

MINUTES OF THE MEETING OF WATER ORTON PARISH COUNCIL

held on Thursday 29th June 2023 at 7.00pm at the Pavilion, Open Field Croft.

Present: Cllr S. Stuart (Chair), Cllr K. Brown, Cllr. C. Chown, Cllr. R. Coldrick, Cllr. R. Lowe, Cllr. W. Rees.

Guests in Attendance: County Councillor Watson, Borough Councillor Reilly, Parish Councillor Stuart is also a Borough Councillor.

Public in Attendance: 9

Minute Taker & Clerk: Kate Clover, clerk@wopc.org.uk

23/027. Apologies: Cllr. F. Freeman, Cllr K Hailstone. Phill Robinson had tendered his written resignation to the Chair of the Parish Council this afternoon, Cllr Stuart thanked Cllr Robinson for his efforts during his time on the Council.

23/028. Public Participation:

- a) **Members of the public and press:** Planning Application, residents spoke regarding their objection of the raise from 48 to 59 homes from the original plans consulted on to those submitted, inadequate consultation with residents, poor orientation of the layout of the homes. The original plans were more acceptable in density than those submitted which show over intensification. Attleboro Lane residents are finding cracks in their homes which is thought to be due to HS2 works, alongside both new physical and mental health issues or the worsening of prior conditions of residents due to the impact of the constant construction work. The addition of construction work from the proposed housing development on top of existing 24 hr working with floodlights on the Bromford Tunnel is of concern to residents. Current construction noise is unbearable, and doors and windows can't be left open. Borough & Parish Cllr Stuart will write to County Cllr Watson regarding these public health matters. The plan consulted on in January is substantially different to the plans which have been submitted. Green spaces are important to the residents and the 2nd plan was not consulted on. A resident spoke to advise he was happy with the initial plans however the plans submitted if approved would allow them no privacy due to maisonettes overlooking their property and he feels that this application disregards many of the planning guidelines regarding angles and overshadowing of existing properties. Silver jubilee trees on the site are unprotected which residents are concerned about. There are also existing TPO's in place on some trees on the site and the developer has placed a road through these which is of concern. There was a feeling that there is not a balance between what the community desires and the developer maximising profits. There were concerns raised regarding the reputation of the developer chosen and residents are also concerned that the Warwickshire Property & Development Company set up by WCC are underwriting a private company for profit. Cllr Rees highlighted that although the Parish Council can submit comments, that it is important for individuals to also make their own representations. Cllr Stuart is happy to help support individuals who want to make comments and the Clerk can provide an information booklet explaining how to effectively comment on planning applications.
- b) **Reports from County and Borough Councillors:** Borough Cllr Stuart provided a written report which was noted and will be attached to the minutes. Borough Cllr Reilly explained that the Local Plan showed 11,500 new homes needed, The site in Water Orton, H11 is approved for 48 houses and the preservation of the old school building, however there is some flexibility in the exact number of homes on the site. The Local Plan was adopted in 2019, NWBC have recently opted to review the local plan as the national planning policy framework and other planning legislation is due to be revised shortly. County Councillor Watson mentioned that issues with the operation of the temporary traffic lights have now been resolved and thanks given to HS2 for their help with this matter. Gilson Road remains shut due to emergency works required by Severn Trent due to a sinkhole appearing when a significant water main burst, the cause of which has not been ascertained. County Councillor Watson is hoping to get the Speedwatch data from highways asap. County Councillor Watson has also approved a grant for St Peters and St Pauls church for some sensory equipment to create a calm environment. Borough and Parish Councillor Stuart had helped the church with submitting their application and was pleased to hear this had been successful.
- c) PCSO Demi Smith sent in a written report which was noted. **(APPENDIX 1)**

23/029. Declarations of Interest and Dispensations: None

23/030. Minutes:

- a) With the minor amendment of the Clerks email address, it was RESOLVED to approve the minutes of the Annual Parish Council meeting held on 18th May 2023.

23/031. Reports from Chairman and Councillors (for information only):

- a) The Council noted the written report from Cllr Stuart regarding the King's Wardrobe Event (**APPENDIX 3a**)
- b) The Council noted the written report from Cllr Rees regarding the St Thomas's Dole Charity Meeting in May 2023 (**APPENDIX 3b**)
- c) The meeting notes from the meeting between the Maintenance Sub-Committee and the Bowls Club Committee on Monday 19th June had not been received so this item was deferred.

23/032. Clerk Report: The Clerk report was noted. The village caretakers had attended H&S training with County Highways on Monday 26th June and can now safely carry out work adjacent to the highway as part of the WCC lengthsman scheme should the Parish Council require.

23/033. Planning:

- a) The below planning applications were considered:

Reference	Address	Details	WOPC Comments
PAP/2023/0266	Water Orton Primary School Disused, Attleboro Lane Water Orton, B46 1SB	The erection of 59 dwellings, including the restoration and conversion of the former Water Orton Primary School, associated landscaping and access.	By 16 th July 2023
PRE/2023/0077	Coleshill No 3, 4 and 5 Embankments & Surrounding Areas	Request for approval of: Coleshill Manor Cutting, Manor Drive Embankment, Coleshill 3, 4, 5 Embankments & Retaining wall, and Birmingham Spur Dive under	By 2 nd July 2023
PAP/2022/0187	121, Birmingham Road, Water Orton, B46 1TA	Erection of first floor rear extension	By 3 rd July 2023

For application PAP/2023/0266 In order to co-ordinate an effective response the Parish Council RESOLVED to give delegated authority to the Clerk in conjunction with consultation with Councillors via email to spend up to £10,000 on a response via the a planning consultancy service recommended by WALC. Comments raising objections likely to be in relation to Highways, Parking, Road Safety, services for GP, Schools, etc. A resident had also sent in details of Local Plan and Neighbourhood Plan policies that they feel the plan is in breach of which would be considered. Cllr Hailstone was not able to attend but had sent in comments regarding the need for additional housing in the village but raised concerns relating to drainage for the development. It was RESOLVED for no comments to be raised for applications PRE/2023/0077 & PAP/2022/0187.

- b) The below decisions on previous planning applications made by NWBC were noted.

Reference	Address	Details	WOPC Comments	NWBC Decision
PAP/2023/0202	18 Maud Road Water Orton B46 1PD	Proposed Single Storey Side And Rear Extensions And Revisions To Outbuilding	None	Granted
PAP/2023/0160	3 Minworth Road Water Orton B46 1NH	Works To Trees In Conservation Area - Pollard Back 3 Lime Trees	None	No objection to works
PAP/2023/0153	3 New Road Water Orton Birmingham Warwickshire B46 1QP	Works to tree protected by Tree Preservation Order (713.081/1 - T2) to fell and replace	None	Tree Preservation Order Consent Granted

- c) The Parish Council RESOLVED not to submit any comments regarding the Nether Whitacre Neighbourhood Plan
- d) The Parish Council RESOLVED to delegate the task of completing the North Warwickshire Borough Council Open Space Consultation document to the maintenance sub-committee.

23/034. Committees, Working Groups and Representation: (APPENDIX 4)

- a) It was RESOLVED to adopt the delegation arrangements to the Governance Committee
- b) It was RESOLVED to adopt the terms of reference for the Governance Committee
- c) It was RESOLVED to adopt the terms of reference for the Staffing sub-committee
- d) It was RESOLVED to adopt the terms of reference for the Finance sub-committee
- e) It was RESOLVED to adopt the terms of reference for the Complaints sub-committee
- f) It was RESOLVED to adopt the terms of reference for the Maintenance sub-committee
- g) It was RESOLVED to move this item to the end of this meeting.
- h) It was RESOLVED to move this item to the end of this meeting.
- i) It was RESOLVED to move this item to the end of this meeting.
- j) Following the resignation of Cllr Robinson, it was RESOLVED to appoint Cllr Stuart to the maintenance sub-committee and to appoint Cllr Coldrick as the substitute member.

23/035. Representations:

- a) It was RESOLVED to appoint Councillor Brown as the Parish Council representative for the North Warwickshire Area Committee

23/036. Maintenance:

- a) The monthly play inspection report from Cllr Chown was noted.
- b) It was RESOLVED to delegate the action of sourcing a recommendation and quotations for a suitable replacement bollard at the Green to the maintenance sub-committee.
- c) It was RESOLVED to delegate the action of sourcing a recommendation and quotations for the purchase of spare shackles, bushes, and other spare parts, including the wet pour repair quote to the maintenance sub-committee.
- d) It was RESOLVED to authorise the expenditure of £350 for the MOT and related van repair work quoted by BMC Garage, if BACs payment is not accepted and a card payment is required, financial regs waived to allow reimbursement to the Clerk asap to avoid any financial hardship.

23/037. Finance:

- a) It was RESOLVED to approve the payment schedule for June and items paid under delegated authority since the previous schedule. (**APPENDIX 6a**) Cllr Rees & Cllr Chown will authorise the payments on Unity Trust.

Transaction No	Payee	Supplier	Payment Type	Invoice no.	Details	Net Amount	VAT	Total	PAID	Reason for payment before approval
18-24	Staff/HMRC/NEST	Staff/HMRC/NEST	BACs/DD	N/A	Staffing Costs	£ 3,373.84	£ -	£ 3,373.84	MAY	Regular
32	Waterplus	Waterplus	DD	INV02005999	Water - Pavilion	£ 14.17	£ -	£ 14.17	15/05/23	Regular
33	1st Water Orton Brownies	1st Water Orton Brownies	BACs	23.02.23	Grant Payment	£ 200.00	£ -	£ 200.00	30/05/23	>£250
34	BHIB	BHIB	BACs	LCO01214	Insurance Renewal	£ 7,902.10	£ -	£ 7,902.10	31/05/23	Regular / Emergency
36	Waterplus	Waterplus	DD	INV02290916	Water - Pavilion	£ 14.13	£ -	£ 14.13	13/06/23	Regular
37	BT	BT	DD	M026 3M	Broadband - Pavilion	£ 33.72	£ 6.74	£ 40.46	20/06/23	Regular
39	Chubb	Chubb	BACs	9897759	Additional Alarm Work during servicing	£ 12.00	£ 2.40	£ 14.40	23/06/23	Overdue Payment
40	High Street Safari	High Street Safari	BACs	INV0128	The King's Wardrobe Virtual Trail	£ 411.00	£ 82.20	£ 493.20	23/06/23	Overdue Payment
41	Opus Energy	Opus Energy	DD			£ 62.16	£ 3.11	£ 65.27	Due 24.06.23	Regular
42-47	Staff/HMRC/NEST	Staff/HMRC/NEST	BACs/DD	N/A	Staffing Costs	£ 3,526.57	£ -	£ 3,526.57	JUNE	Regular
48	Croner HR	Croner HR	DD	C000695906	HR Fees	£ 124.71	£ 22.18	£ 146.89	Due 29.06.23	Regular
					Sub-total PAID	£ 15,674.40	£ 116.63	£ 15,791.03		
49a	D Burley	ASDA	BACs	20.04.23	Plasters - First Aid Kit	£ 1.25	£ -	£ 1.25		
49b	D Burley	ASDA	BACs	15.05.23	Secateurs	£ 5.00	£ -	£ 5.00		
49c	D Burley	Sound as a Pound	BACs	16.06.23	Padlocks	£ 15.98	£ -	£ 15.98		
49d	D Burley	Morrisons	BACs	16.06.23	Fuel (10L)	£ 11.56	£ 2.31	£ 13.87		
50a	K Clover	Microsoft	BACs	05.06.23	Microsoft 365 Licences	£ 49.90	£ 9.98	£ 59.88		
50b	K Clover	1p Mobile	BACs	02.03.23	Mobile Top-Up	£ 8.33	£ 1.67	£ 10.00		
50c	K Clover	1p Mobile	BACs	14.06.23	Mobile Top-Up	£ 8.33	£ 1.67	£ 10.00		
51a	K Hailstone	ASDA	CHQ 300001	25.05.23	Paper Ream (Notices)	£ 4.15	£ -	£ 4.15		
51b	K Hailstone	Timpsons	CHQ 300001	25.05.23	Noticeboard Key	£ 14.80	£ -	£ 14.80		
52	Bridle Fencing	Bridle Fencing	BACs	1816	Fencing - Bowls Club Project	£ 6,440.00	£ 1,288.00	£ 7,728.00		
53	Nigel Rhodes	Able Handyman	BACs	0944905	Lock Change - Groundsman Store	£ 55.00	£ -	£ 55.00		
54	WALC	WALC	BACs	419	Training Fees	£ 30.00	£ 6.00	£ 36.00		
55	Orchard Nurseries	Orchard Nurseries	BACs	47	Spring Plants and fertiliser	£ 190.99	£ -	£ 190.99		
					Sub-total TO PAY	£ 6,835.29	£ 1,309.63	£ 8,144.92		
					Total for payment schedule	£ 22,509.69	£ 1,426.26	£ 23,935.95		

- b) It was RESOLVED to approve the 2023-24 Accounts and Bank Reconciliation to 23rd June 2023. (**APPENDIX 6b**)
- c) It was RESOLVED to set up a Direct Debit for payments to HMRC and sign the Direct Debit Form.
- d) It was RESOLVED to transfer £8,000 from the Bowls Pavilion Toilet Rebuild Project reserve to general reserves.
- e) It was RESOLVED to transfer £30,000 from the Unity Trust Current Account to the Unity Trust Instant Account

23/038. Use of Pavilion Car Park: It was RESOLVED to allow Water Orton Bowls Club to use the playing field pavilion car park on Sunday 16th July from 12:00-19:00 to allow the Bowls Club to host a cross-county match and provide adequate parking for members and visiting teams.

23/039. Request for Landowner Consent from Water Orton United: It was RESOLVED to approve the completion of the Landowner Consent Form for Water Orton United to enable them to proceed with a grant application form to HS2 Groundworks

23/040. Matters arising from the Annual Assembly of the Parish Meeting held on 20th May 2023 (APPENDIX 8):

The Parish Meeting agreed to request that the Parish Council consider the following matters:

- It was RESOLVED to appoint Cllr Stuart as the Parish Council Representative for the Water Orton Heritage and Culture Society. Cllr Stuart will work with Water Orton Heritage and Culture society on proposed parameters of their working relationship and once drafted will request formal approval of the parameters from the Council.
- It was RESOLVED to request the Parish Council representative of the North Warwickshire Special Management Zone (SMZ) group (Cllr Feli Freeman) to raise the issues with air pollution and the associated respiratory problems with the group at their next meeting, and to feedback any response from HS2 on this issue to the community via a written report to the Council. The representative should also check whether the SMZ Group are able to help the community and Parish Council to utilise information publicly available regarding air pollution and to check whether the SMZ Group

have already commissioned any additional reports and whether they could help the Parish Council to check whether adequate measures are in place and check that these are being monitored effectively.

- It was RESOLVED to keep a formal record of suggested amendments to the Neighbourhood Plan and implement a plan for including revisions when appropriate.
- To consider whether the Parish Council should include a standing item on the agenda for suggested amendments to the Neighbourhood Plan. *It was RESOLVED to defer this item for 6 months.*
- To consider lobbying NWBC to secure further Tree Preservation Orders in the parish and the extension of the conservation area. *It was RESOLVED to defer this item until Cllr Stuart can discuss this with the Water Orton Heritage and Culture Group and then bring a proposal back to the Council.*
- It was RESOLVED to allow permission for the Tennis Club to erect a beware or concealed entrance sign upon Parish Council land. It was RESOLVED to defer the consideration of the financial contribution to the Tennis Club until further information is sought.
- It was RESOLVED for Cllr Stuart to write to Warwickshire County Council requesting a further explanation regarding their blanket policy on concealed entrance signs and requesting whether they are able to review this policy.
- To consider cutting back hedges on Vicarage Lane further this summer to improve visibility for road users and pedestrians. *Item deferred until the Rugby Club have been approached.*
- It was RESOLVED for Cllr Stuart to liaise with Cllr Reilly regarding an approach to the Rugby Club to discuss a joint approach to hedge cutting on Vicarage Lane to improve visibility this summer if possible.
- To consider investigating the possibility of connecting a water supply to the allotment site. The Parish Council may also wish to consider funding a green bin collection from NWBC for the allotment site and consider an allotment rent freeze for 2023/24 to 2024/25. *It was RESOLVED to defer the consideration of a green bin purchase from NWBC as Parish & Borough Cllr Stuart will approach NWBC regarding whether a green bin could be provided from them. It was RESOLVED for the Council to consult with allotment tenants regarding the provision of water and waste services and defer the consideration of a rent freeze for 12 months until the further consultation had occurred.*
- It was RESOLVED to approach the County Council regarding the uneven land and parked cars outside the Vicarage Lane gate to the Playing Field and ask them to work towards making this land accessible
- To consider raising the safety issues regarding the triangle on the Coleshill Road formally with the County Council, requesting that they re-consider the layout of the triangle on the Coleshill Road and investigate the possibility of introducing a roundabout or any alternative safety measures for this area; including considering whether to revise their policy in relation to safety mirrors. *Due to the current planning application at the old school site, it was agreed to defer this item to the September meeting.*

23/041. Items for the next meeting: Policies: To adopt Outdoor Hire Agreement and associated procedures (via maintenance sub-committee); Consideration of fees for Outdoor Hire for 2023-24 (via Finance sub-committee) Policy reviews due in July (from Document Review Tracker) Local Plan.

23/042. Date, Time and Place of the next Parish Council Meeting: It was RESOLVED that the next Parish Council Meeting is to be held on Thursday 27th July 2023 at 7pm at The Playing Field Pavilion, Openfield Croft. The Parish Councillor Surgery will be held beforehand from 6:30pm-7pm.

23/043. Closed Session: It was RESOLVED to move into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, where publicity would be prejudicial to the public interest in the provision of independent legal advice for items 18-20 and due to the confidential nature of the business to be discussed for items 20-21.

23/044. Conveyancing Matters:

- a) It was RESOLVED to approve the conveyancing fees of £450 + VAT (plus land registry fees) to register the Playing Field
- b) It was RESOLVED to approve the conveyancing fees of £650 + VAT (plus land registry fees for the registration of the Green

23/045. Bowls Pavilion Lease:

- a) The recommendations from an independent legal adviser regarding the status of the Bowls Pavilion Lease and landlord / tenant responsibilities regarding maintenance and insurance were noted. It was RESOLVED to notify the Bowls Club of their responsibilities under the lease.
- b) The council received an update regarding the Bowls Pavilion Toilet Rebuild Project Costs and the HS2 Groundworks grant claim process.
- c) It was RESOLVED to reduce the remaining £1000 donation from the Bowls Club Committee to £500 to compensate for some of the additional costs incurred by them for work during the Bowls Pavilion Toilet Re-build project, which they believed formed part of the project (£425.39 for the relocation of the water tank, £134.40 for paint and an estimated

£120 for turf for the area in front of the toilet block.) Clerk to request a list of any outstanding project issues from the Bowls Club for the Council to raise with the contractor as appropriate.

23/046. Complaint:

- a) To consider whether the complaint, request and / or complainant should be deemed as vexatious as defined in Appendix 1 of the Vexatious Complaints Policy. *It was RESOLVED to defer this item.*
- b) In the event the complaint, request and / or complaint is deemed to be vexatious, the Council need to consider what action to take in line with the Council's Vexatious Complaints Policy. *It was RESOLVED to defer this item.*
- c) In the event the complaint, request and / or complaint is not deemed to be vexatious, the Council need to consider what action to take under the Complaints policy, whilst ensuring they meet their legal duty under the Health and Safety at Work Act 1974 to ensure, so far as it is reasonably practicable, the health, safety and welfare at work of its employees and members. *It was RESOLVED to defer this item.*
- d) It was RESOLVED to approve the informal response to the complainant drafted by Cllr Stuart including the optional paragraph.
- e) If appropriate, to consider referring to the complaints sub-committee, appointing sub-committee members and setting a provisional date/s for a complaint sub-committee meeting (subject to the availability of the complainant) *It was RESOLVED to defer this item.*

23/047. Staffing Matters:

- a) To consider whether to refer complaint to the Staffing sub-committee to initiate the disciplinary procedure. No member proposed a motion to refer the complaint to the staffing sub-committee therefore no further action to be taken on this matter.
- b) To consider an appropriate award of additional hours incurred from January to June. It was RESOLVED to pay Clerk for 45 additional hours worked in November to January initially agreed to be used as TOIL in January, however it had not been possible to take this time off due to workload. Clerk to notify Chair if their additional hours accrue beyond half a week (9 hours)
- c) It was RESOLVED to refer ongoing staffing issues to the staffing sub-committee for further consideration.

23/048. Sub-committee meeting arrangements - moved to the end of the meeting under minute 23/034 g) to i)

- a) It was RESOLVED for the Clerk to contact the finance sub-committee members and arrange a suitable time, date, and venue to meet.
- b) It was RESOLVED for the Clerk to contact the staffing sub-committee members and arrange a suitable time, date, and venue to meet.
- c) It was RESOLVED for the Clerk to contact the finance sub-committee members to arrange a suitable time, date, and venue to meet.

There being no further business the Chairman declared the meeting closed at 22:29

..... Signed

..... Date