

# LAPWORTH PARISH COUNCIL

## Minutes of the Ordinary Meeting of 11<sup>th</sup> April 2022

**Present:** Cllr Henderson (Chairman), Cllr Rees, Cllr Bainbridge, Cllr Beaver, Cllr Doyle, and the Clerk (H du Bois).

**Others present:** Cllr Hales (WDC), Cllr Illingworth (WDC)

**Public:** One

### 1. Apologies

The Council had received apologies from **Cllr Mace**, **Cllr Manley** and **Cllr Shales** which were accepted. Cllrs Cook (WCC) also sent apologies. **Cllr Child** did not attend.

### 2. Declarations of Interest

Cllr Rees declared an interest in the Lapworth Station Adoption Group.

### 3. Dispensations

No requests received.

### 4. Public Participation

A resident provided the Council with an update of the plans for the Platinum Jubilee celebration event being held at Lapworth village hall on Saturday 4<sup>th</sup> June 2022.

### 5. Minutes

it was resolved to approve the minutes of the Ordinary Meeting of 14<sup>th</sup> March 2022; these were signed as a true and accurate reflection.

### 6. Matters arising from previous meeting that are not included on this agenda.

The Clerk confirmed that a meeting invitation had been sent to the Trustees of the Lapworth Scarecrow Festival.

Cllr Bainbridge asked if progress had been made on the plan for a telephone box book swap. The Clerk explained that the telephone box has been inspected; it is not weather-proof and requires some maintenance before books can be stored in it. Ashow Parish Council has been contacted for advice regarding their restored telephone box.

**ACTION: The Clerk** to source quotes for the work required to repair and clean the telephone box.

### 7. Reports for Information:

#### 7.1. Warwickshire County Council

Cllr Cooke had provided a report for April 2022, see appendix A for details.

#### 7.2. Warwick District Council

Cllr Illingworth provided a report for April 2022, see appendix A for details. Cllr Rees thanked Cllr Illingworth for his continued efforts regarding several complex planning applications and developments in the Parish.

Cllr Hales informed the Council that 63 Ukrainian families have been settled into homes in the district.

### 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 general reserves balance of £10,659.82 on 5<sup>th</sup> April 2022 and an expected balance of £9877.02 once invoices have been paid. The Clerk confirmed that Royal London have now set up the direct debit for the Clerk's pension contribution payments.

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

|   | PAYEE     | DESCRIPTION                  | TYPE | AMOUNT  | STATUTORY POWER                    |
|---|-----------|------------------------------|------|---------|------------------------------------|
| 1 | H DU BOIS | Salary April 22              | BACS | £693.04 | LGA 1972 s112 (2)                  |
| 2 | H DU BOIS | HW allowance/expenses Apr 22 | BACS | £52.46  | LGA (Financial Provisions) 1963 s5 |

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|   |             |                    |              |                |   |
|---|-------------|--------------------|--------------|----------------|---|
| 3 | C HENDERSON | Expenses – mileage | BACS         | £37.30         | Local Authorities (Members' Allowances) (England) Reqs 2003 |
|   |             |                    | <b>Total</b> | <b>£782.80</b> |   |

The £1000 grant approved for payment in the previous meeting (minute ref: 10.1 14/3/22) to the Lapworth Village Hall for the Platinum Jubilee Celebrations would be included in the payments this month.

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

## 8.2. To receive the bank reconciliation for the y/e 31<sup>st</sup> March 2022

See Appendix C. It was noted that the balance at the y/e 31<sup>st</sup> March 2022 was £59,908.36

Cllr Doyle raised a query about the Sports Grant.

**ACTION: The Clerk** to find out if/when the Sports Grant is to be returned if not spent and provide details of how the grant can be spent.

## 8.3. To consider a request from the Lapworth Allotment Association to cover the cost of tree maintenance

The Allotment Association have been advised that several branches of trees that overhang a boundary of the allotments are dead and need to be removed. The trees are situated on an adjacent plot of land which is owned by WDC and the Clerk has contacted the WDC Estates team regarding this issue. It was agreed to wait until the Estates team have responded to the Clerk's communications.

**ACTION: The Clerk** to continue discussions with WDC Estates team.

## 8.4. To consider a grant application from the Lapworth Station Adoption Group

The Council had received a grant application for £1711 from the Lapworth Station Adoption Group for two large planters, 2 small planters, compost, and plants. It was resolved to approve the application; payment will be made with this month's invoices.

**ACTION: The Clerk** to process the grant payment.

## 9. Policies for approval

- Grant Awarding Policy and Application Form
- System of Internal Control
- Expenses Policy

These were approved.

## 10. Items and correspondence for Consideration and Decision

### 10.1. Speeding issues and Traffic Speed Monitoring

#### 10.1.1. To receive an update on the Community Speed Watch initiative

Cllr Bainbridge provided an update; Warwickshire Police have not yet provided dates for the Speed Watch training for the volunteers.

#### 10.1.2. To discuss re-scheduling the meeting with the Police and Crime Commissioner

It was agreed to contact Rowington PC and Shrewley PC to enquire whether their Councillors would be interested in attending a joint meeting with the PCC.

**ACTION: The Clerk** to contact Rowington and Shrewley parish councils.

Cllr Rees explained that there had been no further response from Graham Stanley (WCC) regarding the costs of the road safety improvements identified last year.

### 10.2. To consider correspondence from NALC regarding services they might consider providing to Parish Councils

Cllr Doyle suggested that NALC could provide more information on what Parish Councils can do to achieve net zero/improve sustainability in their parishes.

Cllr Hales mentioned that Shrewley PC's Cllr Wood had presented on this topic at their recent Annual Assembly. It was agreed to invite Cllr Wood to speak to the Council and representatives from the Village Hall Committee at a future meeting.

**ACTION: the Clerk** to respond to NALC, and to contact Shrewley PC to invite Cllr Wood to speak at a future meeting.

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**10.3. To approve approximate costs to plant a tree to commemorate the Queen's Platinum Jubilee**  
This has already been planned by the group organising the celebrations and there is no need for additional financial support.

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

### **11.1. Road closure notification during Dorridge Fun Run 12<sup>th</sup> June 2022**

Cllr Illingworth had shared details of WDC's consultation for this event. The Council had not been included in the list of consultees but it was agreed to submit comments concerning the length of time roads are to be closed, the need to ensure that event marshalls are fully briefed on the diversions in place and access for residents to their properties during this event.

**ACTION: Cllr Henderson** to provide feedback to the WDC Officer running the consultation.

## **12. Planning**

The Clerk had received an enquiry from a WDC Planning Policy officer about whether the Council are working on the preparation of a neighbourhood plan, or no longer have the intention to progress a plan to the next stage. It was resolved to confirm that the Council has no current plans to progress with a Neighbourhood Plan at present; the Council will revisit this decision after the new South Warwickshire Local Plan has been published.

**ACTION: The Clerk** to respond.

### **12.1. Planning applications for consideration**

#### **12.1.1. W/22/0341**

Application for Prior Approval under Part 3, Class Q (a) and (b) for proposed change of use of agricultural building to a dwelling house (Use Class C3) and associated external alteration  
Valley Farm, Valley Lane, Lapworth, Solihull, B94 6HB

LPC comments: **NEUTRAL**

#### **12.1.2. W/22/0538**

Erection of two storey front extension in line with existing garage facade to create a new first floor bedroom and ground floor porch, with new rooflights to the rear and side elevations associated with internal remodelling.

22 Kingswood Close, Lapworth, Solihull, B94 6JQ

LPW Comments: **NEUTRAL**

**ACTION: The Clerk** to submit comments.

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

#### **12.2.1. Ref: W/21/2086**

Retention of gravel parking spaces, repositioning of existing entrance gates, brick piers and associated turning area.

18 Aylesbury Court, Aylesbury Road, Lapworth, Solihull, B94 6BE

LPC Comment: **NEUTRAL**

WDC Decision: **GRANTED**

#### **12.2.2 Ref: W/21/0263**

Change of use of land to the keeping of horses, erection of stables, construction of all-weather riding arena and laying of hardstanding. (Amendment: hay barn omitted from scheme, hardstanding reduced in size and access provided to paddock area)

Land North of Bakers Lane, Knowle, Solihull, B93 8PT

LPC Comment: **OBJECT**

WDC Decision: **REFUSED**

#### **12.2.3: Ref: W/21/1728 & W/21/1729/LB**

Proposed erection of single storey rear extension

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

LPC Comment: **NEUTRAL**

WDC Decision: **GRANTED**

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## **12.2.4: Ref: W/22/0150**

Application for a Lawful Development Certificate for the proposed erection of a single storey side extension and outbuilding, as shown on drawing no. A102-1, received on 15/03/2022, with the materials used in any exterior work on the extension to be of a similar appearance to those used in the construction of the exterior of the existing dwelling house.

209 Old Warwick Road, Lapworth, Solihull, B94 6HN

LPC Comment: OBJECT

WDC Decision: APPROVED

## **12.2.5: Ref: W/21/0802**

Construction of new canalside moorings at Helmsley Court Farm, Bakers Lane, Knowle with associated access and parking arrangements for the provision of car parking (part-retrospective application)

Land north of Bakers Lane, Knowle, Solihull, B93 8PT

LPC Comment: OBJECT

WDC Decision: GRANTED WITH CONDITIONS

## **13. Progress Reports: To receive reports and status updates for the following:**

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

Cllr Rees gave an update on the group's plans for the station.

### **13.2. Lapworth Village Hall**

No update.

### **13.3. Lapworth recreation sites**

Cllr Rees is waiting for a response from Kompan about a broken swing and other issues.

### **13.4. Parish Online**

It was agreed that Cllr Henderson could attend future Parish Online training sessions if relevant.

## **14. Communications, Openness and Accountability:**

### **14.1. Nextdoor.com**

No update.

### **14.2. Parish noticeboards**

No update.

### **14.3. Parish Council website**

Cllr Doyle kindly offered to set up a new website for the Council.

**ACTION: The Clerk** to provide Cllr Doyle with the Council's requirements for a website

## **15. To agree meeting dates for 2022/23**

Council meetings will be held on the following dates:

Monday 9<sup>th</sup> May 2022

Monday 13<sup>th</sup> June 2022

Monday 11<sup>th</sup> July 2022

Monday 8<sup>th</sup> August 2022

Monday 12<sup>th</sup> September 2022

Monday 10<sup>th</sup> October 2022

Monday 14<sup>th</sup> November 2022

Monday 12<sup>th</sup> December 2022

Tuesday 10<sup>th</sup> January 2023

Monday 13<sup>th</sup> February 2023

Monday 13<sup>th</sup> March 2023

**ACTION: The Clerk** to book the village hall.

## **16. Correspondence and Publications Received for information/consultation:**

Warwickshire County Council

Warwickshire Association of Local Councils (WALC)

The Rural Bulletin

16.1. Warwick District Council

16.2. Warwickshire Police

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**17. Reports and Questions:** To receive reports and questions from members in brief, including items for the next agenda. Councillors are reminded this is not an opportunity for decision making.  
None.

**18. Date of next meeting:** Monday 9<sup>th</sup> May 2022, 7.30pm in Lapworth Village Hall. Cllr Rees, Cllr Illingworth and Cllr Hales gave their apologies.

The meeting closed at 9.20pm.

Signed:

\_\_\_\_\_  
Cllr Henderson (Chairman)

Date:

\_\_\_\_\_

# LAPWORTH PARISH COUNCIL

## APPENDIX A

### Lapworth & West Kenilworth Division County Council News April 2022

#### **Kenilworth's Talisman Theatre Company receive boost from HS2 funding**

It is great news for the arts in Kenilworth as the popular Talisman Theatre Company receive a considerable cash boost from the HS2 Community & Environment Fund (CEF). The theatre company, based at Barrow Road in the town, has been successful in their bid for £75,000 of funding from the CEF, which they plan to use to provide a new fringe stage, bar and reception area at the popular local theatre.

The new flexible performing space will support a diverse range of artistic activities and all areas have been designed to enhance accessibility. The significantly improved facility will enable the theatre to continue and expand its community arts activities, meeting the cultural and artistic needs of the communities of Kenilworth and surrounding settlements.

Since the two HS2 funds opened five years ago - and with the support of Warwickshire County Council - 28 projects in the county have now secured funding from the HS2 CEF and the HS2 Business and Local Economy Fund (BLEF) worth £1,400,093.

#### **Warwickshire receives visit from Home Office as work progresses with Safer Streets campaign**

The Warwickshire Safer Streets project received Ameerah Patel, a Home Office representative, at its community engagement event at the Brunswick Hub.

The Leamington community event, held at the Brunswick Hub, was one of four events taking place. The event, which was well received by the local community, was a chance to showcase the wider Safer Streets plan of action for specific locations throughout the county, including areas of south Leamington.

Partners including Warwickshire Police, Warwickshire Fire and Rescue Service, Refuge, the Equality and Inclusion Partnership (EQUIP), Victim Support, RoSA (support for those affected by rape and sexual abuse) and the Family Information Service were in attendance. They promoted both the Safer Streets project, which aims to reduce violence against women and girls and increase women and girls' feelings of safety in public spaces, and support services available in the county.

#### **Warwickshire County Council announces micro funding to tackle loneliness and social isolation**

Warwickshire County Council is empowering local people to help others in their neighbourhood, by offering them the chance to apply for a £17.5k micro funding project - with the aim to help reduce loneliness and social isolation throughout the county.

The funding, which is part of the Improving Mental Wellbeing in Warwickshire, Responding to the Covid-19 Pandemic Project, invites residents to apply for small amounts of money to help set up local projects that will help vulnerable people, including those who are lonely and socially isolated.

The small grants are open to both individuals and groups. For example, the money may go to a café owner who has decided to host a 'chat and natter' session for older people every Wednesday for a couple of hours or a community football team who want to encourage young carers into the team, so that they can meet up with friends and have time away from their responsibilities.

To find out more go to [www.warwickshire.gov.uk/loneliness](http://www.warwickshire.gov.uk/loneliness)

#### **Warwickshire's SEND Local Offer sees accessibility improved**

Children and young people with special educational needs and disability (SEND) in Warwickshire have more accessibility tools to use with WCC's SEND Local Offer website due to a recent upgrade.

The SEND Local Offer brings together information, advice, resources and support on SEND topics in Warwickshire. The information covers health, education, social care and many more topics of relevance to children and young people with SEND. The new accessibility features are provided by additional software called the ReachDeck tool bar.

The ReachDeck Toolbar offers site-visitors assistive features giving them a choice in how they access the online information. The tool can translate selected text into over 100 languages, simplify web pages, read text aloud and at slower or faster speeds. The tool is accessible by clicking the headphones symbol in the top right-hand corner of any of the Local Offer pages which will generate the toolbar that can be moved across the screen as needed.

To find out more about the Local Offer

visit <https://www.warwickshire.gov.uk/send> or <https://www.facebook.com/WarksLocalOffer>



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## Warm Warwickshire welcome for those fleeing conflict

Warwickshire residents have pulled together in recent weeks to support the Ukrainian people affected by the ongoing invasion of Ukraine by Russia. Individuals and local organisations from across the county have donated money, essential items and their time, to help those who have fled Ukraine as well as those who remain in the conflict zone.

This week, more than 150 representatives from town and parish councils; the County Council, voluntary, community and faith groups met online to share ideas about how we can all ensure a warm welcome to Ukrainian people fleeing their country. The meeting followed the launch of a Government scheme whereby UK citizens are invited to open up their homes to host Ukrainians. Most people coming to the county under the Ukrainian Family Sponsorship Scheme are expected to be women, children and the elderly.

Warwickshire County Council has collated a list of resources that residents can use to support humanitarian efforts connected to Ukraine, for more please

visit <https://www.warwickshire.gov.uk/news/article/2778/information-for-residents-concerned-about-the-situation-in-ukraine->

## Rogue Trader Prosecuted for £100,000 Fraud

Darren Mitchell who traded as Stately Paving Ltd offered driveway block paving, building and landscaping work. Mr Mitchell first door knocked the elderly resident's bungalow in July 2014 and agreed to block pave his driveway and remove an old greenhouse. He returned to the property again and again together with others unknown, pressurising the resident in to paying for more work including fencing, repairs to windows, building a brick shed and laying new turf. Some of this work was never done or wasn't needed and the pensioner was charged grossly excessive amounts. A Trading Standards expert witness estimated that the true value of the work carried out by Mr Mitchell and his workmen was less than £20,000, with remedial works being required costing approximately £3,835. The victim had been charged £120,000.

Over time the resident was systematically defrauded of over £100,000, sometimes withdrawing large amounts of cash from his bank account on a daily basis to pay Mr Mitchell. On one occasion the victim wrote a cheque for £20,000 which was meant to pay for a new shed. Instead Mr Mitchell used the money to buy three vehicles.

Cllr John Cooke April 2022

## Warwick District Council Report April 2022 - Lapworth

My comments this month are restricted to planning issues.

The second recent application on Bakers Lane going to the Planning Committee was the retrospective application for the Moorings which have not been built within the agreed consent. The full team of Parish Council, Residents, Applicant and myself spoke. The Committee are now familiar with the area following a visit for the stables application the month before.

The Parish took the ultimate step seeking refusal but whilst that might have been possible for new applications we were concerned that with the previous application already agreed we could end up with a grant at appeal with few conditions attached. The officers had already agreed a number of firm requirements and the Residents and I added to them. The Committee were totally supportive and strengthened the conditions considerably. The Applicant clearly heard the councillors reaction and comments. How effective this will be only time will tell but I believe it was the best route forward. We will also keep the pressure on here with further issues.

At Hockley House, Spring Lane, the large marquee has been removed and a new fence erected so hopefully that noise problem is now solved although exactly how the hotel will operate is not yet clear.

The Nova stables enforcement in Glasshouse Lane awaits action by the Planning Inspectorate who at the last check still had not appointed an inspector.

The main area for current attention is Long Close etc in Glasshouse Lane where building continues without any apparent control from WDC. I suggest this is now the one for the Parish Council to ask questions about.

Cllr Illingworth April 2022

# LAPWORTH PARISH COUNCIL

## APPENDIX B

This report was presented by the Clerk for approval by the Council on 11<sup>th</sup> April 2022.

|   |                   |
|---|-------------------|
| Balance of Unity Trust Current account as of 05/04/22:        | <b>£10,659.82</b> |
| Balance of Unity Trust Instant Access account as of 05/04/22: | £24,603.34        |
| Balance of Barclays Business Savings account as of 05/04/22:  | £22,988.85        |
| Balance of Barclays Community account as of 05/04/22:         | £0.01             |

**Expected Current Account balance once invoices settled: £9877.02**

### Invoices to be approved on 11/04/22

|   | PAYEE       | DESCRIPTION                  | TYPE         | AMOUN          | STATUTORY POWER   |
|---|-------------|------------------------------|--------------|----------------|---|
| 1 | H DU BOIS   | Salary April 22              | BACS         | £693.04        | LGA 1972 s112 (2)   |
| 2 | H DU BOIS   | HW allowance/expenses Apr 22 | BACS         | £52.46         | LGA (Financial Provisions) 1963 s5                          |
| 3 | C HENDERSON | Expenses – mileage           | BACS         | £37.30         | Local Authorities (Members' Allowances) (England) Regs 2003 |
|   |             |                              | <b>Total</b> | <b>£782.80</b> |   |

### Outstanding Direct debits due since 14/3/22<sup>1</sup>

|   | PAYEE        | DESCRIPTION                  | TYP          | AMOUNT         |
|---|--------------|------------------------------|--------------|----------------|
| 1 | Royal London | H DU BOIS Pension March 2022 | DD           | £57.37         |
| 2 | Royal London | H DU BOIS Pension April 2022 | DD           | £57.37         |
|   |              |                              | <b>Total</b> | <b>£114.74</b> |

<sup>1</sup> Royal London have not yet set up the Direct Debit instruction – these payments may have to be made by BACS at a later date.  
Minutes of the Ordinary Meeting of 11<sup>th</sup> April 2022  
Helen du Bois



# LAPWORTH PARISH COUNCIL

## 2022/23 Budget vs Current

|                    |                        | 2022/23           |                |
|--------------------|------------------------|-------------------|----------------|
|                    |                        | Budget            | Actual         |
| <b>EXPENDITURE</b> |                        |                   |                |
| 101                | Salaries (inc Pension) | £9,702.00         | 693.04         |
| 102                | Stationery & Expenses  | £750.00           | 89.76          |
| 103                | Premiums & Subs        | £950.00           | 0              |
| 104                | Room hire              | £400.00           | 0              |
| 105                | Section 137 grants     | £2,000.00         | 0              |
| 106                | Broome Hall toilets    | £2,000.00         | 0              |
| 107                | Insurance              | £800.00           | 0              |
| 108                | Audit fees & Costs     | £600.00           | 0              |
| 109                | Grounds Maintenance    | £3,500.00         | 0              |
| 110                | Capital Expenditure    | £0.00             | 0              |
| 111                | Miscellaneous          | £1,000.00         | 0              |
| 113                | Playground             | £1,500.00         | 0              |
| 115                | Training               | £200.00           | 0              |
| -                  | VAT                    | £0.00             | 0              |
|                    | <b>Total</b>           | <b>£23,402.00</b> | <b>£782.80</b> |
| <b>INCOME</b>      |                        | <b>Budget</b>     | <b>Current</b> |
| 201                | Precept                | £22,900.00        | £0.00          |
| 202                | Interest               | £0.00             | £0.00          |
| 203                | Allotments             | £500.00           | £0.00          |
| 204                | Grants                 | £0.00             | £0.00          |
| 205                | Donations              | £0.00             | £0.00          |
| 206                | CIL                    | £0.00             | £0.00          |
| 207                | Vat reclaim            | £0.00             | £0.00          |
| 208                | Miscellaneous          | £2.00             | £0.00          |

# LAPWORTH PARISH COUNCIL

## APPENDIX C

### LAPWORTH PARISH COUNCIL BANK RECONCILIATION

#### Balance per bank statements as at 31/3/22:

|                                   |           |                    |
|-----------------------------------|-----------|--------------------|
| Barclays Community Account        | 0.01      |                    |
| Barclays Business Premium Account | 22,988.85 | CIL, Sports Grant  |
| National Savings Account          | 1,656.34  |                    |
| Unity Current Account             | 10,659.82 | General Reserves   |
| Unity Instant Access Account      | 24,603.34 | Earmarked Reserves |

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59,908.36

Less: any unpresented cheques as at 31/3/22

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0.00

Add: any un-banked cash as at 31/3/22

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0.00

**Net balances as at 31/3/22**

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**59,908.36**

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