

## LAPWORTH PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF LAPWORTH PARISH COUNCIL HELD ON MONDAY 14<sup>TH</sup> MAY AT LAPWORTH VILLAGE HALL, OLD WARWICK ROAD, LAPWORTH

**Present:** Cllr Mrs Francis (Chairman), Cllr Corney (Vice Chairman), Cllr Mrs Togood, Cllr Mrs Jay, Cllr Mrs Lester, Cllr Lewis, Cllr Giles Cllr Mrs Ludlow, C Cllr Mrs Compton and the clerk.

1. **ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR**  
Cllr Mrs Francis was proposed by Councillor Mrs Lester, seconded by Cllr Lewis and unanimously elected as Chairman for the forthcoming year. The declaration of acceptance of office was signed and witnessed
2. **ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR**  
Cllr Corney was proposed by Councillor Mrs Jay, seconded by Cllr Giles and unanimously elected as Vice-Chairman for the forthcoming year. The declaration of acceptance of office was signed and witnessed
3. **APOLOGIES** - D Cllr Caborn, Cllr Henderson
4. **MICK POTTER – EMERGENCY PLANNING**  
Mr Potter circulated a number of templates for personal risk, and flood risk in addition to the existing Emergency Plan. It was proposed that grant funding was sought for a defibrillator to be bought and held at the Village Hall and Parish Councillors undertook to update the Emergency Plan. The Clerk was asked to request that the personal risk templates be added to the Lapworth Website.
5. **DECLARATION OF INTERESTS**
  - a. Register of Interests – none updated
  - b. Personal interests in items on the agenda declared – none
  - c. No prejudicial interests in items on the agenda declared.
6. **PUBLIC OPEN FORUM**  
Representatives from Dorridge Cricket Club were present to seek support to retain the Cricket Club ground which is in Grove Lane and a planning application for a dwelling on site. It was agreed to defer matter until the June meeting.
7. **MINUTES OF PREVIOUS MEETING:-**
  - a) Parish Council Meeting – 4<sup>th</sup> April 2012 – signed and agreed as a true record.
8. **MATTERS ARISING FROM THE MINUTES** (not covered elsewhere on the agenda)
  - a. Hockley Heath PC have contacted SMBC to request warning sign to prevent lorries turning into Brome Hall Lane.
  - b. Travel Tokens – Clerk to contact District Council
9. **CORRESPONDENCE**
  - a. **SITA Organic Waste Recovery Facility at Packington, Meriden**
  - b. **Thanks for donation pledge received from Jubilee Committee**
10. **PUBLICATIONS/INFORMATION** in Circulation Box
  - a. **Clerks and Council's Direct**
  - b. **Field Work – CPRE Magazine**
11. **WARWICK DISTRICT COUNCIL**
  - a. **Warwick District Council Meeting** – 25<sup>th</sup> April 2012 in circulation box
  - b. **Warwick District Design Awards** – nominations by 30<sup>th</sup> June 2012
  - c. **Warwick District Council Local Plan** – proposals were being finalised and Parish Councillors encouraged to attend the Forum meeting on 28<sup>th</sup> June at Lapworth as it was dedicated to Local Plan proposals which included a housing allocation for Lapworth.

12. **WARWICKSHIRE COUNTY COUNCIL**
- Waste Core Strategy** - consultation extended to 15<sup>th</sup> June 2012
  - Mobile Library** ceasing to call in Station Lane and Meadow Springs
  - Diamond Jubilee Activities** – in circulation box
  - Faster Broadband Project Update** – in circulation box
13. **WARWICKSHIRE ASSOCIATION OF LOCAL COUNCILS**
- WALC Newsletter** – in circulation box
  - NALC Legal Topic Notes regarding conduct and registration of interests; Basic Charity Law; Disposal and Appropriation of Land by Local Councils and Retirement Payments** – in circulation box
  - WALC re National Planning Policy Framework** in circulation box
  - WALC Annual Report** – request for ‘achievement’ stories in circulation box
  - WALC re Travellers Sites** in circulation box
14. **LAPWORTH VILLAGE HALL**
- Parish Council Representative** – Cllr Mrs Ludlow volunteered to take up the role
  - Flower Borders** – Ransons Garden Centre to undertake the necessary works. A budget of up to £500 was proposed by Cllr Giles and seconded by Cllr Mrs Jay. Cllr Mrs Francis to progress.
15. **LAPWORTH RECREATION SITES**
- Village Green the Oaks** – Clerk to contact WALC with regard to ‘no ball game’ signs. The school to be approached regarding the potential to open up the playing fields for ‘public’ use.
  - Brome Hall Lane Picnic Site** – Benches now installed and being used. Clerk to contact District Council regarding litter left there.
16. **WARWICK DISTRICT RURAL WEST COMMUNITY FORUM**
- Meeting dates** – 31<sup>st</sup> May, 28<sup>th</sup> June (local plan meeting)
17. **ROADS & PUBLIC RIGHTS OF WAY** - General highway issues
- Chesetts Wood Road** – WCC waiting for Severn Trent works to ‘settle’ before taking any remedial action.
  - Potholes** – a number had been reported via ‘Fix My Street’ and this process seemed to be working well.
18. **OTHER ITEMS**
- Parish Plan Update** – Cllr Mrs Jay was waiting for final offers of help before forming the Steering Group
  - Neighbourhood Watch Update** – no more volunteers for Co-ordinators
19. **PLANNING**
- 19.1 Documents for circulation/items for discussion –
- Notification that WDC will cease to send paper copies of Planning Applications with effect from 1<sup>st</sup> June 2012. Clerk to invite a representative to the June meeting to discuss how this would work in principal.
- 19.2 **Planning applications for consideration**, Together with any applications that may be received prior to date of meeting will be considered.

W11/1319	Erection of two storey rear extension Willow Cottage, Brome Hall Lane, Lapworth
	No objection
W12/0125	Erection of 2 storey extension to side and rear Old Beams, Lapworth Street, Lapworth
	Not in Lapworth Parish
W12/0332	Erection of building to provide pre-school until (renewal of W00/0385) Lapworth Pre Schools, Station Lane, Lapworth
	No objection
W12/0452	Proposed garden wall and gates Packwood Hall, Glasshouse Lane, Lapworth

No objection
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### 19.3 Decision Notices -

W09/0044	Land and outbuildings at Far Croft, Tapster Lane, Lapworth Certificate of Lawfulness	Refused
W11/0467	Demolition of shop, chiropody office and apartment over. Erection of new shop, chiropody office, apartment over plus 3 no 2 bed houses and 1 no 3 bed house with ancillary parking Corner of Mill Lane and Old Warwick Road	Granted
W11/1098	Erection of single storey rear extension and single storey side extension Bredon House, Lapworth St	Granted
W11/1346	Erection of a first floor bedroom extension Corner Cottage Wharf Lane Lapworth	Granted
W11/1542	Erection of garden room extension at Lodge Farm Barn, Lapworth Street, Bushwood, Lawsonford,	Granted
W12/0095	Single storey front extension, new chimney, pitched toof at the side/rear to replace existing roof 205 Station Lane Lapworth	Granted
W12/0112 AG	Erection of building for fertilizer and grain storage Uplands Farm, Chassetts Wood Road, Lapworth	Prior approval not required
W12/0172	Erection of triple garage and 3 rail fence. Installation of associated drive and alterations to existing levels Church Farm, Glasshouse Lane, Lapworth	Granted
W12/0182	Certificate of Lawfulness Grey Gables, Chassetts Woods Road Proposed gymnasium does not satisfy requirements	Refused

### 20. FINANCE

- a. Approval of 2011/12 Accounts - Cllr Corney proposed and Cllr Giles seconded
- b. Approval and signing of Audit of 2011/12 Accounts – Cllr Corney proposed and Cllr Giles seconded
- c. Approval of Annual Governance Statement – Cllr Corney proposed and Cllr Giles seconded.
- d. Clerk Salary Review and training – agreed that Clerk should progress to next incremental point (SCP 23) with effect from 1<sup>st</sup> April 2012. It was noted there were two further incremental points before the maximum of the scale was attained. Also agreement to support and fund clerk to obtain CILCA Qualification
- e. **Payments 14<sup>th</sup> May 2012**

Invoice No.	Cheque No.	Payment Details	Amount
	101320	Clerk April salary and expenses	£459.20
	101320	Stationery including Ink VAT £22.83	£151.79
	101321	Post Office ltd April tax, NI, Employers NI	£106.80
	101322	Village Hall April and Parish Plan 2 room hire	£72.00
	101323	Packwood Garden Services Bromehall Cleaning and materials VAT £1.93	£161.57
	101324	Earth Anchors VAT £297.60	£1,785.60
	101325	WALC 2012/13 Subscription	£470.00
	101326	AON Insurance 2012/13	£781.78
	101327	Lapworth Jubilee Fund	£100.00
	101328	M Francis Expenses	£45.50
	101329	Fairways (first of seven) VAT £50	£300.00

Cllr Corney requested that a breakdown of the insurance schedule be presented to the July meeting.

### 21. ANY OTHER BUSINESS None

Meeting ended 10.30pm