

# LAPWORTH PARISH COUNCIL

## Minutes of the Ordinary Meeting of 13<sup>th</sup> December 2021

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

**Others present:** none

1. **Apologies:** Cllr Rees, Cllr Doyle and Cllr Shales had sent apologies, which were accepted. Cllrs Cooke (WCC), Hales (WDC) and Illingworth (WDC) sent apologies due to a prior meeting.
2. **Declarations of Interest:** none declared.
3. **Dispensations:** no requests received.
4. **Public Participation:** none.
5. **Minutes:** it was **resolved** to approve the minutes of the Ordinary Meeting of Lapworth Parish Council of 8<sup>th</sup> November 2021; these were signed as a true and accurate reflection.
6. **Matters arising from previous meeting that are not included on this agenda**  
**OUTSTANDING ACTIONS:**
  - **Cllr Child** to deliver the letter to residents in the school area regarding parents/guardians' lawful right to park on the public roads near to the school.
  - **The Clerk** to confirm that the Council's insurance policy will cover any repair works carried out by volunteers.
7. **Reports for Information:**
  - 7.1 **Warwickshire County Council:**  
Cllr Cooke had previously provided a report for December 2021, see appendix A for details.
  - 7.2 **Warwick District Council:**  
Cllr Illingworth and Cllr Hales had previously provided reports for December 2021, see appendix A for details.

## 8. Finance

### 8.1. To approve the invoices for payment as attached

The clerk presented the latest financial statement, see appendix B. The report showed a balance of £63,399.11 on 7<sup>th</sup> December 2021 and an expected balance of £61,003.32 once invoices have been paid.

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

	PAYEE	DESCRIPTION	TYPE	AMOUNT	STATUTORY POWER
1	J Glover	Toilets 2.10.21 - 31.10.21 + winter close down	BACS	£220.00	Public Health Act 1936 s87 (1)
2	Fairways Ltd	OWR hedge cut	BACS	£360.00	Local Government Act 1972 s137
3	KOMPAN Ltd	Annual Inspection package	BACS	£714.50	Open Spaces Act 1906, s14
4	KOMPAN Ltd	Parts for repairs	BACS	£299.70	Open Spaces Act 1906, s14
5	Lapworth Village Hall	Rental 8.11.21	BACS	£27.00	Local Government Act 1972 s111 (1)
6	H DU BOIS	Salary Dec 21	BACS	£717.12	Local Government Act 1972 s112 (2)
7	H DU BOIS	HW allowance & expenses Dec 21	BACS	£57.47	LGA (Financial Provisions) 1963 s5
			<b>Total</b>	<b>£2395.79</b>	

**ACTION:** Cllr Henderson and Cllr Rees to submit the payments.

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It was noted that the £500.00 deposit cheque had been sent to Unity Trust Bank with the account application.

## **8.2. To approve including the Clerk to the Simple Servicing Authority for the Barclays accounts**

It was **resolved** that Councillors consider it is in the Council's interest to permit the Clerk to be authorised to give instructions to Barclays Bank UK PLC to obtain account information and to make funds transfers between bank accounts in the Council's name. This authority excludes making third party payments and borrowing instructions. Cllr Henderson and Cllr Child signed the form.

**ACTION: The Clerk** to return the signed Simple Servicing Authority paperwork to Barclays.

## **8.3. To consider and approve the Budget and Precept for 2022/23**

The draft budget and proposed Precept request for 2022/23 were prepared. This will be approved by the full Council in the meeting on 10<sup>th</sup> January 2022 once the 2022 Grounds Maintenance contractor has been selected.

## **9. Items and Correspondence for Consideration and Decision:**

### **9.1. Update on speeding issues and Traffic Speed Monitoring**

Cllr Rees had previously circulated correspondence from Graham Stanley (Minor Works Team, WCC Highways) providing recommendations and estimated costs for the road safety issues in Lapworth identified by Jessica Consolaro (WCC Transport Planning and Road Safety). The Council will discuss the recommendations and costs with Cllr Cooke at the next meeting.

Graham Stanley had raised a concern about the increased number of tree stumps that have been placed on roadside verges outside some properties; these are an obstruction on Highways land and force pedestrians to walk in the road.

Cllr Henderson explained that the planned public meeting with Mr Phillip Secombe had been postponed due to the proximity to Christmas and the increasing Covid risk. It will be held later in 2022.

Cllr Bainbridge raised a query about the 20s Plenty national campaign.

#### **ACTIONS:**

**The Clerk** to provide information about Parish Councils' use of byelaws.

**The Clerk** to add the recent speed survey data for Station Lane to the Council website.

### **9.2. Play Area: to consider the quote from Fairways Ltd for surface repairs at the playground**

It was **resolved** to accept the quote of £485 + vat for work to remove the trip hazards at the trampoline and top dress the area under the swings at the play area.

**ACTION: The Clerk** to instruct Fairways.

### **9.3. To appoint a Health & Safety Officer and agree a schedule of inspection**

It was **agreed** to defer the appointment of a Health & Safety Officer to a future meeting.

#### **ACTIONS:**

**The Clerk** to provide a draft Health & Safety policy.

**The Clerk** to chase up Cllr Henderson's request to WCC/WDC for datasets for Parish Online.

### **9.4. To consider taking part in the Queen's Green Canopy initiative**

It was **agreed** that the school may wish to take part in this initiative.

**ACTION: The Clerk** to forward the correspondence to the school.

### **9.5. To consider submitting a response to the Housing and Employment Land Availability Assessment – Draft Methodology Consultation**

Cllr Mace made recommendations for improvements to the draft methodology.

**ACTION: The Clerk** to collate the feedback and submit the Council's response.

## **10. Roads and Rights of Way: to receive reports in relation to roads and rights of way**

The Council had been notified of two road closures in Lapworth scheduled for January 2022:

- Temporary closure of Wharf Lane from 12-1-22
- Temporary road closure of Spring Lane 19-1-22 to 20-1-22

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**ACTION: The Clerk** to provide details of these closures in the Clerk's report for December 2021.

## 11. Planning

### 11.1. To consider forming a Planning Working Group

It was **resolved** to form a Planning working group which will meet shortly before each main meeting to review the current planning applications in depth. The group will submit their recommendations to the Council at the main meeting when a formal response to each application from the Council will be agreed. Cllrs Henderson, Manley, Beaver, Child, Mace and Bainbridge volunteered to be members of the working group.

**ACTION: The Clerk** to present draft terms of reference for the Planning Working Group for approval at the next meeting.

### 11.2. Planning applications for consideration

#### 11.2.1. W/21/2024

Raising eaves and ridge and erection of first floor rear extension to existing coach house  
The Mount, Old Warwick Road, Lapworth, B94 6LA

LPC comment: **OBJECTION** as the Council consider that this proposal would have an adverse effect on the street scene and would spoil the characteristics of the existing dwelling. It is also felt that the proposal would lead to overdevelopment of the existing plot. The Council also question if the planned development includes sufficient fire safety measures.

#### 11.2.2. W/21/2028

Erection of single storey side and rear extension  
6 Kingswood Close, Lapworth, B94 6JQ

LPC comment: **NEUTRAL**

#### 11.2.3. W/21/2069

Erection of proposed garage conversion. Erection of detached garage with store.  
Chestnut House, The Old Nursery, Station Lane, Lapworth, B94 6JJ

LPC comment: **OBJECTION** on the grounds that it is overdevelopment of the existing plot.

#### 11.2.4. W/21/2085

Erection of proposed single storey side extension.  
107 Chessetts Wood Road, Lapworth, B94 6EL

LPC comment: **NEUTRAL**

#### 11.2.5. W/21/2084

Erection of proposed single storey rear extension replacing existing conservatory and store. Erection of proposed garage to existing dwelling.

27 Station Lane, Lapworth, B94 6LW

LPC comment: **NEUTRAL**

#### 11.2.6. W/21/2141

Erection of part two storey, part single storey side and rear extension  
39 Station Lane, Lapworth, B94 6LW

LPC comment: **NEUTRAL**

#### 11.2.7. W/21/2033

Replacement dwelling

The Rising, Rising Lane, Lapworth, B94 6JA

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

**ACTION: The Clerk** to raise the Council's queries with the Planning Officer.

#### 11.2.8. Enforcement Appeal Notification

Nova Equestrian, Glasshouse Lane, Lapworth, B94 6PZ

The breach of planning control alleged is: Without planning permission, the erection of a new single storey dwelling in the approximate position marked with a Blue outline on Plan 1 attached and shown in the photographs at Appendix A

LPC comment: It was **agreed** that the Council fully support WDC's enforcement notice.

**ACTION: The Clerk** to submit the Council's comments to WDC.

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Update to W/21/1855 (Lantern House, Chessetts Wood Road, Lapworth, B94 6EP) which the Council considered in the meeting on 8<sup>th</sup> November 2021: the Council have received written assurance from the WDC Planning Officer that the applicant will be required to apply in a separate application if they wish to retain the additional driveway. It was **resolved** to withdraw the Council's previous objection to W/21/1855. **ACTION: The Clerk** to inform the WDC Planning Officer.

## **12. Decision Notices: to note decisions on the following planning applications**

### **12.1. Ref: W/21/1329**

Extension of existing garage to form roof space studio with access stairs  
Yew Tree Farm, Tapster Lane, Lapworth, Solihull, B94 5PG  
LPC Comment - SUPPORT  
WDC Decision: GRANTED

### **12.2. Ref: W/21/1662**

Proposed erection of single storey front extension  
3 Priory Close, Lapworth, B94 6JL  
LPC Comment: NEUTRAL  
WDC Decision: GRANTED

### **12.3. Ref: W/21/1575**

Erection of first floor rear extension  
Aylesbury Cottage, 156-158 Aylesbury Road, Lapworth, Solihull, B94 6PP  
LPC Comment: NEUTRAL  
WDC Decision - REFUSED

### **12.4. Ref: W/21/1071**

Application to vary Condition 2 (approved plans) of planning permission ref: W/19/1389 (Proposed erection of one detached dwelling and integral garage, with use of existing access) to seek approval for an amendment to the site boundary and design of the dwelling  
The Elms, 75 Chessetts Wood Road, Lapworth, Solihull, B94 6EL  
LPC Comment: NEUTRAL  
WDC Decision - GRANTED

### **12.5. Ref: W/21/0945**

Erection of new oak framed building to provide garaging and storage  
Deer Park Farm, Bakers Lane, Knowle, Solihull, B93 8PR  
LPC Comment: OBJECTION on the basis it is oversized in green belt area, of excessive size, no need for two storeys  
WDC Decision - REFUSED

## **13. Progress Reports**

### **13.1. Lapworth Train Station Adoption update**

The adoption group have held two further clean-up sessions to remove leaves.

### **13.2. Community Speed Watch update**

Cllr Doyle has scheduled a call with PCS Pete Broom in January to agree dates for the Speed Watch volunteer training.

## **14. 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.**

### **14.1. Lapworth Village Hall**

No update.

### **14.2. Lapworth Recreation sites**

No update.

### **14.3. Parish Online**

No update.

### **14.4. Communications, Openness and Accountability**

#### **14.4.1. Nextdoor.com**

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No update.

## **14.4.2. Parish Noticeboards**

No update.

## **14.4.3. Parish Council Website**

No update.

## **15. Correspondence and Publications Received for Information/Consultation**

- 15.1. Warwickshire County Council
- 15.2. Warwick District Council
- 15.3. Warwickshire Police
- 15.4. Warwickshire Association of Local Councils (WALC)
- 15.5. Warwickshire Search & Rescue
- 15.6. CPRE Campaign update
- 15.7. Rural Services Network Updates

## **16. Requests for items on the agenda for next meeting**

- Consideration of a 20mph speed limit

## **17. Date of next meeting:** Monday 10th January 2022, 7.30pm in Lapworth Village Hall

The meeting closed at 9:35pm.

Signed:

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Cllr Henderson (Chairman)

Date:

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# LAPWORTH PARISH COUNCIL

## APPENDIX A

### Lapworth & West Kenilworth Division County Council News December 2021

#### **40,000 Illegal Cigarettes Seized**

Trading Standards Officers supported by Warwickshire Police and Canine specialist sniffer dogs visited shops earlier this week.

Warwickshire County Council Trading Standards seized almost 2000 packets of cigarettes and 186 packets of hand rolling tobacco, hidden in shops in Rugby and Nuneaton.

Officers seized illegal cigarettes and tobacco, both counterfeit and non-duty paid, with a combined illegal value of £12,765 (and a value if genuine of approximately £30,000).

You can report the sale of illegal tobacco to Warwickshire Trading Standards via the Central England Trading Standards Authorities anonymous automated hotline: 0300 303 2636 or online: <https://centsa.org.uk/anonymous-hotline/>

#### **Access free eMagazines through Warwickshire libraries**

Warwickshire Libraries has a collection of over three thousand popular magazine titles that you can download for free if you have signed up to use their free online library services. and there is no limit to the number of titles you can download.

Warwickshire's library staff have been working to ensure that people have access to many popular UK magazine titles across a wide range of subjects from cookery to current affairs, photography to TV listings. To find out about the full range of titles, how you can download them for free to your device and what other eResources are available in the Virtual Library, visit: [www.warwickshire.gov.uk/ebooks](http://www.warwickshire.gov.uk/ebooks)

If you're not a member of Warwickshire libraries, you can join straightaway online at: [www.warwickshire.gov.uk/jointhelibrary](http://www.warwickshire.gov.uk/jointhelibrary)

#### **Queens Green Canopy project underway!**

Across Warwickshire people have been making the world a greener place by planting trees for [The Queen's Green Canopy](#) (QGC) - a national tree planting project to honour The Queen's 70 years on the throne, and to benefit current and future generations.

The QGC was launched earlier this year and encourages everyone to plant a tree for the Jubilee. With a focus on planting sustainably, the QGC is a national project to create a legacy in honour of The Queen's 70 years on the throne, to benefit current and future generations.

Although the big event doesn't start until next year, tree planting season is now upon us, running from October 2021 until March 2022. There is plenty of planting advice and tips on the QGC website for both the novice and the more green fingered gardener to ensure the best choice of healthy native trees that will thrive in their environments: <https://queensgreencanopy.org/>

#### **Firefighting citizenship courses make positive difference to Warwickshire young people in 2021**

More than 60 students from across Warwickshire have participated in Warwickshire Fire and Rescue Service's citizenship courses during 2021.

In total, seven separate courses were organised during the year and students from five different schools in the county have benefited from the courses' curriculum that included practical firefighting drills, first aid skills, drug and alcohol risk awareness, road safety awareness and personal development life skills. The courses took place at local fire stations and gave students an insight into the working lives of firefighters in Warwickshire. The Fire Service is looking ahead to 2022 where it will conduct four more citizenship courses across the remainder of the academic year, including with a new school in North Warwickshire.

#### **Warwickshire County Council launches 16 Days of Action Against Domestic Abuse 2021**

The campaign, which runs from now until the 10th December allows employees to seek support from loved ones, friends and even their employer. Employers have a legal obligation to offer support and assistance to anyone who reports acts of domestic abuse, regardless of whether this is in the workplace itself or at home. The Council works very closely with local businesses and has close links with the Chamber of Commerce, which represents businesses throughout the county.

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In addition to a comprehensive social media campaign, which pairs up to district and borough colleagues, Coventry City Council, NHS colleagues and partners including Refuge, the council will be sharing advice and information on coercive control, domestic abuse and faith based harmful practises.

## **Warwickshire Road Safety Partnership Celebrate a Successful BRAKE Road Safety Week**

Last week, Warwickshire Road Safety Partnership was busy spreading road safety and active travel message to families, primary schools and communities around the county, as part of BRAKE Road Safety Week 2021.

This year's national campaign focused on the theme of Road Safety Heroes, celebrating the vital contributions made to road safety by volunteers, road safety educators, emergency services and charities. More than 1.3 million people die on roads around the world each year and road collisions are the leading cause of death for children and young people across the globe. Every day more than six children are killed or seriously injured on roads in the UK, a tragic figure which highlights the importance of promoting road safety in our communities.

For more information on the Warwickshire Road Safety Partnership, visit: [www.warksroadsafety.org](http://www.warksroadsafety.org) For more information about BRAKE, the road safety charity, visit: [www.brake.org.uk](http://www.brake.org.uk)

## **SEND partnership set to make a difference!**

A local partnership agreement between Warwickshire Parent Carer Voice (WPCV), Warwickshire County Council (WCC) and Coventry and Warwickshire Clinical Commissioning Group (CCG) has been signed. This agreement recognises the forum as the area's strategic voice for parent and carers of children with special educational needs and or disabilities (SEND).

Warwickshire Parent Carer Voice is an independent, parent carer led organisation for everyone with a child or children with SEND aged 0-25. Their main role is to ensure that parent carer voices are heard and acted upon. By working with education, health and social care they ensure that parents and carers are involved in designing services for children, young people and their families.

As part of their role, Warwickshire Parent Carer Voice represent parents and carers on the SEND workstreams and the steering group for the Written Statement of Action following the recent Ofsted and CQC inspection, as well as the SEND and Inclusion Change Programme, delivering improved outcomes for children and young people with SEND in Warwickshire. For more information on Warwickshire Parent Carer Voice visit <https://warwickshireparentcarervoice.org>

Cllr John Cooke December 2021

## **Warwick District Council Report December 2021 – Lapworth**

The consultation re a merger between WDC and SDC is completed and been analysed. Results have been shared with councillors but are clearly complicated and give little consensus among the results. The key meeting will be on Monday 13 December. In order to have a full Council meeting under Covid conditions we are meeting at the Slate suite at the University of Warwick. It is very unlikely that the meeting will finish in time for me to move on your meeting.

Arrangements for collections over the Christmas period are being issued. There is no direct effect as Christmas is at the weekend, but there will be no green bin collection from 27 Dec to 7 Jan so that all the recycling can be collected.

In Glasshouse Lane enforcement action has been taken with Nova Stables who are said to be appealing and action for planning information has also been taken at Long Close. The Moorings application in Bakers Lane has been moved to the New Year.

A Happy Christmas and Successful New Year to you all.

Cllr George Illingworth

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## Warwick District Council Report December 2021

We are still working through our end of year accounts and expect to have those signed off by December.

As I am sure you are aware we are taking a vote on Monday 13<sup>th</sup> December about merging Stratford & Warwick District Council and I will report to the council with an update next week.

Also an update reference Bin collections over Christmas/New Year, there will be NO CHANGES to the day that your refuse & recycling is collected. To deal with the increased volumes of recycling however there will be no green bin collections from Monday 27 December 2021 to Friday 7 January 2022.

Cllr Richard Hales



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## APPENDIX B

This report was presented by the Clerk for approval by the Council on **13<sup>th</sup> December 2021**.

Balance of Barclays Community account as of 07/12/21: £63,399.11  
**Expected TOTAL balance once invoices settled: £61,003.32**

### Credits since 8/11/21

1	18.11.21	Lapworth Allotment Committee	Rental	Cheque	£ 493.75
2	18.11.21	Western Power Distribution	Wayleave	Cheque	£1.00
3	29.11.21	Lapworth Village Hall	Rental	Cash	£1.00
4	1.12.21	Lapworth Charity	OWR Hedge	BACS	£85.00
5	1.12.21	MAGUIRE	OWR Hedge	Cheque	£85.00
				<b>Total</b>	<b>£665.75</b>

### Invoices to be approved on 13/12/21

	PAYEE	DESCRIPTION	TYPE	AMOUNT	STATUTORY POWER
1	J Glover	Toilets 2.10.21 - 31.10.21 + winter close down	BACS	£220.00	Public Health Act 1936 s87 (1)
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7	H DU BOIS	HW allowance & expenses Dec 21	BACS	£57.47	LGA (Financial Provisions) 1963 s5
			<b>Total</b>	<b>£2395.79</b>	

### 2021/22 Budget vs Current

	2021/22	
	Budget	Actual
<b>EXPENDITURE</b>		
Salaries	£9,500.00	£7,339.80
Stationery & Expenses	£750.00	£674.45
Premiums & Subs	£850.00	£884.50
VH rent	£450.00	£168.00
Section 137	£2,400.00	£325.00
Broome Hall toilets	£2,200.00	£1,420.75
Insurance	£800.00	£619.15
Audit fees & Costs	£700.00	£330.00
Parks & Open Spaces	£4,500.00	£2,949.59
Playground	£0.00	£1,601.12
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	£1,070.35
<b>Total</b>	<b>£25,150.00</b>	<b>£17,892.05</b>