

MINUTES OF THE MEETING OF WOLVEY PARISH COUNCIL
HELD IN WOLVEY BAPTIST CHAPEL ON
TUESDAY 15 MAY, 2017 at 7.30pm

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

In attendance: 4 Members of the public
Borough Councillor Chris Pacey-Day

1/17 Chairman's Welcome

The Chairman welcomed all those present to the meeting.

2/17 Election of Chairman for 2017/18

RESOLVED that Councillor Adrian Warwick be elected Chairman for 2017/18

(The Chairman signed the Declaration of Office after the meeting)

3/17 Declarations of Interest and Grant of Dispensation

Councillor Warwick declared an interest in Wolvey Baptist Chapel and in any matter by reason of him being a Member of Warwickshire County Council.

4/17 Election of Vice Chairman for 2017/18

RESOLVED that Councillor John Hawkins be elected Vice-Chairman for 2017/18.

5/17 Minutes of the meeting held on 11 April 2017

RESOLVED that the minutes of the meeting held on 11 April, 2017 be confirmed and signed by the Chairman as a correct record.

6/17 Parishioners' Time

It was reported that the road sign outside Galliford Try on Leicester Road was still not working correctly.

David Alford was in contact with officers from Warwickshire County Council with regard to drain problems in Wolvey.

7/17 Warwickshire County Council – Update

County Councillor Adrian Warwick reported that the number of councillors on Warwickshire County Council had reduced from 61 to 57 and the Conservative Party held the majority of seats.

Changes to the Fosse Division now meant that Newbold was included. As this was an urban area, this would have an impact on the character of Fosse and consideration would need to be given on the future format of Fosse Forum meetings.

8/17 Rugby Borough Council – Update

Borough Councillor Chris Pacey-Day reported that the Planning Inspector's decision in respect of Marisburn House, Parrot's Grove, Coventry would not be published until after the General Election.

Reference was made to Nuneaton and Bedworth Borough Council's failure to issue a stop notice in respect of a recent traveller/gypsy camp along Coventry Road, Bulkington. This situation needed to be monitored.

9/17 Annual Review of Standing Orders and Financial Regulations

Councillors reviewed the parish council's current Standing Orders and Financial Regulations.

RESOLVED that the parish council's Standing Orders and Financial Regulations be approved.

10/17 Appointment of Wolvey Environment Committee

RESOLVED that the following members be appointed to the Wolvey Environment Committee for 2017/18:

John Hardman
Ruth Buswell
Peter Hopkins
Chris Kenrick
Linda Lakin
Clare Nixon
Councillor Richard Hawcutt
Councillor Adrian Warwick

11/17 Schedule of Meetings for 2017/18

RESOLVED that the Schedule of Meetings for 2017/18 be agreed.

12/17 Clerk's Report

There was nothing to report.

13/17 Planning

Councillor Pacey-Day reported that he had received notification from Rugby Borough Council Planning Officers of a planning application in respect of a first floor side extension at 17 Croft Close, Wolvey. Unfortunately, the Clerk had not received any communication regarding this application. The deadline for comments was 5 June, 2017 which was before the next meeting.

The Clerk reported that, following consultation with parish councillors on planning application no. R17/0609 (1 Bracken Drive, Wolvey for the erection of two storey

side extension), she had notified Rugby Borough Council that there was no objection to this application.

RESOLVED that

(a) the Clerk circulate details of the planning application in respect of 17 Croft Close, Wolvey to councillors for comments, and authority be delegated to the Clerk to submit a response to Rugby Borough Council Planning Officers based on comments received; and

(b) Rugby Borough Council Planning Officers be asked to email the Clerk details of planning applications as soon as possible in order that they can be considered at parish council meetings.

14/17

Financial Matters

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

RESOLVED that

- (a) the report and recommendations from the internal auditor be actioned;
- (b) the revised end of year financial statements and bank reconciliation be approved and published on the parish council website, along with details of all parish council payments for 2016/17;
- (c) the Annual Governance Statement (Section 1 of the Annual Return) be approved and signed and the Clerk submit the reasons for the column marked "No";
- (d) the Accounting Statements (Section 2 of the Annual Return) be approved and signed;
- (e) the Annual Return for year ending 31 March 2017 be approved;
- (f) the following payment made under powers delegated to the Clerk be endorsed:

R. Buswell - WEC items (cheque no. 300485) - £171.34

- (g) the following payments be authorised:
 - (i) Clerk's salary, allowances and expenses (cheque no. 300479): £753.77
 - (ii) WS Gardens (grass cutting) (cheque no. 300480): £432.00
 - (iii) Your Locale – invoice no. 004 - Theme group work, Environmental suite options, Plan writing (cheque no. 300481) - £4,050
 - (iv) Wolvey Baptists – invoice nos. 227, 230, 231 – room hire (cheque no. 300482) - £24.00
 - (v) MS Audit & Consultancy Services – invoice PC 174 (cheque no. 300483) - £210.00

- (vi) Information Commissioner's Office – renewal (cheque no. 300484) - £35.00
- (h) to receive notice of any income – none
- (i) the following monthly direct debit to OPUS energy be noted:
Street Lighting - 20 March – 18 April - £469.24
- (j) The account figure for Unity Trust Bank account as at 27 April of £79,797.07 be noted.

15/17 Council Insurance

Councillors considered the renewal of the parish council's insurance for 2017-18. Three quotes had been provided by Came & Company.

RESOLVED that the parish council enters into a three year long term agreement with Ecclesiastical at a premium of £651.03 (cheque no. 300486).

16/17 Neighbourhood Plan Advisory Committee (NPAC) – Update

Work on theme groups was progressing. John Hardman had written a letter to Burbage Surgery asking them to provide information on the likely impact of 100 additional houses on the Wolvey Surgery.

RESOLVED that the update be noted and the letter to Burbage Surgery be sent from the Clerk.

17/17 Streetlight Renewal Programme 2017/18 – Update

Councillor Hawcutt required a copy of the Excel document which provided information on street lighting in Wolvey in order to progress this.

RESOLVED that the Clerk would check to see if she had a copy of the Excel document.

18/17 Wolvey Environment Committee – Update

The Chairman of Wolvey Environment Committee updated parish councillors on the work carried out by WEG Members, which included the weeding of the Square and pruning of bushes around the bus stop. The painting of the metal fence and grass strimming were due to start shortly.

Tree works were due to start on 5 June 2017. John Hardman and Councillor Richard Hawcutt would meet with the tree surgeon on site. The Wetland would be closed for three days whilst the tree works were being carried out. The timber would be available for villagers to collect and burn, subject to confirmation from the tree surgeon that the wood was safe from disease. Those collecting wood should be advised that it would need to be stored for a sufficiently long period to dry out before being burned. The tree surgeon would be asked to provide advice

when the next tree survey was due and the Clerk would record the date to ensure that it would not be missed.

It was reported that newt surveys were being carried out at the Wetland by Dr Vicky Nall, but the parish council had not received any notification of this survey work. It was agreed that the Clerk would contact Dr Nall about this.

The parish council was also informed that Warwickshire Wildlife had been asked to assist with the identification of a weed which had been discovered in the pond. Measures to avoid cross contamination had been introduced by WEG members, but there was concern of cross contamination by those carrying out the newt surveys. The Clerk would raise this concern with Dr Nall. In future, any issues and/or measures which were being taken which could have an impact on the operation of the wetland should be reported to the Clerk.

RESOLVED that the proposed actions, as set out above, be agreed.

19/17 Grass Cutting – Hinckley Road, Wolvey

Councillor Warwick referred to a request he had received from a resident for the area of grass in front of his property to be cut as part of the parish council's grass cutting contract with WS Gardens. Further investigation had revealed that this grassed area was, however, within the neighbouring parish of Burton Hastings. The resident had also confirmed that his precept was paid to Burton Hastings Parish Council. It was agreed that it would not be fair on parishioners in Wolvey, who paid a precept towards grass cutting in the parish, if this money was being used to cut grass outside of the parish.

The cutting of this area of grass was the responsibility of Warwickshire County Council.

RESOLVED that the resident be advised that as this area of land lies outside the parish council's boundary, it would not be appropriate to include it in Wolvey's grass cutting contract.

20/17 Any Other Business

(a) Councillor Hawkins reported that the resident of a property adjoining Wolvey Playing Fields had replaced the existing fence with a new concrete post/slide in panel. The concrete supports, which were part of the main concrete posts that formed the playing field boundary fence, had been cut off and removed without permission from the Playing Field Trust. The Playing Field Trust would write to the resident concerned pointing out that the fence and posts were the property of the Trust and requesting that new supports be reinstated to the posts to replace the two which had been removed. This matter was being reported to Wolvey Parish Council, as custodian of the deeds of the Wolvey Playing Fields.

(b) The Clerk had received a quote from WS Gardens for £50 plus VAT per visit for the clearing of leaf debris and litter from under the hedge along Church

Hill. This quote was agreed.

21/17

Date of next Meeting – Monday 19 June at 7.30pm in Wolvey Baptist Chapel.