

LAPWORTH PARISH COUNCIL

Minutes of the Ordinary Meeting of 13th March 2023 held at 7:30pm in Lapworth Village Hall

Present: Cllr Henderson (Chairman), Cllr Rees (Vice Chair), Cllr Beaver, Cllr Cole, Cllr Manley and the Clerk (H du Bois).

Others present: Cllr Cooke (WCC), Cllr Illingworth (WDC), Cllr Hales (WDC)

Public: Two

1. Apologies

The Council had received apologies from Cllr Hall which were accepted. Cllr Shales did not attend.

It was noted that the Council had received notice of resignation from Mr Stuart Mace; the Council thanks Mr Mace for his contribution to the Council over the past 3 ½ years, in particular his efforts organising the regular litter picks in the Parish.

2. Declarations of Interest

None.

3. Dispensations

No requests received.

4. Public Participation

Mr Richard Evans gave further details on the grant application submitted by Lapworth Cricket Club (item 8.3)

5. Minutes

It was resolved to approve the minutes of the Ordinary Meeting of 13th February 2023, the minutes were signed without amendment.

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

- The Clerk had provided Cllrs with information on the application process for a brown tourist sign. It was agreed that consideration of this would be included on the agenda for the next meeting.
- The draft allotment lease agreement has been sent to Standley & Co for review.
- The Clerk confirmed that a copy of the S106 agreement (dated 28th November 1994, related to planning application W940272) which details the conveyance of open space at Lapworth Oaks to Lapworth Parish Council had been obtained. The agreement references an agreed payment from the developer to the Parish Council of at least £5000 for the ongoing maintenance of the space. The Clerk requested access to the Council's Minute books for 1994.
ACTION: Cllr Henderson to provide the Minute books for 1994 if available.
- The Lapworth WI confirmed that they had decided to plant a silver birch tree at the Lapworth Cricket Club instead of the green at Lapworth Oaks.

7. Reports for Information

7.1. Warwickshire County Council

Cllr Cooke had provided a report for March 2023, see Appendix A for details.

7.2. Warwick District Council

Cllr Illingworth enquired whether the Council had submitted comments to the South Warwickshire Local Plan consultation. Cllr Cole confirmed that the Council's comments had been submitted, a summary of the submissions will be kept on file.

ACTION: Cllr Cole to provide the Clerk with a record of the Council's comments.

Cllr Hales gave some detail on WDC's 2023/24 Budget which includes additional funds for the Rural Urban Capital Improvements Scheme for local non-profit community groups and contributions of £1000 per week to the District's foodbanks for a year.

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Two new Government schemes for alternative funding for energy bills were discussed, the Clerk will include the details of these schemes in the Clerk's Report in the next Parish Magazine and on the website.

8. Finance

8.1. To approve the invoices for payment

The clerk presented the latest financial statement, see Appendix B. The report showed a general reserves balance of £12,601.29 on 6th March 2023 and an expected balance of £12,205.36 once invoices have been paid.

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

	PAYEE	DESCRIPTION	TYPE	AMOUNT	STATUTORY POWER
1	MI Business Services	Webhosting & Maintenance annual renewal	BACS	£240.00	LGA 1972, s111 (1)
2	Village Hall	Room Rental (Footpath Wardens meeting)	BACS	£11.25	LGA 1972, s111 (1)
3	Village Hall	Room Rental (Feb 2023)	BACS	£52.50	LGA 1972, s111 (1)
4	H DU BOIS	March 2023 additional salary	BACS	£11.31	LGA 1972 s112 (2)
5	HMRC	NIC & Income Tax Mar 23	BACS	£14.46	LGA 1972 s112 (2)
6	H DU BOIS	HW allowance/expenses Mar 23	BACS	£66.41	LGA (Financial Provisions) 1963 s5
			Total	£395.93	

ACTION: The Clerk to submit the payments.

8.2 To receive an update on changes to the banking mandate for the Barclays accounts and consider any further actions.

Cllr Rees confirmed that £20,145.27 had been approved for transfer from the Barclays account to the Unity Instant Access account.

Cllr Henderson and Cllr Rees signed the Business Account Closure Instructions form which will be submitted by the Clerk once the Barclays bank mandate has been amended so that Cllr Henderson and Cllr Rees are the only signatories.

ACTIONS:

Cllr Henderson to contact Barclays Bank to request the removal of all ex-Council members from the Banking Mandate.

The Clerk to submit the Business Account Closure Instructions once the mandate has been updated.

8.3 To consider a request from Lapworth Cricket Club for a S106 Outdoor Sports grant of £1974.00

It was resolved to grant £1974.00 of S106 Outdoor Sports funds to the Lapworth Cricket Club for the refurbishment of the toilet facilities at the club house. It was noted that the Outdoor Sports part of the S106 funds that the Council had received in 2019 (W/17/1724) has been granted in full.

ACTION: The Clerk to process the payment and notify WDC of the S106 expenditure.

9. To receive a Local Elections 2023 update

Councillors were provided with blank nomination forms and the process for standing as a candidate in the Local Election was discussed. It was noted that the deadline for candidates to submit nomination papers to WDC is 4pm on 4th April 2023.

If the Local Election is contested, the date of the Annual Meeting will be rescheduled.

10. Policies and Documents

10.1. To update and approve the Asset Register

The Asset Register was updated and approved. It was confirmed that Cllr Hall and the Clerk are scheduled to carry out a Health & Safety check of the Council's physical assets.

10.2. To review and approve the Risk Management Policy

This was approved without amendment.

ACTION: The Clerk to upload both documents to the website.

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11. Items and correspondence for Consideration and Decision

11.1. The King's Coronation

11.1.1. To consider requests for Council support for grant applications to WDC's Kings Coronation Fund from the Lapworth WI and the Lapworth Village Hall Committee

This request was withdrawn before the meeting.

11.1.2. To consider offering grants to village groups organising public events for the King's Coronation

The Clerk confirmed that the Council's 2023/24 budget includes some S137 funding set aside for groups organising public events for the King's Coronation. It was agreed to promote the available funds in the Clerk's Report.

ACTION: The Clerk to promote the grant funds in the Clerk's Report and on the website.

11.2. To consider submitting a response to the South Warwickshire Economic Strategy Consultation

It was resolved to delegate powers to Cllrs Coles, Henderson and Rees to submit comments to the consultation on the Council's behalf.

ACTION: Cllrs Cole, Henderson and Rees to collaborate and submit agreed comments.

12. Planning Matters

12.1. Planning applications for consideration:

12.1.1. W/23/0232

Erection of orangery

The Spinney, Rising Lane, Lapworth, Solihull B94 6HW

LPC comment: **NEUTRAL**

12.1.2. To consider amended plans for W/22/1886 following a site visit by Councillors on 9/3/23

Cllrs Henderson and Manley gave details of the on-site meeting at The Rye House stable block. It was felt that the amended plans show that the appearance of the new property will better reflect the style of the main dwelling and the new property will be more in keeping with the surroundings than the current stable block. It was resolved to withdraw the original objection and submit a **NEUTRAL** comment.

ACTION: the Clerk to submit the comments.

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

12.2.1. Ref: W/22/1490

Proposed new dwelling in lieu of extant Class Q Prior Approval (reference W/22/0981) and extant permission for stable block (reference W/10/0079)

Land to the North of Bakers Lane, Knowle, Solihull

LPC comment: **NEUTRAL**

WDC Decision: **GRANTED**

12. Progress Reports: To receive reports and status updates for the following:

12.1. Lapworth Train Station Adoption Group

Cllr Rees gave an update.

12.2. Lapworth Village Hall

Cllr Henderson had notified the Village Hall Committee about the S106 Indoor Sports funds available; it is understood that the WH Committee plan to submit a grant application to the Council.

Cllr Rees stated that the Lapworth Scarecrow Festival trustees are aware that the Village Hall Committee wish to purchase the container.

12.3. Lapworth recreation sites

Hags have agreed to send an engineer to correct the height of the inclusive swing seat, date TBC.

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12.4. Parish Online

The Clerk highlighted that Parish Online are now offering a website service for Councils; feedback from Councils who were using their website service is positive.

ACTION: The Clerk to provide more information on the Parish Online Website Service.

13. Road Closures and Rights of Way issues

Cllr Rees gave an update on the meeting he and Cllr Cole had with Graham Stanley (WCC Highways) in the village on 2/3/23.

14. Correspondence and Publications received for information/consultation:

The Council had received communications from the following:

- Warwickshire County Council
- Warwickshire Association of Local Councils (WALC)
- Warwick District Council
- Warwickshire Police

15. Reports and Questions:

Cllr Henderson mentioned that he had been in correspondence with Reverend Gerard (St Mary's Church, Lapworth) regarding the upkeep of the grass at the War Memorial. The Council will consider the correspondence at the next meeting.

16. Date of next meeting: Tuesday 11th April 2023, 7:30pm

The meeting closed at 8.50pm.

Signed:

Cllr Henderson (Chairman)

Date:

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APPENDIX A

Lapworth & West Kenilworth Division County Council News March 2023

Record number of Warwickshire children offered one of their top three secondary school choices

March 1st is National Offer Day, when Year 6 children and up and down the country learn which secondary school they will attend for the 2023/2024 academic year.

This year, there were 6,720 Warwickshire children who applied for a secondary place by the application deadline of 31 October, a fall of 0.75% compared to the previous year. Of those, 80.3% have been offered a place at their first-choice school. A further 14.1% have been offered a place at another of their school choices, meaning a total of 94.4% have been offered a place at one of their top three preferred schools. Almost all parents and carers now apply for their secondary school place online. They will receive an email, or can check their online parent portal, on Wednesday 1 March to get details of their school offer and instructions on what to do next. Letters to the remaining applicants have been posted.

To help families to make their school applications, Warwickshire County Council have produced a series of animated videos full of advice and guidance and have held online webinars where parents and carers can ask questions of the admissions team. All of these are available to watch on the Warwickshire County Council YouTube channel. The deadline for Warwickshire parents to respond to their secondary school offer is 15 March. More information on how to do this is on the Warwickshire County Council website at:

<https://www.warwickshire.gov.uk/admissions>

National funding gives supported internships in Warwickshire a boost!

Young people in Warwickshire with special educational needs and disabilities (SEND) will benefit from a life changing supported internships programme, thanks to a grant of £105,000 from the National Development Team for Inclusion (NDTi).

The grant, which will be distributed over a three-year period is designed to support more young people with additional needs to have greater choice and control over opportunities that prepare them for adult life and enable them to gain long-term meaningful employment. Currently, only 4.8% of people nationally with special educational needs and disabilities gain permanent paid employment in the UK, compared to 80% of their peers.

Supported internships help young people aged 16-24 with an Education, Health and Care plan (EHCP) to achieve paid employment. The programme gives young people the skills they need for work by learning in the workplace. Supported internships are unpaid, and last for at least six months. Where possible, young people move into paid employment at the end of the programme. As well as time at the employer, young people complete a personalised study programme. The study programme includes the chance to study for relevant qualifications.

Find [more information on supported internships in Warwickshire click here.](#)

Kids need clean air! Drivers asked to switch off their engines when parked, waiting or stationary

This campaign aims to educate drivers of the benefits of switching off their vehicle engines when stationary, with a particular focus on engine idling outside schools during drop-off and pick-ups.

It is important for engines to be switched off when waiting or stationary. Engines left running - Idling - increase the amount of exhaust fumes in the air, with these fumes containing harmful gases which pollute the environment, contribute towards climate change, and are linked to health conditions such as respiratory illnesses and lung and heart disease. Idling often occurs outside schools at drop off and pick up times, which means children are exposed to increased air pollution.

Major funding scheme nears £3m in small business investment and has proved an emphatic success

A funding scheme created to boost the local economy by helping SMEs with access-to-finance has now invested nearly £3million in small businesses.

The [Duplex Investment Fund](#), introduced in 2019, is a combined grant and loan initiative jointly managed by Coventry and Warwickshire Local Enterprise Partnership (CWLEP), the [Coventry & Warwickshire Reinvestment Trust](#) (CWRT), Warwickshire County Council, Coventry City Council and the [Midlands Engine](#).

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Warwickshire County Council's input to the scheme saw it recently pass the £2m loans milestone. A total of £2,094,670 loan monies has been disbursed to 29 businesses by WCC which has also allocated £829,627 in grant monies.

The knock on effect of this investment by the council has been considerable with £805,901 investment from the private sector attracted. Employment has also been created and protected - in total, 167 new jobs are forecast, 61 have been created and 149 safeguarded with three apprentices to be taken on.

Rogue Trader Sentenced to Five Years' Imprisonment

The prosecution was brought by Warwickshire County Council's Trading Standards Service following an investigation.

At Warwick Crown Court on Friday 11th March 2022, Mr Darren Mitchell (aged 47 and of no fixed abode) was found guilty of four offences contrary to the Fraud Act 2006 and one offence contrary to the Proceeds of Crime Act 2002.

Darren Mitchell traded as Stately Paving Ltd offered driveway block paving, building and landscaping work. He 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.

£2 bus fare cap to be extended in Warwickshire

Warwickshire County Council has welcomed news, released by the government, that bus fares will continue to be capped at £2 for a further 3 months, making it cheaper for residents to travel by bus.

The scheme means that bus passengers in Warwickshire will only pay a maximum of £2 for a single bus journey, regardless of the distance travelled. The Government has committed £75million of further investment to extend the scheme, previously running until the end of March, to continue until 30 June 2023. A further £80million has been confirmed to protect vital bus services people rely on for work, education, medical appointments and shopping.

In Warwickshire, the following operators are signed up to the scheme: Stagecoach, Arriva, National Express Coventry, National Express West Midlands, Pulhams, A&M Group - Flexibus (Service 9 only) and IndieGo PLUS Demand Responsive Transport (DRT).

Over 29 tonnes of carbon saved by cyclists in Warwickshire over the last six months!

Last year, Warwickshire County Council joined the Love to Ride family of partner organisations, giving residents, businesses and community groups access to the best rewards and resources that encourage cycling for travel, not just leisure.

Following a very successful Cycle September campaign, use of the app from individuals, businesses and communities across Warwickshire has continued to increase, resulting in:

- 639 riders in Warwickshire
- 39 Workplaces
- 42,943 trips made by bike, of which 40% were for a specific purpose like shopping, commuting to work or errands, rather than for exercise reasons
- 578,958 miles ridden by bike.

There is also extra help available for anyone thinking about getting back on their bike, including popular Dr Bike Sessions which are taking place across Warwickshire over the Spring and where residents can bring their bikes along to have them adjusted and security tagged and the Cycle Buddies scheme, where new cyclists are offered support from more experienced ones.

To start your cycling adventure today, visit: <https://www.lovetoride.net/warwickshire>

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Support helps Ukrainians to work in Warwickshire

Warwickshire Skills Hub offers those from Ukraine now settling here the warmest of welcomes and, through the Warwickshire Ukrainian Employability Programme, access to opportunities to build a career and livelihood in the county.

The objective of the scheme is to provide direct access to jobs that local employers have shaped, in conjunction with the Skills Hub's Fair Chance Employment Programme. This has proven to be an effective way to build inclusive jobs locally and boost engagement between Ukrainian jobseekers and employers who are tackling significant skills shortages.

Over 100 Ukrainian refugees have signed up for the programme. Over 50 of these have now built their CVs and are working with the team to search and apply for jobs with many of these having improved English skills from ESOL lessons.

Ukrainian Working in Warwickshire Programme employment sessions have been running at Warwickshire Community Skills Hubs in Rugby, Atherstone and Leamington. Please go to

<https://www.warwickshire.gov.uk/ukraine-2/information-ukrainians/6>

Green Shoots Community Climate Change Fund Wildflower corridor in Warwick Hospital

The £22,980 in funding will allow the South Warwickshire University NHS Foundation Trust to create a wildflower corridor at the rear of Warwick Hospital. The new corridor will be accessible to staff, patients and visitors. This area will be the first wildflower habitat at the hospital, providing much-needed urban greenspace and increasing biodiversity at the site.

The benefits of the wildflower meadow to the hospital, its patients and the wider community include:

- Increased plant diversity will, in turn, attract insects and other invertebrates (including butterflies, bees, spiders and millipedes), and birds.
- Flowering species of wildflowers will add a changing palette of colour to the urban environment of the hospital throughout the seasons.
- Increased carbon and harmful particulate capture in an area of the town of Warwick that is heavily developed, with limited access to green spaces

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APPENDIX B

This report was presented by the Clerk for approval by the Council on 13th March 2023.

Balance of Unity Trust Current account as of 6/3/23: £12,601.29
Expected general reserves balance once invoices settled: £12,205.36

Balance of Unity Trust Instant Access Savings account as of 6/3/23: £24,741.72
 Balance of Barclays Business Savings account as of 13/3/23: £11.79
 Balance of Barclays Community account as of 13/3/23: £20,133.48
 Interest received across accounts since 1/4/22: £193.05

Credits received in current account since 13/2/23:

	DATE	TYPE	FROM	DESCRIPTION	AMOUNT
1	10/2/23	CHQ	Allotments Association	Annual rental 2022/23	£500.00
2	15/2/23	BACS	HMRC	VAT claim 2021/22	£1258.35
				Total	£1758.35

Payments made from current account since 13/2/23:

	DATE	TYPE	TO	DESCRIPTION	AMOUNT
1	15/2/23	SO	H DU BOIS	Wages (Feb)	£740.56
2	22/2/23	DD	Royal London	Pension contributions (Feb)	£62.89
				Total	£803.45

Invoices to be approved on 13/3/23:

	PAYEE	DESCRIPTION	TYPE	AMOUNT	STATUTORY POWER
1	MI Business Services	Webhosting & Maintenance annual renewal	BACS	£240.00	LGA 1972, s111 (1)
2	Village Hall	Room Rental (Footpath Wardens meeting)	BACS	£11.25	LGA 1972, s111 (1)
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2022/23 Budget vs Current

		2022/23	
		Budget	Actual
EXPENDITURE			
101	Salaries (inc Pension)	£9,702.00	£9,155.51
102	Clerk expenses	£350.00	£535.39
103	Office costs	£400.00	£440.00
104	Cllr expenses	£0.00	£37.30
105	Premiums & Subs	£950.00	£822.50
106	Room hire	£400.00	£363.75
107	Section 137 grants	£2,000.00	£3,436.00
108	Brome Hall Lane toilets	£2,000.00	£1,574.65
109	Insurance	£800.00	£625.76
110	Audit fees & Costs	£600.00	£530.00
111	Grounds Maintenance	£3,500.00	£3,250.03
112	Capital Expenditure	£0.00	£0.00
113	Miscellaneous	£1,000.00	£280.42
114	Playground	£1,500.00	£4,687.78
115	Training	£200.00	£60.00
-	VAT	£0.00	£1,850.30
	Total	£23,402.00	£27,649.39
INCOME		Budget	Current
201	Precept	£22,900.00	£22,900.00
202	Interest	£0.00	£161.26
203	Allotments	£500.00	£500.00
204	Grants	£0.00	£0.00
205	Donations	£0.00	£0.00
206	CIL	£0.00	£0.00
207	Vat reclaim	£0.00	£1,258.35
208	Miscellaneous	£2.00	£2.00
	Total	£23,402.00	£24,821.61