**DRAFT MINUTES OF AN ORDINARY MEETING OF BISHOP’S TACHBROOK PARISH COUNCIL HELD ON THURSDAY, 13TH JANUARY 2022 AT 7.30PM AT ST. CHAD’S CENTRE**

Present: Cllrs. M. Greene (Chair), C. Brewster, R. Bullen, S. Deely, M. Drew, K. Wellsted, District Cllr. A. Day, County Cllr. J. Matecki (until 9.15pm), Mr. M. Evershed and Mr. B. Timings (item 2).

6 members of the public.

**1. Apologies**

Cllrs. Herbert (isolation), Keung (maternity leave) and Carter (business commitment).

The Chair asked if the agenda could be rearranged, whilst the technical matters were addressed, to move the meeting forward. The public could raise matters not regarding the school now with a further public session after item 2 for questions regarding the school. There were no objections.

**3. Public Session**

A resident asked about progress on the footpath to Oakley Wood. Cllr. Deely provided an update.

An update on the Oakley Meadows allotment transfer was requested. The clerk provided an update.

A planning request for an electric service station on the land opposite Oakley Wood. Councillors said that, whilst they were aware of the concept, applicant and location, they were not aware of this planning application

**2. Mark Evershed, Warwickshire County Council re. Development of Oakley Grove School**

The Chair welcomed Mark Evershed and Bern Timings to the meeting. Mark Evershed introduced himself and Bern Timings and briefly explained their roles before presenting to the meeting.

Mr. Evershed said the land has not yet been transferred to the County Council. Until the land is transferred necessary detailed surveys can’t take place as the landowner will not give permission for access to the land. Mr. Evershed assured the meeting that the County Council is engaging with the landowner to gain access to the land.

There is a considerable amount of work to be undertaken in the spring in taking the design forward. It is hoped that a detailed planning application will be submitted by June with planning consent by autumn 2022. School should be completed by July 2024.

Community facilities could cost approximately £1.3 million. The County is seeking funding from Sports England and the Football Association. District Cllr. Day suggested the County Council approach local companies and charities for funding.

Cllr. Deely asked if the primary school would be opening at the same time as the secondary school. Mr. Evershed said this was the plan but if this doesn’t happen then the County Council can make arrangements for the children to be accommodated elsewhere.

Concern was expressed that the secondary school would not be ready for children in September 2023. Mr. Timings explained that the County Council has a legal obligation to provide schooling for children which will be met. Mr. Evershed said the County Council has several options; to provide schooling elsewhere or to provide temporary schooling until the secondary school is finished. If schooling is provided elsewhere then the children will remain in these schools and not be transferred to Bishop’s Tachbrook school when it opens. It was explained that 40% of the new housing is affordable housing. Many of these residents will not be able to take their children to neighbouring schools and may experience issues with siblings having to be accommodated in different schools.

County Cllr. Matecki asked about the catchment area for the school. Mr. Timings responded that this will be defined by the trust who manages the school.

District Cllr. Day said we need to know what is happening with the opening date for this school so we can plan and spread the information around our community. Many residents have bought houses because they understand a secondary school will be opening in September 2023. The Chair confirmed that this date is still showing on the County Council website.

It was confirmed that Cllr. Deely would be representing the Parish Council at a meeting on 27th January with Mr. Evershed as Chair and a representative from the District Council present. These meetings will take place monthly. Cllr. Deely would report to the next Parish Council meeting.

District Cllr. Day said if there is anything the District Council needs to do to assist with ensuring that the school opens in September 2023 please let him know.

The Chair explained that comments made by County Councillors has damaged trust in our community and we need to be kept informed. Mr. Evershed offered assistance with any mixed messages.

Cllr. Deely asked if he could please have a monthly progress report with a position statement, it was suggested this would be possible and that future communication would be better.

Mr. Evershed said the site is difficult because of the topography. The quality will be equal to North Leamington School. The school design will follow guidance by the Department of Education but will be incorporated into the county park.

Cllr. Drew asked for an imaginative, inspiring design. Mr. Evershed said this would be difficult to achieve with minimum cost but not impossible.

Cllr. Bullen asked if the Parish Council could be involved in appointing a trust. Mr. Timings said one trust is interested in meeting with the Parish Council.

The Chair thanked Mr. Evershed and Mr. Timings for attending the meeting.

**3. Public Session**

Several residents asked Mr. Evershed and Mr. Timings questions which were addressed.

9.15pm 5 residents, County Cllr. Matecki, Mr. Evershed and Mr. Timings leave the meeting. Cllr. Greene also leaves the meeting. Cllr. Deely takes the Chair.

**4. To consider a dispensation for Cllr. Greene to be able to take part in items 17(ii) and 17(iii)**

The Clerk had circulated, prior to the meeting, a letter from Cllr. Greene seeking a dispensation. This letter was discussed. Cllr. Wellsted proposed a dispensation be granted to Cllr. Greene, seconded Cllr. Bullen and carried unanimously.

9.17pm Cllr. Greene returns to the meeting and takes the Chair.

**5. Declaration of interest**

Cllr. Deely declared a pecuniary interest in item 14(vii), 17(vi) and 17(vii) as a member of his family is a trustee. The Chair declared a pecuniary interest in item 14(vii), 17(vi) and 17(vii) he is a member of the company. The Chair has been granted a dispensation for items 17(ii) and 17(iii). Cllr. Wellsted declared a pecuniary interest in item 16(viii) as a member of his family is on the PCC.

**6. Acceptance of the minutes of the previous meeting (December)**

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

**7. Planning matters**

(i) Planning notice 21/1008 – The Meadow; granted.

(ii) Planning notice 21/1966 – 46 Peabody Way; refused.

(iii) Planning notice 21/1576 – Grove Farm, Harbury Lane; granted.

(iv) Planning notice 21/1968 – land off Harbury Lane by Vickers Way; granted.

**8. Warwick District Council**

(i) To receive report

No new report.

(ii) Bin/recycling collection

The Chair noted that there had been some issues with rubbish being piled by contractors on the Oakley Meadows estate. This has been sorted. District Cllr. Day said that they were working hard with the contractors to keep services running.

**9. Chair’s matters**

(i) To receive report

Report circulated.

**10. Traffic and Road Community Safety**

(i) To receive report

No new report.

(ii) Mallory Road traffic scheme update

No new update.

(iii) Heathcote School Safety update

The Chair reported that County Cllr. Matecki has arranged for an officer to investigate.

(iv) 20mph scheme

County Cllr. Matecki is on the working party looking into this.

(v) Oakley Wood Road chevrons

Chevrons have been replaced.

**11. Country Park**

(i) To receive report

Cllr. Deely reported that a discussion has taken place with the District Council regarding ensuring that the land is transferred to the Parish Council. It was agreed that legal advice should be sought.

**12. School**

(i) To receive report

Councillors expressed concern that the school might not accept children until September 2024. It was agreed that the Chair should write to the leader of the County Council with our concerns and asking if this matter could be addressed as a matter of urgency. It was further agreed that the option for temporary schooling, until the school opens, is the preferred option if the County Council are unable to meet the September 2023 date.

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

(i) To receive report

Cllr. Drew had circulated a report.

**14. Amenities matters**

(i) To receive report

The clerk is working with the Meadow Allotment Manager to allocate the plots which have become vacant to residents.

(ii) Annual inspection reports for Meadow, play area, BMX track, gym equipment

These reports were circulated to councillors. Low risks have been identified and the clerk has asked our inspector if he is able to address some of these issues. The zip wire seat and the xylophone beater should have been replaced by Hags. The surfacing should also have been inspected and the clerk agreed to contact Hags to find out when it is going to be repaired.

(iii) Play area signage; to agree wording

The clerk had circulated to councillors amendments suggested by the Play Area Working Party and Cllr. Wellsted. These amendments were agreed and the clerk was asked to obtain an updated draft for councillors to review.

(iv) Outdoor gym equipment surfacing update

Cllr. Deely reported that he is waiting for a solution from Hags.

(v) Sports and Social Club car park update

The Clerk reported that Woods have been instructed to draft a tender document.

(vi) Overgrown vegetation update

The Working Party will be addressing this shortly.

The Chair and Cllr. Deely did not take part in this discussion. Cllr. Wellsted took the Chair.

(vii) Request from St. Chad’s Centre for a light at entrance to Churchyard

The Clerk to liaise with Cllr. Herbert regarding a solution.

(viii) Kingsley Court to The Meadow footpath enhancements

The Working Party have agreed to look at cleaning the path. Cllr. Brewster reported that the trees have been removed. The Clerk to liaise with Cllr. Herbert regarding lighting at the Meadow end of the path.

(ix) Tree inspection report

The Clerk to request an inspection of all trees on Parish Council owned land.

(x) 2022/23 maintenance/inspection contracts

Councillors agreed to ask the resident who maintains our green spaces if he would continue in 2022/23. He provides good value and an excellent service.

(xi) Play area – toilets

The clerk to look into a possible solution.

(xii) 2022 – Christmas tree collections

The Chair reported that there is a scheme whereby you can donate a Christmas tree to charity. It was agreed that this could be investigated for next year.

**15. Technology and digital matters**

(i) To receive report

Cllr. Brewster said he has written an accessibility statement which will be placed on the website.

(ii) On-line polls and consultation

Cllr. Brewster confirmed that we do have this facility.

**16. Health and wellbeing**

(i) To receive report

No new report.

(ii) Path to Oakley Wood update

No new update.

**17. Financial/administration**

(i) Bank balances

Bank balances

The following balances were reported:

Current account - £432,644.14

Investment account - £63,509.77

(ii) Deed of Easement

The Clerk reported that the developer accepts that his solicitors are not responding and has said he will address this matter.

(iii) Allotments transfer

See item (ii).

(iv) Sports and Social Club lease update

The rent has been received. The Clerk has requested a copy of the signed lease from our solicitor.

(v) Budget consultation meeting with Police and Crime Commissioner update

The Chair attended and briefly updated the meeting.

The Chair and Cllr. Deely leave the meeting. Cllr. Wellsted takes the Chair

(vi) To note the financial statements of The St. Chad’s Centre Trust Company Limited accounts for the year ended 31st March 2021

Noted.

(vii) To note the reappointment of Parish Council trustees to the board of The St. Chad’s Centre Trust Company Limited

Councillors thanked Sarah Carter, Chris Harrison and Susan Watts for agreeing to continue to support the Centre as Parish Council appointed trustees.

Cllrs. Deely and Greene return to the meeting. Cllr. Greene takes the Chair. Cllr. Wellsted leaves the meeting.

(viii) Passing of following accounts for payment:

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

 Mrs. C. Hill – Salary (January)

 Mr. D. Herbert – replacement posts - £160.00

 Mr. D. Herbert – play area inspections - £250.00

 WALC – annual conference (MD attended) - £12.00

 WALC – protecting public rights of way (CB attending) - £30.00

 Cadman Print Ltd. – NP printing - £936.85

 Playsafety Ltd. – annual inspection reports - £661.20

 St. Chad’s PCC – churchyard maintenance - £550.00

Cllr. Wellsted returns to the meeting.

**18. Date of next meeting**

10th February 2022.

The Chair closed the meeting at 10pm.