

LAPWORTH PARISH COUNCIL

MINUTES OF A MEETING OF LAPWORTH PARISH COUNCIL HELD ON MONDAY
19th November 2007 AT LAPWORTH VILLAGE HALL, OLD WARWICK ROAD,
LAPWORTH AT 7.30PM

Present: Chairman Cllr Mrs Francis, Cllr Corney, Cllr Mrs Fox, Cllr Mrs Toogood, Cllr Mrs Lester, Cllr Henderson, Cllr Lewis, C. Cllr Mrs Compton.

1. **APOLOGIES** – Cllrs Cox, Cllr Polgreen and D Cllr Caborn

2. **DECLARATIONS OF INTEREST**

No interests were declared relating to matters on the agenda but it was agreed to update the Councillors Register of Interests. **Clerk to action**

3. **PUBLIC PARTICIPATION SESSION**

No matters raised

4. **MINUTES OF PREVIOUS MEETING**

The minutes of the meetings of 8th October 2007 and the Planning Meeting of 29th October 2007, having been circulated, were taken as read, approved and signed by the Chairman.

5. **MATTERS ARISING FROM THE MINUTES**

12.a) Youth Club Storage

Mr Armitage had offered to attend a meeting of the Parish Council at which time the location of a storage facility would be discussed.

Lapworth Please Drive Slowly Sign – the County Council had advised it would be erected by Mid December. **No further action**

6. **CORRESPONDENCE**

Received

The Standards Board has written requesting confirmation that Lapworth PC had adopted the new Code of Conduct. **Clerk to Action**

Code of Conduct

It was resolved that Lapworth Parish Council adopt the model Code of Conduct for Parish and Town Councils including paragraph 12(2).

Sent

A letter had been sent to the Planning Inspectorate reaffirming the Parish Council's initial objection to the application to vehicular access at Lombardy, Old Warwick Road.

7. **PUBLICATIONS**

Included in circulation box.

8. **WARWICK DISTRICT COUNCIL**–Documents for Circulation/information

a. Statement of Accounts in circulation box

b. WDC Standards Board Councillor Polgreen had been elected to WDC Standards Board

9. **WARWICK DISTRICT COUNCIL** – for discussion
- a. Code of Conduct Training 17th December. It was agreed the clerk would attend.
Clerk to action
- b. Option of inviting a Planning Officer to attend Lapworth PC to explain Core Strategy which sets framework of Planning Policies up to 2026. It was agreed to request for January meeting.
Clerk to action
- c. Invitation to meeting as part of Rural Excellence Programme – 27th November 2007 4.30 Pump Rooms, Leamington Spa. Councillor Mrs Francis to attend
Clerk to action
- d. Revised Planning Applications – in circulation box. It was agreed any comments would be forwarded to the Clerk by 31st December 2007. **All to action**

10. **WARWICKSHIRE COUNTY COUNCIL**

- 10.1 documents for circulation/information
- a. Changes to mobile library services – in circulation box
- 10.2 items for discussion
- a. Warwickshire Emergency Plan – it was agreed to invite the Emergency Planning Officer to the February meeting.
Clerk to action
The Emergency Plan had been placed in last month's circulation box for comments, to be forwarded to Councillor Polgreen to update the plan.
Councillor Polgreen/Clerk to action
- b. Sandbags – 50 sandbags had been obtained for distribution. Councillor Mrs Francis volunteered to store those left over. **Action Complete**
- c. High Visibility Jackets – distributed to Parish Councillors **Action Complete**
- d. Warwickshire County Council Proposals for Involving People through Locality Committees. WCC were consulting on proposals to set up 21 local areas and establish a forum to represent each and to be a focal point for community engagement, service planning and partnership working. A meeting was planned for 29th November, those Parish Councillors attending would feedback any views to Clerk by 4th December.
Councillors were also reminded they could use www.fixmystreet.com to report problems with drains, trip hazards, graffiti etc **Councillors/Clerk to action**

11. **WARWICKSHIRE ASSOCIATION OF LOCAL COUNCILS**

- 11.1 Documents for circulation
- a. NALC View of Power of Well Being and Clustering – in circulation box
- b. NALC Chairman's speech to WALC AGM – in circulation box
- c. Local Government 2.475% Pay Award – in circulation box
- 11.2 Documents for discussion
- a. Details of training opportunities briefed out. Any Councillor wishing to attend 'The Next Step – Making the Most of Your Role as a Parish and Town Councillor' 9.30am to 4pm Saturday 2nd February 2008 – Atherstone – to advise the Clerk
All/Clerk to action
- b. Draft Protocol for Greater Involvement of Parish and Town Councils in Service delivery. Councillors discussed the consultation document, some concern was expressed about additional workload that would need to be matched to additional resources, it was agreed to wait for further updates. **Clerk to progress**

12. **LAPWORTH VILLAGE HALL**

- a. Flowerbed upkeep – it was agreed to see whether a local sponsor could be found to donate to paying a gardener for a couple of hours a month for approximately 9 months of the year. It was anticipated this would cost £200 to £250 pounds.

Councillor Mrs Francis to action

- b. Cigarette Ends - were being littered outside the Village Hall, potentially causing drains to become blocked. It was agreed that a bin that could be fixed to the wall would be bought, and Councillor Corney volunteered to erect it.

Clerk/Councillor Corney to action

13. SAFER NEIGHBOURHOODS

- a. Neighbourhood watch – the Police were offering support to anyone wishing to set up a Neighbourhood Watch Scheme.
- b. Personal Alarms – the Police had left a number of personal alarms with Councillor Lester at the Post Office to distribute to members of the public.

Clerk to publicise

14. ROADS AND PUBLIC RIGHT OF WAY

- a. Oaks Shrubbery and Border – clerk had written to ascertain the situation in relation to the shrubbery.
- b. British Rail Signal Intrusion – a resident had objected to a large signal box placed by British Rail close to her property. The signal box could not be moved on health and safety grounds. Councillor Mrs Francis undertook to feedback to the resident.
- c. Grit Bin, Mill Lane – the cost of providing a grit bin in Mill Lane was £94.01 it was agreed to progress this. Clerk to order, Councillor Mrs Francis to ascertain exact location.
- d. Car parking Lapworth Station – Councillor Mrs Compton advised there had been delays in providing additional car parking at Lapworth Station, but was hoped it would progress in the new year.
- e. Crossing sign opposite Village Hall – Councillor Mrs Compton asked if any update had been received from County Council since it last correspondence in May.
- f. Crossing – Pound Close – a request had also been received for an ‘old persons’ crossing at Pound Close to get to the bus. Surprise was expresses that the bus stopped at that point and Councillor Corney undertook to see if the bus could stop in a safer location.

Councillor Mrs Francis to action

Clerk/Councillor Mrs Francis to action

Clerk to action

Information only

Clerk to action

Councillor Corney to action

15. LAPWORTH RECREATION SITES

- a. Canal Picnic Site – Councillor Henderson advised that British Waterways believed the picnic area was one of their sites and they wished to replant an oak tree, next to the plinth to commemorate Len Wall. It was agreed to find out who was the rightful owner of the picnic site.
- b. Toilets at Picnic Site – these were now closed for the winter months, following a very successful summer
- c. ROSPA – the ROSPA Playsafety equipment check of the play equipment was considered. It was agreed no action need be taken till the spring.

Clerk to progress

Information only

16. PLANNING

- a. Planning over the Christmas Period – it was noted that an additional meeting was likely to be needed
- b. Planning applications received – the following applications were received and considered.

W07/1812	Clover Hill, Old Warwick Road, Lapworth Demolition of Garage and erection of glazed kitchen extension No Objection raised
W07/1828	The Mill House, Mill Lane, Lapworth Extended ensuite over canopy No objection raised
W07/1829 LB	The Mill House, Mill Lane, Lapworth Erection of first floor extension to ensuite over canopy entrance at side
W07/1853	Sands Farm, Old Warwick Road, Lapworth Demolish existing unsafe garage structure and replace with new detached garage No objection raised
W07/1867	Fetherstone Cottage, Glasshouse Lane, Lapworth Erection of single storey side extension No objection raised

c. Decision Notices received

- i. Appeal Decision – High Park House Old Warwick Road Appeal against notice to cease using any part of the land for vehicle sales was dismissed.
- ii. Appeal Decision – Heronbrook House, 70-71 Bakers Lane. Appeal against decision of Warwick District Council regarding proposed lighting was dismissed.

W07/0802 LB	Packwood House, Packwood Lane Lapworth Installation of wrought iron handrails to internal stairs	GRANTED
W07/1548 LB	Little Rising, Rising Lane, Lapworth Replacement of windows and one French door with hardwood double glazed units, painted to match current windows	REFUSED
W07/1553	Hole House Farm, Hole House Lane, Lapworth Erection of single storey extension and greenhouse	GRANTED
W07/1555	Maroban, Old Warwick Road, Lapworth Erection of two storey side extension	GRANTED
W07/1561	52 Chapel Lane, Lapworth Erection of replacement dwelling and attached garage	GRANTED

17. FINANCE

- a. Annual Return 06/07 – an unqualified audit had been given by Clement Key – it was noted that next year it was likely that the insurance value of the Village Hall may need to be included. Councillor Mrs Fox to advise clerk. **Councillor Mrs Fox to action**

b. BALANCES as at 19th NOVEMBER 2007

Community Account – statement date 12-11-07	£	12,009.37
Business Premium Account	£	607.21
Business Reserve Acct - Statement date 31-8-07	£	11,062.08
National Savings	£	1,447.68

PAYMENTS TO BE AUTHORISED 19TH NOVEMBER 2007

Invoice No	Cheque No	Payee	Amount
12575	100967	Steve's Industries Removal of cedar & cherry tree	235.00
56799	100968	Clement Keys Audit return year ended 31-3-07	158.63
12642 & 13102	100969	Steve's Industries September and October 2007	652.12
	100970	E Priestley Staples - Printer cartridges	47.48
	100971	Clerk Oct Salary (inc back pay + expenses)	484.09
	100972 date 12.12.07	Clerk Nov Salary	453.56
0835	100973	Village Hall – 8 th October	23.00
	100974	D Chambers Broomehall Lane Sept & Oct Litter Collection	324.00
1836	100975	R Clifton - Oct 07 fee	50.00
77112185	100976	ROSPA – Playsafety Inspection	74.03
	100977	J Pardoe - hedge cutting/clearing	32.00
Total			2533.91

18. MEETING DATES 2008

These were circulated and are given below – all meetings will be held at the Village Hall on a Monday and start at 7.30pm

January 14th 2008, February 4th 2008, March 10th and 2008 Parish Assembly
April 14th 2008, May 12th 2008, June 9th 2008, July 7th 2008, September 8th 2008,
October 6th 2008, November 10th 2008

Meeting closed at 9.45pm
EP 19.11.07

Signed

Dated