**DRAFT MINUTES OF AN ORDINARY MEETING OF BISHOP’S TACHBROOK PARISH COUNCIL HELD ON THURSDAY, 10TH FEBRUARY 2022 AT 7.30PM AT ST. CHAD’S CENTRE**

Present: Cllrs. M. Greene (Chair), C. Brewster, R. Bullen, L. Carter, M. Drew, C. Herbert, K. Wellsted (until 9.45pm), District Cllr. D. Norris.

1 resident.

**1. Apologies**

Cllrs. Deely (isolation), Keung (maternity leave), County Cllr. Matecki (business commitment) and District Cllr. Day (business commitment).

**2. Public Session**

A resident asked if the Parish Council was aware of the difficulties in building a school on a hillside. The Chair explained that this had been pointed out to the District and County Councils when the site had been identified and throughout the planning process. The resident asked for the situation regarding the country park. The Chair said the landowner is not allowing access to the land which, amongst other matters, is delaying the planning application.

7.50pm the resident leaves the meeting.

**3. Declarations of interest**

Cllr. Wellsted declared a pecuniary interest in item 15(vi) as a recipient. Cllr. Brewster declared a pecuniary interest in items 5(v) and 5(vi) as a nearby landowner. The Chair reminded councillors of his dispensation for items 14(ii) and 14(iii).

**4. Acceptance of the minutes of the previous meetings (January)**

The clerk had circulated, prior to the meeting, draft minutes from both meetings in January. Cllr. Brewster proposed we accept these minutes, seconded Cllr. Wellsted and carried unanimously. The Chair signed the minutes.

**5. Planning matters**

Cllr. Wellsted informed the meeting that our neighbourhood development states that we should undertake a housing needs survey every 2 years. The officer at WRCC has volunteered to attend a meeting to discuss further. Cllr. Wellsted said it would be good to understand questions which can and can’t be asked in the questionnaire. Councillors agreed. March agenda item.

(i) Planning application 21/1801 – land at Chesterton Fields Farm, Fosse Way; update

Councillors reported that they had visited the site, which was very helpful, and thanked the landowner for permitting this. Cllrs. Bullen, Deely and Wellsted subsequently took part in a virtual meeting with the agent and planning officer. Councillors asked if the panels could be moved further away from the listed buildings and if public rights of way could be connected. The agent has said it is not possible for a woodland where Cllr. Bullen proposed nor a circular path but has suggested an alternative route to Chesterton. Cllr. Wellsted reported that we are still waiting for the landscape report. Cllr. Carter expressed concern that there could be a battery energy storage system (BESS) on site. The agent has confirmed that batteries will be on site but we have no other details. Cllr. Carter suggested we ask for size, number of batteries being stored, location, containment plan and whether this will be sold to the grid. Councillors agreed that we need to understand whether this site will be used for this purpose for safety reasons. The clerk was asked to follow up with the planning officer.

(ii) Planning application 22/0073 – 3 Overberry Orchard

Councillors agreed to raise no comments or objections.

(iii) Planning application 21/2144 – Chapel Hill Farm, Oakley Wood Road

Cllr. Wellsted explained that this application doesn’t say how it will link into BT11 or take account of BT12 (climate change) in our neighbourhood plan. He proposed that we object to this application requesting an updated application addressing BT11 and BT12, seconded Cllr. Drew and carried unanimously.

(iv) Planning application 21/2253 – Co-op Nursery, Lower Heathcote Local Centre

Councillors agreed to raise no comments or objections.

(v) Planning notice 21/1980 – 15 Savages Close; granted.

Noted.

(vi) Planning notice 21/1981/LB – 15 Savages Close; granted.

Noted.

**6. Warwickshire County Council matters**

The Chair asked councillors if, in the absence of a county councillor, we ask District Councillor Norris if he could please update the meeting on district council matters. There were no objections.

(i) To receive report

District Cllr. Norris reported that the District Council has announced more grants for hospitality because of the pandemic.

**7. Chair’s matters**

(i) To receive report

No new report.

**8. School**

(i) To receive report

The letter received from the Leader of the County Council had been circulated to councillors. Councillors agreed that the letter didn’t address our concerns. Cllr. Wellsted proposed that the Chair requests a meeting with the leader to clarify the situation, seconded Cllr. Carter and carried unanimously. The clerk to arrange the meeting.

Cllr. Deely had circulated, prior to the meeting, a report which was noted.

The Chair reported that he has had introductory correspondence/conversations with 2 trusts wishing to apply to manage Bishop’s Tachbrook School and a third has requested a meeting. The Chair advised that at these meetings he simply provides information about the Parish and the aspirations set out within the recently adopted Neighbourhood Plan. Councillors agreed that the Chair should represent the Parish Council at these introductory meetings.

**9. Country Park**

(i) To receive report

Cllr. Deely had circulated, prior to the meeting, a report which was noted. Once the planning application has been submitted the District Council will release a press statement and the Parish Council will be invited to submit some words. Councillors agreed that the Chair and Cllr. Deely should provide the wording.

(ii) To consider quote for legal advice

The clerk confirmed that we have received a quote for the acquisition of the land and the new lease which would be approximately £6,500 + VAT. A quote for further work has been requested. Our solicitor has asked for clarification on several points and the clerk will be responding shortly with the assistance of Cllr. Deely.

**10. Traffic and Road Community Safety**

(i) To receive report

No new report.

(ii) Heathcote School Safety update

Awaiting a report from County Cllr. Matecki.

(iii) 20mph scheme update and to consider adoption

Cllr. Carter proposed that we request the County Council to adopt 20mph speed limit on roads where this speed would be appropriate and effective within the parish. St. Chad’s Road, Kingsley Road and any through roads should be considered. Seconded Cllr. Drew and carried unanimously.

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

(i) To receive report

Cllr. Drew had circulated, prior to the meeting, a report. He further reported that all climate change incentives will be placed on the website. He would work with Cllr. Brewster to try and engage with residents. Cllrs. Drew, Bullen and Wellsted to locate land suitable for tree planting. March agenda item.

**12. Technology and Digital Matters**

(i) To receive report

No new report.

**13. Health and Wellbeing**

(i) To receive report

No new report. The Chair asked whether we should consider contacting the landowner with a view to purchasing land to connect the parish to Oakley Wood. The clerk to liaise with Cllrs. Deely and Keung to identify the most appropriate route. March agenda item.

**14. Amenities matters**

(i) To receive report

The clerk updated the meeting on an issue in the allotments with confusion over ownership of a wheelie bin and some tools. She understands the matter has now been resolved. All allotment plots have been filled with one person on the list for a Meadow allotment and 8 people on the list for Oakley Meadow allotment plots.

(ii) Annual inspection reports; minor repairs update

The clerk reported that she is waiting for our play area inspector to say whether he will be able to undertake any of the repairs on the adult gym equipment, play area equipment and youth pod. The Sports and Social Club have been sent a copy of the report and will be following up on the work on the goalposts. The surfacing issues on the adult gym equipment and play area are being dealt with by the supplier. The moles will be removed shortly. The District Council have been asked if they own the litter bin on the BMX track as it looks like it needs replacing. The clerk said she will follow up on a new noticeboard on the BMX track. There is an issue with moss on the track. The clerk to liaise with Cllr. Deely.

(iii) Play area signage final draft

The clerk to circulate.

(iv) Outdoor gym equipment surfacing update

March agenda item.

(v) Sports and Social Club car park; to consider quote for utilities survey

Cllr. Herbert updated the meeting. She said we are still waiting for a quote for the utilities survey. We have been advised to tender for 30 days. The clerk to follow up with our consultant regarding the survey.

(vi) Light at entrance to Churchyard update

Cllr. Herbert said she has looked at the entrance and doesn’t believe we need any more lighting now we have the bollards.

(vii) Kingsley Road to the Meadow footpath update

Thanks to the working party the footpath has been cleared. The tree has been felled and the working party have moved the wood. Cllr. Herbert suggested we liaise with our consultant for the car park regarding a light for the path. It could be fitted at the same time as the car park is constructed.

(viii) Play area toilets update

The clerk reported that she has spoken to a councillor at Barfords Parish Council regarding the portacabin toilets attached to their sports and social club. They are inspected daily and cleaned twice a week. They have someone available at short notice to mend broken doors, blocked toilets, etc. It was agreed that the Parish Council doesn’t have the resource to inspect toilets daily or mend the facilities at short notice. The clerk was asked to speak to the Sports and Social Club to see whether visitors to the play area would be able to access their facilities.

(ix) To consider quotes for electricity/solar options to the storage building

Cllr. Drew had circulated, prior to the meeting, a quote for providing electricity to the building. He briefly explained our options. Cllr. Wellsted said we need an internal light for safety and an alarm for insurance. Cllrs. Bullen and Drew agreed to produce a specification for the next meeting. Cllr. Bullen said we have planning permission for a solar panel.

(x) To review allotment rules

The clerk reported that the manager of the allotments has asked if we would reconsider fires in March. Having just one day for fires in March causes issues for allotment holders who might be working, on holiday or in isolation. Cllr. Wellsted proposed a week from Sunday, 20th March to Saturday, 26th March for this year, seconded the Chair and carried unanimously. This would be reviewed annually to ensure that the dates do not coincide with Easter or Mother’s Day.

(xi) Queen’s Platinum Jubilee

The clerk explained that we have a resident who would like to plant a tree to mark this occasion. Cllr. Wellsted said he would look for a suitable location. Cllr. Herbert said she would liaise with community groups for an event to mark the occasion.

**15. Financial/administration**

(i) Bank balances

Bank balances

The following balances were reported:

Current account: £464,156.02 (includes £33,656.77 VAT reclaim plus £420 allotments rent plus £93.60 overpaid pension payment)

Investment account: £63,510.33

(ii) Deed of Easement

The Chair reported that the developer has advised that this should start to move forward tomorrow.

(iii) Allotments transfer

See item (ii).

(iv) Sports and Social Club lease update

The clerk reported that our solicitor is waiting for the Club’s solicitor to respond. The Club is aware and is trying to move this forward.

(v) Disposal of mower

Cllr. Wellsted said he understands a mower is no longer required. Councillors agreed that if the mower is no longer required then we should try and dispose of it. Cllr. Wellsted said he would obtain a value from the company which services the mower.

9.45pm Cllr. Wellsted leaves the meeting.

(vi) Passing of following accounts for payment:

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

Mrs. C. Hill – Salary (February)

Mr. D. Herbert – play area inspections - £300.00

Mr. K. Wellsted – reimbursement for shelving in storage building - £155.93

Mrs. C. Hill – expenses - £205.86

Mr. G. Hoyle – annual winding of clock - £100.00

Post Office Ltd. – rental of 2 garages - £938.08

Lodders Solicitors LLP – transfer of allotments - £1,429.80

**16. Date of next meeting**

10th March 2022. The Chair noted that, due to Easter falling on 17 April we should seek to move the April meeting (presently expected to take place on 14 April); the clerk agreed to circulate alternative dates for consideration.

The Chair closed the meeting at 9.50pm.