

**MINUTES OF THE MEETING OF THE COUNCIL HELD AT THE MORRISON ROOM, VILLAGE HALL, BINLEY WOODS on WEDNESDAY 17th APRIL 2013**

PRESENT: Councillors P Salisbury, K Short, P Claisse, N Brinton, S Roberts, Mrs E Johnson, Mrs L Harbour and Mrs P Docker. County/Borough Councillor Mrs H Timms was also present.

**Question Time**

There were no members of the public present.

**Minute Number**

**13-14/1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST**

Apologies for absence were received and accepted from Councillors P Howells (family commitments), Borough Councillor Mrs B Garcia and Borough Councillor A Gillias.

No financial interests were declared

**13-14/2 MINUTES OF LAST MEETINGS, DECISIONS TAKEN OUT OF MEETINGS**

The minutes of the meetings held on 20th February and 20th March 2013 were agreed as a true record and signed by the Chairman.

The decision to allow additional use of the Recreation Ground was approved.

**13-14/3 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA**

There were no such matters arising.

**13-14/4 GENERAL CORRESPONDENCE**

The Clerk circulated a copy of an email from a resident requesting a copy of the Parish Map as he was unable to attend the Open Day. This matter was dealt with later on the Agenda

**13-14/5 ACCOUNTS, FINANCIAL MANAGEMENT AND OTHER ADMINISTRATIVE BUSINESS OF THE COUNCIL**

**Accounts** - The following accounts were submitted for payment: -

BT – Internet Services - £61.20

Rugby Borough Council – Relocation of Dog Waste Bins - £68.05  
Staples – Office Sundries - £30.00  
E.On – Quarterly Maintenance - £818.0913.20  
J Cook - Clerk's salary and expenses – March - £384.81  
HM Revenue and Customs – PAYE on Clerk's salary - £78.20  
K Short – Parish Plan Expenses - £89.71  
Village Hall Committee – Parish Plan meetings - £13.00

The above accounts were signed out of meeting.

Greenways Garden Services – Hedge Trimming - £885.00  
Moppins – Pavilion Caretaker - £390.45  
Rugby Borough Council – Commercial Waste collection - £141.62  
J Cook - Clerk's salary and expenses – April - £384.81  
HM Revenue and Customs – PAYE on Clerk's salary - £78.20  
Village Hall Committee – Parish Plan meetings (balance) - £10.00  
P Salisbury – Plaque - £87.84  
WALC – Annual Subscription - £637.00  
WALC - Local Council Review - £125.00  
D J Whitlock – Trees - £1,170.00  
E.On – Electricity Supply - £1,327.00  
Village Hall Committee – Parish Plan meetings - £39.00  
BT – Village Hall Line Rental - £72.00

**Financial matters** – The Clerk reported on end of year balances.

## 13-14/6 **REPORTS**

### **Police; Neighbourhood Watch**

PCSO Kenneth Wyer attended the meeting and gave a verbal report report. Councillor Roberts reported on Neighbourhood Watch matters.

**Borough Councillor's Report** –Borough Councillor Timms reported on matters generally.

**County Councillor's Report** – County Councillor Mrs Timms reported on matters generally and specifically on the Library site. IT WAS AGREED THAT a meeting of the Parish Council be held at 7.30pm on 7th May 2013 in the Gallery to discuss proposals to be incorporated in the Parish Council's revised bid. All such proposals to be received by the Clerk no later than 1 May 2013.

**Community Forum** – There were no matters to report.

**Primary School** – Councillor Mrs Harbour on matters generally, in particular with respect to discussions with the Head Teacher regarding future involvement.

**Youth Club** – Councillor Mrs Harbour reported on matters generally.

**Football Clubs** – The Chairman reported on the progress of the Football Clubs.

**Village Hall** – The Clerk circulated correspondence which had been received. IT WAS AGREED THAT THE Parish Council make a donation of £780.00 towards the cost of carpets and agree to be Contributing Third Party at a cost of £954.71 in respect of the cost of installation of a new heating system.  
**Library** – This matter was dealt with under County Councillors report.

#### **13-14/7 NOTIFICATION OF PLANNING APPLICATIONS AND OTHER PLANNING MATTERS**

The following application had been received

**277 Rugby Road –Erection of single storey rear extensions** – IT WAS AGREED THAT the Parish Council raise no objection subject to normal neighbour consultations.

**58 Rugby Road –Erection of a single storey side extension, part two storey, part single storey rear extension and conversion of the loft to living accommodation** – plans had been submitted and circulated, which were considered at the meeting. IT WAS AGREED THAT the Parish Council's observations previously submitted should be re-iterated. Those observations being: -

- 1) Permission only be granted if the applicant complies with the Parish Council's and Warwickshire County Council's (via Heather Timms) requirement to remove the conifer hedge in the highway verge.
- 2) Not to use the "lead roll flat roof with low parapet walls" as a balcony.
- 3) Ensure that side windows and second storey windows (one very large) do not affect the privacy of neighbouring properties.

#### **13-14/8 PARISH PLAN/SHELTERED HOUSING/NEWSLETTER**

Councillor Short presented a report on the present position and reminded Councillors of future meeting dates. As regards the matter of the resident requesting a copy of the Parish Map. IT WAS AGREED THAT a waiting list be prepared for all residents who were in these or similar circumstances and copies be distributed on a first come, first served basis.

#### **13-14/9 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE**

**Recreation Ground** – The Chairman reported that he had received an email from the suppliers of the Skate Park to his response for additional sound reduction measures. IT WAS AGREED THAT the Chairman revert to the suppliers to ask for a cost of implementing the measures.

**Village Green** – There were no matters to report.

**Allotment Gardens** – Councillor Mrs Docker reported on matters generally. IT WAS AGREED THAT the Parish Council would fund the provision of finings for the path at the Allotment Gardens.

**Remembrance Garden Initiative** – There were no further matters to report.

**Highway Verges** – There were no matters to report.

**Litter and Dog Litter** – The Clerk circulated an email which had been received from Rugby Borough Council in respect of the litter bin attached to the street lighting column outside 39 Ferndale Road. IT WAS AGREED THAT a new floor mounted bin the same specification as the ones recently installed outside the shops in Woodlands Road be requested

**Tree Planting** – Councillor Claisse reported on the present position

**13-14/10 HIGHWAYS AND TRANSPORT ISSUES**

**Highway repair and maintenance** – IT WAS AGREED that the Clerk contact WCC to request that the numerous potholes throughout the Village be repaired.

**Pedestrian Rights of Way** – There were no matters to report.

**Street Lighting** – There were no matters to report

**Hedge Maintenance** – There were no matters to report.

**Bus Services** – There were no matters to report.

**13-14/11 PARISH MAP**

The Chairman and Councillor Short informed the meeting that the 300 copies of the Parish Map had been produced and delivered and would be distributed free of charge to one resident per household who attended the next Parish Plan Open Day. The Chairman had taken delivery of the framed Parish Map which was now displayed in the Village Hall, and the commemorative plaque will be installed for the Open Day.

**13-14/12 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED**

The Action List was reviewed and a revised Action List is attached to these minutes.

**13-14/12 DATE OF NEXT MEETING** – The next meeting of the Parish Council is to be held on Wednesday 15th May 2013.

CHAIRMAN

	<b>Action List</b>		<b>Name</b>	<b>Complete</b>
1	Arrange production of next Newsletter		KS	
2	Email Rugby Borough Council with details of replacement litter bin in Ferndale Road		Clerk	
3	Support residents if needed in representations to resolve the state of garages in Elm Close/Monks Road		Clerk	
4	Submit proposals for bid for Library site to Clerk <b>by 1st May 2013</b>		All	
5	Email Correspondence Secretary of Village Hall Committee to confirm that request for funding has been approved		Clerk	
6	Contact Skate Park suppliers to ascertain cost of further noise reduction measures.		PS	
7	Keep Parish Council informed of progress of various enforcement issues		Cllr Timms	
8	Contact County Council to request repair and reinstatement carriageway on Rugby Road due to increase in number of potholes.		Clerk	
9	Arrange for the Notice Board, presently outside the Library to be relocated at the Recreation Ground		PS	
10	Send a letter to the management company of the Warwickshire Shopping Park requesting pedestrian access from the direction of Binley Woods.		Clerk	
11	Reconvene Recreation Ground Working Party		PS	
12	Prepare and circulate papers for Finance Working Party to be held on 4th May at 10.30 at the Chairman's house		Clerk	
13	Obtaining quote for enhancing signage to eastern and western approaches on Rugby Road		PS	