

# WELLESBOURNE & WALTON PARISH COUNCIL

## Minutes for a meeting of the Council on Tuesday 5<sup>th</sup> December 2023 at 7.15 pm at the Methodist Hall, Bridge Street, Wellesbourne

Present: Chairman: Cllr Prior

Councillors: Mrs Bolton, Davies, Mrs Hancox, Keogh-Bywater, Shepherd, Storr

Clerk: Mrs Scriven

Finance Officer: Mr Thomas

District/County Cllrs: 2

Members of public: 6

1. **Welcome and announcements** – Cllr Mrs Jackson had indicated return from leave. Cllr Mrs Prior had been unable to organise the Christmas lights festival and street fayre this year but thanked the Street Fayre Committee for their support in organising the arrangements. A letter of thanks was to be sent.
2. **Apologies received** – Cllr Barton, Dipple, Howes
3. **Declarations of Interest**  
Cllr Mrs Bolton declared an Other Registerable Interest (ORI) in matters pertaining to the Village Hall (Grants and correspondence 13.4.1) as a Trustee.  
Cllr Mrs Prior declared a Disclosable Pecuniary Interest (DPI) in matters pertaining to the Chairman's Allowance as the recipient  
Cllr Mrs Prior declared an Other Registerable Interest (ORI) in matters pertaining to the WSCC (Grant) as a Trustee  
Cllr Keogh-Bywater declared an Other Register Interest (ORI) in matters pertaining to WWFAG (Grant) as the Council Representative
4. **Confirmation of the order of the agenda**  
Add Police Consultation as new 16 and renumber. Item 17 to follow confidential session as precept cannot be agreed until the grants have been approved. New item at 13.9 Market traffic and renumber, new item at 11.1.8 new wording of recommendation of grants as supplied to Cllrs and new item 14.3 Annual Parish Meeting - agreed
5. **Identification of any items that might be resolved for confidential session** – item 11.6 Grants - agreed
6. **Confirmation of the minutes of the Council meeting on 7<sup>th</sup> November 2023** - agreed
7. **Matters arising from the minutes not included in the agenda**  
7.1 Airspace changes – Wellesbourne Mountford Airfield Meeting update - Cllr AP and the Clerk attended a meeting looking at the implications of airspace changes but kept a listening brief only. A decision on the proposed changes to would come from the CAA next year
8. **Open session for members of the public to raise any matters of relevance to the Parish** - none
9. **District & County Council matters**  
9.1 Cllr George Cowcher – report noted  
9.2 Cllr Parry – no report/not in attendance  
9.3 Cllr Johnston – report noted. The appeal to SDC relating to the unauthorised encampment invoice had been unsuccessful.  
9.4 Cllr O'Donnell – no report/not in attendance

### 10. Planning

#### 10.1 Applications

1.

23/03025/FUL	Proposed single storey extension to side of existing dwelling to create a study and utility room		
At	5 Harvard Close, Wellesbourne	For	Mr Boparai
Planning Officer	Sian Maher	Date	6 <sup>th</sup> December 2023

No objection

2.

23/02975/LBC	Repairs and alterations to building, demolition of C20 garage and rear extension, replacement front gates, part rebuild boundary wall		
At	23 Church Walk, Wellesbourne	For	Ms Kate Bryan
Planning Officer	Heather Kenny	Date	7 <sup>th</sup> December 2023

Objection on the grounds the application is for garage demolition without provision of off street parking for the accommodation

3.

23/02821/FUL	Proposed erection of garden office		
At	Mountford Barn, Loxley Lane, Wellesbourne	For	Mr Butler
Planning Officer	Joshua Cooper	Date	15 <sup>th</sup> December 2023

No objection

4.

23/02956/FUL	Demolition of agricultural building A, demolition of part of agricultural building B. erection of one dwelling house and a detached garage, conversion of part of barn B to a dwelling house and associated works.		
At	Woodlands Farm, Loxley Lane, Wellesbourne	For	Mr David Elliott
Planning Officer	Sarah Flaherty	Date	4 <sup>th</sup> December 2023

No objection subject to conformity with SDC's policy on agricultural buildings replaced by dwelling properties having agricultural ties

5.

23/02758/FUL	Front and rear extensions to existing bungalow and provision of a detached single garage		
At	7 Ettington Close, Wellesbourne	For	Mr Cliff Osbourne
Planning Officer	Sian Maher	Date	4 <sup>th</sup> December 2023

No objection

6.

23/03147/FUL	Proposed porch to front elevation		
At	21 Gloster Gardens, Wellesbourne	For	Mr & Mrs A Edwards
Planning Officer	Linsey Young	Date	19 <sup>th</sup> December 2023

No objection

## 10.2 Decisions – Consent with Conditions

1.

23/02685/TREE	T1 Sycamore – Reduce by approx. 2-3 meters to previous pollard points. T2 Yew x2 Reduce crown by 1 meter and overhang also by 1 meter. T3 Ash Remove dead wood T6 triple stemmed ash – remove branch overhanging Chedham's Yard. T7, T22, T23, T24 ash, laurel and x 2 sycamore – Reduce branches overhanging Chedham's Yard Visitor Centre and woodwork shed to property boundary.		
At	36 Meadow Cottage, Church Walk, Wellesbourne	For	Mrs Susan Harland
Planning Officer	Julie Webb	Date	14 <sup>th</sup> November 2023

Noted

2.

23/02945/TREE	T1 Cherry - fell		
At	8 Lowes Lane, Wellesbourne	For	Stephen Guice
Planning Officer	Sarah Leach	Date	23 <sup>rd</sup> November 2023

Noted

10.3 SDC Gateway Masterplan Framework Supplementary Planning Document – Consultation response submitted by Cllr AP.

10.4 Date of next WWPC Planning Committee Meeting: 19<sup>th</sup> December 2023 (If required)

10.5 Date of next SDC planning committee meetings: 6<sup>th</sup> & 20<sup>th</sup> December 2023

## 11. Finance Committee

11.1 Confirmation of the minutes of the Finance committee meeting 13<sup>th</sup> November 2023 – agreed.

11.2 Record of payments made as per the attached list - noted

11.3 Record of staff salary payments made as per the attached list - noted

11.4 Management reports for October - noted

11.5 Reclaim of building insurance costs for Wellesbourne Sports & Community Centre and the village hall update –invoices had been sent.

11.6 Grants **Moved to confidential session**

11.8 Date of next meeting – 20<sup>th</sup> February 2023

## 12. Highways, Environment & Emergency Committee – Cllr MKB

12.1 HEE Chairman's update –new signs and bins ordered, further work on flood defence methods was to begin shortly.

12.2 Heat monitoring cameras – two cameras purchased for use by Smartphone & Android to be available on 24 hour loan by residents to check the thermal efficiency of their homes.

12.3 Defibrillator installation update – 4 new defibrillators installed in Mountford Place/the Grange Woodlands/the Grange Walton play areas and Chestnut Square bus shelter – these would be registered shortly with the Circuit (who notify the ambulance service)

12.4 Plastic free Wellesbourne

12.4.1

Recommendation to approve the Plastic Free Wellesbourne Statement	Prop: Cllr AP, 2 <sup>nd</sup> Cllr NS Carried. Cllrs RB,AS voted against.
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12.5 Date of next meeting: 9<sup>th</sup> January 2024

## 13. Community Facilities Committee – Cllr AP

13.1 Chairman's update – It was noted that Jay would be leaving Thomas Fox – it was agreed that a letter of thanks be sent.

13.2 Unauthorised Encampment (Clean-up)

13.2.1

Recommendation to pay the charge for site clearance at £1012.84 inc. vat (50% of the total charge paid by SDC to Biffa to be match funded by SDC) CHANGED TO:	Motion amended Prop AP, 2 <sup>nd</sup> AS carried
Recommendation to pay the charge for site clearance at £844.03 (50% of the total charge paid by SDC to Biffa to be match funded by SDC) less the vat claimable by SDC	Motion amended Prop AP, 2 <sup>nd</sup> AS carried

13.3 Land by medical centre (consideration of possible garden site update) – Walton Estate Trustees were considering terms of a lease.

13.4 Correspondence

### Cllr Mrs Bolton left the meeting

13.4.1 Village Hall Management Committee (outstanding works post inspection) Requirements of the Council to be restated to the committee and a meeting to discuss the roof and soffits to be arranged for the new year.

Action: Respond to MC correspondence as agreed	By: Office
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### Cllr Mrs Bolton returned to the meeting

13.4.2 Fire & Rescue pending consultation – response to concerns raised from Cllr Crump noted. Respond to consultation in January

13.4.3 Wellesbourne Wanderers – consideration of a request to include public land in front of the Dovehouse sports pitch in the Sports Association lease and quote for costs to install ground reinforcement.

Recommendation to accept the quote from Thomas Fox to: supply and install approx. 400m <sup>2</sup> ground reinforcement tiles to the entrance of the club, excavate the areas as required, lay hardcore and compact down, lay sand, supply, lay and secure Rite-Pave ground reinforcement grids to the area and supply and lay topsoil over the grids and sow seed. Lightly roll to establish good soil-to-seed contact at a cost of £23,600.00 + VAT to be paid from CILs funding	Prop Cllr AP, 2 <sup>nd</sup> Cllr RB Carried
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13.5 Coronation Living Heritage Fund (update on application) – £48,000 had been secured for a micro wood to be planted in Oct 2024.

13.6 Multi Agency meeting update - Cllr AP asked through WALC if any neighbouring parishes were interested in joining WWPC to look at youth engagement, no responses were received. District Cllr Johnston to be copied into the information.

Action: Copy youth engagement information to District Cllr Johnston	By Cllr AP
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#### 13.7 Ground works

Recommendation to accept quote from Thomas Fox for the erection of a gate and ancillary fencing on Walton Road as access to the Grange for grounds maintenance access at a cost of £996.53 + vat to be taken from the grounds maintenance budget.	Prop Cllr AP, 2 <sup>nd</sup> Cllr AS Carried
Recommendation to accept quote from Thomas Fox to cut the sides of hedges round left hand and rear borders of the Dovehouse sports field	Prop Cllr AP, 2 <sup>nd</sup> Cllr AS Carried
Recommendation to accept quote from Thomas Fox for hedge planting at Dene Meadow at a cost of £665.00 + vat to be taken from Unilateral funds.	Prop Cllr AP, 2 <sup>nd</sup> Cllr LH Carried
Action: instruct Thomas Fox	By: Office

#### 13.8 Consideration of safety around SUDS – attenuation pond life ring installation on Dene Meadow

Recommendation to accept quote for a lifebuoy and housing for safety reasons on Dene Meadow at a cost of £207.00 + vat to be taken from the Community Facilities non contractual budget	Prop Cllr AP, 2 <sup>nd</sup> Cllr AS Carried
Action: Purchase the Lifebuoy	By: Office

#### 13.9 Date of next meeting 13<sup>th</sup> February 2024

### 14. Office & Staffing Committee Cllr Barton

14.1 Chairman's update - not present at the meeting.

14.2 Office relocation update – Sheldon Bosley Knight had amended the planning application following notification of unsuitability of the original from SDC Planning, this extended the consultation period. The PC had not been made aware of the amendment.

Action: Contact SBK asking what the amendment was and why WWPC had not been consulted about this	By: Office
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#### 14.2.1

Consideration of quotes for building restoration (Revised quote for electrical works)

##### 14.2.1.1

Recommendation to select contractor to carry out electrical work at the new Council offices if planning change of use is granted	Withdrawn
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#### 14.3 Date of next meeting: 27<sup>th</sup> February 2024

### 15. Wellesbourne & Walton News

15.1 New arrangements for publication update – a new Editor had been appointed Mrs Christine Michael. An Editorial Board was agreed, Cllrs Mrs Prior, Barton, Mrs Bolton, Shepherd.

15.2 Wellesbourne & Walton News content (JAN) - Thermal Imaging Cameras, Christmas lights

### 16. Consideration of a Citizens Award – Cllr HD to research – January agenda item

### 17. Cllrs & Clerk exchange of information

Cllr Howard - saw a visually impaired person with a guide dog dropped off at an unfamiliar bus stop by Stagecoach. The person was taken to a familiar place by the Cllr. Stagecoach to be contacted by Cllr Howard for an explanation of why drivers are not familiar with their route

### 18. Dates of next meetings

2 <sup>nd</sup> January	Full Council
19 <sup>th</sup> December	<b>Committees</b>
9 <sup>th</sup> January	Planning
13 <sup>th</sup> February	HEE
20 <sup>th</sup> February	Community Facilities
27 <sup>th</sup> February	Finance
	Office & Staffing

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 be excluded.

#### CONFIDENTIAL

#### 11.6.1 Consideration of the grant applications:

Cllr Mrs Prior left the meeting

**WSCC** – Cllrs considered the grant and an amended amount was agreed.

Cllr Mrs Prior returned to the meeting

Cllr Mrs Bolton left the meeting

**Village Hall** – Cllrs considered the grant and an amended amount was agreed.

Cllr Mrs Bolton returned to the meeting

16.1.2

Recommendation to accept the proposed grants for 2024/25 at £33,184.00	Prop Cllr RB, 2 <sup>nd</sup> Cllr AS Carried
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**The Council moved into public session**

11.7 Precept for 2023/2024

11.7.1

Recommendation from the Finance Committee to accept precept of £285,000 (1.7% increase) for 2024/25 with any balances due from general reserves.	Prop Cllr AP, 2 <sup>nd</sup> Cllr AS Carried Cllr Mrs Bolton voted against
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There being no further business to discuss, the meeting closed at 9.50pm

Chairman.....Cllr Mrs Prior.....

Signed.....

Date.....2024