**DRAFT MINUTES OF AN ORDINARY MEETING OF BISHOP’S TACHBROOK PARISH COUNCIL HELD ON THURSDAY, 9TH DECEMBER 2021 AT 7PM AT ST. CHAD’S CENTRE**

Present: Cllrs. M. Greene (Chair), L. Carter (from 7.30pm), C. Brewster, S. Deely, K. Wellsted and District Cllr. D. Norris.

1 member of the public.

**1. Apologies**

Cllrs. Bullen (illness), Drew (isolation), Herbert (personal commitment) and Keung (maternity leave). District Cllr. Day and County Cllr. Matecki.

**2. Public session**

The member of the public introduced himself and explained that he would like to address any questions councillors have on the solar farm. He invited councillors to visit the site so they could look at the location. The Chair thanked the member of the public. The clerk to find out councillors’ availability and liaise regarding a suitable time. The member of the public explained that the farm is having to diversify and sees generating green electricity as a rewarding way of doing so. Cllr. Deely asked if there was any flexibility in moving the panels and the member of the public said there was a little bit of flexibility but the land that has been chosen is of poor quality. Farmland closer to the farm dwellings is higher grade land. He further explained that they have adjusted the plans already following concerns from residents. Cllr. Deely asked about establishing footpaths to connect to Chesterton Windmill. He explained that this would be very beneficial for residents.

7.30pm Cllr. Carter joins the meeting. The member of the public leaves the meeting.

**3. Declarations of interest**

Cllr. Brewster declared pecuniary interests in items 5(v) and (vi) as a nearby neighbour and item (vi) as his employer is a recipient. The Chair, Cllrs. Deely and Wellsted declared personal interests in items 5(v) and (vi) as they know the residents. The Chair declared a pecuniary interest in item 14(ii) as the company is a client of his employer.

**4. Acceptance of the minutes of the previous meeting (November)**

The Clerk had circulated, prior to the meeting, draft minutes. Cllr. Brewster proposed the minutes be accepted, seconded Cllr. Deely and carried unanimously. The Chair signed the minutes.

**5. Planning Matters**

(i) Planning application 21/1968 – land off Harbury Lane by Vickers Way

This application was discussed. Councillors agreed that the lights should be turned off when the shop is closed to reduce light pollution and the effect of 24 hours lighting on nearby residential properties. There is also no need for lighting when the shop is closed. Cllr. Deely proposed we comment requesting that the lights are turned off when the shop is closed, seconded Cllr. Wellsted and carried unanimously. The clerk to respond to planning.

(ii) Planning notice 21/1848 – 46 Lionheart Avenue; granted

Noted.

(iii) Planning application 21/1538 – The Barracks next to The Grove, Tachbrook Mallory

Cllr. Bullen had circulated notes prior to the meeting. Councillors agreed that The Barracks should have a condition whereby it is only used as additional accommodation for the family and isn’t rented or sold as a separate property. Councillors also agreed that the Oak tree should remain as it is an important feature in the setting of the grade II listed property. Cllr. Wellsted proposed we accept Cllr. Bullen’s draft notes, seconded Cllr. Deely and carried unanimously. The clerk to forward the response to the planning officer.

(iv) Planning application 21/1966 – 46 Peabody Way

Councillors agreed to raise no comments or objections.

7.40pm Cllr. Brewster leaves the meeting.

(v) Planning application 21/1980 – Manor House, 15 Savages Close

This application was discussed. Councillors agreed to raise no comments or objections.

(vi) Planning application 21/1981/LB – Manor House, 15 Savages Close

See item 5(v).

7.42pm Cllr. Brewster returns to the meeting.

**6. Warwickshire County Council Matters**

(i) To receive report

No new report.

(ii) Oakley Grove School; confirm when officer will be present

The clerk reported that County Cllr. Matecki has confirmed that an officer will be present at our meeting in January.

(iii) Drop kerbs; The Lees (land not owned by WCC) and Othello Avenue (safety audit required)

The clerk reported that County Highways has confirmed that it is not possible to install a drop kerb on The Lees as the land is not owned by the County Council.

(iv) Councillor grant fund; to consider applying for funding for 2 picnic tables on the Meadow

The Chair proposed that we apply for a grant of £1800 for 2 picnic tables, seconded Cllr. Deely and carried unanimously. The clerk to apply for the grant.

**7. Chairman’s Matters**

(i) To receive report

No new report.

(ii) Merger correspondence

District Cllr. Norris said that he had concerns regarding this merger based on limited information regarding savings, the number of assumptions that had been made in the report and the fact that only a small number of businesses had been contacted. He believes savings can be made by combining services without the political merger.

The Chair reported that he took part in a call with our MP and several other Chairs from other parishes. He briefly updated the meeting and explained that, subsequent to that call, he had shared the Parish Council’s agreed response to the merger consultation.

**8. Technology and Digital Matters**

(i) To receive report

Cllr. Brewster briefly updated councillors with the traffic numbers. He said the country park page has been created and promoted generating a significant amount of traffic. He is now also posting on the local Facebook page which is generating interest.

(ii) Website domain has been transferred to the Parish Council

Noted.

**9. Traffic and Road Community Safety**

(i) To receive report

No new report.

(ii) Mallory Road traffic scheme update

Cllr. Carter reported that this is moving forward. Questions from a resident have been addressed.

(iii) Heathcote School safety update

Cllr. Carter said that we haven’t received a response from County Cllr. Matecki yet on whether he will be arranging for officer time to be allocated to this project. This is very disappointing as we have numbers of residents on social media expressing safety concerns.

(iv) 20mph scheme

County Cllr. Matecki has reported that the County Council working party hasn’t finished their report on this scheme yet.

(v) Oakley Wood Road chevrons

The clerk confirmed that County Highways has ordered the chevrons and hopes to replace them shortly.

**10. Country Park**

(i) To receive report

Cllr. Deely reported that progress is very slow caused by an issue with the consultants. Further documentation has just been received so he hopes this can now move forward. Land transfers are making progress although the AC Lloyd land could be delayed. The Chair reported that he has drafted a letter to send to Warwick District Council regarding the transfers of land. Councillors agreed that this letter should be sent imminently with copies to our county and district councillors. The Chair to send the letter. It was further agreed that Cllr. Brewster would work with the District Council communications team to ensure that residents are kept fully up to date on developments with the country park.

**11. School**

(i) To receive report

Cllr. Deely said he was hopeful that this would move forward shortly. However, we still have no representative on the School Board Committee.

**12. Climate Change Group (TRACC)**

(i) To receive report

Cllr. Drew had circulated prior to the meeting a report.

(ii) To consider approving Warwickshire Wildlife Trust agreement in respect of The Meadow

Cllr. Wellsted updated the meeting in Cllr. Drew’s absence. He said that the Sports and Social Club were very positive for creating this wildflower area. The turf will need lifting before seeding but WWT could hire a machine. In the event of not being able to maintain the area the annual cost would be approximately £450 and the cuttings could be removed. Cllr. Wellsted would be looking for an area that could accommodate a compost and the working party would maintain it. Cllr. Drew has requested information regarding our liabilities in respect of having to refund Severn Trent if the area is not maintained. Councillors agreed that this should be no more than the cost of the seed which would be minimal. Cllr. Wellsted proposed we approve this agreement, seconded Cllr. Deely and carried with one abstention. The clerk to arrange for 2 councillors to sign the agreement and attach a copy to these minutes.

**13. Amenities Matters**

(i) To receive report

Cllr. Wellsted briefly updated councillors on the working party and requested shelving in the storage building for working party tools. The clerk asked Cllr. Wellsted to provide her with costings. There is funding in the budget for shelving in the building.

(ii) Play area inspection reports

The clerk reported that an engineer should be visiting the play area shortly to fit the replacement xylophone beater plus zip wire seat and inspect the surfacing. She said that she would be asking our inspector if he is able to fix the low risk items of loose post and loose seating. She has also asked him to remove the fake snow from the picnic table.

(iii) Play area signage; to agree design

Not received. The clerk to chase.

(iv) Outdoor gym equipment surfacing update

Cllr. Deely reported that he met the company on-site. The company has agreed to extend the surfacing to the path and carry out remedial work on the surfacing around the main equipment. The representative will be contacting Cllr. Deely with a solution to the issues with the surfacing around the equipment on the perimeter path.

(v) Sports and Social Club car park update

The clerk reported that planning approval should be granted shortly.

(vi) Overgrown vegetation update

Cllr. Wellsted said he would direct a contractor.

(vii) Annual inspections requested

The clerk to inform the Club.

(viii) Events Group; Santa’s sleigh

Noted. Councillors expressed their thanks to the events group for organising this event again.

(ix) To consider works required on the posts on the Meadow

The clerk reported that 2 posts on the Meadow require replacing for security reasons. She has inspected the site and removed the post, which had fallen over, to the side to ensure that it doesn’t cause a trip hazard and arranged for the area to be levelled. The work necessary to secure the site was discussed and councillors agreed that a contractor should be sought to replace the 2 posts identified by the clerk and to double check the remaining posts. Councillors to let the clerk know of any contractors who are able to undertake this work.

**14. Financial/Administration**

(i) Bank balances

The following balances were reported:

Current account - £434,638.48

Investment account - £63,508.75

8.40pm The Chair leaves the meeting and Cllr. Carter takes the chair.

(ii) Deed of Easement; to consider response from solicitor and acknowledge £2000 contribution from Bloor Developments

The clerk had circulated, prior to the meeting, advice from our solicitor. She explained she didn’t believe the advice given addressed councillors request for a list of positive and negative points in the deed. However, it did state that we are legally obliged to complete the deed. Cllr. Deely said he would review the advice and it might be necessary for a meeting with the solicitor to explain the obligations within the deed. Councillors agreed that the deed does require an explanation.

8.45pm Cllr. Greene returns to the meeting and takes the Chair.

(iii) Historically incorrect precept payments from WDC; due for approval in the form of a grant in September; received

The clerk confirmed that this money has been received.

(iv) Sports and Social Club lease update

The clerk reported that our solicitor is waiting on a completion date from the Sports and Social Club’s solicitor.

(v) To consider quotes for work on the allotments water leak

The clerk had provided 2 quotes to councillors. The first quote is subject to increase because of the rising cost of materials. It also doesn’t include troughs. The second quote has 2 options with or without troughs. Councillors agreed that the whole system needs replacing. Troughs would provide a safeguard if taps are left running. Cllr. Wellsted confirmed that he has liaised with the allotments manager. The Chair proposed that we accept the quote with troughs, seconded Cllr Deely and carried unanimously. The clerk was asked to arrange for the work to take place.

8.50pm Cllr. Brewster leaves the meeting.

(vi) Passing of following accounts for payment:

**RESOLVED: that the following accounts be approved for payment (proposer Cllr. Carter, seconded Cllr. Wellsted) and carried unanimously.**

 Mrs. C. Hill – Salary (December)

 Mr. A. Gandy – grass cutting - £255.00

 Mr. D. Herbert – play area inspections - £200.00

 Your Mum UX Ltd – website domain costs - £103.10

 Kirkwells Ltd. – NP - £588.00

 Accounting Data Services Ltd. – internal audit fee - £294.00

8.52pm Cllr. Brewster returns to the meeting.

**15. Date of next meeting**

13th January 2022.

The Chair closed the meeting at 8.52pm.