

**Meeting of Beausale Haseley Honiley & Wroxall Parish Council  
Tuesday 15<sup>th</sup> May 2018 at Wren Hall, following AGM**

**Present:**

Cllr J. Gee (Chair)  
Cllr D. Clapp,  
Cllr H. Jordan  
Cllr C. Bird  
Cllr R. Slatem  
Cllr C. Tustin  
Cllr D. Silvester

Cllr A. Beaumont,  
Cllr L Holdgate  
Cllr S. Gallagher (WDC)  
Cllr J. Cooke (WCC)  
Mrs J. Lewis (Clerk)

Visitors: Mr D. Thompson, Mrs J Slatem, Mrs V. Harper,  
Mr D. Harper, Mr R. Baskerville, Mr T Truelove

1.	<b><u>Welcome</u></b>	<b>Action</b>
	Cllr Gee welcomed everyone to the meeting	
2.	<b><u>Apologies for absence</u></b> Cllr N. Overall, , Cllr E. Cantwell  Cllr P. Whiting (WDC),	
3.	<b><u>Declarations of interest</u></b> There were no declarations of interest.	
4.	<b><u>Public Open Forum</u></b> No points were raised from the Public	
5.	<b><u>Minutes of Meetings</u></b> The Minutes of the meeting of 6 <sup>th</sup> March 2018 were accepted and signed as a true record. All Councillors agreed.	
6.	<b><u>Matters Arising</u></b> 1. The asbestos in Manor Lane, had not been removed. It was debated as to whether it was the responsibility of WDC or the owner of the field. Clerk to investigate and contact Wroxall Estates. 2. It was decided that the need for each Councillor to register with ICO for data protection, was not yet certain. Councillors were advised not to register until the Council received further information. 3. Action the erection of the location sign at the ford in Rouncil Lane. c.f 4. Fly tipping continues to be a problem: by the bridleway, and in the layby, Rouncil Lane. 5. Cllrs had been asked to forward a copy of their portrait to the Clerk, to be put on the website.	JL   JL,EC JL  ALL
7.	<b><u>WCC - A report by Cllr Mr J. Cooke.</u></b> 1. Cllr Cooke had recently been appointed to the position of Chairman of WCC. He was congratulated for this new position. 2. Kenilworth Railway Station was now open. The official opening was to be arranged. 3. Children's Centres - negotiations were continuing. 4. The condition of the roads in the county continued to be a problem, with potholes, blocked drains, and damaged ditches. All had been reported to Mr Hallam. 5. The Puffin Crossing at Priorsfield School, had been agreed as a priority scheme. It was hoped that construction would take place in the summer holidays.	

	<p>6. The sale of alcohol to underage children, had been tested by WCC Trading Standards Service, with support from Warwickshire Police. Thirty off-licences of the 32 visited had refused the sale. The two successful sales were in Rugby, and both off-licences had been served with fixed penalty notices.</p> <p>7. The improvements to the Europa Way corridor between M40 and Leamington Spa, were due to begin. The project was due to take up to 13 months to complete.</p> <p>8. Cllr Slatem queried the progress of the Stanks Island re-development. Cllr Cooke reported that there had been signage changes on A46, and further work was due to start soon.</p>	
8	<p><b><u>WDC A report from Cllr Mrs S Gallagher</u></b></p> <p>1. It was a quiet time for WDC, as election of Councillors was not due in this area until spring 2019.</p> <p>2. There was to be an exhibition showing plans of the new WDC Headquarters, 8<sup>th</sup>, 9<sup>th</sup> June, at Royal Priors Leamington, 11am – 4.00pm</p> <p>3. The Bandstand in the Pump Room Gardens, was to be recast and refurbished.</p> <p>4. The contract with the company running the Golf Course had fallen through. WDC would be maintaining the land as open space.</p> <p>5. 5<sup>th</sup> and 6<sup>th</sup> June, at Leek Wootton Police Head Quarters, there was going to be a huge event organised by the RAF, Army, and all the Blue Light Services. It was to include a simulated plane crash.</p> <p>6. Northleigh House School had requested volunteers to help with general duties.</p>	
9.	<p><b><u>Reports of Meetings.</u></b></p> <p>1. <b><u>Planning Forum:</u></b> Headed by: Mr Gary Fisher- Development Manager, WDC Planning Dept.; and Mr John Cooke , Chair of The WDC Planning Committee; Representatives attended from Shrewley, Hatton, Budbrooke, Lapworth, and BHHW Parish Councils; and Cllr Gallagher WDC.</p> <p>The questions put by the various Councillors, showed the similarity in problems within the rural parishes. It was very different to those of a town.</p> <p>2. <b><u>Jaguar Land Rover</u></b> . Headed by Mr Bill Hunt, Deputy Chief Executive, WDC; and Mr Nick Ellis JLR; plus, representatives of Balsall PC; Solihull MBC and BHHW PC.</p> <p>Points raised:</p> <p>1. The public's reaction to the problems caused by diesel fumes had affected the sales of cars from JLR as well as other car manufacturers.</p> <p>2. Electrification of cars was being worked on and would happen at some time in the near future.</p> <p>3. There were roughly 650 employees based at Fen End, with a further 130 for a short-term period, from Rugby.</p> <p>4 . The Company had a system of car sharing, to reduce the traffic problems both on the roads, and parking on site.</p> <p>5. The Track had recently been used for 24-hour testing of cars by invited world press. This had caused problems for residents with out of hours noise. It had been noted that better communication with the local residents was needed.</p> <p>6. JLR were aware of their environmental responsibilities and had an 'environmental team'. However, several trees had recently been felled on site.</p> <p>It was agreed that the Forum had been useful, and that future communication should be on a more regular basis – possibly twice yearly.</p>	
10.	<p><b><u>Parish Council</u></b></p> <p><b><u>10.1 Finance.</u></b></p> <p>1.1 Audit of Accounts for 2017/18:</p>	

The Audit Authority for 2017/18 was PKF Littlejohn LLP. The Authority had agreed that Councils with an income below £25,000, could declare themselves exempt from an external audit. However, all Councils would need to complete an annual return, and appoint an Internal Auditor. BHHW Parish Council would be exempt, as their income was well below the limit.

**1.2 Annual Governance Statement:**

The Council needed to be certain that there was a sound system of internal control of the method of accounting. The Audit Working Group had met on 11<sup>th</sup> May to consider each point of the Statement. Each point had been agreed.

The Chair read each statement, and members agreed to each one.

The Chair and the Clerk signed the document.

**1.3 Appointment of Internal Auditor**

Mrs Sally Jones was appointed:

Proposed by Cllr Clapp, Seconded by Cllr Beaumont. All Councillors agreed.

**2. Expenditure to date for year beginning 1<sup>st</sup> April 2018**

The Clerk explained the payments needed.

**3. Payments:**

3.1. Hire of Wren Hall: Planning Forum 8<sup>th</sup> March £25

PC Annual Parish Forum 17<sup>th</sup> April: £25

JLR Forum 23<sup>rd</sup> April: £25

PC meeting 15<sup>th</sup> May 2018: £25

3.2. Web Hosting, yearly renewal (MI Business Services Ltd ): £200

3.3. Re-imbusement to Clerk: Renewal of 'Office 365' for laptop: £59.99

Renewal of Laptop Security: £39.99; Second class Stamps (12):

£6.72 Refreshments for Forums : £4.89 : ( Total: £111.59)

3.4. WALC yearly subscription: £200

3.5 Training Course 3<sup>rd</sup> May, WALC: 'GDPR Made Simple': £15

3.6. Trainings, 9<sup>th</sup> June & 7<sup>th</sup> July, WALC: 'Councillor & Clerk Induction, parts 1 & 2': £30.

3.7. Refurbishment of Telephone Boxes : £246 (Grant received from WRW) + £49 for extra repair work. (total £295)

The remains of the Telephone Box Fund was to be transferred to the Parish Council.

**10.2 New 2018 Data Protection Act:** This had been covered (point 6.2 above)

**10.3 Parish Council Website** Councillors were reminded to forward a photograph to be uploaded onto the website

**10.4 Open Space Contributions.** The Council had not yet received any Contributions.

**10.5 Parish Plan Updates**

In 2012 The Parish Plan Committee had been set up to canvas the views of the villagers, as to how they wanted their villages to develop in future years. The resulting 'Parish Plan' was adopted by BHHW villagers 16<sup>th</sup> July 2013 and sent to WDC for adoption.

In recent years however, the Parish Plan had seemed to have lost any influence. It had been superseded by the more influential 'Neighbourhood Plan', which had a lot more detail than a Parish Plan; and without this the voice of the villagers had been reduced.

JL,JG

All

	<p>It was questioned whether it would be appropriate to undertake the compilation of a Neighbourhood Plan but noted that it would entail a huge amount of work.</p> <p><b>10.6 Community Events</b></p> <p>1. Pig on the Green: 16<sup>th</sup> June. Band on the Green: 21<sup>st</sup> July; The Autumn Flower Show: 8<sup>th</sup> September; and Remembrance Dinner 10<sup>th</sup> November.</p>	
11.	<p><b><u>AOB</u></b></p> <p>1. Trees in Rouncil Lane: It was suggested that The Forestry Commission had granted a Felling licence for 50 trees. Cllr Slatem agreed to contact The Forestry commission. The Planning Application for a Stable Block to be built at Butlers End, had stated that no trees would be felled. This was queried by Councillors. Cllr Slatem to investigate.</p> <p>Councillors were concerned at the extent of the felling of trees that had stood for up to 100 years. It was agreed that more Tree Preservation Orders should be placed on trees in danger of being felled.</p> <p>2. The Clerk had received a Freedom of Information request from a resident of Honiley, concerning the process that the PC used when dealing with a planning application, and in particular one specific planning application. The Clerk had replied giving the details of the process.</p> <p>3. The Wroxall Telephone Box was to be de-commissioned. The PC had agreed to purchase the Box for £1. The details, however, had been sent to Wren Hall. Cllr Slatem and the Clerk to negotiate.</p> <p>4. Cllr Beaumont reported pot holes in Barracks Lane, Butlers End.</p> <p>5. It was noted that 'Joy Riding', was increasing in the area, with speeds far above the 50mph limit.</p> <p>Cllr Cooke left the meeting ahead of planning matters being discussed.</p>	<p>RS</p> <p>RS</p> <p>RS,JL JL</p>
12.	<p><b><u>Planning Matters</u></b></p> <p><b><u>1.Applications Pending:</u></b></p> <p>Cllr Tustin questioned whether it was appropriate to speak to an applicant personally about a Planning Application. Councillors agreed that this was helpful and would give a better insight into the application. The information could be forwarded to PC members.</p> <p>1. <b>W/18/0674 The Smithy.</b> Erection of agricultural building. Cllrs agreed to <b>support</b> the application, suggesting that the caravan and containers be removed, and the House finished.</p> <p>2. <b>W/18/0377 Brambles :</b> Erection of single storey rear extension,(following some demolition) <b>PC Supported,</b> (and gave continued support.)</p> <p>3. <b>W/18/0369 Fernwood Barn.</b> Construction of swimming pool in approved structure. <b>PC Supported.</b></p> <p>4 <b>W/17/1681 The Moat House,</b> raise lower roof, create 2 bedrooms, convert garage to habitable rooms and insert dormer windows. <b>PC supported</b> (Awaiting Bat survey) <b>(now Granted)</b></p> <p>5. <b>W/18/0036 Haseley Manor,</b> alterations to Listed Building. <b>Referred to Conservation Officer.</b></p> <p>6. <b>W/17/2025 Merlin House.</b> PC supported. Refused at Planning Committee. <b>Appeal was to be made to the Secretary of State</b></p>	<p>JL</p>

**2. Decisions by WDC:**

1. **W/17/2110 Land Adjacent to 2 Church Cottages** : construction of detached dwelling. PC supported. **Refused at Committee.**
2. **W/18/0471 Arrochar, Beausale.** Erection of one detached dwelling. PC Supported , **Granted**
3. **W/18/0431 The Bungalow, Beausale:** (construction of 2 detached bungalows) Removal of condition for Open Space provision PC Objected, **Refused**
4. **W/18/0561, and W/18/0560 Haseley Mill:** Erection of workshops: PC supported **Granted**
5. **W/18/0245 Fernwood Lodge, Fernwood Farm:** Change of use from an Office to a Dwelling. PC supported, **Prior Approval given**
6. **W/18/0490 Three Wells:** variation of condition 2 of planning permission – increase of ridge height. PC Supported. **Granted**
7. **W/18/0561 Haseley Mill.** Erection of vermin proof workshop. PC supported. **Granted**
8. **W/18/0355 JLR** Prior approval of 25m Mast. PC did not respond. **Prior Approval was not needed.**
9. **W/18/0525 4 Haseley Grange,** erection of extension to existing outbuildings. PC Supported **Withdrawn.**
10. **W/18/0201 Haseley Manor:** Removal of condition for ‘10% Renewables’. PC Objected **Granted at Planning Committee**
11. **W/18/0229 The Barn Camp Hill Farm:** for en-suite shower room and moving of existing door PC Supported.. **Granted**
12. **W/17/2314 Glebe Farm:** Prior notification of new timber frame building for agricultural equipment. PC Supported. **Granted**

Apologies had been given from Cllr Gallagher and Cllr Cooke for the meeting of June 19<sup>th</sup> 2018

Meeting ended at 9.34 pm

**Dates of Future Meetings:**

2018	2019
19 <sup>th</sup> June	15 <sup>th</sup> January
24 <sup>th</sup> July	5 <sup>th</sup> March
18 <sup>th</sup> September	16 <sup>th</sup> April Forum
23 <sup>rd</sup> October	14 <sup>th</sup> May AGM
4 <sup>th</sup> December	

Summary of actions	Lead
1. Contact WDC, and Warwick Estates re Asbestos in Manor Lane	JL
2. Action new road sign in Rouncil Lane	JL,EC
3. Contact WDC re fly tipping in Rouncil Lane	JL
4. Send personal photograph to Clerk (those not having been photographed by Ian	Cllrs
5 Contact Forestry Commission re felling of trees in Rouncil Lane	RS
6. Investigate tree felling at Butlers End	RS
7. Report pot holes in Barracks lane	JL
8. Forward PC’s response to app. W/18/0674	JL
9. Complete Exemption form, sign, and send to PKF Littlejohn.	JG,JL