

WELLESBOURNE & WALTON PARISH COUNCIL

Minutes for a meeting of the Council taking place on Tuesday 7th March 2023 at 7.15 pm at the Methodist Hall, Bridge Street, Wellesbourne

Present: Chairman: Cllr Mrs Prior
County/District Councillors: 2

Councillors: Barton, Mrs Bolton, Dipple, Kendall, Shepherd
Members of public: 7

Assistant Clerk: Mr Thomas

1. **Welcome and announcements** – Mr Thomas (the new assistant clerk) would be taking the minutes for the meeting in the absence of the Clerk.
2. **Apologies received** – Cllrs Cannon, Keogh-Bywater
3. **Declarations of Interest** – Cllr Shepard declared a Non Registerable Interest (NRI) in matters pertaining to finance in connection to the CCLA investment discussions, and an NRI pertaining to item 11.1 South Warwickshire Economic strategy in the capacity as a Director of a Company Trust that are distributing a duplex loan scheme within the area.
4. **Confirmation of the order of the agenda** – new insertion made, adding item 7.5. This related to a payment made to Wellesbourne and Walton News.
5. **Identification of any items that might be resolved for confidential session** – none.
6. ***Confirmation of the minutes of the Council meeting on 24th January 2023, 7th February 2023 and 28th February 2023**
Council meeting held on 24th January 2023 – agreed.
Council meeting held on 7th February 2023 – agreed, but with an insertion of the Quality Council Awards update – Clerk to progress
Prop Cllr AS 2nd Cllr TD - agreed
Council meeting held on 28th February 2023 – agreed.

7. Matters arising from the minutes not included in the agenda

7.1 Graffiti in the underpass – no update was provided from the assistant clerk.

Action: Clerk or Assistant Clerk to provide an update to be provided for the next Full Council meeting	By: Office
--	------------

7.2 Electoral Packs – Cllr Prior had attended a meeting at Elizabeth House in Stratford and collected the electoral packs for all the Wellesbourne and Walton Cllrs. The packs were distributed to the Cllrs in attendance.

7.3 Response from the Police – Cllr Prior communicated that the Council had received a letter from the Assistant Chief Constable.

7.4 Police and Crime Commissioner's response – Cllr Prior confirmed that the Police and Crime Commissioner will be attending the Council meeting on 4th April. The Police will also be present at the Annual Parish Meeting, taking place at St Peters Church.

7.5 Wellesbourne & Walton Payment – Cllr Prior confirmed £2,000.00 had been handed over to Wellesbourne & Walton News. In response to receiving the funds, Wellesbourne & Walton News thanked the PC for the amount received.

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

Mr Bellamy from Lone Star Land Limited, stated that the latest application would be different to the previous application due to:

- Reduced dwellings from 14 to 10 properties.
- New technologies resulting in negative carbon homes.

Mr Bellamy also communicated around the safety of Walton Road and that the changes would not alter the road and the pathway which he saw as a family friendly walking and cycling route. Cllr Prior communicated that the Cllrs will be able to respond to the application at point number 10, later within the meeting.

Mr Hargis, Chapel Street, communicated to the Cllrs that it would be good if we could have another teaching / training on the use of the defibrillators for the public.

9. District & County Council matters

- 9.1 Cllr Kendall – a brief update was given, with Cllr Kendall pointing out that most of the areas covered had been covered within District Cllr Parry's report.
- 9.2 Cllr Parry Report – The monthly report included the following areas:
 - Council Tax information for the coming period 2023-24,
 - Upper Lighthorne GP Services developments,
 - SWLP Consultation
 - Economic Development Strategy,
 - Wellesbourne University Innovation Campus Framework Masterplan,
 - Wellesbourne Airfield update,
 - Local Authority Housing Fund,
 - Electric Vehicle Infrastructure in South Warwickshire,
 - Voter ID relating to the changes for the coming election in May 2023Further information can be found within the report.
- 9.3 Cllr O'Donnell Report – The monthly report included the following areas:
 - One Year Anniversary of the war in Ukraine,

- £2 Bus fare cap,
 - Help for Warwickshire residents struggling to pay bills,
 - Clean Air
 - Child Friendly Warwickshire competition
 - Special Educational Needs and Disabilities (SEND), Supported Internships in Warwickshire,
 - SEND Transport Consultation Countdown
- Further information can be found within the report.

10. Planning

10.1

22/00182/OUT	Outline planning application (some matters reserved) for the phased development of 10 custom build dwellings, formation of new vehicular access from Walton Road and creation of new pedestrian links to Lowes Lane.		
At	Land Off, Walton Road, Wellesbourne	For	Lone Star Land Ltd and F H Harris
Planning Officer	Joe Brooke	Date	20 th March 2023

Objection – Access would be onto a heavily used road, the loss of trees does not comply with the Government’s carbon reduction initiatives, it is outside the village boundary which does not accord with the Neighbourhood Plan, there is no foot access from Ettington Close to Ettington Road to the amenities whilst the proposed footway from Lowes Lane would remain unused as there would be no access to the village amenities. It was agreed Cllr AP would collate the response for the planning department.

Action: Send a combined response on behalf of the Council.	By: Cllr AP
--	-------------

10.2 Wellesbourne Hall – It was decided that the applications would be discussed after the amendments had been given to SDC.

10.3 Wellesbourne University Innovation Campus Framework Masterplan Supplementary Planning Document – The planning document was well received by the Councillors. It was agreed Cllr AP would collate the response on behalf of the Council.

Action: Send a combined response on behalf of the Council.	By: Cllr AP
--	-------------

10.4 Date of next planning meetings: 8th and 22nd March 2023

11. Consultation Document

11.1 South Warwickshire Economic strategy – Cllr AP went through a series of questions, allowing to Councillors to respond to the questions. In most cases, the Councillors agreed in principle with most of the questions. One of the main problems highlighted related to rents being too high for small businesses. It was agreed that Cllr AP would collate the response on behalf of the Council.

Action: Cllr Prior to collate the answers and respond on behalf of the Council.	By: Cllr AP
---	-------------

12. Wellesbourne Mountford Airfield

12.1 Correspondence – Mr Hartwright – Stoford

Cllrs confirmed that they had received the a copy of the correspondence letter sent our within their meeting notes.

Action: Another meeting has been arranged with Tony Perks	By: Cllr AP
---	-------------

13. Finance Committee

13.1 Committee Chairman’s update– The monthly reports gave the councillors an insight to the expenditure up to the end of January

13.2 Record of payments made as per the attached list - noted.

13.3 Record of staff salary payments made as per the attached list – noted.

13.4 Management reports & Management commentary (Jan 2023) – noted.

13.5 Designated Reserves – Before agreeing the budget, it was communicated the intended purpose for the environment climate change designated section of the reserves. This being for flood prevention leaflets and soft landscaping (plants) not for the purchase of laptops.

13.5.1

Recommendation to accept the list of designated reserves to be carried forward from 2022-23 to 2023-24 as set out by the Responsible Finance Officer	Prop Cllr AP
--	--------------

Action: Accept the new reserves and provisions tabled, with the reserves to be carried forward from 2022-23 to 2023-24 as set out by the Responsible Finance Officer	By: Office
--	------------

13.6 Investment

13.6.1 Meeting Notes with CCLA

Recommendation that the council opens a Public Sector Deposit Fund Account (the CCLA Account) with CCLA Investment Management Ltd with any two Councillors from the list below being authorised to sign any required documentation. Cllr Anne Prior, Cllr Rosalind Bolton, Cllr Alan Shepherd, Cllr Dan Barton. Any withdrawals from the CCLA Account shall only be paid into the Councils existing current account with Unity Trust Bank direct by CCLA	Prop Cllr RB 2 nd Cllr AS
--	---

Action: It was agreed for the Council to open a Public Sector Deposit Fund Account (the CCLA Account) with CCLA Investment Management Ltd with any two Councillors from the list below being authorised to sign any required documentation. Cllr Anne Prior, Cllr Rosalind Bolton, Cllr Alan Shepherd, Cllr Dan Barton. Any withdrawals from the CCLA Account shall only be paid into the Councils existing current account with Unity Trust Bank direct by CCLA	By: Office
--	------------

13.6.2

Recommendation that the signing arrangements on the CCLA Account shall be any two Councillors from the list below: Cllr Anne Prior, Cllr Rosalind Bolton, Cllr Alan Shepherd, Cllr Dan Barton	Prop Cllr RB 2 nd Cllr AS
--	---

Action: The new CCLA arrangement to be set up as per the existing signatories for the Unity Trust Bank. The signing arrangements on the CCLA Account shall be any two Councillors from the list below: Cllr Anne Prior, Cllr Rosalind Bolton, Cllr Alan Shepherd, Cllr Dan Barton	By: Office
---	------------

13.6.3

Recommendation that the Clerk and RFO shall each have discretion to make an initial deposit into the CCLA Account of a sum up to £550,000 as soon as practicable after the CCLA Account is opened.	Prop Cllr RB 2 nd Cllr AS
--	---

Action: The Clerk and RFO to have discretion to make an initial deposit into the CCLA Account of a sum up to £550,000 as soon as practicable after the CCLA Account is opened.	By: Office
---	------------

13.6.4

Recommendation that the RFO takes such necessary actions to encash the current investment with National Savings and Investments and arrange for repayment to the Council's account with Unity Trust Bank	Prop Cllr RB 2 nd Cllr AS
--	---

Action: The RFO to agree for the transfer of funds from the National Savings Investment into the Unity Trust Bank, closing the account National Savings Investment account.	By: Office
--	------------

13.7 Date of next meeting – 28th March 2023

14. Highways, Environment & Emergency Committee

14.1 HEE update – There has not been a meeting of the HEE Committee due to the Chairman leaving the Council. A new Chairman will be appointed at the next meeting on the 11th April 2023. The Vice-Chair will be taking on the role, moving forward. However, during the last six weeks, the following actions have been carried out:

- Speed hump installed on the driveway near the entrance to the Bowls Club.
- 5 mph signs installed on the driveway near the entrance to the Bowls Club.
- Progress with the provision of a bench between Ettington Lodge and the Co-op. Cllr Howes had a dialogue with a representative of Orbit Heart of England who pledged funding to purchase a bench. The Clerk had entered into discussions with WCC for permissions to install, subsequently a list of regulations about installation was returned. This has been taken up with the Council's groundsman as well as the Locality Officer at WCC.
- Planting of the traffic island on Ettington Road – this has been progressed and is now with WCC Engineers for an audit to be conducted, once this has been completed, WCC will contact WWPC with the results.
- The Emergency Plan had been with the Committee Chairman Cllr Blake for review, assisted by Cllrs MKB and DB. Ex Cllr Blake has been written to requesting the return of the document and any progress made.
- Cycle Route – Ex Cllr Blake was looking into what would be required to provide to WCC showing the necessity of cycle routes from Wellesbourne to the nearby towns such as Warwick, Stratford upon Avon and Leamington Spa. Cllr Blake has been asked to return the progress made to date to the office to enable this to be picked up by the committee going forward.
- Village Hall – The Council handyman/Lengthsman has reviewed the areas of concern at the hall and was awaiting delivery of flood prevention brushes for the side doors. Signs had been installed in the carpark giving notice of no liability for use of the Council car park, and no overnight parking or coaches/HGVs.

14.2 Date of next meeting: 11th April 2023

15. Community Facilities Committee – Cllr AP

15.1 Chairman's update – The new name for Dog Close would be known tomorrow and the results will be passed on to Cllr Bolton, allowing the name to be placed within the Index. Dog Close was ploughed today by a champion plougher. The gentleman will be coming back in about a weeks' time for harrowing.

Jay from Thomas Fox and Cllr Prior had conducted the phase 1 and 2 audit on the area on The Grange to be transferred from Persimmon. This resulted in 35 dead trees being discovered. Thomas Fox to plant the new trees and mesh would be provided to prevent the deer from eating the trees. A lot of the rubbish in the area would need to be cleared. Persimmon would pay for this work to be done. 16th March, a Heritage Orchard company would be coming to see if the gifted land next to Dog Close would be suitable to turn into an orchard.

The Newbold Road planning application was still with the architect but were moving forward. The application would be sent to Stratford District Council shortly.

15.2 Defibrillator

15.2.1 Correspondence - Further provision – Mr Howard started his presentation by thanking the donors for the amounts received. He was happy to announce that the planned unit is now installed and up and working. The funds raised was more than anticipated, resulting in there being enough money to purchase a second defibrillator. Within the meeting, the location for the second defibrillator was discussed. One of the suggestions made was to locate the defibrillator on a wall near the football pitch on Dovehouse Drive. This would allow power to be supplied to the unit. The location would also help to serve the football players as well as serving the community within the area. Before installing the unit, the area would need to be cleared and it was agreed that the Parish would arrange for the bushes and brambles to be removed.

Action: Area for the second defibrillator to be cleared in preparation of the installation.	By: Handyman
--	--------------

15.3 Coronation weekend update – It was communicated that sandwiches and drinks would be available at the Leisure Centre, provided by the Lions and they hoped to market the event through social media.

The Church would also be holding a function, but earlier within the day to avoid the events taking place at the same time. Cllr Prior said that she would like the Orchard to be the Parish Council's project to mark the occasion.

15.4 New notice board

Recommendation to accept the quotation for the supply of a new notice board on Mountford Place	Prop Cllr AP 2 nd Cllr DK Carried
Action: New notice board to be purchased as per the quotation provided.	By: Office

15.5 Great British Spring Clean, 17 March to 2 April 2023 – This is a national campaign designed to engage schools and the public to clear up areas by litter picking. Pledge to pick up litter can be made as an individual or from the school, with the campaign starting on the 17th March 2023, through to the 2nd April 2023. Certificates for those taking part would be presented on the 17th March 2023 and all residents were invited to help and in turn would help the environment.

15.6 Date of next meeting 21st March 2023

16. Office & Staffing Committee

16.1 Chairman's update – we are looking at moving to a paperless office. However, this will be a new project after the elections.

16.2 Date of next meeting: 25th April 2023

17. Index working Party

17.1 Index update – The Index have been progressing, and soon to be completed in the next few weeks. The next challenge will be finding people to assist with the delivery of the booklets.

18. Annual Parish Meeting – Scheduled to take place next week Tuesday 14th March 2023. We will be setting up the room from 6:30pm.

19. Wellesbourne & Walton News (May) - Noted

20. Cllrs & Clerk exchange of information

Cllr Kendall - New Post Box installed On Ettington Park

Cllr Dipple – Reporting of some potholes in Walton had been filled in.

Cllr Howes – Litter picking invitation to all councillors. Event to take place on the 25th March at 11:00am. Location to be confirmed and will be communicated to Councillors.

Cllr Mrs Bolton – The Police and Crime Commissioner is said to be changing the names of their stations to Resolution Centres.

Cllr Mrs Prior – Reminded the Councillors of the new Calendar of meetings for the coming year. Also, the importance of completing the election forms and returning them as soon as possible. Electoral Register numbers could be obtained from the office.

21. Calendar of meetings April 2023 – March 2024 – New calendar distributed to Councillors within their meeting packs.

22. Dates of next meetings

4 th April 2023	Full Council
	Committees
21 st March 2023	Community Facilities
28 th March 2023	Finance
25 th April 2023	Office & Staffing
11 th April 2023	HEE

There being no further business to discuss, the meeting closed at 9:34pm

Chairman.....

Signed.....

Date.....2023

(completed 10th March 2023)