

**MINUTES OF THE MEETING OF WOLVEY PARISH COUNCIL HELD IN
WOLVEY BAPTIST CHAPEL ON MONDAY 19 MARCH 2018 at 7.30pm**

Present: Councillor Warwick (Chairman); Councillors Delargey, Guraya, Hawcutt and Hawkins

Apologies: Borough Councillor Chris Pacey-Day

157/18 Chairman's Welcome

The Chairman welcomed all those present to the meeting.

158/18 Declarations of Interest and Grant of Dispensation

The following Declarations of Interest were recorded:
Councillor Warwick declared an interest in Wolvey Baptist Chapel and in any matter by reason of him being a Member of Warwickshire County Council.
Councillor Hawkins declared an interest in any matter relating to Wolvey Playing Field.

159/18 Minutes of the meeting held on 19 February 2018

RESOLVED that the minutes of the meeting held on 19 February 2018 be confirmed and signed by the Chairman as a correct record.

160/18 Warwickshire County Council and Rugby Borough Council – Update

(a) Rugby Borough Council

Borough Councillor Pacey-Day was not present at the meeting.

(b) Warwickshire County Council

County Councillor Warwick reported the following matters:

- (i) Work on the filling in of kerb edges had started.
- (ii) Re-painting work in The Square had started
- (iii) A Rectification Notice had been issued in respect of drains and re-surfacing works along Bulkington Road. A Road Closure Order would be made to enable these works to be carried out to a satisfactory standard.
- (iv) The drains along Hinckley Road needed attention.
- (v) Arrangements had been made for the removal of the temporary fencing in the ditch along Bulkington Road.

161/18 Clerk's Report

The Clerk reported that an invitation had been received for a parish councillor and guest to attend a County Church Service on 8 April 2018.

Rugby Borough Council had agreed to pay the grass cutting grant of £1,807 in 2018/19.

RESOLVED that the report be noted.

162/18 Planning

The parish council considered the following planning application:

- (a) **R17/2045 – 2 Oddfellows Cottages, Wolds Lane, Wolvey** - demolition of the existing attached garage and erection of a two storey side, a single storey rear and and a single storey front extension.

RESOLVED that Wolvey Parish Council supports this planning application.

- (b) The Chairman read out the objection which had been submitted to Rugby Borough Council on behalf of the parish council in respect of application no. R18/0239 (The Chalet, Hinckley Road, Wolvey - Lawful Development Certificate for a Proposed Outbuilding).

RESOLVED that the objection submitted to Rugby Borough Council be endorsed and Julie Warwick be thanked for her work on this.

163/18 Financial Matters

The parish council considered the financial matters relating to the Parish Council.

RESOLVED that

- (a) the following payments be agreed:
- (i) P. Hopkins – re-imburement for purchase of wildflower seeds for the Wetland from Landlife Wildflowers (cheque no. 300548) - £30.95
 - (ii) Clerk's salary, allowances and expenses (cheque no. 300549) - £727.84
 - (iii) Wolvey Baptist Chapel – room hire invoice nos 246 and 247 (cheque no. 300550) - £15.00
 - (iv) Yourlocale – invoice no. 7 – Neighbourhood Plan (cheque no. 300551) - £600.00
 - (v) Tranter Training Solutions Ltd – attend Wolvey School and replace defibrillator pads (cheque no. 300552) - £84.00
 - (vi) E.on – Christmas illuminations (cheque no. 300553) - £13.49
 - (vii) WS Gardens – clean bus shelters (invoice no. 7143) (cheque no. 300554) - £120.00
 - (viii) Glasdon UK Ltd – bench and fixings (cheque no. 300555) - £513.44
 - (ix) HMRC – PAYE for Quarter 4 (cheque no. 300556) - £24.72
 - (x) Warwickshire County Council – Footway Lighting Maintenance Contract 2017/18 (cheque no. 300557) - £1,014.00
 - (xi) Chris Kenrick – reimburse petrol for Wetland (cheque no. 300558) - £6.15
- (b) The direct debit from Opus Energy for Street Lighting for the period 17

February – 19 March had not been received in time for this meeting and would be reported to the next meeting.

- (c) The Bank Reconciliation Statement and Cash Book balance for the period ending 2 March 2018 amounting to £68,890.98 were noted.

164/18 Renewal of Footway Lighting Maintenance Contract 2018/19

The parish council considered the renewal of the Footway Lighting Maintenance Contract with Warwickshire County Council for 2018/19. The maintenance for street lights had increased from £1.85 + VAT in 2017/18 to £1.90 + VAT for LED lanterns and from £9.50 + VAT in 2017/18 to £9.72 + VAT.

RESOLVED that

- (a) the parish council renew its Footway Lighting Maintenance Contract for 2018/19 with Warwickshire County Council; and
- (b) enquiries be made with Warwickshire County Council as to whether spare parts from old, obsolete street lights could be used whenever possible.

165/18 Streetlight Renewal Programme 2017/18 – Update

Councillor Hawcutt had produced a plan on which the streetlights would be marked and colour coded, according to the different type of streetlights.

RESOLVED that the Clerk arrange a meeting with parish councillors and Kevin Fennell from Warwickshire County Council to discuss a programme of street light replacement.

166/18 Policies

The parish council reviewed the following policies:

- (i) Health and Safety Policy
- (ii) Equal Opportunities Policy
- (iii) Safeguarding Policy

RESOLVED that the above policies be approved.

167/18 Purchase of External Hard Drive for new Parish Council Laptop

Councillors considered the purchase of an external hard drive for the recently purchased parish council laptop.

RESOLVED that the request for the purchase of an external hard drive for the parish council laptop be approved.

168/18 Re-establishing WALC Rugby Area Committee

Councillors considered a proposal from WALC to re-establish the Rugby Area

Committee. Two representatives from the parish council had been invited to attend a meeting in Wolston on 28 June 2018 to discuss this matter.

RESOLVED that Councillor Adrian Warwick attends this meeting.

169/18 Internal Audit Arrangements

The parish council considered the internal audit arrangements.

RESOLVED that the internal audit arrangements be agreed and the parish council enter into a new three year agreement with Mike Spencer to carry out an internal audit of the parish council's accounts at an annual fee of £185.

170/18 Annual Parish Meeting

Councillors considered arrangements for the Annual Parish Meeting on Wednesday 25 April 2018. The Clerk reported that both the Police and Crime Commissioner and the Warwickshire County Council Portfolio Holder for Fire and Community Safety had unfortunately declined the invitation to attend.

RESOLVED that in addition to the village groups, the following be invited to attend:

Carol Cotterill from Warwickshire Rural Watch; Police representatives from Rugby Rural North; representatives from Warwickshire CAVA and Warwickshire Healthwatch.

171/18 Neighbourhood Plan Advisory Committee (NPAC) – Update

Councillor Warwick reported that good progress was being made with the Draft Plan. Discussions had taken place about wind farms but following advice, it had been decided not to include them in the plan. It was hoped that the plan would be submitted for inspection by May with a view to holding a Referendum in the Autumn.

RESOLVED that the update be noted and the parish council's thanks be extended to John and Mary Hardman for their survey work.

172/18 Wolvey Environment Committee – Update

A representative from Wolvey Environment Committee was not present at the meeting. The Clerk would ask for a written update for future meetings if a representative was unable to attend.

173/18 Clerk's Pension

The parish council considered the Clerk's pension request.

RESOLVED that Paul Case & Co be employed to set up and administer the NEST scheme for the Clerk's pension.

174/18 Other Items and Items for the Next Meeting

- (a) The Clerk had not yet received a response from Rugby Borough Council in respect of her email expressing concern over the parking in Pipers End and comments in respect of restricting the use of garages and parking spaces for residents. It was agreed that she would contact Borough Councillor Pacey-Day asking him to follow this up with Rugby Borough Council officers.
- (b) The Asset register would be updated with the bench survey information.

175/18 Date of next Meeting

The next meeting of the parish council scheduled for 16 April 2018 would be re-arranged for Tuesday 10 April 2018 at 7.30pm in Wolvey Baptist Chapel.

The meeting closed at 9.00 p.m.