

LAPWORTH PARISH COUNCIL

Minutes of the Ordinary Meeting of 8th November 2021

Present: Cllr Henderson (Chairman), Cllr Rees (Vice Chairman), Cllr Bainbridge, Cllr Beaver, Cllr Child, Cllr Doyle, Cllr Mace, Cllr Manley, Cllr Shales and the Clerk (H du Bois).

Also present: Cllr Illingworth (WDC), Cllr Hales (WDC) and Mrs McClusky

1. **Apologies:** Cllr Cooke (WCC) had sent his apologies.
2. **Declarations of Interest:** none declared.
3. **Dispensations:** no requests received.
4. **Public Participation:** none.
5. **Minutes:** it was **resolved** to approve minutes of the Ordinary Meeting of Lapworth Parish Council of 11th October 2021, these were signed as a true and accurate reflection.

6. Discussion with Mrs McClusky re: parking near the school

Mrs McClusky gave an overview of the problems and hazards that arise with parking during drop off/collection times. It was agreed that an area of particular concern was parking at the bend which reduces Station Road to a single lane and the issue that the school bus cannot use the purpose-built layby as cars are permanently parked in it.

It was agreed to request double yellow lines to be painted at the bend to prevent parking and for the layby to be marked as parking for buses only during school drop off and collection times

Cllr Illingworth recommended WCC's Safer Routes to Schools initiative.

ACTIONS:

Cllr Hales to raise the issues discussed in the meeting with Cllr Cooke.

Cllr Rees to contact Jessica Consolaro (WCC Transport Planning and Road Safety) to request that the bend be marked with double yellow lines and the layby be marked for its intended purpose.

Cllr Child to draft a letter to residents in the school area regarding parents/guardians' lawful right to park on the public roads near to the school.

7. Reports for Information:

7.1 Warwickshire County Council:

Cllr Cooke had previously provided a report for November 2021, see appendix A for details.

7.2 Warwick District Council:

Cllr Illingworth and Cllr Hales provided reports for November 2021, see appendix A for details.

The consultation about a potential merger between Warwick District Council and Stratford District Council has closed and the results are being analysed. The findings from the consultation will be considered at a meeting of the two councils on 13th December 2021 when a decision will be made as to whether they want to formally ask government to allow the councils to merge.

Cllr Illingworth mentioned that a new Planning Enforcement Manager had been appointed at WDC and that reserves had been released to recruit additional Planning Officers to help clear the backlog of planning applications.

8. Correspondence and Publications Received for Information/Consultation:

- 8.1. Warwick District Council
- 8.2. Warwickshire County Council
- 8.3. Warwickshire Association of Local Councils (WALC)
- 8.4. Rural Services Network Updates

9. Items and Correspondence for Consideration and Decision:

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9.1. Update on speeding issues and Traffic Speed Monitoring

Cllr Rees gave a review of the recent meeting he and Cllr Henderson had with Jessica Consolaro (WCC Transport Planning and Road Safety). A report with recommendations and costs will be sent to the Parish Council shortly

Mr Phillip Secombe (Warwickshire's Police and Crime Commissioner#) will be holding a public meeting about speeding and road safety in Lapworth on Tuesday 21st December 6-7pm at Lapworth Village Hall. It was agreed to invite Jessica Consolaro to the public meeting. The Council will meet with Mr Secombe prior to the public meeting.

ACTIONS:

Cllr Rees to send the invite to Jessica Consolaro and draft a notice about the meeting to be included in the Parish Magazine.

Cllr Doyle to invite the Speed Watch volunteers to the meeting.

9.2. Update on the Lapworth Gate

A vote was held with 8:1 in favour of leaving the notice on the Lapworth Gate as it is.

ACTION: Cllr Henderson to inform Cllr Cooke of the decision and provide the resident who raised the original query with an update.

9.3. Play Area

9.3.1. To consider the quote from Kompan for the Operational and Annual Inspection Regime for 2022/23

It was resolved to accept the quote.

ACTION: The Clerk to inform Kompan.

9.3.2. To consider quotes from Kompan for the repairs identified in the recent annual inspection

It was agreed to purchase the items required for the recommended repairs and hold a working party of volunteers at the play area. The Clerk recommended that a risk assessment be carried out before any repair work is done.

The spend of £225 on replacement parts was approved.

It was agreed to ask Fairways Ltd for a quote to reinstate the surfacing in the identified areas.

ACTIONS:

The Clerk to purchase the parts from Kompan.

The Clerk to confirm that the Council's insurance policy will cover any repair works carried out by volunteers.

The Clerk to provide Cllr Henderson with a risk assessment template.

The Clerk to request a quote from Fairways Ltd for the resurfacing.

10. To receive and approve the following draft Council policies:

- **Financial Reserves Policy:** a change was requested before approval.
- **Training & Development Policy:** this was approved without amendment.
- **Equality Policy:** this was approved without amendment.

It was agreed that the Equality Policy would be sent to the Village Hall and the Allotment committees for their reference.

ACTIONS:

The Clerk to make the changes and post to the website.

The Clerk to send the Equality Policy to the Village Hall and Allotment committees.

11. To determine the Council's protocol during Operation London Bridge

The details of the protocol were agreed.

ACTION: The Clerk to finalise the protocol document.

12. Progress Reports:

12.1. Lapworth Train Station Adoption update

Cllr Rees gave an update, confirming that the group now had a bank account and would be applying to the Council for a grant to buy planters and plants.

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The Clerk provided the Council with estimated costs for replacing the missing glass pane and for moving the box to another location. A cost of £85 for the materials required to replace the missing glass pane was approved.

ACTION:

The Clerk to purchase the materials required to replace the missing glass pane.

The Clerk to ask for suggestions of alternative uses for the phone box in the newsletter for the Parish Magazine.

12.2. Community Speedwatch update

None.

13. Reports and Questions: to receive reports and questions from members in brief, including items for next agenda. Councillors are reminded this is not an opportunity for decision making:

13.1. Lapworth Village Hall

Cllr Henderson gave a report on the recent AGM and confirmed that the Village Hall committee had paid the annual rent.

13.2. Lapworth Recreation Sites

The Broome Hall Lane toilets are now closed for the winter.

13.3. Parish Online

Cllr Henderson has contacted WCC and WDC for details of specific datasets which could be added to Parish Online.

13.4. Communications, Openness and Accountability

13.4.1 Nextdoor.com

No update.

13.4.2 Parish Noticeboards

No update.

13.4.3 Parish Council Website

Cllr Doyle kindly offered to design a new website for the Council. It was agreed that this project should be looked at in the New Year.

14 Roads and Rights of Way: to receive reports in relation to roads and rights of way

Cllr Rees confirmed that the Charity Hedge has been cut successfully and residents will be invoiced shortly.

It was noted that Jessica Consolaro had agreed that the road signs in the Parish would be cleaned, and overgrown vegetation cut back where it obstructed signs.

15 Planning applications for consideration together with any others received prior to the meeting

15.1. W/21/1662

Proposed erection of part two storey, part single storey front extension.

3 Priory Close, Lapworth, Solihull, B94 6JL

LPC Comment considered prior to meeting: **NEUTRAL**

15.2. W/21/1366

Alterations and Extensions to Green Acres, an existing two storey dwelling in the conservation area.

Green Acres, Church Lane, Lapworth, Solihull, B94 5NX

Comments by 1st November 2021, approved extension to 12th November

LPC comment: **NEUTRAL**

15.3. W/21/1728

Proposed erection of single storey rear extension.

Packwood Hall, Glasshouse Lane, Lapworth, Solihull, B94 6PU

Comments by 5th November 2021, approved extension to 12th November

LPC comment: **It was decided that further information was required on this application before a decision could be made.**

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15.4. W/21/1729 LB

Proposed erection of single storey rear extension including internal remodelling.

Packwood Hall, Glasshouse Lane, Lapworth, Solihull, B94 6PU

Comments by 5th November 2021, approved extension to 12th November

LPC comment: **It was decided that further information was required on this application before a decision could be made.**

15.5. W/21/1392

Application for conversion of agricultural building, adjacent stable and garage to a single dwelling (use class C3), following Class Q approval for conversion of agricultural building (W/21/0098).

Hillside House, 50 Bakers Lane, Knowle, Solihull, B93 8PW

Comments by 12th October 2021

LPC comment: **NEUTRAL**

The following application was received after the agenda was posted – as the comments due date is substantially prior to the Council's next meeting it was resolved to consider it during this meeting:

W/21/1855:

Application for the variation of condition 2 (approved plans) imposed on application ref: W/20/1926

(Demolition of existing house, outbuildings and tennis court and associated structures and erection of 1 no. new dwelling house with associated landscaping and engineering works).

Lantern House, Chessetts Wood Road, Lapworth, Solihull, B94 6EP

Comments by 24th November 2021

LPC comment: **OBJECTION due to the apparently unauthorised second driveway that has already been created, during which a mature oak tree was cut down.**

16. Decision Notices: to note decisions on planning applications listed below

16.1. Ref: W/21/0094

Erection of first floor front and side extensions, alterations to elevations and erection of new roof to garage
Azalea House, 152 Aylesbury Road, Lapworth, Solihull, B94 6PP

LPC Comment - NO OBJECTION

WDC Decision: GRANTED

16.2. Ref: W/21/1020

Demolition of existing conservatory and erection of single storey side extension

3 Drawbridge Cottages, Old Warwick Road, Lapworth, Solihull, B94 6AP

LPC Comment: SUPPORT

WDC Decision: GRANTED

16.3. Ref: W/21/1383

Proposed pitched roof at front over study, porch & clks. White render to front first floor elevation & garage conversion to study

49 Station Lane, Lapworth, Solihull, B94 6LP

LPC Comment: NEUTRAL

WDC Decision – Granted

16.4 Ref: W/21/1157

Erection of single storey extension

Chessetts House, Chessetts Wood Road, Lapworth, Solihull, B94 6ES

LPC Comment: NEUTRAL

WDC Decision - Granted

17. Finance:

17.1 To approve accounts for payment as attached

The Clerk presented the latest financial statement (see appendix B). The report showed a balance of £64,501.97 on 28th October 2021 and an expected balance of £62,733.36 once invoices have been paid.

It was **resolved** to approve the following payments:

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	PAYEE	DESCRIPTION	TYPE	AMOUNT	STATUTORY POWER
1	Poppy Appeal	Donation	BACS	£25.00	Local Government Act 1972 s137
2	H DU BOIS	Salary Nov 21	BACS	£721.63	Local Government Act 1972 s112 (2)
3	H DU BOIS	HW allowance & expenses Nov 21	BACS	£70.38	LGA (Financial Provisions) 1963 s5
4	W. Cox & Son	Playground fencing	BACS	£807.60	Open Spaces Act 1906 s14
5	Lapworth Village Hall	Rental 13.9 & 11.10	BACS	£54.00	Local Government Act 1972 s111 (1)
6	WALC	Training: Planning Applications x 2	BACS	£60.00	Local Government Act 1972 s111 (1)
7	WALC	Training: Councillor Fundamentals x 2	BACS	£30.00	Local Government Act 1972 s111 (1)
			Total	£1768.61	

ACTION: Cllr Henderson and Cllr Rees to submit payments.

17.2 Budget consideration for 2022/23

The Clerk had circulated a draft 2022/23 Budget for consideration. It was agreed to defer further consideration to the next meeting.

18. Date of next meeting: the next meeting will be on 13th December 2021, 7.30pm in Lapworth Village Hall

The meeting closed at 9:55pm.

Signed:

Cllr Henderson (Chairman)

Date:

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APPENDIX A

Lapworth & West Kenilworth Division County Council News November 2021

WCC launches new loneliness campaign in time for National Befriending Week 2021

Warwickshire residents who feel lonely or socially isolated are set to benefit from a countywide campaign which looks to provide advice about health and wellbeing, signpost to local support services and offer tips and advice on beating loneliness and isolation.

[According to research](#), loneliness is said to be as harmful to health as other well-known risk factors such as obesity and smoking cigarettes and substantial evidence shows that having a lack of social connections can significantly increase the risk of premature mortality, so finding ways to help residents suffering from isolation is one way we can improve overall health for everyone.

In a recent survey undertaken across Warwickshire, half of respondents reported experiencing loneliness. A figure which is echoed on a national level, with research conducted by the Campaign to End Loneliness finding that 45% of adults – the equivalent of 25 million people - feel occasionally, sometimes or often lonely.

Those in need of help and support can look out for resources and help on WCC's social media channels (Twitter @Warwickshire_CC, Facebook @WarwickshireCountyCouncil or Instagram @bestwarwickshrie) or visit the website at www.warwickshire.gov.uk/mental-health-wellbeing/talking-loneliness

Fair Chance Employer scheme to be launched

The Fair Chance Employer programme is designed to work collaboratively with education providers and employability groups, helping employers to “level up” their opportunities by offering Warwickshire residents with supportive needs equal access to careers.

The scheme, which will launch in November 2021, aims to promote and celebrate inclusive employment and will call out to employers who would like to become a Fair Chance Employer and engage with high-priority talent pools keen to access work opportunities.

The programme aims to unlock more than 200 jobs to jobseekers who experience mental health, disability and learning barriers, as well as women and Armed Forces veterans returning to work, young offenders, young care givers and care leavers.

The Fair Chance Employer programme will be led by a dedicated Warwickshire County Council Business Skills Advisor who will work with employers to increase awareness of inclusivity and diversity in the workplace, whilst creating opportunities for work experience, internships and apprenticeships to support progression into full time employment.

The Warwickshire Skills Hub, home to the Fair Chance Employer Programme, will also launch a digital jobs board, creating a platform for Fair Chance Employers to list their jobs and interact with potential candidates in a less formal way. If you are an employer who is recruiting and would like to explore how the Fair Chance Employer programme could help your business then contact the Warwickshire Skills Hub team on skillshub@warwickshire.gov.uk

A tree for every resident in Warwickshire

A leafy Warwickshire for all residents to enjoy as Warwickshire County Council commits to extensive tree planting.

With the 2021/22 tree planting season underway, and as world leaders gathered in Glasgow for COP26, WCC has ambitious tree planting plans for coming years that will see a tree for every resident planted across the county.

This tree planting has been strategically planned to restore parts of forests and wooded areas that have been long lost to time, such as the ancient Forest of Arden, which once covered most of the county and beyond into Staffordshire and Worcestershire.

To this end, the Council has been successful – along with partners in the District and Borough Councils – in their bid for £212k from the Forestry Commission's Local Authority Treescape Fund to plant 2000 standard trees. These native trees will be restoring hedgerows on local authority-owned farms and public open space in the more rural areas of the county.

Warwickshire County Council produces plan to improve bus services

Warwickshire County Council has reacted to the government's National Bus Strategy by producing the county's [Bus Service Improvement Plan \(BSIP\)](#).

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The plan sets out the improvements that are needed to transform bus services in Warwickshire, as well as being a document which will support the council in its bid to central Government for a £150million share of the £3bn funding available to local authorities to help boost bus travel over a three-year period (2022-2025).

The plan has been developed collaboratively with local bus operators following engagement with the local community and other partners. This included a county-wide survey with a total of 1,563 responses, engagement with user groups and interviews with stakeholders. [Bus Service Improvement Plan \(BSIP\)](#).

New look Local SEND Offer set to make a difference in Warwickshire

The Local Offer is a one stop shop for parents and carers and families of children with SEND up to the age of 25 to help them to access clear and accessible information on education, health and social care, training and employment, leisure and support in preparing for adulthood. It aims to provide information and support from early help through to more complex needs.

The new and improved site - <https://www.warwickshire.gov.uk/send> has been produced in collaboration with parents, carers and children whose experiences and opinions have helped shape the new look and feel to ensure that the site is easily accessible and has the right information and advice. Warwickshire County Council would welcome any feedback to fis@warwickshire.gov.uk.

WCC unveils Children and Young People Strategy 2021 – 2030

Warwickshire County Council Cabinet has approved a new Children and Young People Strategy which outlines the council's commitment to ensuring children and young people have a voice and are supported to be the best they can be. The strategy's goals and ambitions were shaped by feedback from a survey completed by over a thousand young people across Warwickshire and will be the council's approach to working with partners, families and communities between now and 2030 to help youngsters reach their potential.

The strategy reflects the exciting new Child Friendly Warwickshire programme which is bringing the county together in a collective effort to ensure our children and young people are heard, safe, happy, healthy and equipped with the skills to lead the best lives they can.

To find out more about Child Friendly Warwickshire and to get involved visit

<https://api.warwickshire.gov.uk/documents/WCCC-1642278725-5117>

New website helps to highlight Adoption

Adoption Central England (ACE) - the regional adoption agency for Coventry, Solihull, Herefordshire, Warwickshire and Worcestershire – improved their website to make it easy for people to understand the whole adoption process and offer a useful resource for everyone including birth parents, adopted adults or prospective and current adopters.

ACE is the first adoption service to become a certified Dyadic Psychotherapy Practice (DDP). ACE apply the principles of DDP within all relationships, inviting open and engaged conversation so that everyone feels heard and their experiences validated. This is also replicated on the website which highlights that ACE treat everybody who needs support with empathy, acceptance and respect.

The new resource allows for easy access of information and navigation around the site, key features include:

- Steps to adoption
- Family Connexions – a service for birth family members
- Clear signposting to support
- Information about step-parent adoption
- Information for adopted adults

More info at <https://www.aceadoption.com/>

Help for residents to meet household costs through winter

Central Government recently announced that a new £500 million Household Support Fund grant will be made available to local authorities in England, as the country continues its recovery from the pandemic. Warwickshire's allocation is £3.47million to cover the period 6 October 2021 to 31 March 2022. The funding will be distributed via Warwickshire County Council's Local Welfare Scheme.

Priority support is being offered to families with children eligible for benefits related free school meals during school holidays as it is recognised that some families who are struggling financially have difficulty covering these periods. Those eligible and registered children will automatically be receiving support towards food costs over the October half term via Huggs supermarket vouchers.

Cllr John Cooke 3rd November 2021

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Warwick District Council Report November 2021 – Lapworth

The consultation re a merger between WDC and SDC is completed and now being analysed. No results at all have been published.

The planning application for the moorings at Bakers Lane was due to be heard Tuesday 9 November and I have been working with the local residents and your Chairman to argue our case in opposition. However it has just been withdrawn because of the conflicting evidence from WCC and SMB highways.

Problems with other sites in Glasshouse Lane and Stratford Road continue. Cllr Hales and I took Cllr Andrew Day, the Leader of the Council, on a short tour so he was aware of the issues we face. He also had a useful meeting with your Chairman. We are keeping the pressure on for this parish.

Cllr George Illingworth

Warwick District Council Report November 2021

We are still working through our end of year accounts and expect to have those signed off by December and has been mentioned we have awarded a joint new waste management contract which starts in August 2022, where we are changing the collections to a mixture between weekly to 3 weekly collections - [Warwick and Stratford-on-Avon District Councils announce new waste contractor - Warwick District Council \(warwickdc.gov.uk\)](https://www.warwickdc.gov.uk) We were having issues with our green waste collection, but hope to have resolved those issues now.

We are working through the responses to our potential merger with Stratford District Council, ahead of our meeting on Monday 13th December.

Cllr Richard Hales

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APPENDIX B

This report was presented by the Clerk for approval by the Council on **8th November 2021**.

Balance of Barclays Community account as of 28/10/21:

£64,501.97

Expected TOTAL balance once invoices settled:

£62,733.36

Credits since 11/10/21

1	28-Oct-21	WDC	CIL	BACS	£11,413.85
				Total	£11,413.85

Invoices to be approved on 8/11/21

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2021/22 Budget vs Current

	2021/22	
	Budget	Actual
EXPENDITURE		
Salaries	£9,500.00	£6,622.68
Stationery & Expenses	£750.00	£616.98
Premiums & Subs	£850.00	£884.50
VH rent	£450.00	£141.00
Section 137	£2,400.00	£25.00
Broome Hall toilets	£2,200.00	£1,200.75
Insurance	£800.00	£619.15
Audit fees & Costs	£700.00	£330.00
Parks & Open Spaces	£4,500.00	£2,949.59
Playground	£0.00	£755.95
Capital Expenditure	£2,000.00	£0.00
Miscellaneous	£1,000.00	£0.00
Pension	£0.00	£434.34
Training	£0.00	£75.00
VAT	£0.00	£841.32
Total	£25,150.00	£15,496.26