walton but less pleased for the plans outlined for the University site raising concern of the lack of infrastructure for graduates/post graduates, no public transport to the site, impact on local traffic on the busy A429, possible loss of sports fields/open green space for the local community – to be circulated for approval of Cllrs prior to submission	By: Cllr AP
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10.6 Date of next Area Planning Meetings: 4th September 2019 – cancelled - 18th September 2019 to be confirmed

11. Finance Committee – Cllr AS

11.1 Chairman's report - noted

11.2 Correspondence re WSCC insurance update – information had been sent to the Council's insurance and a response awaited

11.3

Approval of monthly accounts as per attached cheque list	Prop Cllr SJ, 2 nd Cllr RB carried
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11.4

Approval of staff salaries	Prop Cllr RB, 2 nd Cllr Dk carried
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11.5 Monthly management accounts – to follow

11.6 External Audit update Clerk – Further queries had been raised by the RFO with the Auditor as the assertions requiring moving certain funding did not accord with last year's audited accounts. An agreement had been reached and a new revised reconciliation had been submitted to permit the Auditor to complete the year end accounting.

11.7 Date of next meeting 24th September 2019

12. Highways, Environment and Emergency Committee – Cllr RM

12.1 Chairman's update – no update available as Chairman not present.

12.2 Correspondence SDC – Town & Parish Council support for UBUS Community Transport Service – The report outlined Wellesbourne Parish as the fourth highest user of the service, and it was agreed to be a valuable service to the community. It was agreed that a contribution in the region of £1,000 - £2000 be considered.

12.2.1

Recommendation that the Council includes in the precept a sum of money, amount to be decided for support of the UBUS service	Prop Cllr AP, 2 nd Cllr JH carried
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12.3 Repeater signs Loxley Road – the first of the signs had been installed, new fastening clips were awaited from the supplier

12.4 Correspondence – WCC implementation of 50mph limit along A429 Barford Bypass – following discussion, Cllrs agreed

the 50mph should be implemented although it was acknowledged the letter and maps did not accord. The Council also felt the

50mph limit should be extended from the fifth roundabout on the A429 to the top of the hill known as Redhill on the way to

Ettington. It was agreed this suggestion should be made in a separate letter.

Action: Write to WCC in response to the 50mph limit on A429 and raising concerns about the speed limits as the route continues	By: Cllr AP
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12.5 Date of next meeting 10th September 2019

13. Community Facilities Committee – Cllr AP

13.1 Chairman's report – noted. The architect had amended the parking layout for the Newbold Road land as requested by the Council and would now proceed to submit to SDC seeking planning permission.

13.2 – 13.3.3 – moved to confidential session

13.4 Date of next meeting – 8th October 2019

14. Contracts

14.1

Recommendation to agree the Tendering process and advertising of the Grounds maintenance contract, Bus shelter cleaning contract and Litter collection contracts. Recommendation to accept quotes to advertise tendering for the contracts from the Herald/Midweek £382.32(vat inc) and to accept a quote no more than £400 (vat inc) from the Leamington Courier as this had not been received in time for the meeting.	Prop Cllr AP, 2 nd Cllr AB carried Prop Cllr AP, 2 nd Cllr AB carried
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15. Office & Staffing

- 15.1 Office clearing update – the office and basement had been cleared of all unnecessary items and there was now a usable filing space for the archive documents of the Council. Cllrs thanked the Clerk and Admin Assistant for their hard work.
- 15.2 Staff liaison meetings – to be arranged as required

16. Index of Shops and Amenities – Cllrs Mrs Bolton, Mrs Burnard, Mann and Harte had agreed to be on the working party

17. Wellesbourne & Walton Parish Council - as a Market Authority – update Cllr AP

17.1

Recommendation that Wellesbourne & Walton Parish Council becomes a Market Authority Action: Write to SDC informing them WWPC want to become a Market Authority	Prop Cllr AP, 2 nd Cllr DK carried By: Clerk
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18. Code of Conduct video – date to be arranged for Cllrs who were unable to attend the last training session

19. Wellesbourne and Walton News - Cllr AP

- 19.1 Proposed contents: Chairman's report
New Councillor bio's Community involvement Speed Watch Campaign – volunteers wanted

20. Cllr and Clerk Exchange of Information

Cllr Mrs Bolton asked if the unused damaged bus stop without a sign could be removed from Kineton Road
Cllr Mrs Paige-Stimson reported problems with a delay in issuing the school bus passes due to a last minute change of provider.
Parents were advised that children qualifying for a bus pass would be permitted onto the bus if carrying a copy of their letter of entitlement.
Cllr Mrs Prior raised concern about the cost of a bus pass for 6th form students travelling to Kineton which could only be used Mon-Fri during term time whilst students could travel to Warwickshire College for much less using their passes 7 days a week
And during half term holidays. There is no subsidised transport for over 16's and for Kineton students only Warwickshire school bus service could be used.
Cllr Mrs Burnard said the change in admissions policy for schools did not align with the transport policy as Google Map driving distances were used to judge qualification for school transport and this would have implications in the future for residents living on the far side of the Dovehouse estate and Loxley Road.

Action: Write to WCC school transport services raising concerns about the costs, conditions of use for passes and why the travel plan does not accord with the admissions policies.	By: Cllr AP
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21. Items/reports for the next meeting by 19th September 2019

Under section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 and Part 1 Schedule 12A of the said Act, that the public will be excluded

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13.2 Correspondence Wellesbourne Sports Association legal costs – after consideration, Cllrs agreed as a gesture of goodwill, that legal fees incurred in respect of the WSA Assignment of Lease and Licence for Alterations would be split 50/50.
Prop Cllr SJ
2nd Cllr DK, carried

Action: Write to WSA to advise the agreement to split the invoice	By: Office
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13.3.1 Management Committee sublease – this had not been signed as awaited response to the VHMC correspondence (13.3.2)

13.3.2 Correspondence – Village Hall Management Committee – The VHMC had requested that two clauses be added to the lease relating to the Trustee’s liability and VHMC as a charity. The Council solicitor had agreed the clauses could be added to the lease.

Cllrs considered an expectations list to be appended or added to the lease relating to landlord requirements for the tenant such

as a fire safety certificate, utility services safety certificates, boiler service/maintenance and landlords’ certificates etc.

and agreed

its content. Prop Cllr AP, 2nd Cllr DK carried.

Action: Request Council solicitor revise the lease as agreed	By: Office
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13.3.3 Contingency for future management of the Village Hall – The Clerk reminded Cllrs that under the LGA 1972, the Council

could hold a “Sinking Fund” for maintenance of the building under the full repairing lease. It was noted if the VHMC did not sign

the lease, WWPC would have no option but to take over the short term management of the hall until another committee could be

appointed.

There being no further business to discuss, the meeting closed at 10.05pm

Chairman...Cllr Mrs Prior..... Signed..... Date.....2019