

**Minutes for the Meeting of Birdingbury Parish Council**  
**17<sup>th</sup> April 2012, held at The Birbury, Birdingbury**

**Present**

Councillors: D Turner (Chair), I Tipton (Vice-Chair), G Davy and T Healey

**In Attendance**

Joanna Bloomfield (Clerk) and five members of the public.

**1. Welcome & apologies for absence.**

Councillor Turner opened the meeting and welcomed those present. An apology for absence had been received from Councillor Morton. Although District Councillor Hazelton had not yet arrived, he was expected.

**2. Acceptance of apologies for absence.**

It was unanimously agreed to accept the apologies for absence from Councillor Morton.

**3. Declarations of interest.**

Councillor Davy declared an interest in items 10 – The Hovel, and 13 – Planning Application R11/1768.

**4. Representations from the public.**

There were no representations from the public.

**5. Minutes of the last meeting.**

The minutes of the meeting of 20<sup>th</sup> March 2012 were unanimously approved and signed as a true record.

**6. Matters arising from the Minutes of 20<sup>th</sup> March 2012** (and not elsewhere on the Agenda).

**6.1 Speed Aware and Road Safety.**

Following the decision taken by the Council at the meeting of 20<sup>th</sup> March, the Rural Grant Bid was re-submitted to the Housing & Community Development Team Leader at RBC, who forwarded the summary of revised proposals and costs to the Grants Working Party for consideration. As the next scheduled meeting was not until 5<sup>th</sup> May, the consultation was carried out via email. Subject to conditions of consultation and notification with the village, the proposals were accepted. The Council was able to show that consultation and notification had occurred over a number of years beginning with the Parish Plan and the go ahead was given.

**6.2 Lottery Grant Returns Form.**

Councillors Turner and Morton responded to the request for clarification relating

to the sale of the Apple laptop and subsequently the Lottery Grant has been signed off. Correspondence from The Big Lottery was still being mis-directed but hopefully confirmation will be sent to Councillor Morton (as the originator) shortly.

#### **6.2 Replacement of destroyed bus shelter and noticeboards.**

The working party had met and would report fully to the Annual Village Meeting. It has been agreed not to redesign the whole area, as there had been an objection from a neighbour, but to concentrate on the shelter and noticeboards. A member of the working party had been to view a green oak construction similar to that under consideration.

#### **6.3 Grass Mowing Contract.**

Councillor Turner had met with MFM who accepted that the areas identified by the Council at the last meeting would be included in the mowing contract. She added that it was always useful to hear from villagers about the grass cutting, as it is an expensive part of the Council's budget.

#### **6.4 Hedgerow Survey.**

Councillor Davy had contacted RBC who informed her that they were not taking part in the survey. She gave the survey to the Clerk for filing.

### **7. Report from Borough Councillor.**

As Councillor Hazelton did not attend, there was no report from the Borough Councillor.

### **8. Amendment to Standing Orders.**

Councillor Tipton had previously circulated a proposed amendment to the Planning Protocol, which is part of the Standing Orders, which he read to the Council and others present. After some discussion it was unanimously agreed to amend by inserting: *'This protocol covers the circumstances of a Birdingbury parishioner approaching any Parish Councillor outside a BPC meeting to discuss a Planning Application or potential Planning Application. If that planning application is submitted to RBC Planning Dept then that councillor should disclose that discussion before or at the next BPC. If that discussion does not involve a planning application that is or is about to be submitted, then a disclosure is not required. However, if that application is later received from RBC for comment by the BPC, that councillor will disclose their previous discussion before it is allocated.'*

#### Action

**Clerk** to circulate amended Planning Protocol.

### **9. Birdingbury Community Emergency Plan.**

The Clerk reported that she had received a response from the Information Commissioner's Office. The Information Security Policy required a named Councillor to oversee the investigating of breaches and it was agreed that Councillor Tipton would fulfil this role. The completed ISP to be circulated to Councillors. Councillor Tipton would speak at the Annual Village Meeting

explaining the update of the Community Emergency Plan and taking the opportunity to gather details from volunteers.

#### Actions

**Clerk** to circulate Information Security Policy.

**Councillor Tipton** to address Annual Village Meeting on Community Emergency Plan.

### 10. **Reports from Councillors** (other than Planning and Highways issues).

#### 10.1 **The Hovel.**

There was no report on The Hovel.

#### 10.2 **BT Infinity.**

Councillor Tipton reported that, as Chair of The Birdingbury Club, he had submitted an application for one of two lines which BT were offering free for twelve months to village organizations and had hopes of getting it. The WiFi should reach The Birbury, opening up the possibility of using the internet in the room. As the Lottery Grant Bid had included an element of giving villagers access to the website, Council could consider the purchase of a net book for use by villagers in The Birbury. It was decided to report this to the Annual Village Meeting and to discuss further at the next BPC meeting. It was suggested that BT could be invited to a village meeting to explain the use of BT Infinity.

#### 10.3 **Village Pump.**

Councillor Davy reported that the wood had been acquired and that she, with two villagers, were to revamp the pump. As it was being done free of charge, there was no time limit.

#### 10.4 **Heartstart.**

Councillor Tipton reported that, in response to an item at last year's Annual Village Meeting, he had spoken to Warwickshire Paramedics and there were two options:

- Community Responders: up to six villagers trained, over three weekends, to National Standards, issued with equipment including a defibrillator and despatched when they are available.
- Cabinet and defibrillator purchased and kept in a central location which requires access to power for charging and cooling. As many villagers as wish can receive a two hour training session. Estimated cost £1,500.

After some discussion on the statistics (pop. of 1000 can expect one heart attack every two years; 3-4 minutes for a positive impact on cardiac arrest) and the emotional impact on volunteers and bystanders, it was decided to refer back to the Village Meeting and ascertain whether volunteers were available.

#### 10.5 **Jubilee Celebrations.**

Councillor Davy confirmed that the Jubilee Celebrations were being organized by a sub-committee of the Parish Council, as this had implications for insurance issues. The closure of Main Street between Back Lane and Marton Road had been applied for, this would be announced at the Village Meeting. Councillor Davy had begun a risk assessment of the three events being held, this was handed to

Councillor Healey for completion, both Councillors would then sign and forward to Clerk. Clerk to inform insurers of events. Parish Council to present mugs on Tuesday at 4.30pm, a table and mugs to be organized. Mugs should be named and checked against list in order to ensure that each child gets a mug and any child not present on the day can be presented at another time.

11. **Correspondence requiring action** (and not elsewhere on the Agenda).

11.1 **Area Committees, Community Forums and Related Issues.**

Previously circulated by email. It was agreed not to respond.

11.2 **WCC Waste Core Strategy.**

Councillor Turner would read and pass on to other Councillors.

11.3 **WRCC & WALC Transport Survey.**

It was agreed that Councillor Davy would help the Clerk return the survey.

12. **Financial Issues.**

12.1 **Approval of cheques.**

The following cheques were approved for signing:

- Cheque no.000486: £275.42 for Clerk's fee and expenses
- Cheque no.000487: £25.65 for printing NHW leaflet
- Cheque no.000488: £1,209.60 for purchase of Jubilee mugs.  
It was agreed not to subsidize the mugs further, making each mug £4.80 to purchase. Clerk to email Councillor Morton with decision.

12.2 **End of year financial statement**

- The End of Year Financial Statement was circulated by the Clerk. It was noted that a balance of over £13,000 was held in the bank on 31<sup>st</sup> March 2012 and that the Precept had been received from Rugby Borough Council on the 7<sup>th</sup> April 2012.
- Master's Court.  
Councillor Turner proposed that, as the kerbing on the Leamington Hastings Road near Master's Court could not be included in the Rural Grant Bid, the BPC paid for this work to be carried out. It could be done at the same time as the work under the Rural Grant to reduce disruption in the village. It was unanimously agreed.
- Playing Field Hedge.  
Councillor Davy raised the issue of the hedge between the playing field and the new path up to the Church which mainly consists of elder, re-sprung elm and blackberry. The Playing Field Committee had applied for 107 plants which will be available in October. It was decided to revisit the issue closer to the planting season with the expectation that the BPC and the Playing Field Committee could work together to replace the hedge.

Actions

**Clerk** to contact Graham Stanley and ask for work to Leamington Hastings Road to be carried out at the same time as the work under the Rural Grant.

**Clerk** to put Playing Field hedge on agenda for September BPC meeting.

13. **Planning Issues.**

R11/1768 – signage at Paddock Farm, Marton Road.

It was noted that planning permission had been granted.

Councillors discussed the poor communication flow between the Rugby Borough Planning Department and BPC highlighted by this application. It was decided to raise the issue with Councillor Hazelton.

Action

**Clerk** to draw Cllr Hazelton’s attention to the concern of the BPC

14. **Highways.**

There were no Highways issue for discussion.

15. **Newcomers to the village.**

There were no newcomers to the village since the last meeting.

16. **Business considered urgent by the Chair** (and not elsewhere on the Agenda).

There was no business considered urgent by the Chair.

17. **Dates of forthcoming meetings:**

Annual Village Meeting: Tuesday 24<sup>th</sup> April 2012 at 8.00pm in at The Birbury.  
Councillor Turner read the draft agenda for the Annual Village Meeting, including those items suggested by this meeting.

AGM/Parish Council Meeting: Tuesday 15<sup>th</sup> May 2012 at 8.00pm at The Birbury.

There being no further business, the Chair closed the meeting at 9.18pm

Signed .....(Chair)

Date .....