

Minutes of the Parish Council Meeting held on Tuesday 22 September 2015 in the Village Hall at 7.30 pm

Members Present: Councillors M Thomas, B Hallam, A Belgrove
A Ray, R Settle and the Clerk

Members of the Public Present: Mr B Faxon, Mr & Mrs Prymaka & Rugby
Borough Councillor E Crane

1. **Apologies:** County Councillor H Roberts
2. **Declaration of Interests** - None declared
3. **Questions from the Public** – Mr B Faxon acting as the Agent for Mr & Mrs Prymaka asked the Council for any comments from the Parish Council on the recent Planning Application R15/1792 Land North of London Road Willoughby made by Mr & Mrs Prymaka for the erection of a 3 Bedroom Timber Cabin. The Chairperson outlined the comments which Councillors had made prior to the meeting on the Planning Application circular and said that the Parish Council would seek a Covenant on any Planning Permission if granted that the land should be returned to agricultural use should the Bird of Prey Centre cease to exist. Mr Faxon advised the Council that a wider entrance to the site was now proposed.

Mr Faxon and Mr & Mrs Prymaka left the meeting

4. **Minutes** on the proposition of Councillor Ray seconded by Councillor Belgrove the minutes of the meeting on 18 August 2015 were approved as true record and signed by the Chairperson and Clerk.
5. **MATTERS ARISING FROM THE MINUTES**
 - 5.1 **Notice Boards** – Councillor Hallam agreed to contact Mr R Vessey for a sketch (not necessarily to scale) of the Notice Board in Accoya which he had recently quoted for. Sketch to be available if possible at next meeting.
 - 5.2 **Laptop** – Laptop for use by the Council had now been purchased – installation to await the Clerks change of “provider” (expected in the next few weeks). On the proposition of R Settle seconded by A Ray agreed to provide assistance and training to the Clerk for up to 3 hours at a cost of £30 per hour.
 - 5.3 **Magdalen Road Sub Station** – Vegetation around the Sub Station in Magdalen Road still to be cleared – Clerk to chase E.ON for completion.
 - 5.4 **Japanese Knot Weed** – Some Japanese Knot Weed had been identified in the Village and the landowner is working with a specialist to treat and kill the offending plant.
It was agreed for the Chairperson to speak with the Ecologist from Acorn Ecology when she visits the Playing Field site.
6. **PLANNING APPLICATIONS**
 - 6.1 R15/1792 – Land North of London Road see minute 3.
 - 6.2 R15/1779 – Ivy House Farm – Erection of a part single storey, part two storey side extensions including provision of a first floor balcony.

The Parish Council had raised concerns with Rugby Borough Council (Planning) regarding the facing materials not matching the existing bricks and that the balcony will directly overlook the bungalows opposite in Brooks Close.

7. **CORRESPONDENCE**

7.1 **Village Hall** – displaying notices in the Village Hall

7.2 **HMP Rye Hill** – Annual Report

7.3 **RBC** – alterations to Electoral Register

8. 8.1 **Village Pond** – Nothing to add

8.2 **Playing Field** – An ecological survey has been conducted by Acorn Ecology Ltd at a cost of £196.80. Survey commissioned at request to the Parish Council by Rugby Borough Council (Planning) to develop a protected species method statement for great crested newts, reptiles and nesting birds for works at Playing Field extension.

Hedge removal had been arranged for Monday 28 September, Councillor Thomas and Hallam present with Dr H Miller of Acorn Ecology.

Councillor M Thomas to obtain revised quotations from Modern Plant and Farm Services Ltd for the additional and revised work proposed. Clerk requested to write to the Willoughby Educational Foundation for help towards the funding of this project.

The Clerk had obtained as copy of the Deeds for the Playing Field and these are to be circulated to Councillors for perusal prior to the next meeting.

Councillor Belgrove to use a copy of these Deeds in his completion of formal documents for the Land Registry.

Willoughby Village Hall Committee is to be advised that the land required for the Village Car Park will be leased at peppercorn rent to them for 100 years once they have obtained Planning Permission for the development.

8.3 **Highways**

8.3.1. **Drainage Plan** – Astonishingly no plan exists with Warwickshire County Council of the drainage locations within the Village boundaries. Councillor Thomas and Ray have painstakingly undertaken to locate up to 91 drains around the Village, identified them on the Village Map and sent a copy to the WCC Location Officer.

This should enable the Parish Council or Villagers to contact WCC and identify the exact location of any blocked or broken drains. A vote of thanks was extended to Councillors Thomas and Ray.

8.3.2. **White Lines** – Councillor Thomas to bring to the attention of the WCC Location Officer the poor state of the white lines in the Village and on the Main Road.

8.3.3. **Skip Lorries**- The Contractor of the Skip Lorries which are continually using the Village as a short cut has been advised that the movement of Skip Lorries is being monitored.

8.3.4. **Road Repairs – Willoughby House/Sawbridge Road** – The WCC Highways are to be asked why the Parish Council was not advised of road repairs and road closures on the stretch of road from Willoughby House to its junction with the Grandborough road at Sawbridge.

8.4 **Neighbourhood Watch** Councillor Settle reported that additional members

have joined the scheme and that incident reports and feedback from previous incidents were now displayed on the Notice Board.

- 8.5. **Local Council Award Scheme** – A guide to the Local Council Award Scheme has been received and this would be circulated to Councillors prior to the next meeting.
- 8.6 **Village Design Statement** – Draft copy delayed but will be circulated to all Councillors prior to the next meeting for proof reading.

9. FINANCE

9.1 The Council has been advised that the Accounts have been approved by the District Auditor.

A Notice of Conclusion of Audit has been placed on the Notice Board to enable Villagers to inspect or take a copy of the Statement of Accounts and Auditors Certificate by arrangement with the Clerk.

9.2 On the proposition of Councillor Ray seconded by Councillor Belgrove the following payments were approved:

W S Gardens - Mowing	£480.00
W S Gardens – Lengthsman	£199.99
Village Hall – Use of Hall	£ 46.00
Village Hall Enabling	£150.00
M Thomas – Laptop	£377.46
Clerks Salary + Expenses etc.	£1072.30
Grant Thornton – Audit Fee	£120.00
Acorn Ecology – Survey	£196.00
E.ON Maintenance	£131.70
M Thomas – Drainage Plan	£ 18.96

9.2 **Invoices** – Clerk was requested to include Invoice with Cheque Book when requesting signatures.

10. Urgent Business

10.1 **Village Events** Meeting to be arranged for 17 November at 7.30 pm in the Rose Inn for organisations involved in Village Events so as to enable organisers to work together or alongside each other in any arrangements.

10.2 **RBC Councillor E Crane** – RBC Councillor E Crane advised the Council that as yet RBC could see no advantage in joining the proposed Combination with the West Midlands.

11. **Date of the Next Meeting** - Tuesday 10 November 2015 at 7.30 pm in the Village Hall. .

Parish Clerk..... **Chairperson**.....

Date

