



**To members of Thurlaston Parish Council:**

You are hereby summoned to attend the meeting of the Thurlaston Parish Council (meeting No 3/2023/24) to be held at 7:00pm **Monday 17th July 2023.**

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.

Signed..... Sylvia Jacques

Clerk to Thurlaston Parish Council

**Parish Council Meeting No.4/2023/24 – AGENDA for Monday 17th July, 2023 at 7.00pm in the Village Hall**

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 officers' reports and representatives from other organisations.
5. Residents' Matters
6. Approval of minutes – meeting held on Monday 15<sup>th</sup> May 2023 including the AGM 2023.
7. Finance & Clerk (SJ)
  - (a) To note I/E transactions to date 2023/24 Spreadsheet to date
  - (b) Cheque payments and signatures – formal proposal to pay invoices.
  - (c) Consider surfacing area at end of Stocks Lane.
  - (d) Grass cutting in 2023: SJ discussed with current contactor. Letter sent; insurance received.
  - (e) Greenshoots, Beech Drive update.
  - (f) VAT claim update.
8. Planning Subcommittee to **be updated by RA**
  - (a) RBC Planning Application - R22/1275 Draycote Hotel & Whitefields Golf Course. TPC submission made 5<sup>th</sup> Jan 2023. Subsequently a revised site access/egress design has been proposed. No decision.
  - (b) RBC Planning Applications - R22/1298, R22/1299 & R22/1335 Draycote Water. TPC submission made 5<sup>th</sup> January 2023. No decision.

- (c) RBC Planning Application – R23/0420, The Old Forge. TPC submission made 3<sup>rd</sup> May 2023. Note subsequent RBC letter advising that R23/0420 has been withdrawn and the application will be taken under R22/1281. RA has been advised.
- (d) RBC Planning Application – R22/0853 350 dwellings land north of Station Farm Cottage. Following legal advice, a TPC submission was made 7<sup>th</sup> October 2022. No decision.
- (e) RBC Planning Applications - R20/1030 & R21/0152 Thurlaston Care Home Ltd
  - Revisions to R20/1030 & R21/0152 – drawings to show the cumulative effects of both applications (e.g., shared infrastructure) and reduction in proposed number of dwellings to 35.
  - RBC aspires to decide the application(s) by 30<sup>th</sup> June 2023.
  - Instructions have been issued to TPC’s legal adviser who, if required, will represent the parish council at RBC’s relevant Planning Committee meeting.

NB. The membership of the Planning Committee will change following 4<sup>th</sup> May elections.
- (f) Tritax Symmetry submissions:
  - R23/1072 – R16/2569 Condition 19 – land north of Coventry Road
  - R23/0399 – Extended landscape mount (land north of Tritax estate)
  - R23/0397 – Zone D Unit 7 B8 buildings
  - R23/0398 – Zone D Units 5 & 6 B8 buildings
  - R23/0463 – R16/2569 Condition 15 – HGV routing strategy
  - R23/0486 – R16/2569 Condition 8 – Lighting strategy for Biodiversity (Units 5 & 6)
  - R23/0485 – R16/2569 Condition 8 - Lighting strategy for Biodiversity (Unit 7)

9. Trees Update (SJ)

10. Village Design Statement (All) (HA)

- (a) Progress on submitting the latest draft to Martin Needham (RBC) for review/approval. (SJ/HA)

11. Policy and Procedures (HA/SJ)

- (a) To note the revised TPC Documents & Policies summary catalogue and review schedule (version 11).

12. ICT - (LW) **To be updated by LW**

To consider the ICT implications of:

- (a) Planning Subcommittee - laptop handover to the Subcommittee chairman details of the modus operandi for its use
- (b) TPC website – maintenance and potential migration to another platform.
- (c) Implications of Village Hall website presence.
- (d) ICT security – the Council’s nominated ICT Officer should take responsibility for ICT security: website, email accounts, computer accounts, backup devices, various ICT and data related policy documents.
- (e) Document standards – for policies and procedures, formats and associated website constraints. (e.g., PDFs, JPGs, Accessibility Regulations compliance etc).

(f) Required website updates immediately after the May 2023 election – Councillor profiles, roles, photos.

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

14. Items for Future Consideration (All)

Training courses for New Councillors.

Discuss Tritax proposal.

Close of Meeting

The next Parish meeting will be at 7pm on Monday 11<sup>th</sup> September 2023

**Current Open Actions List:**

Ref	Due By	Owner	Action	Progress	Status
2021.039	Sept 23	SJ	Clerk to produce list of main contacts in her work.	Lists provided by JB and KB. Ongoing.	Open
2022.023	Jan 23	SJ	Street Lighting: Maintenance, to find cheaper costings and to switch lights off at midnight.	Details from WCC to switch off lights at midnight were expensive, so to ask the question: what is the least expensive way to achieve this. Replied received and the cheapest way to do this was given. Details sent to Councillors.	Open
2022.039	July 23	SJ	To contact STW for an update on the workings on a water pipe at the end of Stocks Lane.	Letter to STW, Without Prejudice.	Open
2022.056	Sept 23	SJ	To apply to Cllr Howard Roberts for a grant to cover the costs for a cobblestone kerb at the junction of Church Lane and Main Steet (progress will have to wait until HR's grant budget is available.	Email sent to Cllr Peter Eccleson & Cllr Howard Roberts, awaiting reply	Open
2023.001	Sept 23	SJ	Commemoration of the Coronation of King Charles III	TPC will purchase and plant a tree after the Coronation and will consider dedicating one of the trees planned for the Beech Drive Copse for this purpose. SJ to contact Beech Drive representative	Open
2023.013	July 23	SJ	Issue invite to new RBC Councillor John Keeling	Invitation to be sent with July agenda	Open
2023.024	July 23	SJ	Contact PCSO Banks to discuss the resident's problem with exiting Church Lane.	Contacted PCSO Banks. Discuss details	Open
2023.025	July 23	SJ	Send accounts to external auditor and publish documents on website	Audit papers sent to External auditor	Open
2023.026	July 23	SJ	Resurfacing end of Stocks Lane	Spoke to ex councillor Brian Coleman. Discuss.	New
2023.027	July 23	SJ	Send copy of VDS to RBC	Copy sent to Martin Needham	Open
2023.028	July 23	LW	To discuss the VH details on website and discuss presence on TPC website		New