

MINUTES OF WOLVEY PARISH COUNCIL MEETING
HELD IN WOLVEY VILLAGE HALL
MONDAY 19th JANUARY, 2009 at 7.45pm

09.01 Present

Cllr Hawkins (Chair)
 Cllrs Kuncewicz, Kerrell-Vaughan, Buswell & Slee

M Cartwright (Clerk)

Apologies for absence

Cllr Elliott

In attendance

B Cllr Warwick, Cty Cllr Morris-Jones & 15 visitors

09.02 Declaration of Interest on Items on the Agenda

None

09.03 Minutes of the meetings held on 15th December, 2008.

The minutes were confirmed and signed by the chair as a true record

09.04 Public Participation

Comments on the location of the bus stop
 Parish council website
 Tree in Pipers End
 Parking in the square
 Pavements in Croft Close

09.05 Police Report

PCSO Bailie read out a police report of incidents in the past month
 Police surgeries are to be held in the village hall.

09.06 Clerk's Report

1. The Clerk has been awarded a Distinction in the CiLCA
2. The Rugby Area Committee has decided to ask officers to look into an alternative site for a bus stop instead of the lay-by on the Coventry Road.
3. The application for a grant for the Community First Responder Scheme has been successful.
4. Clerk has contacted the Rugby Parks department regarding a tree in Pipers End
5. Litter pick of rural roads should take place from tomorrow

09.07 Councillor Vacancy

Three nominations for co-option were considered by council and interviews were conducted.

Following a signed ballot, **IT WAS RESOLVED** that Mr. Ronald Podesta be co-opted as a member of Wolvey Parish Council

Mr Podesta signed the form of acceptance of office and the agreement to abide by the Code of Conduct.

09.08. Planning

08.1 Update on previous Planning Applications, noted by council

| | |
|----------------|--|
| R08/1798/PLN | KILMORE HOUSE, COVENTRY ROAD- approved |
| R08/1826/PLN | THE HAWTHORNS, WOLDS LANE - pending |
| R08/ 1834/HOUS | 2 MEADOW CLOSE – pending |

BOUNDARY FARM, WITHYBROOK ROAD- Refused by Rugby BC (still to be considered by Warks CC)
 R08/1838/PLN HAYES CLOSE, MILL FARM, MILL ROW, WOLVEY– pending
 R08/1672/ CLE LAND OFF HINCKLEY ROAD, HINCKLEY ROAD - certificate of lawfulness approved
 R08/1683/PLN LEICESTER GRANGE, HINCKLEY ROAD- withdrawn by applicant
 R08/1748/PLN FIVE WAYS, COVENTRY ROAD, WOLVEY, LE10 3HF - pending
 R08/1743/PLN 30th SIGNAL REGIMENT GAMECOCK BARRACKS, BRAMCOTE- approved

The following **NEW** applications were considered:

08.2 R08/ 1903/HOUS 26 BROOKFIELD DRIVE, WOLVEY
 Erection of a two-storey side extension

RESOLVED: No objections

08.3 5 COVENTRY ROAD, WOLVEY
 Provision of a dropped kerb

RESOLVED: No objections to the dropped kerb. However, the council is concerned that gravel is likely to cause a hazard to pedestrians and ask for a condition to be set to reduce this risk

08.4 R09/022/MEIA ARMY: HQ 5TH DIVISION, GAMECOCK BARRACKS, BRAMCOTE
 Erection of 2no buildings for vehicle storage with ancillary office accommodation

RESOLVED: No objections

09.09 Quality Parish Status

09.09.1 A draft Training ‘Statement of Intent’ had been sent to members prior to the meeting.

RESOLVED: To adopt the Training ‘Statement of Intent’

09.2 A draft Community Engagement Strategy had been sent to members prior to the meeting.

RESOLVED: To adopt the Community Engagement Strategy

09.3 The criteria for the Democracy & Citizenship category were considered.

RESOLVED: Clerk & Cllr Buswell to attend meetings of the Wolvey School Council
 Cllr Buswell to take responsibility for the role of “ Democracy Champion”

09.4 **IT WAS AGREED:** A statement that the clerk has a contract of employment and the council has adopted the national framework on pay and conditions to be signed by the Chairman & the Clerk

09.5 **RESOLVED:** To sign the application for Quality Parish Status

09.10 The sending of future agendas and supporting documents by email

This was considered by the council.

RESOLVED: Agendas and minutes to be sent by email (to members with internet access) in future. Hard copies to be available at parish council meetings

09.11 Parish Plan

Cllr Kuncewicz reported that the Parish Plan is due to be printed within the next week, following a few adjustments in the lay-out.

09.12 Housing needs Survey -

Following the results of the housing needs survey which identified the need for seven homes to rent, possible sites for affordable housing were considered by members.

IT WAS AGREED that the two preferred sites were:

- a) Coventry Road
- b) Bulkington Road

Clerk to send these to the Rural Housing Enabler who will investigate further.

09.13 Old Cricket Field Wetland Reserve

13.1 Cllr Buswell provided an update from the Boardwalk committee on progress

13.2 Further action and expenses were noted:

- a) Tarmac at entrances- £150
- b) Cement
- c) New fencing or steel to make new fencing
- d) Signs

To be considered at the next meeting

09.14 Questions from a resident regarding the management of the Old Cricket Field Wetland Reserve

These had been made at the last parish council meeting. Responses were provided by Cllr Slee and Cllr Hawkins.

An apology was made for the weight of the generator hired and the inconvenience it caused. However, the procedures followed were correct and no equipment can be purchased without full consideration by the parish council.

09.15 The grass cutting contract with WS Gardens for 2009 was considered.

The quote for strimming the edge of the boardwalk at the Old Cricket Field Wetland is £70

RESOLVED: To sign the contract approving WS Gardens to cut the grass verges in 2009

09.16 An update on the parish council's request to make an official bus stop in the lay-by on Coventry Road was noted by members

This issue is to be discussed at the Rugby Area Committee meeting on January 22nd. Cllr Buswell to attend . A question has been sent from the parish council. **RB**

09.17 Streetlighting

17.1 Information regarding increased costs of streetlight maintenance was noted by council

17.2 A question has been received from Warks County Council about maintenance of lights on Bazzard Road. These have been maintained by Wolvey Parish Council in the past but are no longer on its maintenance list

RESOLVED: To agree to maintain the lights on Bazzard Road

Clerk to inform Eon and WCC **MC**

09.18 Clerks membership of Institute of Local Council Management

RESOLVED: To pay £40 to allow the clerk to join as Associate member

09.19 Finance

09.19.1 The three-quarter year financial statements and bank reconciliation had been sent to members prior to the meeting

RESOLVED: to approve the financial statements and bank reconciliation

Bank Account Balances 31st December, 2008

| | £ | £ |
|--------------------------------|-----------|----------|
| Co-op Community Direct Account | 9,232.20 | |
| Co-op 14 day Account | 8,406.83 | |
| Guaranteed Investment Account | 10,000.00 | |
| Total | 27,639.03 | 27639.03 |

Less unpresented cheques

| | | |
|--------|--------|----------|
| 100111 | 25.00 | |
| 100117 | 6.48 | |
| 100129 | 300.00 | |
| 100141 | 176.61 | |
| 100145 | 200.00 | |
| | | (708.09) |

Net Bank Balances at 31st December, 2008 **26930.94**

Cash Book at 31st December, 2008

| | | |
|-------------------------|----------|------------|
| Balance Brought Forward | 31615.96 | |
| Receipts | 61266.08 | |
| | 92882.04 | 92882.04 |
| Less Payments | | (65951.10) |

Closing Balance as per Cash Book
as at 31st December, 2008 **26930.94**

Payment of the following cheques were considered:

- 19.2 Eon : £508.67 (quarterly maintenance):
- 19.3 M Iliffe: £51.75 (electrician for Christmas tree lights)
- 19.4 R Lakin: £63.02 (timber shuttering)
- 19.5 B Kerrell-Vaughan: £14.10 (steel for gate)
- 19.6 SLCC: £134 (annual SLCC & ILCM membership)
- 19.7 Works Training Partnership: £25 (Chairmans briefing day)
- 19.8 CPRE: £28.00 (annual membership)
- 19.9 Warwickshire Wildlife trust: £60

- 19.10 M Cartwright (salary, allowances and expenses): £427.49
- 19.11 WALC: £57.50

Proposed: R Buswell

Seconded: B Kerrell-Vaughan

RESOLVED: To approve payments

Action: Cheques and stubs signed

Receipt of the following payments was noted:

09.19.11 £293.75 (for damage to fence)

19.12 **RESOLVED:** To sign the change of signatures mandate for Co-op bank

09.20 To consider the setting up of a Community First Responder Scheme

RESOLVED: Clerk to arrange a meeting with the co-ordinator of the scheme **MC**

09.21 Publications and documents for consideration at meeting:

09.21.1 Rugby Area Medium Grants Scheme 2008-09: To consider signing agreement of terms & conditions (grant for First Responder Scheme)

RESOLVED: Clerk to sign agreement

09.21.2 Letter from resident regarding hedge covering sign on Church Hill

IT WAS AGREED to ask the Environment Group to cut back the offending branches

09.21.3 Communities in Control: Code a consultation on recommended practice-

IT WAS AGREED this should be circulated to members

09.22 Publications and documents for circulation to members

1. LCR NALC journal
2. Clerks & Councils Direct
3. Playground inspection information from Rugby Borough Council
4. RSS Playground Inspection & Maintenance
5. WALC Rugby Area Committee meeting Feb 26th, 2009
6. Warwickshire Climate Change Partnership

09.23 Minor matters for discussion and items for next Meeting

1. Wall on Church Hill- Clerk to write to Highways Dept again **MC**
2. Dog fouling – article to be placed in newsletter & on website, Clerk to contact dog warden and enquire about more signs **MC**
3. Summer Festival- a meeting is being held on 26th January to which all local groups are invited. Mr Dixon & Mr Fisher have agreed to lead a workshop.

09.24 To consider exclusion of the public for consideration of staff appraisal

RESOLVED: To exclude the public for discussion of the clerks appraisal

09.25 Date of Next Meeting:

Next meeting of the Council to be held on **Monday 16th February, 2009** in Wolvey Village Hall.

09.26 To consider Clerk's appraisal

Following the Clerk's attainment of the Certificate in Local Council Administration and an increase in experience and responsibility,

IT WAS RESOLVED: that the Clerks salary be increased to Scale Point 20 of the National Joint Council for Local Government Services

09.27 Closure of meeting

The meeting was closed at 9.25pm