



To members of Thurlaston Parish Council:

You are hereby summoned to attend the meeting of the Thurlaston Parish Council (meeting No 6/2021/22) to be held at 7:00pm on **Monday 8th November 2021**. The meeting will be held in the Village Hall.

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.

Photographing, reporting, recording, filming, or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting, or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting. During remote meetings, if a member of the public wishes to record the meeting, they may do so, if they are present whilst the recording takes place and can be positively identified during the meeting. If any member of the Public cannot be positively identified when asked if they are present, the Chair reserves the right to request termination of the contact with the meeting host.

Signed..... Sylvia Jacques

Clerk to Thurlaston Parish Council

Parish Council Meeting No.6/2021/22 – AGENDA for Monday 8th November 2021 at 7.00pm

1. Welcome by the Chair.
2. Declarations of Pecuniary Interests or Non-Pecuniary Interests.
3. Apologies and Acceptance for Absence.
4. Borough and County Council officer's reports and representatives from other organisations.
5. Residents Matters
 - Traffic on BH Lane (action 2021/005) – update on signage (SJ) SJ to continue to follow up on ordering a sign.
6. Approval of Minutes – meeting held on Monday 13th September 2021.
7. Actions Review: Updates to actions from the Minutes of Meeting 5/2021/2022 held on Monday 13th September 2021 listed below (to confirm current list of open actions):

Ref	Due By	Owner	Action	Progress	Status
2020.024	31-Dec	SJ	Village trees: SJ to circulate a scan of trees in village.	SJ has received a response from Clint Parker and maps will be sent when updated.	Open
2020.037	09-Nov	SJ	Contact Poors Plot for paperwork.	SJ has made contact with the Poors Plot clerk. Cat has sent through the reports and application form for the website. Cat now in contact KB.	Open
2020.040	09-Nov	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 by 0.5M from the road and would likely be ineffectual	WCC put some posts in the verge and these were vandalised with the day and the posts removed. WCC has tidied the verge and seeded this. Discussions with WCC for the way forward. SJ requested WCC reviews the junction to determine fitness for purpose for farming vehicles.	Open
2021.001	31-Dec	SJ	Letter to be sent to HR to follow up on Beech Drive trees	SJ sent an email prompt to HR who promised to look into this. Ongoing. SJ to follow up with WCC Legal.	Open
2021.005	31-Dec	SJ	Looking into signage for Biggin Hall Lane to stop delivery vehicles driving in lane looking for the Golf Club and Storage World. Also check adoption of lane.	Checking for signage and adoption – ongoing. SJ awaiting feedback from TPC on proposed BHL sign.	Open
2021.007	End April	KB	To draft a paper on SPD and CE for discussion with TPC Councillors before submission to RBC	Response received from Ms Gibrat (RBC Growth and Investment).	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.	Part of LP/CE future considerations. Agenda item (9).	Open
2021.025	October	KB	Add "trained Clerk" as a (main) mitigating factor for identified risks (especially financial risks)		Open
2021.026	October	KB	Add risk of the Clerk being unable to carry out her function (and that WALC carries a list of locum Clerks, and that other local clerks could assist)		Open
2021.027	October	SL	SL to implement the following for the Clerk for the coming year: <ul style="list-style-type: none"> Clerk's hours increased from 4 to 5 hours per 	This has all been completed	Close

			<p>week</p> <ul style="list-style-type: none"> • Clerk's pay rate increased by one increment • Clerk holiday pay corrected • Clerk's Contract brought up to date 		
2021.028	October	KB	KB to progress with the TPC suggestion to re-establish the Rugby Area Committee.		Open
2021.029	October	KB	KB to identify sources for providing TPC with legal advice relating to planning up to a total cost of £5,000 (to improve its ability to respond to LP-related and local parish planning applications, perhaps starting with Neil Pearce).	Done (Neil Pearce gave three recommendations in response to JB's email.	Close
2021.030	October	JB	JB to pen a "Chairman's Newsletter" to provide a general update to residents, either via the Chronicle, or directly (or both). To include reference to R20/1030.		Open
2021.031	October	JB	JB to complete the back-end of the VDS and incorporate historical detail from the Beer Tree and Chronicle of the First Hundred Years information sources.		Open
2021.032	October	JB	JB to distribute the finished draft VDS to Norman Lines and other local residents who agree to assist, including suggestions from BC (BC to provide contact details for a possible resident reviewer).	This will be after Neil Pearce review.	Open
2021.033	October	JB	<p>JB to ask Neil Pearce to:</p> <ol style="list-style-type: none"> 1) review the draft VDS. 2) advice regarding finding specific sources for legal advice relating to planning responses (JB to supply Neil with a list of TPC questions). 	This is done.	Close
2021.034	October	JB	JB to submit the final draft of the VDS to RBC (Martin Needham).		Open

2021.035	October	JO	JO to contact David Gower for maps showing specific trees that have been subject to recent TPOs with David Gower	Response detailing the TPO's now received.	Close
2021.036	October	BC	Thurlaston Chronicle: BC pursuing possible editor. BC to follow up with a resident that may be interested	After discussion between BC and Paula Irish she has agreed to be editor.	Close
2021.037	October	KB/BC	KB To discuss/progress archiving with BC.		Open
2021.038	October	KB	KB to circulate details on incorporation of Private Sessions into the TPC Meeting agenda.		Open

8. Finance & Clerk (SJ)

Precept Proposal

I/E & bank reconciliation statement on the TPC Website.

To note I/E transactions to date 2021/22 Spreadsheet to date

Cheque payments and signatures – formal proposal to pay invoice

9. Planning Subcommittee (KB)

Items for referral to TPC:

(a) To receive an update on correspondence between Jeremy Wright MP and KB:

- The alignment of the Local Plan with RBC's Climate Change initiative and,
- RBC management and governance arrangements for the Local Plan and its implementation.
- The potential to align Sustrans 41 as a direct route between the Cawston Greenway and Draycote settlement.

(b) To report on a TPC meeting with Mannie Ketley (RBC Exec Director), and to consider further actions particularly regarding communications and consultation.

(c) To consider a TPC suggestion to re-establish the Rugby Area Committee, possibly under the auspices of WALC.

Parish planning applications:

(d) R20/1030 & R21/0152 – to receive an update on the position regarding Thurlaston Meadows applications: (a) bungalow scheme and (b) annex extension. (JB & JO).

(e) R21/0477 – Erection of No 6 dwellings at Malt House, Thurlaston. To receive an update. (KB).

Local Plan planning applications (KB):

(f) R21/0789 - Zone D (west) – site layout with warehouse, Energy Centre, vehicle parking. TPC representation submitted on 9th Sept 2021.

(g) R21/0815 – Symmetry Park - formation of a temporary access track. No TPC submission.

- (h) R21/0823 - Zone D - Extended landscaping with bunds and an acoustic fence. TPC representation submitted on 9th Sept 2021.
- (i) R21/0829 – Provision of Symmetry Park Energy Centre. TPC representation submitted on 9th Sept 2021.
- (j) R21/0790 – Zone D (east) - site layout with warehouse, parking and fencing. To receive a report for this application received by TPC on 8th October 2021.
- (k) R168y Public Right of Way realignment approved by RBC on 13th October 2021.

10. Village Design Statement (JB)

- Update on progress
- Reviews (residents & Neil Pearce)
- Submission to RBC (Martin Needham)

11. Trees Update (SJ)

- Trees on Beech Drive (SJ)
- Updated Trees Maps (SJ) (Action 2020/024) JO contact with David Gower.

12. Policy and Procedures (KB)

- (a) Acceptance of a new Code of Conduct, conditional approval subject to adoption by pending RBC request for electoral extracts from their Register of Electors.
- (b) Revision of Risk Register.

13. ICT (KB)

- Website:
 - (a) Revisions made to Home page and Poors Plot website pages.
 - (b) Vision ICT – report from the company regarding proposed upgrades to their IT servers.

14. Poors Plot – to note new secretarial arrangements, and that TPC has proposed that the Trustees meetings schedule should be published on TPC’s website. (KB)

15. Thurlaston Chronicle (BC)

- Editors and compositor appointed.
- Thurlaston archive arrangements.

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

17. Items for Future Consideration (All).

The next Parish Council meeting will be on 10th January 2022.