

MINUTES OF THE MEETING OF BINLEY WOODS PARISH COUNCIL HELD IN THE MORRISON ROOM, VILLAGE HALL, RUGBY ROAD, BINLEY WOODS ON 19th JANUARY 2022

PRESENT: Councillors P Salisbury, S Roberts, Mrs E French, D Jones, S Spencer, N Brinton, Mrs E Johnson, Mrs P Docker and Mrs L Harbour. Borough/County Councillor Mrs H Timms was also in attendance.

The Chairman informed the meeting that former Councillor Professor Peter Claisse passed away at the end of December 2021.

**Minute
Number**

21-22/101 QUESTIONS FROM MEMBERS OF THE PUBLIC

The meeting was attended by a member of the public who expressed concern at the damage being caused to the highway verge outside 231 Rugby Road as a result of development at the property. It was suggested that a polite letter be sent to the occupier asking that the highway verge be re-instated to its former condition once the building works had been concluded. The Parish Council decided to deal with this later in the meeting.

21-22/102 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST

Apologies for absence were received from Councillor G Dunn (unwell) Borough Councillors A Gillias and Mrs B Garcia.

No financial interests were declared

21-22/103 MINUTES OF LAST MEETINGS, DECISIONS TAKEN OUT OF MEETINGS

The minutes of the meeting held on 17th November 2021 and the Urgency Sub Committee held on 14th December 2021 were agreed as a true record and were signed by the Chairman.

The following decisions were taken out of meeting and duly noted: -

Planning application – 108 Heather Road – Demolition of existing garage and erection of front porch, two storey side and part two storey, part single storey rear extension including loft conversion – No objection subject to normal neighbour and statutory consultations.

Planning application – 25 Sir Winston Churchill Place – Erection of single storey rear extension and porch – No objection subject to normal neighbour and statutory consultations.

Planning application – 23 Saxon Close – Erection of single storey side extension

– No objection subject to normal neighbour and statutory consultations.

Planning application – 52 Heather Road – Demolition of existing bungalow to develop a detached two storey dwelling with garage and new access –

Express concern that the house looks oversized for the plot, and the Highway

Authority should advise regarding road access and limited car parking space.

Otherwise, no objection subject to neighbour and Statutory Consultations

Planning application – 213 Rugby Road – Proposed Single Storey Rear extension

No objection subject to neighbour and Statutory Consultations.

Planning application – 155 Rugby Road – Erection of a dwelling – Object to the position and placement of the garage, which extends the building line and sets a precedent for all the other properties along Rugby Road.

Planning application – 10 Foxwood Drive – Amendment to Proposed Single Storey Front Porch – No objection subject to neighbour and Statutory Consultations.

Planning application – 145 Rugby Road – Extension of existing garage, alterations to front elevation and new driveway and gates – No objection subject to neighbour and Statutory Consultations.

21-22/104 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA

Pavilion Hire – Further submissions had been raised by a member of the public regarding the hiring and use of the Pavilion by a resident. It was suggested that the member of the public be contacted again and informed that: -

1. The hirer had agreed and signed a contract with the Parish Council, and had complied with all aspects within the contract.
2. The hirer had installed posters within the Village and used ‘facebook’ to publicise the business. The Parish Council discussed this once again, and agreed that this was acceptable.
3. The Parish Council have only received complaints from one person regarding the use of the pavilion, which was on the grounds of competition. The Planning Officer at Rugby Borough Council had stated in his report that competition was not a reason to impose a condition, as this was a matter of market forces.

IT WAS PROPOSED BY COUNCILLOR MRS FRENCH AND SECONDED BY COUNCILLOR MRS HARBOUR that the Clerk contact the resident in the terms set out above and reiterate that as far as the Parish Council were concerned that this matter is now at an end. There were no amendments to the proposal which was put to the vote and carried unanimously

21-22/105 GENERAL CORRESPONDENCE

There was no correspondence other than those which the Clerk had circulated by email.

21-22/106 ACCOUNTS, FINANCIAL MANAGEMENT AND OTHER ADMINISTRATIVE BUSINESS OF THE COUNCIL

Accounts

The following accounts were paid out of meeting: -

VP Computer Services – Web Site and Sundries - £316.80
Valda Energy – Pavilion - £100.00
Covkill – Removal of Mole Hills - £45.00
Perennial – Grass Cutting - £1,038.00
Floormatters – Pavilion Floor (Part payment) - £1,450.00
Npower – Street Lighting - £821.57
ROSPA – Annual Inspection - £115.80
Valda Energy – Pavilion Account - £100.00
P Salisbury – Chairman’s honorarium - £600.00
J Cook -Salary and Expenses - November - £384.81
HMRC – PAYE - £78.20
BT – Village Hall Line Rental/Broadband - £47.04
E.on – Column Repairs - £214.20
J. Cook – Salary and Expenses – December - £384.81
HMRC – PAYE - £78.20
BT – Village Hall Line Rental/Broadband - £40.74
Perennial – Grass Cutting (extra cut in October 2021) £1,038.00
E.on – Quarterly Maintenance - £779.42
Npower – Street Lighting - £1,025.80

The following accounts were submitted for payment: -

Valda Energy – Pavilion Account - £204.50
BI Johnson – Village Hall Kitchen Refurbishment - £15,564.00
P Salisbury – Snow shovels - £32.76
J. Cook – Salary and Expenses (including back pay) – January- £790.40
HMRC – PAYE - £179.60
BT – Village Hall Line Rental/Broadband - £47.04
VP Computers – IT Support - £117.60

Financial Management

Councillor Roberts gave his quarterly budget report, indicating that the Parish Council’s spending should be well within budget for the end of the financial year.

Web Site

The Clerk informed the meeting that he had contacted Rugby Web Design to ask if any more administrators are allowed and had been told that this would incur increased charges. As an alternative Councillor Roberts and Councillor Mrs French agreed that Councillor Roberts take over as administrator instead of Councillor Mrs French.

Police; Community Alert

Councillor Roberts reported on Police matters generally and on Community Alert matters.

Borough Councillor's Report – Councillor Timms report on matters generally making particular reference to the setting of the 2022-23 budget.

County Councillor's Report - Councillor Timms report on matters generally making particular reference to the setting of the 2022-23 budget.

Earl Craven Forum – It was reported that due to Covid19, meetings had been cancelled.

Primary School – Councillor Mrs Harbour reported on matters generally.

Youth Club – Councillor Mrs Harbour reported on matters generally.

Football Clubs – The Chairman reported that he was ordering more line marker fluid.

Village Hall – Councillor Mrs Johnson reported that she had requested a neighbour to cease from parking a car in the disabled parking bay at the front of the Village Hall. She agreed to monitor the situation and in the event of any recurrence, the Parish Council would make a request for this matter to cease.

Bus Services – Councillor Mrs Harbour reported on matters generally.

21-22/108 NOTIFICATION OF PLANNING APPLICATIONS AND OTHER PLANNING MATTERS

231 Rugby Road - Further to minute 21-22/101 IT WAS AGREED THAT a polite letter be sent to the occupier asking that the highway verge be re-instated to its former condition once the building works had been concluded

21-22/109 LOCAL PLAN/NEWSLETTER

Local Plan – There were no matters to report.

Newsletter – The Chairman reported that he was in the process of producing the next Newsletter.

21-22/110 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE**Recreation Ground**

- 1. Unauthorised use of Football Pitch** - The Chairman reported on an unauthorised use of the Football Pitch by Binley Woods Junior Football Pitch on Sunday 2nd January 2022. The Clerk informed the meeting that he had written to the Secretary informing that this desist and sent an invoice in the sum of £35.00, which still had to be paid.
- 2. Damage to Pavilion Floor** -The Chairman reported that the remedial works had been completed during the first week of December 2021
- 3. Trees** – The Chairman reported that trees had been planted in the back field and donations totalling £750.00 had been received from members of the public. Parish Councillors expressed their thanks to the members of the public who made the generous donations.

Highway Verges – There were no matters to report.

Litter and Dog Litter – There were no matters to report.

Tree Planting – There were no matters to report.

21-22/111 HIGHWAYS AND TRANSPORT ISSUES

Highway repair and maintenance - There were no matters to report.

Pedestrian Rights of Way – There were no matters to report.

Street Lighting – E-on have stated that repair of the column in Earls Walk could not be carried out due to the age etc of the concrete post. IT WAS AGREED to instruct a new post be installed. The lamp outside 46 Craven Avenue has been damaged beyond repair after a vehicle struck the post. IT WAS AGREED to instruct a new post be installed. The Chairman was asked to investigate which courier caused the damage in order to reclaim costs.

Hedge Maintenance – There were no matters to report.

21-22/112 WISH LIST

There were no matters to report.

21-22/113 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED

The Action List was reviewed and a revised Action List is attached to these minutes.

21-22/114 NEXT MEETING – The next meeting of the Parish Council will be held on Wednesday 16th February 2022.

The meeting closed at 9.15pm.

CHAIRMAN

	Action List		Name	Complete
1	Monitor street light repairs		PD	
2	Ascertain if funding is available in respect of the installation of a Radar Lock at the entrance to Brandon Woode		GD/PS	
3	Keep Parish Council informed of progress of various enforcement Issues		Cllr Timms	
4	Monitor progress on reinstating ANPR		Clerk	
5	Monitor situation in respect of cars parking on highway verges		DJ	
6	Monitor repairs to potholes		All	
7	Inform Chairman of any projects to be included in Wish List		All	
8	Contact County Councillor Timms in respect of cycleway markings at A426/A46 junction		PS	
9	Contact Lisa Male to thank her for organising Litter Pick		Clerk	
10	Contact resident to ask him to cease using the Football Pitch for Football Coaching Sessions		Clerk	
11	Contact Rugby Web Design to change Administrators		Clerk	
12	Inspect Play Equipment following receipt of the ROSPA Report		PS/GD/ NB	
13	Contact complainant to confirm that the Parish Council would be taking no further action in respect of the points raised relevant to the running of the Café in the Park, giving further detailed information and the matter is now closed.		Clerk	
14	Contact owner of 231 Rugby Road to request that the highway verge is restored to its former condition on completion of the present works.		Clerk	