



THURLASTON PARISH COUNCIL

Minutes of Meeting 4/2020/2021 held on Monday 13th July 2020 As a Zoom Virtual meeting at 7.00 pm

Present:	Parish Councillors:	John Bretherton (JB) Chair Helen Creery (HC) Norman Lines (NL) Keith Boardman (KB) Stephen Lewington (SL)
	Parish Clerk:	Sylvia Jacques (SJ)

Councillors attending: Cllr Howard Roberts (HR), Cllr Peter Eccleston (PE)

Residents attending: None

1. Welcome by Chair:

Welcome was given by the Chair to all.

2. Declaration of Pecuniary Interests or Non-Pecuniary Interest:

None.

3. Apologies and Absence Approved:

4. Reports from Borough and County Council officers:

HR and PE made a number of points and answered questions on these, summarised as follows:

- HR said that Leamington, Stratford and Warwick (and possibly Solihull) district councils are considering setting up independently from Warwickshire in anticipation of a government white paper expected to be published in Autumn 2020, which is widely reported to address devolution of powers. Leaders of Warwick District Council and Stratford District Council issued a statement on 24 June announcing a review of structures in South Warwickshire. PE said the process is likely to take at least 18-24 months. RBC is considering its own future position, which is unclear at the moment, but it could result in RBC becoming a town council. Regarding planning, it seems likely that the new set-up would adopt the existing Local Plan.

The outcome could see all of the borough and district councils in Warwickshire, the county council, and town and parish councils via their representative organisation jointly commission a review that will consider financial pressures and the erosion of the connection between people's association with a sense of place, among other factors.

- HR, who is RBC portfolio holder for the environment and public realm, said a number of residents asked them to consider using a “Tosser” campaign that has been used in New Zealand and elsewhere in the UK, to “tell litter tossers what the rest of us think”. HR said that a sharp increase in littering in Rugby's parks and open spaces has led to a new poster campaign. RBC staff are collecting an extra ten tonnes of litter and human waste from parks and open spaces every day. The new campaign asks residents not to "be a Tosser" - there are no excuses for failing to put it in the bin or take it home. Posters will be put up in local parks and open spaces by community champions and council staff over the next few weeks, and will also feature on social media.
- HR asked if TPC would help with a review to identify any need for additional dropped kerbs in the Parish and report back to him. SJ agreed to report back to HR on this.
- JB asked if there was any further news on the application for funding for lights at the junction of Thurlaston Main Street and Coventry Road – HR confirmed nothing further to report on this at present.
- NL raised the subject of the planning application for housing between the Western Relief Road and Long Lawford (R20/0134) - building in the Green Belt on land that was not allocated for housing in the LP. PE said that the applicant is within their rights to apply for planning permission, but that did not mean it would necessarily be passed and that Planning Dept would review the application properly.
- NL raised several points relating to the latest Tritax sustainability document on the planning portal:
 - Bus transport to site strategy was woolly.
 - There is an assumption that all employees will come from within cycling distance.
 - There is no reference to a risk assessment of the travel plan.
 - The ecology section focusses on trying to hide the buildings – does this indicate a poor and unattractive design?
 - There is still no clarity on occupants. RBC have the responsibility for economic growth but Tritax in charge of occupants.
 - No clear review process – there should be a regular review of LP aims against up to date requirements in the Borough.
 - Covid19 has taught us how quickly the world changes and requirements conceived in 2011 and intended to last until 2031 may no longer be relevant today.
 - We should also write to local MPs to broaden awareness
- KB said that more documents had been issued on the planning portal relating to R16/2569, but there was no more detail on the Energy Centre and water recycling
- KB stated that in the context of sustainable development he recommended the PC should pursue an opportunity to create a greenway in which Sustrans 41, the disused LWNr route and Northampton Lane could be linked thus providing good foot/cycle routes between Symmetry Park and Cawston and Dunchurch, whilst also providing an opportunity to provide an underpass to the south side of the A45 and to the Straight Mile. KB/NL to consider this as an item as part of their strategy meeting.

Extract from Symmetry Park narrative states:

Tritax Symmetry are working in tandem with WCC to encourage sustainable travel and prohibit single passenger travel. The planning application proposals will provide the first section of the Rugby South West allocation's Sustainable Transport Link (STL):

- *The Sustainable Transport Link (STL) will provide fast and efficient bus access to serve the proposed South West Rugby allocation.*
- *It will provide a safe and attractive route for pedestrians and cyclists.*
- *It is not proposed to enable general traffic to use the STL as a through route as this would potentially reduce the attractiveness of bus as an alternative to the private car and make the route less attractive for pedestrians and cyclists.*

- KB also questioned the size of the 5MW energy centre proposal, described in the Symmetry Park Sustainable Development document, suggesting that 5MW would be much larger than necessary.

Energy Centre Extract from Symmetry Park narrative states:

- *Integrates multiple modular power sources from proven technologies and in doing so it will reduce the CO2 footprint generated by that power, as the power will not be subject to the normal losses associated with the transmission from the centralised point of generation to the consumer.*
- *The CHP will be driven by clean biogas or natural gas. The engines are sufficiently clean by design and they do not require any secondary reduction to achieve the air quality standard. CHP is an exemplary sustainability standard that provides fully renewable energy generation and is anticipated to use certified green gas, making it environmentally sustainable.*
- *Furthermore, by using heat and chill created as a by-product of the electricity generation it will reduce consumption of power by occupiers for heating and refrigeration significantly enhancing the sustainability and environmental credentials of the site.*

The Energy Centre is designed to maximise Symmetry Park, Rugby's low carbon credentials and minimise Symmetry Park, Rugby's reliance upon energy from the National Grid

- PE proposed he sets up a meeting between TPC and Stephanie Chettle-Gibrat/Planning, but would like to provide her with TPC questions prior to the meeting as a framework for the agenda (KB and NL will compile the list of questions).

5. Residents Matters: None

6. Approval of Minutes – held on 11th May 2020

Minutes of the meeting held on 11th May 2020 were proposed by KB and seconded by SL and approved. The minutes will be signed by JB when possible.

7. Actions Review:

See updated actions table in the Appendix.

8. Finance & Clerk:

- Cash flow/ Balance sheet 2020/21 circulated to the Councillors and approved.
- SJ to provide a financial summary 2019/20 for the website.
- Insurance renewal as recommended by Came & Co agreed for the coming year.

- Audit Report and Annual Governance Statement 2019/20 proposed by JB and seconded by KB and approved subject to correction of a cheque number reference (replace 739 with 740).
- Cheque payments since the last meeting proposed by NL and seconded by KB and approved.
- Audit Report Accounting Statement 2019/2020 proposed by JB and seconded by SL and approved.
- Internal Audit Report approved subject to correction of cheque number, as outlined above.

9. Confirm Roles & Responsibilities of Councillors (JB)

Roles and responsibilities were agreed subject to moving the Governance function from KB to JB.

10. COVID-19 update (JB/SJ)

Rugby one-way system for social distancing for traffic has been tried and scrapped.

SJ noted that the most recent Covid update meeting she attended focussed on playgrounds, which is not relevant to Thurlaston.

11. Local Plan (NL/KB)

NL/KB to hold a strategy session to define a joined-up approach to TPC's responses to the various plans that impact the Parish.

12. Warwickshire Minerals Plan 2018 (KB)

SJ has confirmed and circulated the date change to TPC members. The Mineral Plan will be in-scope for KB/NL's planning strategy session.

13. Village Design Statement (JB):

JB has included an explanation on the change from NDP to VDS in his "Chairman's Report", which will be included in the forthcoming issue of The Chronicle.

14. Emergency Plan (KB/SL) TPC voted to adopt the latest draft of the plan for issue to Thurlaston Meadows and CSWRT.

15. Planning Committee (HC)

- R16/2569 Tritax Symmetry: Decision not yet made
- R20/0188 The Old Forge: approved with many conditions.
- R20/0281 land to rear of Dunsmore Garage: Considering, extended to 17th July.
- R20/0347 The Leyes, Church Lane. Change to cladding and colour. Approved.
- R20//0366 Leam Golf Centre. No decision.
- WCC making application to RBC for Fire Station.

16. Trees Update (SJ/NL)

- The tree in Biggin Hall Lane that was felled by a storm a few months ago also brought down a street lamp on a sharp bend in the road. TPC received an invoice for emergency call out to make tree safe, but is querying this, as the tree is on Warwickshire County Council land. TPC's insurers have been notified. JB noted that it is important from a safety standpoint to ensure the light is fixed as soon as possible.
- SJ will scan the Parish tree maps for NL.
- Trees in Beech Drive require attention - we are waiting for RBC/WCC to address this.

17. Policy and Procedures (KB)

TPC voted to adopt the following revised policies and procedures, all in favour:

- Planning Procedure
- ICT Policy
- Transparency Policy (Revision and Rollover)

18. ICT (KB)

- KB has updated the TPC Website with an accessibility statement on the Home page.
- Compliance with regard to the Accessibility Regulations is being undertaken as time allows. Most of the web pages maintained by KB have been updated – we still need to assess Village Hall pages, which are maintained by Nic Payton.
- On 9th June, our Parish Clerk was notified by the Government Digital Service (GDS) about arrangements to subscribe to their domain lock service. Their guidance reads:
 Poor domain security can lead to domain hijacking, where someone else takes control of your domain, all the services that use that domain and cause significant operational or reputational impact to your organisation. Domain hijacking is easy to do and on the rise. KB has registered our domain (thurlaston-pc.gov.uk) with GDS. Our contact address for GDS communications is parish.clerk@thurlaston-pc.gov.uk with KB currently holding the role of ICT Officer. Note that this service is free of charge.
- TPC approved the incorporation of SSL secure encryption on the website, and associated costs, which will change our website designation from http:// to https:// and provide secure links between web visitors and our website Vision ICT server. Without secure encryption, some browsers display to the user an alert that the website being accessed is potentially insecure and some firewalls seek user confirmation that they still wish to proceed at risk. Whilst this is not necessarily a serious issue per se, it can raise concerns with website visitors and not conducive to good public relations. Loading the SSL certificate onto our webserver will be undertaken by Vision ICT. The quoted charges from Vision ICT as at June 2020 are: £125 for set-up and year 1; £50 per annum for year 2 onwards. KB will arrange for Vision ICT to implement SSL.
- TPC voted to adopt version 2 of the ICT Policy. Proposed by NL and seconded by JB.
- TPC voted to adopt the following review conclusion statement relating to ThurlastonNet:
“TPC discussed how it might assist with the continuance of ThurlastonNet and decided it would consider requests for help from the moderator of the group, but will not take on any direct responsibility for “running” or moderating it. TPC has decided at its meeting of 13th July 2020 that no further action is required relating to this review and that it is now closed.”

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

- Thurlaston Chronicle: most of the required reports have been received, but there are three more outstanding.
- The bench outside Welcome Lodge has been removed by the family who own the bench.
- Cyclist/Pedestrian safety on the roadway around Draycote Water: NL will write to Severn Trent.

20. Items for Future consideration

NL asked for the Festive activities to be included in the September meeting for discussion.

Meeting Closed at 21.35pm

21. Minutes Signed by Chair John Bretherton Dated.....

The next meeting is on 14th September 2020 a preference for a zoom meeting.