

LAPWORTH PARISH COUNCIL

Minutes of the Ordinary Meeting of 12th June 2023 held at 8.00pm in Lapworth Village Hall

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

Others present: Cllr Cook (WCC), Cllr Hales (WDC), Cllr Armstrong (WDC)

Public: One

1. To receive and approve apologies for absence submitted to the Clerk

Cllr Aizlewood (WDC) sent apologies.

2. Declarations of Interest

None.

3. Dispensations

No requests received.

4. Minutes

It was **resolved** to approve the minutes of the Annual Meeting of 9th May 2023, the minutes were signed without amendment.

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

- **Annual Audit:** all required paperwork has been sent to Moore UK (external auditor) and published on the website.
- **Noticeboards:**
 1. Revd Gerard has confirmed that the noticeboard outside the Rectory on Church Lane is owned by the Parish Council
 2. The carpenter who refurbished the noticeboard for the Lapworth Charity will provide a quote for the restoration of 4 of the noticeboards.
- **Timber rail fencing at Lapworth Oaks:** the Council has received quotes from Fairways Ltd and East Midlands Fencing Ltd, a 3rd quote is being obtained.
- **Water sewer map:** The Clerk has registered the Council with Digdat Utilities and is waiting for confirmation that the Council is permitted Statutory Access to their maps.
- **Telephone box:**
 1. Mr Lewis has confirmed that there is no live electrical supply to the telephone box and has secured the interior panel
 2. Lapworth Guides are planning to set up the book swap this summer

OUTSTANDING ACTIONS:

- **Cllr Henderson** to contact Barclays Bank to request the removal of all ex-Council members from the Banking Mandate.
- **Cllr Henderson** to discuss the terms of the contract renewal with John Glover.
- **In progress: The Clerk** to provide more information on the Parish Online website service.
- **In progress: The Clerk** to provide quotes for the replacement of the noticeboard at the village hall.
- **In progress: The Clerk** to provide quotes for the repair of the three pin board noticeboards.
- **In progress: The Clerk** to provide quotes for both the repair and the full replacement of the timber rail fence on the green at Lapworth Oaks.

6. Public Participation

A member of the public gave an overview of a petition they have launched to 'Reduce the speed limit on single lane/country roads in Lapworth.'

7. Reports for Information

7.1. Warwickshire County Council

Minutes of the Ordinary Meeting of 12th June 2023

LAPWORTH PARISH COUNCIL

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

7.2. Warwick District Council

Cllr Armstrong had provided a report for June 2023, see Appendix A for details.

8. Finance

8.1. To approve the invoices for payment

The clerk presented the latest Financial Report, see Appendix B. The Financial Report showed a general reserves balance of £18,806.27 on 6th June 2023 and an expected balance of £18,111.23 once invoices have been paid.

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

	PAYEE	DESCRIPTION	TYPE	AMOUNT
1	Village Hall	Room hire (May 23)	BACS	£22.50
2	Fairways Contracting Ltd Services	Grounds Maintenance (June)	BACS	£570.00
3	HMRC	NIC/Income Tax June 23	BACS	£5.72
4	H DU BOIS	June 2023 additional salary	BACS	£18.51
5	H DU BOIS	HW allowance/expenses June 23	BACS	£78.31
			Total	£695.04

ACTION: The Clerk to submit the payments.

9. To update and approve the following policies:

- Publication Information
- General Privacy Notice (GDPR)*
- Staff Privacy Notice (GDPR)*
- Document Retention Policy*
- Data Breach Policy*
- Data Protection Policy*
- Subject Access Request Procedure*

These were all approved without amendment. It was **agreed** that the policies marked with * above would be reviewed on a biennial basis.

10. Items and correspondence for Consideration and Decision

10.1. To consider a suggestion to provide funds for the replacement of certain stiles with kissing gates with the Parish.

It was agreed to look further into the suggestion of funding the replacement of stiles with kissing gates in order to improve accessibility on key footpaths; it was suggested that the Council should carry out an audit of stiles within the Parish including their location and condition.

It was noted that the Council would draw up a policy which details how the Council identifies the stiles to be replaced.

ACTIONS:

The Clerk to confirm that kissing gates can be purchased using CIL funds.

The Clerk to verify the proposal with Richard Barnard (Rights of Way Officer, WCC)

11. Planning Matters

11.1. Planning applications for consideration:

11.1.1. W/23/0634

Application for a Variation of Condition to include the reference to the latest drawing 31091 - 03E - Proposed Plans and Elevations on application W/22/1363 Thornwick, Lapworth Street, Lapworth, Solihull, B94 5QS

LPC comment: **NEUTRAL**

11.1.2. W/23/0509

Erection of detached garage and workshop

LAPWORTH PARISH COUNCIL

The Moat Barn, Glasshouse Lane, Lapworth, Solihull, B94 6PU

LPC comment: **NEUTRAL**

11.1.3. W/23/0419

Erection of two storey rear extension, internal alterations and new porch.

Lapworth Park Farm, Bushwood Lane, Lapworth, Solihull, B94 5PJ

LPC comment: **NEUTRAL**

11.1.4. W/23/0675

Dropped kerb and access

Inglewood, Old Warwick Road, Lapworth, Solihull, B94 6LN

LPC comment: **NEUTRAL**, with recommendations that a condition is included that cars can only be parked within the front curtilage of the property and not on the verge, and that pedestrians are able to freely access the pavement at all times.

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

11.2.1. Ref: W/22/1869

Erection of replacement outbuilding

Croft Cottage, 165 Bakers Lane, Knowle, Solihull, B93 8PR

LPC comment: **NEUTRAL**

WDC Decision: **GRANTED**

11.2.2. Ref: W/22/1886

Demolition of former equestrian building and erection of 1no. detached dwelling and associated works.

The Rye House, Catesby Lane, Lapworth, Solihull, B94 5QY

LPC comment: **NEUTRAL**

WDC Decision: **GRANTED**

11.2.3. Ref: W/23/0390

Erection of garage, raising of roof and extension of existing garage and erection of a pitched roof between main house and existing garage

The Reddings, Bakers Lane, Knowle, Solihull, B93 8PT

LPC comment: **NEUTRAL**

WDC Decision: **GRANTED**

11.2.4. Ref: W/23/0405

Erection of two storey side/rear extension plus alteration to fenestration resubmission of approval W/22/1521

1 St Chads Cottage, Old Warwick Road, Lapworth, Solihull, B94 6LH

LPC comment: **OBJECTION**

WDC Decision: **GRANTED**

11.2.5. Ref: W/23/0528

Application for Variation of Condition 2 of planning permission ref: W/23/0024 (Demolition of existing outbuilding and erection of 1no. dwelling and erection of new wall to site frontage with brick piers, new pedestrian access gate and associated landscaping works) to relocate two proposed dormers from the rear elevation to the front elevation; alterations to the proposed chimney, alteration to the proposed fenestration; inclusion of solar panels on the rear roof slope and internal alterations to the layout of the staircase.

Oakfield, Old Warwick Road, Lapworth, Solihull, B94 6JZ

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 on the recent activities of the group.

12.2. Lapworth Village Hall

It was confirmed that the Village Hall Committee now have ownership of the container. It was suggested that leases should be drawn up for both the Village Hall container and the container owned by the Lapworth Players, and that both groups should purchase insurance cover for their containers.

ACTION: The Clerk to look further into providing leases.

LAPWORTH PARISH COUNCIL

Cllr Cole enquired whether the Council could consider installing solar panels at the village hall.

ACTIONS:

The Clerk to confirm whether this would be the Council's or the Village Hall Committee's responsibility.

The Clerk to enquire whether the S106 Indoor Sports funds could be put towards the cost of solar panels.

12.3. Lapworth recreation sites

The June 2023 inspection report for the playground had been received and will be considered at the July meeting.

12.4. Parish Online

No update.

13. Road Closures and Rights of Way issues

13.1 Rising Lane, Lapworth - rescheduled to 19th - 23rd June 2023

13.2. Dorridge Fun Run 2023 - 4th June 2023

13.3 Chessetts Wood Road – 28th June 2023

14. Communications, Openness and Accountability:

14.1. Nextdoor.com

No update.

14.2. Parish noticeboards

The Clerk was provided with the contact details for two carpenters who may wish to provide quotes for the noticeboard repairs.

ACTION: The Clerk to make further enquiries.

14.3. Parish Council website

No update.

15. Correspondence and Publications received for information/consultation

The Council had received communications from the following:

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

Cllr Rees asked if the published timetable for the South Warwickshire Local Plan is likely to be amended following the changes at WDC due to the Local Election. Cllr Armstrong stated that timelines may change and that he would keep the Council updated.

16. Reports and Questions

None.

17. Date of next meeting: Monday 10th July 2023 7:30 pm in Lapworth Village Hall.

The meeting closed at 9:04pm.

Signed:

Cllr Henderson (Chairman)

Date:

LAPWORTH PARISH COUNCIL

APPENDIX A

Lapworth & West Kenilworth County Council News June 2023

Warwickshire Fire Service urges people to #BeWaterAware

As temperatures are set to soar this Bank Holiday weekend, Warwickshire Fire and Rescue Service are urging people to stay safe when spending time in or around open water.

Sadly, last week has seen the deaths of six people across the country due to drowning in open water, including two young men in Yorkshire on Wednesday.

In response to the tragic incidents, firefighters are urging people to #BeWaterAware and understand the dangers that swimming in lakes and quarries can bring. Even on a warm day the temperature in open water can remain very cold, causing cold water shock. It's also essential that people know what to do should they see someone in trouble in the water.

There are three simple things to remember - **Call, Tell, Throw**:

- **Call 999** – ask for Fire & Rescue if inland or the Coastguard if by the sea
- **Tell** the struggling person to try to float on their back
- **Throw** them something that floats

For more information on RNLI's 'respect the water' campaign and advice on what to do in the event of an emergency in open water, visit: <https://rnli.org/safety/respect-the-water>.

Interactive Futures – Gateway into Games event heralded as a great success

Organisers Warwick District Council, Warwickshire County Council, and the Warwickshire Games Collective are reflecting on an inspiring and motivational event for all involved.

The first face-to-face Interactive Futures event since the Covid-19 pandemic was a sell-out with an audience of hundreds of students, parents and local people seeking to move into the video games industry. Those taking part enjoyed a packed programme of talks hosted by Marie Foulston, Creative Director and Videogame Curator on a range of topics ranging from why there is a career for everyone in games, the different routes into the industry and what the future of Games might look like. The event also shone a light on how well the industry responds to issues of equality, diversity and inclusion.

Dozens of 'Silicon Spa' studios exhibited including Kwalee, Rebellion, Playground Games, Lively- A Keyword Studio, SEGA HARDlight, Ubisoft, Third Kind Games, Lab 42, Sumo Leamington, Secret Mode, RiVR and Soul Assembly. There was also the opportunity for delegates to enjoy some valuable one-to-one time with developers, artistic creatives and recruiters to review portfolios and CVs.

Warwick Library has reopened with a fresh look that provides an improved experience for customers

Following a short closure to enable refurbishment work, the library reopened on May 30th

The improvements include:

- A new sensory area to encourage library use by children and adults with additional needs
- Relocating the children's area to provide additional space and create a focal point to the library
- Creating a lighter, more welcoming space with an improved customer flow

Councillor Yousef Dahmash, Portfolio Holder for Customer and Transformation at Warwickshire County Council said: "We would like to thank customers for their patience during this short closure, and we look forward to welcoming them back to the new look library. The improvements we have made will offer a more flexible library space making it more accessible for customers of all ages for years to come."

To find out more about what's available at your local library, visit www.warwickshire.gov.uk/libraries.

Visitors to Ryton Pools Country Park discover six species not seen before at the site

During a recent "BioBlitz" event, visitors to Ryton Pools Country Park spotted six species that had never been seen at the site before.

The event was organised as part of the national Big Help Out held during the coronation weekend, and saw more than fifty visitors given magnifiers, shaker sheets and recording sheets before they set out to explore

LAPWORTH PARISH COUNCIL

the diverse habitats across the park. Smaller creatures were brought back to the visitor centre in pots, where the ranger team were on-hand to help identify the different species.

Among the recorded species were the Nut-Tree Tussock Moth, a Kentish Snail, a Copse Snail, a Soldier Beetle (*Cantharis Decipiens*), a Chequered Click Beetle, and a Kidney-Spot Ladybird. While the Kentish Snail is a recent introduction to the UK, the remaining species are relatively common. However, the discoveries indicate the importance of carefully examining the surrounding wildlife and show that many species can go unnoticed until they are at risk of significant population decline.

For more information or to book a place on the walk at Ryton Pools, visit the Warwickshire Country Parks Eventbrite page: <https://bit.ly/3rhMtqG>

Take part in a consultation on housing related support services in Warwickshire

The consultation period will run for 12 weeks from May 22nd to August 11, 2023 and asks for people's views on how services will be offered in the future.

Housing related support services support people with vulnerabilities and additional needs to enable them to attain the skills required to be able to gain and/or maintain a tenancy and live independently in the community and help prevent homelessness.

These services are offered either through accommodation-based support, where temporary housing and support are delivered together or through floating support for those who need support to manage and maintain their accommodation if it is at risk. Working with people the support worker develops a personalised support plan to help improve people's ability to maintain their housing and help them be independent after the support ends.

You can put forward your views either individually or as part of a group in the following ways:

- Complete the online survey online at <https://ask.warwickshire.gov.uk/insights-service/redesign-of-housing-related-support-services/>
- You can also respond in writing to: Warwickshire County Council, Housing Related Support Consultation, Shire Hall, Market Place, Warwick, CV34 4RL or by emailing peoplestrategyandcommissioning@warwickshire.gov.uk.

Let's Talk Child Friendly Warwickshire

A new episode of the Let's Talk Warwickshire podcast has been released, exploring the Child Friendly Warwickshire (CFW) initiative.

The podcast series discusses important issues facing the communities of Warwickshire. This latest episode shines a spotlight on the exciting CFW programme, featuring a conversation between John Coleman, Assistant Director for Children's Services, Alice Battersby, Co-Chair of the Warwickshire Youth Forum, and Abbey Baker, Development Worker, along with our podcast host, Gail Downey. The podcast episode is available to [listen to the podcast now](#).

You can learn more about the initiative on the <https://letstalkwarwickshire.podbean.com/>

County event supports young people to be heard

Last week (9 May) around 40 young people from across Warwickshire came together with county leaders for the first Child Friendly Warwickshire Youth Voice event.

The event at Shire Hall, Warwick was attended by young people from the county's Youth Council, Children in Care Council, Care Leavers Forum and IMPACT (SEND Forum). They were joined by children's service managers, elected members and professionals from the public sector partners to talk about a range of local issues that affect them.

True to the ethos of Child Friendly Warwickshire, the event provided a platform for young people to ask questions, gain insight into the roles of the councillors, and ensure their perspectives were heard and valued. By actively engaging with the young councillors, Warwickshire County officials demonstrated their commitment to shaping policies and initiatives that align with the aspirations and needs of the younger generation.

LAPWORTH PARISH COUNCIL

With a focus on celebrating the youth voice, the event featured engaging activities such as drumming, salt sculptures, badge making and more. The atmosphere was vibrant as participants took part in four group discussions, addressing crucial topics: mental health and wellbeing, more things for young people to do, staying safe, and their experiences at school.

To find out more about Child Friendly Warwickshire visit <https://www.childfriendlywarwickshire.co.uk>

Bus travel to stay cheaper for longer in Warwickshire

It's great news for residents as the government announce that adult single bus fares will continue to be capped at £2 until the end of October, making it cheaper for residents to travel by bus.

In addition to this extension to the popular scheme, the government also announced that, from November 2023, single adult fares would be capped at £2.50 for another 12 months.

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 £200 million of further investment to extend the scheme. Further investment has also been confirmed to protect vital bus services people rely on for work, education, medical appointments and shopping.

For more information about public transport in Warwickshire, visit: <https://www.warwickshire.gov.uk/public-transport>

Warwickshire Fire and Rescue Service reminds residents of the risks of hoarding

May 15th–25th was National Hoarding Awareness Week and WFRS is supporting the campaign, which aims to safeguard people with hoarding tendencies.

It is estimated that hoarding affects between two and five per cent of the population. Excessive hoarding can contribute to health and safety issues, as well as underlying mental health issues, but it also increases the risk of fire in the home and the blocking of escape.

Hoarding is a recognised mental disorder, defined as collecting items and the inability to discard items, even though they appear to others as having little to no value.

It not only poses challenges to individuals and their families but can also lead to serious fire risks.

Accumulated clutter in hoarded homes can obstruct exits and limit accessibility for both occupants and emergency services in the event of a fire, significantly escalating the potential for injuries and fatalities. Up to 1.2 million people across the country may be affected by hoarding.

Cllr John Cooke

Abbey & Arden Warwick District Council News June 2023

1. New council administration and councillors for Abbey and Arden

After the May election the council now has a new Green-Labour administration. The councillors for Abbey and Arden are:

Kyn Aizlewood – Kyn.aizlewood@warwickdc.gov.uk

David Armstrong – David.armstrong@warwickdc.gov.uk

Richard Hales – Richard.hales@warwickdc.gov.uk

Please feel free to contact us with any issues. In Abbey and Arden we are particularly focusing on development of the South Warwickshire Local Plan and making sure we have the chance to hear the views of local residents. Further information is available at:

www.southwarwickshire.org.uk/swlp/faqs.cfm

2. WDC No Mow May campaign

The Council is celebrating a successful first 'No Mow May' in the District, with grass cutting suspended throughout the month of May in the majority of areas to let grass and wildflowers grow, providing a much-needed boost for insects and wildlife.

LAPWORTH PARISH COUNCIL

Grass cutting was suspended on highway verges, Council housing estates District's parks and open spaces, with cuts still taking place in children's play areas, cemeteries, sports pitches and major parks. The Council's contractors will now resume mowing.

In order to understand people's current awareness of the annual scheme and to ensure that it can continue to build and be successful in future years, the Council are now undertaking a short survey on No Mow May throughout June, with residents encouraged to take part at www.smartsurvey.co.uk/s/NoMowMayWDC.

3. Warm and safer home grant scheme

The council is raising awareness of the 'Warm and Safer Home Grant scheme' with up to £10000 of funding available for eligible residents. Owner occupiers who are in receipt of benefits such as Universal credit, Income support or Pension credit can access funding for a wide range of home improvements to improve heating or security. Contact HEARTsouthteam@nuneatonandbedworth.gov.uk for more information.

Cllr David Armstrong

LAPWORTH PARISH COUNCIL

APPENDIX B

This report was presented by the Clerk for approval by the Council on 12th June 2023.

Balance of Unity Trust Current account as of 6/6/23: £18,806.27
Expected general reserves balance once invoices settled: £18,111.23

Balance of Unity Trust Instant Access Savings account as of 6/6/23: £52,136.61
Balance of Barclays Business Savings account as of 4/4/23: £0.00
Balance of Barclays Community account as of 4/4/23: £0.00
Interest received across accounts between 1/4/23 - 31/7/23: £0.00

Payments made from the Unity Current Account since 9/5/23:

	DATE	TYPE	TO	DESCRIPTION	AMOUNT
1	9/5/23	BACS	CPRE	Annual Subscription 23/24 ¹	£36.00
2	15/5/23	SO	H DU BOIS	Wages (May 2023)	£740.56
3	23/5/23	DD	Royal London	Pension contributions (May 2023)	£62.89
				Total	£839.45

Credits to the Unity Current Account since 9/5/23:

	DATE	TYPE	FROM	DESCRIPTION	AMOUNT
1	11/5/23	INT TRNSF	CIL	Defibrillator grant	£1530.00
				Total	£1530.00

Invoices to be approved on 12/6/23:

	PAYEE	DESCRIPTION	TYPE	AMOUNT
1	Village Hall	Room hire (May 23)	BACS	£22.50
2	Fairways Contracting Ltd Services	Grounds Maintenance (June)	BACS	£570.00
3	HMRC	NIC/Income Tax June 23	BACS	£5.72
4	H DU BOIS	June 2023 additional salary	BACS	£18.51
5	H DU BOIS	HW allowance/expenses June 23	BACS	£78.31
			Total	£695.04

Statutory Power used for all payments: General Power of Competence, Localism Act 2011

¹ Approved in meeting 9/5/23, item 12.3
Minutes of the Ordinary Meeting of 12th June 2023

LAPWORTH PARISH COUNCIL

2023/24 Budget vs Current

	2023/24	
	Budget	Actual
EXPENDITURE		
101 Wages (Net)	£9,500.00	£1,538.26
102 Pension (employer & employee)	£900.00	£125.78
103 HMRC (employer & employee)	£200.00	£6.92
104 HW allowance & expenses	£500.00	£212.60
105 Office costs	£200.00	£0.00
106 Cllr expenses	£200.00	£0.00
107 Premiums & Subs	£850.00	£633.00
108 Room hire	£346.50	£67.50
109 Section 137 grants	£3,000.00	£200.00
110 Brome Hall Lane toilets	£1,750.00	£0.00
111 Insurance	£700.00	£671.12
112 Audit fees	£625.00	£230.00
113 Grounds Maintenance	£3,500.00	£1,425.00
114 Capital Expenditure	£0.00	£0.00
115 Miscellaneous	£500.00	£0.00
116 Playground	£1,500.00	£0.00
117 Training	£250.00	£65.00
118 CIL/S106 grants	£0.00	£1,530.00
119 Website	£1,750.00	£0.00
120 Elections	£10,000.00	£0.00
122 Defibrillators	£2,370.00	£0.00
122 Banking fees	£72.00	£0.00
123 Chairman's Allowance	£200.00	£0.00
- VAT	£0.00	£394.00
Total	£38,913.50	£7,099.18
200 INCOME	Budget	Current
201 Precept	£24,593.00	£12,296.50
202 Interest	£60.00	£0.00
203 Allotments	£500.00	£0.00
204 Grants	£0.00	£0.00
205 Donations	£0.00	£0.00
206 CIL	£0.00	£10,617.75
207 Vat reclaim	£1,160.00	£0.00
208 Miscellaneous	£2.00	£0.00
Total	£26,315.00	£22,914.25
Total Funds		
Unity Current Account	£18,111.23	General Reserves
Unity Instant Access Account	£52,136.61	Earmarked/Sports/Cil
Barclays Business Premium Account	£0.00	
Barclays Community Account	£0.00	
Total	£70,247.84	