



Thurlaston Parish Council

DRAFT Minutes of Thurlaston Parish Council Meeting and AGM 3/2020/2021 held on Thursday 6th May 2021 as a Virtual Zoom at 7pm

Present: Parish Councillors:

John Bretherton (JB) Chair

Helen Creery (HC)

Keith Boardman (KB)

Stephen Lewington (SL)

Parish Clerk:

Sylvia Jacques (SJ)

Residents attending: Five plus One Journalist.

Visitors muted and recording begins.

1. Welcome to all attending this meeting by Parish Clerk, Sylvia Jacques. Proposal for new Chair, John Bretherton willing to stand again. Proposed by Keith Boardman and seconded by Helen Creery.

Welcome and election of two new co-opted Councillors, Justin Owen (JO) and Brian Coleman (BC). Proposed by John Bretherton and seconded by Keith Boardman.

SJ hands over to JB.

JB Welcomes everyone to the meeting. Thanks to Justin Owen (JO) and Brian Coleman (BC) for joining the Parish Council (TPC).

JB says farewell to Helen Creery who has been on the TPC since 2009, 12 years, and thanked her for her long and dedicated service.

2. Declarations of Pecuniary Interests or Non-Pecuniary Interests. None.
3. Apologies and Acceptance for Absence. Cllrs Peter Eccleson (PE), Howard Roberts (HR) and Deepah Roberts (DR).
4. JB – Planning Sub Committee, has been changed to include all the Councillors and will consist of, Chair, KB - proposed by JB and seconded by JO. To adopt the document for the sub-committee terms of reference - proposed JB and seconded by KB.
5. JB – Staffing sub-committee with SL as Chair and JB. There will be a third person in time. Proposed by JB and seconded by KB. Terms of reference proposed by JB and seconded by KB.
6. Allocation of roles and responsibilities proposed by JB and seconded by BC. See list at end of minutes.

All proposals in 1-6 passed by TPC.

7. Borough and County Councillors report, read by Parish Clerk, Sylvia Jacques, see at end of minutes.
8. Residents Matters

- The Thurlaston Bus Shelter is in need of repair (Action 2021.002). Woodworm, wet rot, roof heavy with moss. Preservation treatment needed. SJ has obtained two quotes and this now needs to be resolved quickly. It is a Heritage building as well as a place for the Community to use and needs to be retained for the village. SJ to make enquiries about timings of work to be

carried out. Proposed by KB seconded by SL. The second shelter on the Coventry Road has been checked for damage. This just needs a small amount of maintenance and a quotation has been received for £148.00.

- The current litter bin is to become a dog litter bin and will be re-furbished. Labels have been purchased to be attached on to sides. SJ has ordered a large bin and the cost is shared with the RBC. Awaiting delivery.
- An update on car parking – The presence of the extra police in the village seems to be having a positive impact. The Police will have a base (Outpost) in the Village Hall.
- A resident of Biggin Hall Lane requested that a cul-de-sac sign or signs are installed as delivery vans regularly lose their way on BHL looking for the Golf Club or Storage World warehouse. The same resident also what would be involved for RBC to adopt BHL (it is unadopted at the moment). These queries are ongoing with the Parish Clerk.
- Discussed a proposed development in the village, pre application, TPC had a site visit with relevant persons. Deferred until future meeting.
- Provision of Broadband in the Village Hall. Discussed cost and options. More information required. JB attending VH meeting next week.
- A resident attended the meeting to discuss to possibility of planting crocuses in the verges in village. This is for a charity Purple for Polio and Bill Gates has said he will match fund. The residents will be offered the crocuses to purchase for their own gardens. The idea is a worthwhile one and the TPC approved, but the resident said he has also cleared this with WCC Highways. SJ to check.

9. Approval of Minutes – meeting held on Tuesday 9th March 2021.

Approved: Proposed by SL, seconded by KB and passed by TPC

10. Actions Review (updates to the actions listed in the Agenda Notes)

11. Finance & Clerk (SJ)

- The I/E was circulated to TPC prior to the meeting, has been updated by SJ. The VAT claim has been paid and received.

Decision: Records accepted – no queries raised

- Three payments have been made by BACS – formal proposal to pay invoice Proposed by KB and seconded by JB – no queries raised.

An on-line account is now open and fully operational.

12. Planning subcommittee (KB)

- R20/0281 – extra four dwellings rear of Dunsmore Garage. Appealed December 2020.
- R20/1085 – The Latch, decision not required by RBC.
- R20/1026 – Framptons/Tritax. No decision - Extension to 30th April 2021.
- R20/1030 – Thurlaston Meadows, Main Street (bungalows) no decision – extension to 31st May 2021.
- R21/1026 – Beaconsfield, Main Street. Approved March 2021.
- R21/0152 – Thurlaston Meadows, Main street (extensions, new entrance, parking) No decision.
- R21/0468 – Dunsmore House, Coventry Road, conversion of existing garage to living accommodation.
- New Planning Sub-Committee formed. Meetings will take place as and when required. Discussion on current applications/submissions.

13. Trees Update (SJ)

Updates:

- Trees on Beech Drive, SJ to continue pursuing the legal department at WCC.
- Updated Trees Maps - SJ to continue the chase. JO also pursuing this action.

14. Policy and Procedures (KB)

- KB submitted a draft Communications Policy. Proposed by KB and seconded by SL, and adopted.
- Code of Conduct Policy, updated – acceptance of this policy, subject to its adoption by RBC.

15. ICT (KB)

- KB summarised the updates to groups on the website. Photographs required to post.
- PC meeting archives, since 2007, are now on the website. Interestingly problems with car parking in the village has been discussed every year.

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

- Annual Village Meeting (AVM) now re named Annual Parish Meeting (APM) was held remotely by Zoom on 22nd April 2021.
- This Annual General Meeting (AGM), held remotely via Zoom, will be followed by a meeting, probably in June after further COVID restrictions have been lifted, to finalise the Accounts (AGAR).
- TPC has had a request from the Trustees of the Newcombe and Spier Almshouse Charity 2021 to confirm the ongoing appointment of Mr Walter Harvey who has been a trustee since September 2009. This confirms the ongoing appointment. Proposed by KB and seconded by JO.

17. Items for Future Consideration (All). Training with WALC for the two new Councillors will be sourced by the Parish Clerk. SJ.

Meeting closed at 20.45

The next Parish Council meeting will be held in June 2021 to finalise the Accounts followed by the next full Parish council meeting, which will be held on 12th July 2021.

Signed by.....Chair John Bretherton Dated.....

Appendix 1

Actions from Minutes of Meeting 5/2020/2021 held on Monday 9th November 2020:

Ref	Due By	Owner	Action	Progress	Status
2020.014	30-Jun	SJ	Banking: SJ to contact the bank to request an online banking facility.	Raised 11 th May – Online banking is now fully open.	Closed
2020.024	31-Aug	SJ	Village trees: SJ to circulate a scan of trees in village.	SJ and JO to pursue maps of trees in the village showing TPOs.	Open
2020.037	30 Sept	SJ	Contact Poors Plot for paperwork	SJ has made contact with the PoorsPlot clerk. She had changed her email address. A report for the APM was received and she said she would update the details on our website.	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	SJ has contacted WCC and they will tidy the verge and erect posts to prevent future/further damage. Delayed until the weather improves. SJ is still chasing this work.	Open
2020.045	09-Nov	KB	To circulate notes relevant to a proposed communication policy to TPC.		Open
2020.046	09-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 broken	Work has finished.	Closed
2021.001	Mid-April	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.	Open
2021.002	Mid- April	SJ	Obtain 3 quotes for the work to repair the bus shelter. Price of new shelter.	SJ to ascertain who is available to do this work urgently an discuss with the Art Group.	Open
2021.003	Mid-April	SJ	Obtain prices for extra bin(s) for dog litter and fitting	New Large Litter from RBC, cost is shared, fitted. Old bin to be refurbished as dog litter bin.	Open
2021.005	28-Feb	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.	Open

2021.006	Mid-April	KB/HC	Pre application planning for development in Main Street	Meeting with Councillors and zoom carried out.	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	This has been completed.	Closed
2021.010	30/4/2021	SJ	The second shelter on the Coventry Road to be checked for damage.	Just some maintenance work needed and quote obtained.	Open
2021.011	30/4/2021	SJ	Pay the Landscape Partnership	Paid	Closed
2021.012	01/4/2021	SJ	Reclaim VAT	Vat claim received	Closed
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 Village Meeting (AVM) to be held remotely by Zoom on 22nd April 2021.	Now re-named Annual Parish Meeting (APM) inline with other councils. Meeting held	Closed
2021.015	30/4/2021	All	Prep for Annual General Meeting (AGM) to be held 10th May.	Meeting held on 6 th May	Closed
2021.016	31/05/2021	SJ	Visit or send letter to occupants of House next door to development R21/0468	Visit but if unable to contact the residents, drop in a letter.	New
2021.017	May/June	SJ	Check for courses for new Councillors	Check with WALC	New
2021.18	31/05/21	JB	Explore installation of Broadband in the VH.	JB to attend the next VH meeting.	New

Thurlaston Parish Council - Roles & Responsibilities

	Keith Boardman	John Bretherton	Brian Coleman	Stephen Lewington	Justin Owen	Sylvia Jacques
Parish Council	Councillor	Chairman	Councillor	Councillor	Councillor	Clerk
Planning Subcommittee	Chairman	Member	Member	Member	Member	Clerk
Staffing Subcommittee		Member		Chairman		Employee
	ICT & Website	Governance, GDPR		Footpaths	Conservation	Accounts
	Defibrillator	Speeding		Walls & Drains	Parking	Trees & Grass Cutting
	Complaints	Village Hall Liaison		Health & Safety, Emergency Plan	Highways, Roads & Lighting	Documents & Policies Renewal Schedule

Thurlaston Parish Council 2021-2022

Cllr Howard Roberts (WCC & RBC), Cllr Peter Eccleson (RBC), Cllr Deepah Roberts (RBC)

APRIL 2021

The Diary is a little shorter than usual due to suspension of a number of activities due to the forthcoming elections on 6th May. Quite a bit of our time has been taken up in this regard.

Warwickshire

- Howard has been engaged in a cross-party working group looking at on street parking across the County. Much attention has been given to 'Residents Parking Permits' within Rugby Borough. This work has been temporarily suspended due to the forthcoming elections. Findings of this working party will probably come out to Public Consultation before any decisions are finalised.
- Howard has also been involved in road safety issues and better lighting on the A45 at Longdown Lane, Willoughby where there have been a number of traffic fatalities.
- Parking plans for the grass matting etc on Adkinson Avenue, Dunchurch are about to go out to consultation with residents.
- All three Councillors have been working towards attempting to influence Warwickshire Highways to reduce the speed limit along the 'straight mile' at Bourton for safety reasons.

Rugby BC

- All three Councillors have been involved in issues of hedging, pot-holes, trees and public litter bin emptying.
- We have been engaged with individuals in the Borough to assist with their housing needs and liaise with our housing department on a number of other welfare issues. Dealing with these issues, helping people and gaining a positive outcome makes the Councillors role satisfying. I am pleased to say that the issues that all three of us have worked on have all had positive outcomes.
- We have been engaged in discussions surrounding the development of a new recycling centre which will serve the Borough, Coventry and Solihull plus other districts. The plant will be one of the most advanced in the country. It is a significant

investment and development and will lead the way technologically – e.g., much of the power for the plant will come from solar panels mounted on the roof of the building. We aim to start the building works later this year with the site coming ‘on line’ in 2023. Whilst much of the detail behind this is ‘commercially confidential’ we will feed you more information over the coming months as it is released.

- In addition to Committee works regarding recycling, fly-tipping and graffiti we are looking at the formulation of strategies on all three subjects and addressing the root causes of fly-tipping and graffiti in particular. More details will emerge once we have agreement at Council level.

- Last night (20th April) was Cllr Bill Lewis’s last night officiating over a full Council meeting as Chair. The ‘Mayor Making’ Ceremony will be conducted on 20th May when your Councillor Deepah Roberts will become Mayor of Rugby at a ceremony which will also be streamed live on YouTube. Your new Mayor is already taking bookings for opening fete’s etc – so get your requests in early! The last Mayor from our area was former Councillor Bill Shields who regretfully passed away on 11th December 2018. Bill was Mayor of the Borough for the 2002/03 municipal year and a Councillor for Dunchurch and Knightlow Ward from 1990 to 2008.

- We have been active in influencing the developers/owners of the former Moji restaurant at Stretton and the former Bull & Bush public house at Ryton to clean up both sites which were demolished and is attracting fly tipping.

- It has been brought to our attention that a resident of Dunchurch has moved out of the area. Mr Robin Aird served on Dunchurch Parish Council for 17 years, 10 of those years as Chair. He has also been a Trustee of the ‘Alms House Charity’ for 10 years and has been a volunteer at the Dunchurch Community Library since its takeover by the Parish Council. Robin also Chaired the Neighbourhood Planning Committee of Dunchurch Parish Council for some time. He ‘spearheaded’ the negotiations with Warwickshire County Council when Dunchurch PC took over the library when it was threatened with closure and he secured the covered bus stop on Southam Road, Dunchurch against a great deal of opposition from Planners.

It is the dedication of individuals like Robin on your Parish Councils that keep the villages going. It is not an easy task and I know from experience that Parish Council work can affect social life, family commitments and even ones own health. We three Borough Councillors would like to recognise and thank all you serving Parish Councillors and Clerks for your support to us which in turn helps us to undertake our work on behalf of the constituents of our Dunsmore Ward.