

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL ON THURSDAY 6TH FEBRUARY 2020 AT 7.15 PM**

PRESENT Cllr T Harvey-Smith (Chair), Cllr Miss T Ball, Cllr D Cross, Cllr Miss S Cross, Cllr G Fewkes, Cllr J Milne, Cllr A Parker, Cllr L Wright, Cllr Mrs M White and Mrs M Meede (Clerk).

Plus: Cty Cllr Mrs H Timms, Borough Mrs S Bragg, Mr T Willis (NDP) and 4 members of the public.

After members of the public and Councillors had been given the opportunity to raise any issues, the Chairman thanked everyone for attending, and the Parish Council meeting commenced at 7:40pm.

188. APOLOGIES FOR ABSENCE

The apologies of Cllr R Grainger were approved. The apologies of Borough Cllrs D Poole and A Bearne were noted.

189. DECLARATIONS OF INTEREST (existence and nature) for items on the Agenda

The Chairman declared a personal interest in agenda item 194d – Finance (Village Hall). The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

190. APPROVAL OF MINUTES OF THE PARISH COUNCIL

All Councillors had been given the opportunity to review the minutes prior to the Parish Council meeting. The minutes of the meeting held on 2nd January 2020 were discussed before Cllr Fewkes proposed approving the minutes, which was seconded by Cllr Milne and agreed unanimously by those who had attended the meeting.

RESOLVED: The minutes of the Parish Council meeting held on 2nd January 2020 having been approved for adoption by those who had been present at the meeting, be signed by the Chairman.

The minutes of the Extraordinary meeting held on 23rd January 2020 were discussed. The location of the meeting on the minutes was changed from 'the Village Hall' to the Baptist Church. Cllr Wright raised a query about the designation of the allotment land, and a discussion took place. Cllr Miss Ball said that her understanding was that the land is 'local open space' and protected by an Open Space Protection Order which is different to 'Local Green Space'. The Clerk agreed to get clarification from RBC, but the Chairman proposed that the minutes be approved as the content reflected the discussions that took place in the meeting. This was seconded by Cllr Wright and agreed unanimously.

RESOLVED: The minutes of the Extraordinary meeting held on 23rd January 2020 having been approved for adoption by those who had been present at the meeting subject to the location being amended, be signed by the Chairman.

191. PROGRESS REPORT

The next mobile Police Station is due to take place on 26th February 2020 at 11am outside the Village Hall. A discussion took place about the response from the WCC Flood Management Team, which recommended that Councillors speak to farmers about the buffer zone next to the brook to reduce sediment, WCC felt that the farmers may have some ideas about limiting sediment transport themselves. Councillors were generally happy that the flood prevention measures implemented a few years ago appear to be working well, as although the roads are often flooded under heavy rainfall, it was recognised that these form part of the flood plains and so in effect are doing their job – as no properties have been flooded in Wolston and the Brook has been contained. Godfrey-Payton have been chased about the vegetation in the Brook in the Church Field, and reminded again about the responsibilities of the riparian owner.

192. PLANNING

Councillors were given the details of all planning applications to review prior to the meeting. All planning applications can be viewed at <https://planning.agileapplications.co.uk/rugby/search-applications/> (R19 or R20 applications) or www.warwickshire.gov.uk/planning (RBC applications)

- a) R20/0028 - Beech (T1) - fell due to the previous failure of limbs which overhang the entrance to St Margaret's C of E Primary School. Replant with one standard beech tree in the same position. Beech (T2) - fell due to dangerous lean towards the boundary property of 47 Main Street. Replant with one standard beech tree in the same position. At Land at Grove, Main Street, Wolston, Rugby. CV8 3JU

The RBC Arboriculture Office had not completed his report at the time of the Parish Council meeting. Cllr Milne proposed deferring the agenda item until the report has been completed so Councillors can make an informed decision. This was seconded by Cllr Wright and all Councillors were in agreement.

RESOLVED: For this item to be deferred until the tree report has been received from RBC.

- b) *RBC/19CM005 - Variation of conditions 2, 6 and 7 of planning permission RBC/12CM018 to extend the time to complete sand and gravel extraction, importation of inert materials and restoration by 2 years; to increase quantity of mineral extracted and increase quantity of inert materials at Wolston Fields Quarry, Wolston Lane, Wolston.*

Councillors noted that this application had now been approved and so no decision was required to be made. Cllr Wright asked about the plans and programme of work. It was noted that the plans are available on the Planning Portal, and Cllr Parker agreed to enquire about the programme of works at the next Working Group meeting.

- c) *RBC/20CM002 – Variation of condition 53 of planning permission R16/890805 in order to extend life of landfill for a further 10 years. For waste management facilities to also be retained on site to 14th May 2031 at Land at Ling Hall Quarry Landfill site, Coalpit Lane, Lawford Heath, Rugby CV23 9HH*

A discussion took place about what benefits the village could get from the quarry, including a free skip for use by the Parish Council (which is stored at the Leisure Centre). A discussion also took place about traffic and routes the heavy quarry vehicles take. Cllr Fewkes, who is on the Ling Hall Working Group, asked that any complaints come through him, so he can report to the next liaison group meeting. Cllr Fewkes also agreed to ask about the plans at the next liaison meeting, but stated they were also available online. Following a discussion, Cllr Fewkes proposed supporting the application, which was seconded by the Chairman and agreed unanimously.

RESOLVED: The Parish Council support this application subject to concern from local residents about quarry traffic coming through the village being raised, and a request that the applicants be reminded that large vehicles should not pass through Wolston village.

- d) *R19/1411 – Section 106 agreement at Wolston Allotments Land – To discuss the correspondence received from the Planning Officer about the S106 provision and agree a response to RBC.*

A discussion took place about the section 106 agreement, and the fact the Parish Council should respond to the request from RBC whether they support the application or not, as this is the chance to get the best outcome for the village. The Allotments Association have also been involved, as although they do not want the development, if it does go ahead they want to ensure they get the best deal for their members. The Planning Consultant for the Parish Council provided feedback on S106 suggestions from Councillors and also on the information provided from Rosconn. She felt that the suggestions and list put forward was quite comprehensive and covers most issues (and more) that would usually be seen in a S106 and planning gain. Some benefits that were being offered to the village (including the Community Benefit Fund) would not fall under a S106 agreement, and other suggestions such as CCTV would not meet the legal tests under S106. In terms of traffic calming, although this would not fall under S106, the Planning Consultant advised that this could be asked for as part of the Highways Agreement – S278. Councillors discussed issues such as the buildings, and any benefits coming direct from the Wilcox Trust.

A letter from the NDP was discussed, in relation to the fact the information provided by Rosconn in their document about the Emerging Neighbourhood Plan was incorrect. Councillors were happy for RBC to be asked to give no consideration to this section in the document and for it to be excluded.

Following a further discussion, Cllr Milne recognised that RBC had already extended the deadline for the Parish Council to comment and so needed a response, and he also stated that, if the application was approved then the S106 agreement should be as robust as possible for residents and the Allotments Association. He therefore proposed sending the document from Rosconn to RBC and asking that the relevant sections form the basis of the S106 agreement – minus the section about Conformity with the Emerging Neighbourhood Plan. It was also proposed that a request be submitted to ask for traffic calming measures to be included in the Highways Agreement – S278. Cllr Cross seconded the proposal. Cllr Wright asked for a recorded vote. Cllr Milne, Cllr Cross, Cllr Parker, Cllr Fewkes, Cllr Miss Cross, Cllr Mrs White and the Chairman supported the proposal to respond to the request from RBC about the S106 agreement. Cllr Wright and Cllr Miss Ball were against the proposal.

RESOLVED: For the Parish Council to respond to the request from RBC about putting forward suggestions to be included in the S106 Agreement.

- e) R19/1368 – Variation of Condition 2 of R18/1250 (demolition of existing buildings and their replacement with a bungalow) at Grange Cattery, Wolston Grange, Rugby. CV23 9HJ.

Following a discussion about the application, Cllr Milne proposed supporting the application, which was seconded by Cllr Parker and agreed unanimously.

RESOLVED: The Parish Council support this application, subject to neighbour consultation and confirmation about the change of use of the building.

- f) R20/0047 – Two storey side and single storey rear extension at 13 Willow Brook Road, Wolston. CV8 3JT

Councillors discussed the application, before Cllr Milne proposed supporting the application, which was seconded by Cllr Miss Cross and all Councillors were in agreement.

RESOLVED: The Parish Council support this application, subject to neighbour consultation, and confirmation about the height of two storey extension.

193. CORRESPONDENCE

The Clerk noted that the correspondence sheet will include all relevant external correspondence from the last meeting (to record correspondence that may be missed between the distribution of the list and next Parish Council meeting).

A letter had been received from the NDP Working Group about a document from Rosconn including a reference to 'Emerging Housing Policies in the Neighbourhood Plan'. The NDP Working Group stated that there has been no consultation within the Steering Group on this matter and they therefore feel the information provided by Rosconn has no status in the draft Neighbourhood Plan. Councillors noted the letter and confirmed that RBC would be asked to give no consideration to this section of the Rosconn document.

Other correspondence discussed included emails from residents about mud on Dyers Lane and a query about gritting, and also speeding within the village. The response from the Flood Management Team which was discussed under correspondence was highlighted again, along with the response from WCC about the light up street signs (priority/gateway sign). Cllr Wright asked if the Clerk could request a map showing the location of all light up signs within the village, the Clerk agreed to contact WCC on this matter.

194. FINANCE

Councillors reviewed and discussed the accounts for payment and considered payments received.

- a) To approve accounts for payment in January 2020

Payments made in January				
Date issued	To whom payable	For what purpose	Cheque No	Gross amount
02/01/2020	DLP Planning Ltd	Planning Consultant	105781	£420.00
02/01/2020	SLCC	Membership Renewal	105782	£161.00
02/01/2020	Mr T R Harvey-Smith	Chairman's Allowance (Cheque Refused)	105783	£0.00
09/01/2020	EON	Streetlight Electricity	105784	£1,389.24
09/01/2020	Creative Sign and Design	NDP Printing	105785	£44.20
09/01/2020	Rugby Pest Control	Mole Control	105786	£48.00
09/01/2020	WLCC	Club Room Hire - Youth Project	105787	£831.60
09/01/2020	WLCC	AWP Hire - Youth Project	105788	£498.96
22/01/2020	Shell Energy	Phone and Broadband	105789	£35.25
22/01/2020	Parish Council Employees x5	Staff Salaries	105790-4	£2,583.56
22/01/2020	HM Revenue & Customs only	PAYE	105795	£388.30
22/01/2020	WCC Pensions	Staff Pension Scheme	105796	£386.39
22/01/2020	Mrs M Meede	Land Registry Queries	105797	£12.00
22/01/2020	St Margaret's Wolston PCC	Room Hire - NDP	105798	£132.00
22/01/2020	Mr M Cooper	Hedge and Vegetation Work and Removal	105799	£1,900.00
30/01/2020	Mr P Owen	Parts for Maintenance (locks, tape, diesel)	105800	£80.37
00/01/1900	Lakeside	Grass Cutting (October)	105801	£480.00
30/01/2020	WALC	Training (Planning) - Cllr Miss Ball	105802	£30.00
30/01/2020	ITM Granborough Ltd	Annual Alarm Maintenance	105803	£69.50
30/01/2020	Britannic Security	Parts and Labour - CCTV System	105804	£307.38
30/01/2020	Staples	Stationery	104804	£205.90
				£10,003.65

RESOLVED: The accounts, as listed above, be approved.

- b) To consider payments received in January 2020 and latest bank reconciliation:

RESOLVED: No payments were received to consider

RESOLVED: The latest bank reconciliation was noted.

c) *To review and make a decision in relation to a grant request from the Baptist Church.*

Councillors discussed the request from the Baptist Church, which was for a grant to part fund specialist work required to repair the Burial Ground wall. Councillors noted that the Baptist Church was fundraising and had also paid for some of the work to be completed already. The budget was checked before Cllr Parker proposed a grant of £500 to the Baptist Church, which was seconded by Cllr Milne and agreed unanimously.

RESOLVED: For a grant of £500 to be awarded to Wolston Baptist Church.

d) *To review and make a decision in response to a grant request from the Village Hall.*

The Chairman had declared a personal interest in this agenda item.

Following a discussion and a check of the budget, Cllr Milne proposed that the usual £1000 grant and £500 rent be awarded to the Village Hall, which was seconded by Cllr Miss Cross and all Councillors were in agreement. It was noted that the Village Hall may have some repairs required to the roof – and if they need further support in relation to this in the future Councillors agreed they could consider further support when they know what is required.

RESOLVED: For grant of £1000 plus £500 rent to be awarded to Brandon and Wolston Village Hall.

195. VE DAY

Cllr Miss Ball provided an update, including information about holding a village fete on the Dyers Lane playing fields on the afternoon on Friday 8th May (Bank Holiday). Cllr Mrs White agreed to work with and assist the Wolston Events Group – including Cllr Miss Ball and Cllr Miss Cross for this event. The School and village groups and organisations are being notified and are being asked to get involved.

A discussion took place about what involvement the Parish Council could take in the VE Day celebrations, and ideas such as a tree being planted, the village clock and a carved village sign were all mentioned. Councillors agreed to get any other ideas to Cllr Miss Ball and Cllr Miss Cross in writing prior to the next Parish Council meeting.

RESOLVED: For Councillors to get any ideas for the VE Day celebrations to Cllr Miss Ball and Cllr Miss Cross in writing, prior to the next Parish Council meeting.

196. ROAD GRITTING

The Clerk had provided Councillors with information about gritting, including projected costs prior to the meeting. Councillors discussed the issue, and whilst Councillors could see the benefits of getting areas around the village gritted, concerns were raised about managing expectations, risk assessments and the problems that may arise by just gritting some areas and not others. A trial period had been offered by one contractor, but Councillors felt that this may just complicate matters in terms of managing expectations, especially if only part of the village was included. In general, Councillors felt that gritting was a minefield and responsibility and ownership should be shared with residents – if the Parish Council provided the means for residents to grit areas themselves. Cllr Miss Cross proposed purchasing a couple of additional grit bins for the village to ensure there are sufficient grit bins for residents to grit where required. This was seconded by Cllr Mrs White and all Councillors were in agreement with the exception of Cllr Wright.

RESOLVED: For additional grit bins to be purchased for the village.

197. EMERGENCY PLANNING (DISASTER PLAN)

Cllr Fewkes provided an update on behalf of the Working Group. They felt it was a comprehensive report, but the Working Group will be meeting to go through it together. The main two hazards for the village would be flooding, and a total failure of power. A discussion took place about the elderly and vulnerable within the village, and it was felt that the Doctors Surgery or Western Power may be the best people to contact about knowing who is vulnerable within the village. Another option discussed was the Parish Council writing to everyone within the village – but concerns were raised about GDPR and keeping the list up to date and relevant. Cllr Fewkes said he would speak to the Doctors Surgery for their option, and the Working Group will report back at the next Parish Council meeting.

RESOLVED: For the Working Group to look into the matter further and report back after they have met.

198. VILLAGE SPRING CLEAN

Following a discussion, it was agreed that the spring clean will take place in April/early May – before the VE Day celebrations. The Clerk will organise the event and ensure there is enough litter picking equipment available.

RESOLVED: For the Village Spring Clean to be organised for April/early May.

199. PARISH COUNCIL STREETLIGHTS

The Clerk has still been chasing up E-ON for a survey to be carried out. This has been escalated now to the Management Team. Cllr Fewkes proposed this item be deferred to the next Parish Council meeting so the Working Group can liaise with the Clerk, which was seconded by Cllr Miss Ball and agreed unanimously.

RESOLVED: For this agenda item to be deferred to the next Parish Council meeting.

200. VILLAGE CLOCK

Following a discussion, Councillors felt they would prefer for the clock on the Co-op to be replaced rather than have a stand alone one in the centre of the village if possible. The Clerk has written to the Co-op landowners and has been chasing up the Co-op Management Team, but no responses have been received as yet. Additional chaser letters will be sent. The Chairman proposed deferring this agenda item to the next Parish Council meeting, which was seconded by Cllr Cross and agreed unanimously.

RESOLVED: For this agenda item to be deferred to the next Parish Council meeting.

201. AED TRAINING

The Clerk advised that the training would be likely to take place on Saturday 4th April, but confirmation from the Community Heartbeat Trust is still required.

202. DELEGATES REPORTS

- a) NDP – Cllr Miss Ball confirmed that this had been covered in the Public Forum.
- b) Salisbury Trust – The Chairman gave a summary of the Salisbury Trust, including the fact the Charity which was established in 1939 owns 6 properties, 4 in Wolston and 2 in Brandon. The Alms Houses are all occupied and the criteria for occupancy was explained.
- c) Severn Trent (sewage) – The Chairman and Cllr Wright explained that they had met with a representative from Severn Trent and a Wolston resident to discuss the concerns raised. Residents need to report all issues to Severn Trent in order to get the priorities raised. The Chairman had put an article about the meeting in the local newspaper, and this report will be forwarded to all Councillors. The Clerk will ask Severn Trent if they have a leaflet that the Parish Council can post to all residents.
- d) WLCC – The Chairman provided an update, including the increased gym membership and the fact fundraising events are being planned. A discussion took place about the vegetation/trees which need clearing at the back of the centre, and the fact the signs directing visitors to the WLCC may be the wrong way/wrong side of the road. The Chairman will feedback this information to the WLCC at their next meeting.
- e) Allotments Association – Cllr Milne advised that he, the Chairman and representatives from the Allotments Association had met with Rosconn and Godfrey-Payton (following a request from the Allotments Association) to go over a few issues. Cllr Milne said it was a positive meeting and he will provide verbal feedback at the next Parish Council meeting.
- f) WBBJBC – The Chairman advised that the next meeting is due to take place on 20th February 2020. Carpark access work is being progressed, and they are also looking to extend the Cemetery.
- g) WALC - Cllr Milne reported that the County Officer (John Crossling) is due to retire in December 2021. There is now just one Rugby County Representative and so this can hopefully be improved upon. WALC were disappointed with the lack of attendance at the AGM, but Cllr Miss Ball advised she had recently attended a Planning training sessions run by WALC which was well attended – and this may be a way to reach people.

203. INFORMATION FOR UPLOADING TO THE VILLAGE WEBSITE

- Flooding - VE Day - Severn Trent meeting -AED Training

Cllr Grainger appreciates Councillors providing him with information and articles for the website as soon as they are available – rather than waiting for the Parish Council meetings.

204. FUTURE AGENDA ITEMS

- Village Clock - VE Day - Emergency Planning (Disaster Plan) - Fencing (Playing Fields)
- War Memorial Cleaning - Village Planters and Village Name Carving - Streetlights

Cllr Mrs White raised the point that when residents make contact with Councillors direct about issues or concerns, other Councillors should be able to know who has raised the concerns. Residents should be asked to either email the Clerk direct so the issues can be recorded, or full details should be given in Parish Council meetings so that Councillors have the full picture. All Councillors agreed with this, and will ask residents if their

details can be shared at meetings (verbally, not put in the meetings). If people don't want their names shared in front of members of the public then people can be asked to leave the meeting - so the information is shared with Councillors only and kept confidential.

205. DATE OF NEXT MEETING/S

The Chairman confirmed that the next Parish Council meeting will take place on Thursday 5th March 2020 at the Village Hall. If an interim meeting is required, an agenda will be issued to Councillors, displayed in the noticeboards, on the website and be sent to Wolston Library three clear days before the meeting is held.

As there were no further items on the Agenda the Chairman declared the meeting closed at 9.50 pm

Signed:..... Chairman

Date:

Notes on the Public Forum and Parish Matters held during the Parish Council Meeting on 6th February 2020

The Chairman welcomed everyone to the meeting and invited representations from all who were present.

A resident raised concerns about the vegetation that had been removed at the top of the Dyers Lane playing fields, as it had caused problems with dogs running into the privately owned fields. There are horses on the private land, and so there are also concerns about putting the horses at risk. Councillors agreed they would look into this matter.

A query was raised about planting a tree in the centre of the village, and following a brief discussion about location it was agreed this would be discussed further as part of the VE Day agenda item.

Cllr Miss Ball wished to give her thanks to the Planning Enforcement Officer – who came out promptly to look at concerns in relation to work on the barns at the back of the Priory. Cllr Mrs Bragg will feed this back.

Cty Cllr Mrs Timms advised that work will commence on the Priory Road footpaths towards the end of the month, and letters will be sent to residents who may be affected. She also advised that Borough Cllr Bearne had reported a damaged drain and fly tipping within the village.

Cty Cllr Mrs Timms reported that details would soon be sent to Parish Council about what WCC is doing in relation to climate change.

Borough Cllr Mrs Bragg provided an update on the Joint Strategic Needs Assessment meeting, and asked for thanks to be passed to Cllr Grainger for attending on behalf of Wolston. She said it was nice to see the village represented. A summary of the meeting will be sent to the Clerk for distribution to all Councillors, to ensure Councillors are happy with the comments made.

Cllr Wright highlighted the fact some potholes are not repaired even if they are near ones that are being worked on. Cty Cllr Mrs Timms said they needed to be reported and on the list for them to be repaired. The contractors only have a certain amount of equipment and materials on board.

In relation to a query about the hedge by the Library, Cty Cllr Mrs Timms advised that WCC have liaised with the Library Authority about the concerns, and have requested they carry out work to reduce the height and width of the hedge. She agreed to follow this up.

Cllr Wright expressed thanks for the grass verge cutting which had taken place. Cty Cllr Mrs Timms advised that less verge and grass cutting will take place in the future, in an effort to be carbon neutral and for environmental reasons – including encouraging wildlife. This forms part of the climate change initiative, and the need to encourage and embrace nature and wildlife rather than removing it.

A resident expressed their thanks to the Parish Council for their support with the planning application at Yardley's Meadow, and keeping them up to date.

The Clerk was pleased to report that all 6 CCTV cameras are now fully operational and recording – and have already been instrumental in providing evidence in a number of cases.

Cllr Fewkes asked Cty Cllr Mrs Timms for more information about WCC roads being ranked joint top for best roads. Cllr Mrs Timms felt it was nice to be recognised, especially at a time where Highways Nationwide were struggling.

Signed.....

Mr T Willis then provided an update on the Neighbourhood Development Plan (NDP) and went through the highlight report – which is available for viewing on the village NDP website (www.wolstoneighbourhoodplan.co.uk) or from the Parish Council Clerk. Mr Willis gave thanks to Councillors on behalf of the NDP for the joint input and collaborative work and support that has been given. The Chairman felt agreed it had positive, and as everyone is working for the benefit of Wolston residents it is only right that 'working together' is promoted. Mr Willis confirmed that there is now enough information to progress with the plan, and they now have some new Working Group leads. The current plan will be audited by the Consultant before being put before the Parish Council, they are also ensuring all evidence and information is up-to-date, accurate and relevant. Mr Willis advised that the NDP would be responding to the Allotment Land proposed development consultation – not to support or object, but just to give comments on the application. He also referred to a letter which had sent to the Parish Council from the NDP in relation to the fact the NDP Emerging Policies were mentioned in a document from Rosconn, and he wished to clarify that there had been no consultation within the Steering Group and so have no status in the draft Neighbourhood Plan.

Councillors raised a few other areas to be looked at, including:

- The derestriction sign as you leave the village on Warwick Road is obscured by a branch – the Clerk will report to WCC.
- There are potholes on Warwick Road by the layby before you get to the Half Moon. The Clerk will report to WCC.
- There are trees and branches overhanging footpaths around the village at numerous locations. Councillors are to get details to the Clerk with exact locations in writing so these can be followed up.

As there were no further questions, the Chairman closed the public forum part of the meeting and all Councillors agreed to start the Parish Council meeting at 7:40pm.

Note: Cty Cllr Mrs Timms and Borough Councillor Mrs S Bragg and Mr T Willis (NDP) gave their apologies and left the meeting at this point.