



**To members of Thurlaston Parish Council:**

You are hereby summoned to attend a remote meeting of the Thurlaston Parish Council (meeting No 3/2021/22) to be held at 7:00pm on **Thursday 6<sup>th</sup> May 2021**. The meeting will be held using Audio/Video Zoom teleconferencing.

Members of the public may make representations according to the Council's Standing Orders within the Parish Council Meeting under item 5 from 7.15pm onwards for a time period of no more than 5 minutes. Members of the public that wish to contribute are requested to let the Parish Clerk know prior to the meeting. This is to ensure that appropriate technical details are made available to them, and that the technology being employed has adequate capability.

Signed..... Sylvia Jacques

Clerk to Thurlaston Parish Council

**Parish Council Meeting No.3 and AGM 3/2021/22 – AGENDA for  
Thursday 6<sup>th</sup> May 2021 at 7.00pm**

1. Welcome, formal proposal and election of the new Chair.  
Welcome and election to the new co-opted Councillors.  
Farewell to Councillor Helen Creery.
2. Declarations of Pecuniary Interests or Non-Pecuniary Interests.
3. Apologies and Acceptance for Absence.
4. Decision: Vote to confirm TPC Chair for the coming year
5. Decision: Vote to confirm TPC Planning Sub-Committee terms of reference, Chair and members
6. Decision: Vote to confirm TPC Staffing Sub-Committee terms of reference, Chair and members
7. Decision: Allocation of Roles/Responsibilities for the coming year.
8. Borough and County Council officer's reports and representatives from other organisations.

## 9. Residents Matters

- Bus shelter maintenance– Decision.
- Dog litter bin/ Litter bin – Litter bin has been ordered at a shared cost with RBC. Old Litter Bin will be converted to a Dog Litter Bin.
- Update on car parking in the village (MS)
- Traffic on BH Lane – update on signage (SJ)
- New police presence in the village (Village Hall Outpost)
- Discuss plans for development in Village on Main Street and Church Walk
- Decision: Do we want to look into provision of Broadband for the Village Hall – and paying towards the cost?

10. Approval of Minutes – meeting held on Tuesday 9<sup>th</sup> March 2021.

11. Actions Review (updates to the actions listed in the Agenda Notes) (to confirm current list of open actions)

### **Actions from Minutes of Meeting 2/2020/2021 held on Tuesday 9th March 2021:**

Ref	Due By	Owner	Action	Progress	Status
2020.014	31-Jan	SJ	Banking: SJ to contact the bank to request an online banking facility (if they are not willing to supply this service, Unity Bank, which is used by other parishes, does offer this service).	Raised 11th May – Online banking for payments now set up and been used to pay suppliers.	Close
2020.024	31-Mar	SJ	Village trees: SJ to circulate a scan of trees in village.	Sylvia has circulated the maps to the Councillors. A new map has been requested from Clint Parker with TPOs.	Open
2020.037	31 Mar	SJ	Contact Poors Plot for paperwork	SJ has contacted Poors Plot and received a report for the APM. Further reports will be discussed.	Open
2020.040	31-Jan	SJ	A resident expressed concerns regarding damage to grass verges in Church Lane inflicted by trucks and trailers. SJ previously investigated options to address this and TPC concluded installing wooden posts on the verge, which would have to be set back 0.5m from the road and would likely be ineffectual.	SJ contacted WCC and black and white posts will be put in when the weather warms up. This has been followed and assurances have been given for this work to be carried out.	Open
2020.045	9-Nov	KB	To circulate notes relevant to a proposed communication policy to TPC.		Open
2020.046	9-Nov	All	All to review the Art and History Group pages and comment on required updates.		Open

2020.049	31 Jan	SJ	Stiles between Stocks Lane and Biggin Hall Lane and one in Biggin Hall Lane all broken.	Robinson brothers have completed repairs of the stiles.	Close
2021.001	15-Feb	SJ	Letter to be sent to HR to follow up on Beech Drive trees	Email sent to HR and he will be following this up.	Open
2021.002	15-Feb	SJ	Obtain three quotes for the work to repair the bus shelter. Price for new bus shelter	Only two quotes obtained. Decision needs to be made.	Open
2021.003	15-Feb	SJ	Obtain prices for an extra bin(s) for dog litter and litter and fitting)	Litter bin being fitted in April and old bin converted.	Open
2021.005	15-Feb	SJ	Look into signage for BH lane to stop delivery vehicles driving in lane looking for Golf Club and Storage World	Still ongoing with authorities	Open
2021.006	Mid-April	KB/HC	Pre application planning for development in Main Street	Meeting with Councillors and arranged zoom	Open
2021.007	End April	KB	To draft a paper on SPD and CE for discussion with TPC Councillors before submission to RBC		Open
2021.008	End April	KB	Consult with Neil Pearce on 1030 and 0152 with draft submission		Open
2021.009	Mid-April	KB	To integrate the Communications and Publication's policies		Open
2021.010	30/4/2021	KB	The second shelter on the Coventry Road to be checked for damage.	If repairs are required, we will need to ask our repairs person to give an opinion.	Open
2021.011	30/4/2021	SJ	Pay the Landscape Partnership		Close
2021.012	01/4/2021	SJ	Reclaim VAT		Close
2021.013	01/4/2021	KB	KB to draft a paper on the CE for submission to Jeremy Wright MP and RBC's Chief Executive.		New
2021.014	20/4/2021	All	Prep for Annual Parish Meeting (AVM) to be held remotely by Zoom on 22nd April 2021.		Close
2021.015	30/4/2021	All	Prep for Annual General Meeting (AGM) to be held 10th May.	Op	Open

## 12. Finance & Clerk (SJ)

To note I/E transactions to date 2020/21

Spreadsheet to date

Cheque payments and signatures – formal proposal to pay invoice

13. Planning Subcommittee (KB)

R20/1085 – The Latch, Coventry Road – not required (decided 8<sup>th</sup> March 2021)

R20/ 1030 – Thurlaston Meadows, Main Street (Bungalows)

R21/0152 - Thurlaston Meadows, Main Street (extensions, new entrance, parking)

R20/1026 – (Symmetry Park) – Impact of RBC’s Planning Committee decision / next steps.  
Supplementary Planning Documents and Climate Emergency

14. Trees Update (SJ)

Trees on Beech Drive (SJ)

Updated Trees Maps (SJ) (Action 2020/024)

15. Policy and Procedures (KB)

Communications Policy – update on draft policy

Acceptance of the new Code of Conduct, subject to its adoption by RBC

16. ICT (KB)

Website – updates to Art Group, History Group, PC Archives etc.

17. Councillors’ reports – for any other items not covered elsewhere on the agenda (All)

Annual Parish Meeting (APM): Held remotely (Zoom) in April.

Appointment confirmation of the trustees of Newcombe and Spears Almshouses

The Annual Meeting of St Edmund's Church - Sunday, 18<sup>th</sup> April 2021.

18. Items for Future Consideration (All).

The next Parish Council meeting will be on 12<sup>th</sup> July 2021.