

**MINUTES OF THE MEETING OF WOLVEY PARISH COUNCIL**  
**IN WOLVEY BAPTIST CHAPEL**  
**MONDAY 16<sup>th</sup> SEPTEMBER 2013 at 7.45pm**

**13.183** Councillor Orchard (Chair)  
 Councillors Buswell, Dixon , Kuncewicz, Nixon & Hardman

M Cartwright (Clerk)

**Apologies**

Apologies received from County Councillor Morris-Jones

**In attendance**

Borough Councillor Pacey-Day and 6 members of the public

**13.184 Declaration of Interest and dispensations**

Councillors Dixon & Kuncewicz declared an interest in the planning application at 1 Bracken Drive as it is immediately behind their property

Councillor Hardman declared an interest in the Bees project as he keeps bees (as a hobby, therefore no pecuniary interest)

**13.185 Minutes of the meeting held on 12<sup>th</sup> August, 2013**

**RESOLVED:** The minutes were confirmed and signed by the Chair as a true record

**13.186 Councillor Vacancy**

The Council considered an application received for the Councillor vacancy.

A vote was taken by signed ballot.

**RESOLVED:** Mrs Dee Kenrick is co-opted as a member of the Parish Council

Mrs Kenrick signed the declaration of acceptance of office and the agreement to abide by the Code of Conduct for Wolvey Parish Council and took her place on the Council

**13.187 Borough Councillor Pacey-Day-** will advise on planning at the relevant item

**13.188 Comment and information from members of the public**

(i) A member of the public informed the Council that he had complained to County Highways about the large A-frames that have been left in the Square for weeks. As these were still in place the resident has now removed and stored them and has informed County Highways how to contact him for their return.

(ii) A member of the public said he was amazed that, despite objections by the Parish Council and a number of residents, a planning application has been approved by Rugby Planning officers.

**13.189 Clerk's Report**

- (i) New signs for speed monitoring will be sited in Wolds Lane.
- (ii) Expression of interest was sent for a Heritage Lottery grant for a bridge at the Wetland. Unfortunately this was turned down.
- (iii) Burglaries in Wolvey will be a Police priority for the next 3 months

189.1 A Police Report sent by PCSO Bailie –Crabtree was received by the Council - **noted**

### 13.190 Planning

#### 190.1 The Council received an update on APP 2192798 Planning Appeal for land at Gypsy Lane (Hearing held on 4<sup>th</sup> September, 2013)

The hearing was attended by Councillors Buswell, Kuncewicz and Hardman and by Borough Councillor Pacey-Day. Although the Planning Inspector was thorough, asked pertinent questions and held a site meeting, Councillors felt that Rugby Planning Department did not seem well prepared for this hearing. Maps did not correspond to the land to be developed but this had not been picked up by Rugby Planning officers. Rugby BC still has no strategy with regard to allocation of sites for Gypsies & Travellers.

Following discussion, **IT WAS RESOLVED** to write a letter to the head of Rugby Planning department expressing the Parish Council's concerns.

190.2 The Council received an **update** on other previous Planning Applications R13/1135 AXE & COMPASS, LUTTERWORTH ROAD, WOLVEY, LE10 3HG- pending

R13/1211 MALIN FARM, MAIN STREET, WITHYBROOK

Outline Application for a Rural Workers dwelling- withdrawn by applicant

R13/0764 21 BRACKEN DRIVE, LE10 3LS- withdrawn by applicant

R13/1376 Rear of THE BUNGALOW, WOLDS LANE, LE10 3LL-approved

It was felt that this was a harsh decision in light of strong objections. The Council expressed concern about the way planning applications are delegated to officers and the way decisions are made.

**IT WAS RESOLVED** to write a letter to the head of Rugby Planning department expressing the Parish Council's concerns.

Planning Inspectorate Appeal (Grove Farm hedgerow) Ref: APP/HGW/13/370- pending

191.3 The Council received notice of comments sent under powers delegated to the Clerk

R13/1250 1 BRACKEN DRIVE, WOLVEY, LE10 3LS

Proposed single storey extension- No comments

The following **NEW** applications were considered:

190.4 R13/1035 COPPICWELL RARE BREEDS FARM, WOLVEY ROAD, BULKINGTON, CV12 9JX

Erection of bungalow

**RESOLVED:** No objections to this application

### 13.191 Finance

**a)** The Council received notice of payments made under delegated powers:

13.191.1 cheque no 400079 WCVYS (Marle Hall trip for young people under GPC): £225.00

13.191.2 cheque no 400080 ESPO ( youth club equipment): £75.76

13.191.3 cheque no 400081 B Jones (Youth club refreshments): £30

13.191.4 cheque no 300001 Fizzco Ltd ( Christmas baubles): £195.95

**b)** The Council considered approval of the following payments:

13.191.5 cheque no 100760 M Cartwright (salary, allowances & expenses): protected under DPA 1998

13.191.6 cheque no 100761 WS Gardens (grass cutting): £288.00

13.191.7 cheque no 100762 Wolvey Baptist Chapel (hire of room): £16.00

13.191.8 cheque no 100763 UK1 ( website domain renewal): £14.39

13.191.9 cheque no 100764 WS Gardens ( bus shelter cleaning): £120.00

13.191.10 cheque no 400082 Wolvey PCC Mil Ac (room hire): £8.25

13.191.11 cheque no 100765 Post Office Ltd (for HMRC): protected under DPA 1998  
 13.191.12 cheque no 400083 ESPO (Youth club equipment): £1.92

Proposed: Councillor Buswell  
 Second: Councillor Dixon

**RESOLVED:** to approve payments  
 Cheques signed and stubs and invoices initialled

**c)** The Council received notice of income received:  
 13.191.13 Rugby Borough Council (Youth club play grant): £1000  
 13.191.14 Rugby Borough Council (Playing Fields equipment): £10,042.23  
 13.191.15 HMRC (VAT reclaim): £514.35

**d)** The Council considered other financial matters:  
 191.16 Management of grants for local organisations  
 Following discussion **IT WAS RESOLVED** that there should be no request for community grant applications this year, but a letter will be sent to community groups explaining the new grants policy and that applications can be made in March and October 2014.

191.17 Items for budget 2014-15 and future years  
**IT WAS AGREED** that Members bring suggestions to the next meeting

### **13.192 The Council considered a review of Parish Council Policies and procedures**

#### **192.1 Safeguarding Policy.**

A draft Policy had been circulated prior to the meeting

**RESOLVED** to adopt the Safeguarding Policy

Councillor Dixon to produce a simplified version that can be given to relevant groups eg. WEG; Youth Club: Brownies & Scouts.

Following discussion, **IT WAS AGREED** that the Council will consider adopting a "house style" for all Policies at a future meeting.

#### **192.2 Councillors expenses**

A draft policy was circulated to Members prior to the meeting. The Council needs to consider any tax implications. The Policy should also include an allocation of expenses for staff and volunteers.

To be considered at the next meeting.

#### **192.3 Complaints policy**

Amendments are needed to the Complaints Policy because of the change in the Code of Conduct.

A draft Policy was circulated prior to the meeting

**RESOLVED:** to adopt the amended Complaints Policy

Minor amendment to the Public Participation Policy, linking it to the Complaints Policy, to be considered at the next meeting

#### **192.4 Venue for meetings**

Information was provided regarding the cost and availability of venues for future meetings of the Parish Council. The best solution might be to use the Bowling Club from October to March and the Baptist Chapel for April to September.

**RESOLVED:** to book the Bowling Club for the next meeting to test its suitability before a final decision is made.

Dates of meetings next year must be changed due to Easter and the election.

**RESOLVED:** Meeting dates changed as follows: April 14<sup>th</sup>, 2014; May 12<sup>th</sup> 2014; 9<sup>th</sup> June,

2014 will be the Annual Meeting of the Council. The Annual Parish Meeting to be held on 30<sup>th</sup> April 2014.

### **13.193 The Council received an update on the Wolvey Youth Club**

A Management Committee has been set up, the Constitution adopted and management of the youth club has been formally handed over from the Parish Council to the new management committee.

The final claim has been sent to Central Warwickshire Village LEADER. The Parish Council will retain control of the finances relating to grants that have been awarded to the Youth Club. The Youth Club will be autonomous but remain associated with and report to the Parish Council twice a year. Mosaics are completed and will be delivered later this week. There is a problem with storage of Youth Club equipment in the Village Hall.

### **13.194 The Council received an update of the Parish Plan**

Councillors Orchard, Buswell, Kuncewicz, and Hardman attended a meeting to propose an approach for updating the Parish Plan.

IT IS PROPOSED the group will identify actions and initiatives which are achievable and affordable and will direct the Council in the future. This will be a working party of the Parish Council with its advice and decisions to be ratified by the full Parish Council.

Clerk to manage correspondence and finances

Councillor Kenrick will join the group

Working party will be working towards the publication of an action plan in Spring/Summer 2014.

Consultation process to be less rigorous than the original Plan, with no more than 10 issues to be identified and disseminated in the newsletter. Residents to be invited to an Open Day to give their views.

### **13.195 The Council considered the provision of a Welcome Pack for new residents.**

Councillor Nixon is working to produce this important information. It is still a work in progress and an update will be provided at the next meeting.

### **13.196 The Council considered choosing a picture to send for the Mayor's "Picture of the Borough"**

**RESOLVED:** to send a picture of the Wetland showing the wicker cricketers and the Church in the background.

### **13.197 Christmas tree 2013**

The Council received an update on arrangements for Christmas tree 2013.

Plans are well underway. New baubles have been delivered. The tree will be delivered in the week of 10<sup>th</sup> November. There will be craft stalls in the village hall.

Councillor Orchard to research the purchase of a PA system.

**RESOLVED:** Help for Heroes to be the nominated Charity

### **13.198 Environment**

198.1 The Council received an update from the Environment Group

A visitor from Warwickshire Wildlife Trust spoke to the group about water voles and gave confidence they are doing the right things. Church Hill has been cleared, a display provided at the Produce Show and a walk arranged.

In the Rugby in Bloom Competition 2013 we again received a Silver in the Community Category for the Square and a Gold in the Environment category for the Wetland.

2014 Real Poppy campaign to remember WW1- Seeds will be sold by B&Q so poppies will be grown around villages

198.2 The Council considered action needed to undertake a Bees project

A small number of WEG members group have begun a project to

- (i) improve wild flowers to help bees and pollinating insects
- (ii) involve and inform people about how to do this in their own gardens

This will include two small areas in the Wetland and the Axe & Compass roundabout.

**RESOLVED:** to approve the proposed project and recommendations

198.3 The Council considered a Biodiversity policy

The Council has a duty towards Biodiversity and does a lot of work to meet this. However, it does not have a formal policy in place

**RESOLVED:** Councilors Dixon, Buswell, Nixon and Hardman to write a draft policy to be considered at the next meeting

### **13.199 Publications and documents for consideration at meeting:**

199.1 Induction day for new Councillors- **Clerk to arrange bespoke training with Bill Robinson**

199.2 Local Councils Charter Revised Draft (1)- **noted**

199.3 WALC Annual General Meeting- **noted**

199.4 Budget Setting 2014-15- **Councillors Orchard , Kuncewicz and the Clerk to attend and feed back to the Council.**

### **13.200 Publications and documents for circulation to members**

#### Email:

Rural Services Network

Rural Fair Shares Petition

WCC- Wolvey additional signs on Wolds Lane

Fosse Community Forum flyer

Launch WCC Councillors fund –Fosse Division

BBC Summer of Wildlife handbooks

Air Ambulance Birthday Bash

A5/M69 roadworks notification

#### Post:

Hinckley & Bosworth statement of Community Involvement Consultation Draft

LCR

WALC Annual Report & AGM

Clerks & Councils Direct

WWT journal

Natural World

### **13.201 Minor matters for discussion and items for next Meeting**

- (i) Newsletter to be printed next week
- (ii) WWI commemoration to be discussed next meeting
- (iii) Storage of Council equipment
- (iv) Boundary changes

**13.202 Next meeting** of the Council to be held on **Monday 21<sup>st</sup> October, 2013** , to be held in Wolvey Bowling Club.

**13.203 The meeting was closed at 10.05pm**