

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL ON THURSDAY 5<sup>TH</sup> MARCH 2020 AT 7.15 PM**

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

Plus: Cty Cllr Mrs H Timms, Borough Cllr A Beame, Ms C Malyon (NDP) and 7 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 7:45pm.

**206. APOLOGIES FOR ABSENCE**

The apologies of Cllr Miss T Ball and Cllr Mrs M White were approved. The apologies of Borough Cllrs D Poole and Mrs S Bragg were noted.

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

No declarations of interest were made. The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

**208. 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 6<sup>th</sup> February 2020 were discussed before Cllr Parker proposed approving the minutes, which was seconded by Cllr Fewkes and agreed unanimously by those who had attended the meeting.

**209. PROGRESS REPORT**

The AED will be installed within the next two weeks, and the training seminar will be held on 4<sup>th</sup> April 2020 at 10am in the Village Hall. The Village Spring Clean will take place on 18<sup>th</sup> April.

Cllr Wright agreed to chase Mr Hobday about the flail hedge cutting, and the Clerk is continuing the chase RBC about removing the vegetation behind the garages on Manor Estate.

Air monitoring in Wolston was discussed. WCC have previously advised that they don't monitor in rural locations such as Wolston, but Cllr Cross indicated that the air monitoring device at the School may still be operating, and he agreed to liaise with the School to confirm the details.

**210. 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/>

a) *R20/0088 – Erection of a 2 storey rear extension at 11 Carthusian Close, Wolston. CV8 3NE.*

Councillors discussed the planning application. Following the discussion Cllr Parker proposed supporting the application which was seconded by Cllr Milne and agreed by all Councillors with the exception of Cllr Wright.

**RESOLVED: The Parish Council support this application subject to neighbour consultation.**

b) *R20/0106 – Erection of a single storey rear extension, garage and workshop, demolition of conservatory and installation of a bay window, raising of existing roof and alternations/additions to dormers at 70 Main Street, Wolston. CV8 3HJ.*

Following a discussion about the application, Cllr Fewkes proposed supporting the application, which was seconded by Cllr Miss Cross and this was agreed unanimously.

**RESOLVED: The Parish Council support this application subject to neighbour consultation.**

c) *R19/1411 – Proposed development: Wolston Allotments Land*

Councillor Grainger said he had been looking at some of the documents supplied by Rosconn and had noticed some apparent inaccuracies. Following a discussion, Cllr Grainger proposed contacting the Planning Officer about the concerns and possibly liaising with the Planning Consultant if required. Cllr Wright seconded the proposal and all Councillors were in agreement.

**RESOLVED: For the Planning Officer to be contacted in relation to the concerns highlighted by Cllr Grainger, and for Cllr Grainger, Cllr Milne and the Chairman to liaise with the Planning Consultant.**

**211. CORRESPONDENCE**

The Clerk had been notified that a new planning application would be submitted in relation to the allotment land, but there was no information on the planning portal as yet.

It was confirmed that the CCTV cameras are all working and the link to Rugby First is safe and secure.

Play area repairs were discussed. It was confirmed that the company was required to have security fencing on site should they need it, and following a meeting with the Contractors, the Chairman and Cllr Cross were satisfied with the work that had been carried out. They also confirmed that the work had been carried out as per the quote, and stated that the Contractors would be coming out at a later date to carry out some additional work which had not originally been requested.

A resident had raised a query about new legislation for affordable housing for first time buyers. A discussion took place and it was established that the legislation was not in force as yet so there would be no impact on the proposed new development.

A thank you letter had been received from the Baptist Church for the grant given by the Parish Council.

## 212. FINANCE

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

### a) *To approve accounts for payment in February 2020*

Payments made in February				
Date issued	To whom payable	For what purpose	Cheque No	Gross amount
06/02/2020	Rugby Pest Control	Mole Control	105806	£48.00
06/02/2020	Rugby Borough Council	2 x Green Bins	105807	£80.00
06/02/2020	Wolston Baptist Church	Office Rent	105808	£700.00
06/02/2020	Cancelled	Cancelled	105809	£0.00
06/02/2020	Wolston Baptist Church	Grant - agreed 06/02 agenda item 194C	105810	£500.00
06/02/2020	Brandon & Wolston Village Hall	Rent and Grant - agreed 06/02 agenda item 194C	105811	£1,500.00
25/02/2020	Mr P Owen	Fuel, Cement and concrete	105812	£29.00
25/02/2020	Parish Council Employees (x5)	Staff Salaries	105813-7	£2,649.96
25/02/2020	HM Revenue & Customs only	PAYE	105818	£321.90
25/02/2020	WCC Pensions	Staff Pension Scheme	105819	£386.39
25/02/2020	Staples	2 x Grit Bins	105820	£237.60
25/02/2020	Team Sport and Play Ltd	Play Area Works (invoice part 1)	105821	£10,950.00
				<b>£17,402.85</b>

Cllr Wright queried if the work carried out at the play area had been completed satisfactorily. The Chairman and Cllr Cross agreed to have another look at the work with the Lengthsman and Clerk before the payment is released. Cllr Fewkes proposed approving the accounts for payment subject to the Chairman and Cllr Cross being satisfied following their site visit. This was seconded by Cllr Milne and agreed unanimously.

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

### b) *To consider payments received in February 2020 and latest bank reconciliation:*

**RESOLVED: No payments were received to consider**

**RESOLVED: The latest bank reconciliation was noted.**

## 213. VILLAGE PLANTERS AND VILLAGE NAME SIGN

Following a brief discussion, it was agreed to defer this agenda item to a future Parish Council. It was also agreed that ideas should be given to the Clerk, and Cllr Cross agreed to liaise with the School to see if they wanted to get involved with the design.

**RESOLVED: For this item to be deferred to a future meeting. For designs/ideas for the name sign to be given to the Clerk.**

## 214. WAR MEMORIAL

Councillors discussed the need to clean the War Memorial, and reviewed quotes for cleaning. It was noted that some of the lettering had run. Cllr Wright and Cllr Parker felt that, as a rural Memorial it shouldn't be cleaned too often and that it didn't all need cleaning. Following a further discussion, Cllr Fewkes proposed instructing Boden and Ward to carry out work as they felt necessary. This was seconded by Cllr Milne and agreed by the majority of Councillors.

**RESOLVED: For Boden and Ward to be instructed to carry out cleaning and repainting of lettering as required.**

## 215. SPEED SIGNS WITHIN THE VILLAGE

The speed reduction signs which had been put up around the village by a resident were discussed. Councillors felt they attracted attention and they also liked the ideas of getting signs for bins. Following a discussion, it was

suggested that the signs be relocated off the grass verges to bollards, bins and bus stops that are owned by the Parish Council. This was proposed by Cllr Cross, seconded by Cllr Wright and agreed unanimously.

**RESOLVED: For the speed reduction signs to be relocated to Parish Council street furniture.**

#### **216. PARISH COUNCIL STREETLIGHTS**

Cllr Fewkes and Cllr Milne had studied the streetlight survey produced by E-ON and had also carried out an inspection themselves. It was recognised that seven streetlight columns need to be replaced as soon as possible, - plus the column and light which had been demolished by a vehicle running into it. A discussion took place about new self-dimming streetlights which are available, and Councillors felt it would be beneficial to look into this. Councillors reviewed the quote and Cllr Parker proposed that the lights be replaced as soon as possible, with the self-dimming feature if possible, and that Cllrs Fewkes, Milne and Grainger continue with their work and liaise with the Clerk to make the final decision on the new streetlight features. This was seconded by the Chairman and agreed unanimously.

**RESOLVED: For new streetlights to be ordered and installed as soon as possible.**

#### **217. CAMPAIGN FOR THE LOCAL ELECTRICITY BILL**

Councillors discussed the information which they had reviewed prior to the Parish Council meeting. The Clerk confirmed that Mr M Pawsey MP had now given his support to the Bill. A discussion took place about parts of the document being outdated and a query was raised about the status of the solar panels at Ling Hall Quarry – which Cllr Fewkes agreed to follow up on. Cllr Grainger then proposed supporting the Bill, which was seconded by Cllr Wright and agreed unanimously.

**RESOLVED: For the Clerk to add Wolston Parish Council's support to the Bill.**

#### **218. VE DAY**

Cllr Miss Cross gave an update on the progress of the Wolston Events Group. She had recently met with Cllr Miss Ball and Cllr Mrs White, and many village groups and organisations are getting involved, along with the Churches. The event will comprise of some stalls run by local residents and the aim is to create a small village fete atmosphere, with children's games, a dog/pet show and a picnic area where residents will bring their own food and drink. Volunteers will be required for marshalling and other organisational tasks on the day, and the group are looking into the hire of toilets, bunting and entertainment such as Morris Dancers. Insurance and a First Aider are in place, and although it is hoped most people will walk, they are arranging parking facilities for Blue Badge holders.

A discussion took place about the event scheduled for 8<sup>th</sup> May 2020, and it was agreed that Wolston Events are organising the event, independently of the Parish Council – but the Parish Council can offer support, including purchasing items if required.

Councillors thanked the Wolston Events Group for all their work, and it was agreed that any ideas for the day should be emailed to Cllr Miss Cross and Cllr Miss Ball.

**RESOLVED: For Councillors to email any ideas they have to members of the Wolston Events Group.**

#### **219. EMERGENCY PLANNING (DISASTER PLAN)**

Cllr Fewkes provided an update from the Emergency Planning Working Group. He has spoken to the Doctors and Churches – and they all are happy to get a list together that they will hold relating to vulnerable people they know about in the village. In case of an emergency affecting the village, these lists can be given to the emergency services. The Working Group need to meet to discuss some finer details, such as places of safety within the village and the possibility of portioning up the village.

**RESOLVED: For this item to be deferred until the Working Group have met and wish to report back.**

#### **220. FENCING ON DYERS LANE PLAYING FIELDS**

A discussion took place about the need to install new fencing at the top end of the playing fields since the vegetation was removed. The three quotes that had been received were discussed, and questions were raised about the post spacings and the type of wood being used. The Clerk agreed to find out and all Councillors agreed to defer this item to a future Parish Council item so the relevant information can be confirmed.

**RESOLVED: For the Clerk to get answers to some queries raised and for this item to be raised again at a future Parish Council meeting.**

#### **221. MOLE CONTROL**

A discussion took place about the request from WBBJBC to add the Dyers Lane Cemetery Mole Control contract. The Clerk has negotiated with the Contractors that the Cemetery could be added for an additional

£20 per month (+VAT) – WBBJBC would repay this to the Parish Council. Cllr Wright proposed that the contact should be expanded to include the Cemetery, which was seconded by Cllr Grainger and agreed unanimously.

**RESOLVED: For Dyers Lane Cemetery to be added to the Parish Council mole control contract.**

## **222. VILLAGE CLOCK**

Councillors discussed the installation of a new clock on the front of the Co-op to replace the current one which is not working. Following a discussion about the type of clock and requirements Councillors wanted, it was agreed that a small working group should meet with the Clerk to make the final decisions on the clock. Councillors looked at the information and costs provided by three companies and it was agreed that the cost of the clock and installation would be approximately £1500-2000, and Cllr Grainger proposed that the Working Group and Clerk have the authority to spend up to this amount. This was seconded by the Chairman and agreed unanimously. The Working Group will consist of Cllr Milne, Cllr Parker and Cllr Wright.

**RESOLVED: For the Working Group to meet with the Clerk to make final decisions and order the clock.**

## **223. AMENITY VERGE CUTTING**

The Clerk advised that RBC would be offering a grant again towards the costs of the Parish Council cutting grass belonging to RBC and WCC. Councillors discussed the quotes received from Contractors to carry out the Amenity Verge cutting, and it was agreed that Lakeside were again the best value and carried out an excellent service last year. It was recognised that the money given by RBC does not cover the costs, but Councillors agreed that the grass cutting should take place every two weeks, with the Dyers Lane playing fields being cut weekly – as per last year. Cllr Milne proposed instructing Lakeside again, which was seconded by Cllr Parker and agreed unanimously.

**RESOLVED: For Lakeside to be instructed to carry out the Amenity Verge cutting in Wolston.**

The Clerk will also contact the Library Authority about the size of the hedge by the library.

## **224. RBC SCRUTINY REVIEW**

A discussion took place following the correspondence received from RBC about their latest scrutiny review. It was noted that a response can be given at anytime in relation to the review – there is no deadline. Cllr Milne suggested that fly tipping to be considered including the use of covert CCTV cameras – such as in the County Durham initiative. This was seconded by Cllr Grainger and agreed unanimously.

**RESOLVED: For RBC be asked to consider fly tipping, including the use of covert CCTV cameras**

## **225. EXCLUSION OF PUBLIC AND PRESS**

The Chairman proposed that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. The exclusion is on the grounds that items of business to be discussed are likely to include staffing and Human Resource issues - which should be treated as confidential and are exempt from disclosure.

The Chairman advised members of the public that they would be welcome to return to the meeting shortly. The proposal was seconded by Cllr Miss Cross and agreed unanimously.

**RESOLVED: For members of the public to be excluded from the next agenda item – but advised they would be welcome to return to the meeting for agenda item 227.**

## **226. HUMAN RESOURCES**

The Chairman provided a brief update on staff salaries, including the fact that the NALC 2020 pay scales had not been published as yet. Councillors noted the information.

Members of the public that had been excluded were welcomed back to the meeting.

## **227. DELEGATES REPORTS**

- a) NDP – Cllr Grainger confirmed that this had been covered in the Public Forum.
- b) Allotment Land – Cllr Milne provided an update in relation to a meeting that had been held on 5<sup>th</sup> February 2020. Cllr Milne and the Chairman made it clear that the meeting was requested by the Allotments Association to discuss and clarify issues solely relating to the Association and plot holders, and not the actual development itself. Cllr Milne and the Chairman were asked to attend for support and information purposes only. The Allotments Association had wanted clarification from Godfrey-Payton and Rosconn on a number of issues including access to the proposed site, rent relief and compensation for plot holders. Discussions had also taken place about the proposed site layout,

amenities on the site and the transition period to the new plots should the planning application be approved. The terms of a new lease were also discussed, as the Allotments Association wanted to ensure they would be able to apply for grants and have a longer lease to make this feasible.

## **228. INFORMATION FOR UPLOADING TO THE VILLAGE WEBSITE**

- Village Sign (asking for ideas)
- Village Spring Clean
- VE Day
- Scrutiny Review
- War Memorial Cleaning
- AED Training
- New Village Clock

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.

## **229. FUTURE AGENDA ITEMS**

- Village Clock
- Village Planters and Village Name Carving
- Fencing (Playing Fields)
- Vegetation in Brook
- VE DAY

## **230. DATE OF NEXT MEETING/S**

The Chairman confirmed that the next Parish Council meeting will take place on Thursday 2<sup>nd</sup> April 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 10:15 pm

Signed:..... Chairman Date: .....

### **Notes on the Public Forum and Parish Matters held during the Parish Council Meeting on 5<sup>th</sup> March 2020**

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

A discussion took place about the streetlight that had recently been demolished by a vehicle driving into it, and it was confirmed that the light would be replaced. This led to a discussion about speeding, and the signs that a resident had put around the village. Cty Cllr Mrs Timms reported that she had spoken to the resident to give advice on the signs locations, and she also advised that some speed reduction stickers may be available to the Parish Council for residents to put on their wheelie bins. The use of chicanes, speed bumps and speed limit reductions were all discussed, and Cty Cllr Mrs Timms said that these had all been looked into in the past and were not suitable for Wolston, but she will enquire about the possibilities again.

Clare Malyon 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](http://www.wolstoneighbourhoodplan.co.uk)) or from the Parish Council Clerk. It was explained that the draft plan had been sent to APS Consultants for critique – and they are awaiting to see what recommendations come back. They are looking to present the plan to the Parish Council in early summer.

Borough Cllr Bearn reported that RBC have now set their budget – which can be seen in full in this weeks Rugby Advertiser or on the RBC website. He also advised that the damage to some of the garages on Manor Estate had been reported. Borough Cllr Mrs Bragg had attended a recent Rural Crime and Safety meeting, and had picked up some signs for the Parish Council.

Cllr Wright mentioned that Borough Cllr Poole had previously offered to invite the Parish Champion (Cllr T Gillias) to attend a Parish Council meeting – Cllr Bearn offered to follow this up.

A discussion took place about the A46 TGI roundabout Public Inquiry, due to take place on 11<sup>th</sup> March at Brandon Hall Hotel at 11am. Cty Cllr Mrs Timms advised that she had raised residents concerns about noise, traffic and the impact the work would have locally, and she would continue to be ‘the voice’ for local residents.

Jessica Pinson from ‘Grapevine Coventry’ <https://www.grapevinecovandwarks.org/> introduced herself. She explained that she had been asked by Warwickshire County Council to explore whether community organising can help address some of the health inequalities in the county, and she will be working in four areas for the coming year; Camp Hill, Wolston, Lighthorne Heath, and Shipston. She aims to engage with residents and the community to identify the most effective ways of developing community led solutions to the issues identified in the Joint Strategic Needs Assessment. During the pilot, they also aim to support the development of existing

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community assets, and identify alternative solutions that reduce dependency on services. Communities will take the lead on new projects to help their own and each other's health and wellbeing. As the project is just beginning, she was hoping to talk to people that understand these communities best and who know what the local needs are (and have ideas on how to address them), people who can be mobilised to become a volunteer to make these ideas happen, and lastly people who can attract others to get involved. Cllr Grainger and Cllr Miss Cross were both keen to talk to Ms Pinson and they agreed to meet up outside the Parish Council meeting.

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

- The cattle grid by the Church, which possibly causes problems for wheelchair users and those with pushchairs. It was agreed that the Clerk would contact the Locality Officer to see if consideration could be given to infilling the cattle grid or installing a speed hump.
- There are potholes on Warwick Road by the layby before you get to the Half Moon. The Clerk will report to WCC.

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 7:45pm.

*Note: Cty Cllr Mrs Timms, Borough Councillor Mrs A Bearne and Ms C Malyon (NDP) gave their apologies and left the meeting at this point.*

DRAFT