



THURLASTON PARISH COUNCIL

Minutes of Meeting 2 /2020/2021 held on Monday 9th March 2020 at Thurlaston Village Hall at 7.00 pm

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

Councillors attending: None

Residents attending: None

1. Welcome by Chair:

Welcome was given by the Chairman to all.

2. Declaration of Pecuniary Interests or Non-Pecuniary Interest: None

3. Apologies and Absence Approved: Norman Lines, Peter Eccleston

4. Reports from Borough and County Council officers: None

5. Residents Matters: None

6. Approval of Minutes – held on 13th January 2020

Minutes of the meeting held on 13th January 2020 were approved and proposed by SL and seconded by JB. The minutes were signed by KB.

7. Matters Arising (not covered elsewhere on the Agenda): None

8. Local Plan (KB)

KB and JB reported on their meeting (attended by NL, KB, JB) with Ms Stephanie Chettle-Gibrat. The focus of the meeting was RBC's SW Supplementary Planning Document (SPD) and the Parish Council's review of the same. A file note of the meeting has been circulated to Councillors.

There was discussion about the latest Tritax Symmetry (RBC R16/2569) proposals which have been released for review. Comments should be lodged by 12th March. The meeting discussed a number of points which had been drafted by KB. These related to:

- Highways England 's concerns about the original road design from the A45/M45 junction onto Symmetry Park. The A45/M45 is part of the Strategic Road Network (SRN) and therefore has to comply with relevant design criteria. HE was concerned about potential HGV stacking on the A45/M45 during peak traffic periods; the need to consider the Blue Boar intersection; surface water runoff from development Zone C; Walking, Cycling and Horse-riding Assessment and Review.

- Assessment of the net gain from the reduced heights of warehouse buildings.
- An Energy Centre is a new proposal. There are no published specification details, and no building design details and their impact on the environment. The 5 MW capacity seems extraordinarily high and potentially a producer of GHG emissions.
- There is no proposed travel strategy for Rugby. Road and HGV routes are indicative and do not address design pinch points, no guaranteed controls on HGVs at Dunchurch. RBC needs to define a Travel Strategy so that TPC can assess properly the overall impact not just on SW Rugby but the whole Rugby urban area.
- There are no details on the proposed Fire Station, which is not part of the Tritax Symmetry proposal but is however an important element of the remodelling on the area.

A number of other aspects of the revised proposals were discussed. In summary it was proposed KB should compile a TPC response and was authorised to submit it to RBC. His report would contain additional comments on the impact of traffic on the Symmetry Park (e.g. 2,400 workforce) and car parking, HGV parking – including waiting time to get access to loading bay slots, and for drivers to rest. The proposal does not present Symmetry Park traffic volumes for combined incoming (HGVs) goods or goods distribution (which may be largely smaller vehicles of less than 7.5 tons). TPC has therefore a concern that there could be congestion and vehicles may be parked elsewhere in the parish.

9. Neighbourhood Planning (JB)

JB provided updates on a number of areas which he has been researching with regard to Neighbourhood Planning, and in particular the production of a Neighbourhood Development Plan (NDP). A separate written report was provided. Topics covered include:

(a) Meeting with Jill Simpson-Vince (Coton NDP Lead)

It was noted that Coton was an 'early' NDP (2011-15), with a approx. 950 properties and 3,000 parishioners.

The NDP was adopted after a referendum which had a 25.25% turnout.

Specific feedback was provided on:

- Surveys
- Communications
- Evolution of the Plan – noting that the neighbourhood focus changed during the project.
- Campaigning & engagement.
- Organisations used and securing of Locality funding.
- Who undertook project activities.

(b) Meeting with Martin Needham (Rugby BC Planning Dept)

- Willoughby NDP was cited as a useful reference document.
- Policies require justification.
- The main benefit of an approved NDP is that it is a legal document which offers protection from indiscriminate developments within a parish which do not comply with the NDP.
- A Parish Plan is an alternative to an NDP but carries less weight from a planning control perspective. The extant Neighbourhood Design Statement is a useful starting point, and should probably be updated.

(c) Contact has been made with Neil Pearce of Avon Planning Services. Charges would be levied; it was suggested sponsorship for a couple of hours consultancy may be available from WALC.

In summary the following actions were agreed, and actions taken by JB:

- The Parish Council should proceed with an NDP registration.
- There will be a Neighbourhood Planning item at the AVM.
- Consideration will be given to the creation of an NDP Steering Group.

10. Warwickshire Minerals Plan 2018 (KB)

It was noted that TPC had received details of Warwickshire Minerals Local Plan Examination. The Secretary of State has appointed Stephen Normington as an Independent Assessor. Hearing sessions will be on 3rd and 4th June at Warwick Racecourse. An indicative programme for the hearings has been published.

If we are content to rely on our original representations we do not need to provide any further written comments, or participate in the hearing discussions. There is no need to do anything further.

KB proposed we may wish to consider the impact of the RBC Local Plan alongside the Minerals Plan. Councillors were asked to consider WCC's documentation and that the matter would be discussed further at TPC's May 2020 meeting.

11. Emergency Plan (SL):

SL provided an update on the Emergency Plan. A visit had been made to Thurlaston Meadows and discussed helping each other at times of crisis and resources available from both sides. The draft plan is virtually complete and eventually will be sent to the Coventry, Solihull and Warwickshire Resilience Team to keep on file.

KB stated that whilst this would be done it is also important that the plan reflects that in most circumstances it will be RBC's Emergency Team and Emergency Services that will in the first instance attend to a major village emergency. Further minor document revisions should include a flow chart refinement to reflect RBC as a point of contact, as should RBC contact details be placed on the front page. Councillors were reminded that CSW Resilience is just that; they are a backup should additional resources be required from across the CSW territory.

KB will send proposed website revisions to SL and SJ. These will bring the Emergency Plan details into the same area as the Neighbourhood Safety section.

There is also relevant information on the RBC website with booklets for details of crisis management. Posters received from WALC could be posted onto the Thurlaston website and the Parish Noticeboard.

KB will put out a memo of how the village should handle the Coronavirus. This will include Check/Care of neighbours, make aware of people living alone. Contact details of helpers to be displayed.

12. Annual Village Meeting Arrangements

Discussed the arrangements for refreshment. Lois Back and Marilyn Hobday will serve refreshments on the night and ask for donations which will be given to the Rugby Young Carers.

SJ to purchase wine and soft drinks, tea and coffee and biscuits. Homemade cake will be made by some of the residents.

The new projector will be used and speakers encouraged to use visual aids. SJ to pursue the reports from each organisation.

13. Planning Committee (HC)

R16/2569 Tritax Symmetry – covered in Minute (8).

R20/0114 Birch Tree removal from Opus 5, Main Street. Permission given to remove a silver birch.

HC and KB are working on the planning section of the website.

14. Village Hall Liaison (NL/KB/SJ)

Concerns over the storage of the Christmas tree in the VH shed will be addressed shortly by moving it to the Fete Shed.

Christmas festivities and their organisation requires further discussion.

15. Tree Management (NL/SJ)

SJ will contact WCC/RBC about ongoing issues with some of the village trees.

16. ICT (KB)

ThurlastonNet is of concern because no agreement has been reached on its long term support.

Website Accessibility Regulations compliance is ongoing and currently considered a low priority.

The website planning section is to be revised. Minute (13) refers.

17. Councillors Reports – Not covered elsewhere in the agenda

KB handed out copies of the new Welcome booklet.

18. Policies and Procedures (SJ)

No new policies or procedures this month.

19. Finance and Clerk (SJ)

Balance sheet and Cash Flow forecast presented by SJ. VAT Claim ready to send online.

Awaiting audit papers from the accountant for the year end.

The precept for 20/21 was applied for and accepted.

Cheque payments signed and approved by KB and HC.

The grass cutting season will be starting soon and SJ will approach companies for quotations.

The invoice has been sent for the RBC contribution towards the cutting.

20. Items for Future consideration

For many years 'The Thurlaston Chronicle' has been produced by Brian Coleman; he has decided to step down. SJ will, as a current member of the TC Committee, ask about the future of the magazine. It will need someone to lead the team.

It was suggested that to make compiling easier Word templates should be sent to authors.

Quotation received for the maintenance of the Street Lights. SJ continues to try and reduce this expense.

Letter sent to EDSCO for Street Light cleaning. No contact since the change of parish clerk email.

Meeting Closed at 10.05pm

Cheque signing finished at 10.20pm.

Ref	Due By	Owner	Subject	Action	Status
9	31 March	JB	NDP registration	Email to Martin Needham	
9	31 March	JB	NDP	Discuss at AVM. Registering and Steering Group	
8	12 March	KB	Local Plan	Response to plan	
8	31 March	KB	Local Plan	AVM presentation	
11	12 March	SL	Emergency Plan	Complete letter for website & make revisions to the draft Emergency Plan.	
11	11 March	KB	Emergency Plan	Send draft website update notes to SL/SJ.	
14	Mid-April	KB/SJ	Christmas Tree	Move tree to Fete shed	
15	Mid-April	SJ	WCC/RBC	Contact re trees in Stocks lane, Beech Drive and Main Street	
19	31 March	SJ	VAT claim	Send online	
19	31 March	SJ	Grass Cutting	Send letters for quotations	
20	31 March	SJ	Chronicle	Check for team leader	
20	31 March	SJ	Street Lights quote	Respond to quotation	
20	31 March	SJ	Street light cleaning	Chase up non response	