



Thurlaston Parish Council

Minutes of Thurlaston Parish Council Meeting and AGM 3/2022/2023 held on Monday 9th May 2022 at 7pm in the Village Hall

Present: Parish Councillors:

John Bretherton (JB) Chair

Keith Boardman (KB)

Stephen Lewington (SL)

Justin Owen (JO)

Brian Coleman (BC)

Parish Clerk:

Sylvia Jacques (SJ)

Residents attending: One.

1. JB Elected Chair. Proposed by KB and seconded by SL. All relevant forms signed by the Committee members.
2. Declarations of Pecuniary Interests or Non-Pecuniary Interests. None.
3. Apologies and Acceptance for Absence. None
4. Borough and County Councillors report. None.
5. Residents Matters
 - The signage in the village for Biggin Hall Lane; Rugby Borough Council installed April 2022 but rather high up.
 - Grass cutting contract for the village to include Beech Drive and bin emptying for Stocks Lane area agreed. Proposed by JO and seconded by SL.
 - Question from resident attendee (Norman Lines): could TPC check the legality of the change in categorisation of the Thurlaston settlement from Housing Needs to Rural Village. TPC will incorporate this into the questions to Ashley Bowes.
6. Approval of Minutes – meeting held on Monday 14th March 2022. Proposed by SL and seconded by KB.
7. Finance & Clerk (SJ)
 - The I/E and bank reconciliation statement was circulated to TPC prior to the meeting, having been updated by SJ. This will be displayed on the TPC website prior to the deadline of 1st July – a short TPC meeting will be needed before then to approve the audited figures.
 - All transactions to date on spreadsheet noted. Two minor errors corrected, no change to the totals.
 - Street Lighting maintenance: no change proposed to current supplier. This will have to be reviewed after an increase in the latest invoice. SJ to obtain three quotes.
 - All payments made or to be made by BACS. Approved by JB and seconded by JO and by TPC, no queries raised.
 - The annual audit is due shortly; SJ to schedule with auditor.

8. Planning subcommittee (KB & JB)

- (a) KB to ask Sustrans for their preferred solution for the Potsdam link road (the Sustrans side of the Tritax view on delays in agreeing a way forward).

KB to touch base with Cawston Greenway.

- (b) Collaboration with neighbouring parishes. (JB) JB will continue to try to set this up.

Parish planning applications:

- (c) R20/1030 & R21/0152 – to receive an update on the position regarding Thurlaston Meadows applications: (a) bungalow scheme and (b) annex extension. (JB/KB/JO). Neil Pearce has the information he needs and will review both applications.
- (d) R21/0477 – Erection of No 6 dwellings at Malt House, Thurlaston. No decision (KB).
- (e) R21/1208 – The Latch – proposed demolition and erection of 2 no. dwellings. No Decision. (KB). KB to write to WCC regarding the egress concerns.
- (f) R22/0018 – No 4 The Gardens – Approved (KB).

RBC and WCC planning applications (KB):

- (g) R21/0823 – Zone D – Extended landscaping with bunds and an acoustic fence. TPC representation submitted on 9th Sept 2021. Approved.
- (h) R21/0829 – Provision of Symmetry Park Energy Centre. Approved.
- (i) R21/0790 – Zone D (east) – site layout with warehouse, parking and fencing. No decision.

Other external Meetings:

- (j) Mannie Ketley – RBC - report on meeting with held 25th March 2022 (Village Hall/Walk) (BC).

This was a familiarisation visit and an expression of concern by the village of the impact that such a development is likely to have on the landscape and the village. We were keen to identify and follow up any mitigating actions that could be implemented, also any management action that was necessary, like measuring current ambient conditions, e.g., light at night, sound and polluting emissions. A concern was also reiterated over the lack of a composite plan for traffic flows in SW Rugby. The Sustrans opportunities towards the Potsford Dam were also discussed.

9. Village Design Statement (JB)

- JB to ask Neil Pearce how much it would cost for them to finish it off.
- NDP discussed, but discounted as an alternative way forward to VDS.
- Liaison to be opened with Mary Cook/VHC on VH future plans.

10. Trees Update (JO)

- Trees on Beech Drive (JO/SJ/BC) JO to submit revised application.
- Updated Trees Maps – SJ (Action 2020.024). JO contact with David Gower. JO received the updated maps – action to be closed. Maps to be forwarded to the Committee.

11. Policy and Procedures (KB)

- Two new policies – Health & Safety and Expenses now on website.
- Revised schedule of documents and proposed review dates.
- Sickness and Absence policy to be put onto website. To include COVID. (SL).
- Disciplinary procedure to be put onto website. To include COVID. (SL).

12. ICT (KB) Nothing to report.

13. Thurlaston Archives (BC)

BC to carry this forward with those at the APM who expressed an interest.

14. Poors Plot

- Outstanding action to provide publicity information and Trustee meeting dates for the TPC website. (SJ) Action on way forward. Very disappointed that we did not even receive a short report for the APM. There is still no form for the website. Their charities report is overdue. Concerns expressed that very little information is shared/offered.

15. Thurlaston Chronicle (SJ) – good teamwork has produced the Chronicle and this has been delivered around the village. PDF required for the website.

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

- None

17. Items for Future Consideration (All)

- TPC to plant a tree for the Platinum Jubilee celebrations at the time of the Village Tea Party on 5th June. SJ to purchase a crab-apple tree for planting.
- WALC membership renewed.
- Insurance renewal; SJ will request 3 quotes.
- SJ enquire about switching off street lights at midnight.

Parish Clerk, Sylvia Jacques, wishes to praise the Councillors for all the work they have put in to enable the Annual Parish meeting to have taken place on 28th April 2022. All are volunteers and some have full time jobs and they spend long hours working for the village and its residents. This year in particular, with many more planning applications, that have an impact on the village, it was sad that out of a possible 300 residents only 28 came to the meeting. A meeting that was very interesting and enlightening with PowerPoint presentation giving great detail on the local plans.

Meeting closed at 21.30pm.

The next Parish Council meeting will be held on 11th July 2022.

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

Appendix 1

Actions from Minutes of Meeting 3/2022/2023 held on Monday 9th May 2022:

	Due By	Owner	Action	Progress	Status
2021.026	July 22	SJ/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)	SJ has received a response from WALC and a list of locum clerks is being compiled. Check for update with WALC.	Open
2021.032	July 22	JB	JB to ensure VDS review is completed and to submit the finished draft VDS to Martin Needham at RBC.	Avon's initial review concluded that the approach has too many elements of an NDP. It needs to be reworked to only include design statements. Norman Lines, Colin & Mary Cook will be the resident reviewers.	Open
2021.039	May 22	SJ	Clerk to produce list of main contacts in her work.	Ongoing	Open
2022.001	May 22	SJ/JB	Organise meeting with Cawston TPC	SJ to agree a date with Cawston on a Tuesday afternoon after 5pm. SJ having difficulty with contact. JB will try.	Open
2022.004	April 22	SJ	To contact the auditor for date.		Open
2022.006	April 22	SJ	Contact clerk to Poors Plot for paperwork and dates	Seek advice	Open
2022.008	May 22	SJ	To organise TPC planting a tree for the Platinum Jubilee celebrations at the time of the Village Tea Party on 5th June. SJ to investigate what tree to purchase and ask WCC where TPC could plant it.	SJ to purchase a crab apple tree	Open
2022.012	July 22	BC	Village Archives: BC to provide TPC with a one-page proposal for maintaining archives, with some examples.		Open
2022.017	May 22	SJ	Obtain three insurance quotes for renewal of TPC's policy		Open
2022.019	July 22	SJ	To find if the BH lane sign could be lowered as it is rather high.		New
2022.020	July 22	SJ	I/E & bank reconciliation statement: to provide these to KB for posting on the TPC website when available. This will be done prior to the deadline of 1 st July – a short TPC meeting will be needed before then to approve the audit figures.		New

2022.021	July 22	SJ	I/E & bank reconciliation statement: To arrange a short TPC meeting to approve the accounts prior to the deadline of 1 st July.		New
2022.022	July 22	JB	Village Design Statement: To ask Neil Pearce how much it would cost for them to complete VDS.		New
2022.023	July 22	SJ	Street Lighting: To enquire if alternative supplier would be less expensive.		New
2022.024	July 22	KB	To ask legal counsel the legal position of the change in categorisation of the Thurlaston settlement from Housing Needs to Rural Village (question from resident attendee 9/5/2022)		New
2022.025	July 22	KB	To speak with Sustrans contact for an update on the Sustrans/Potsdam Link Road progress and their preferred solution.		New
2022.026	July 22	KB	To speak with Cawston Greenway contact for an update on Sustrans/Potsdam Link Road progress.		New
2022.027	July 22	KB	R21/1208 (The Latch): KB to write to WCC regarding the egress concerns.		New
2022.028	July 22	JB	To liaise with Mary Cook/VHC on VH future plans.		New
2022.029	July 22	JO	To submit a revised application for maintaining the trees in Beech Drive.		New
2022.030	July 22	SJ	To obtain pdf of the recent issue of Thurlaston Chronicle for the TPC website.		New
2022.031	July	SJ	To explore solution to area at junction of Church Lane and Main Street		New