

Minutes of the **Parish Council Meeting of Keresley Parish Council**

held on Tuesday 8th January 2019

Venue: Keresley United Reform Church, Bennetts Road, Keresley @ 19.00 hours

Present			
Cllr S Camwell	Chair	Cllr C Wood	
Cllr T Gudgeon	Vice Chair	Cllr J Passmore	
Cllr A Middleton		Cllr R Weaver	
Cllr S Redhead		Mrs B Bland BB	Locum Clerk

In attendance: Cllr G Williams

1. Welcome & Apologies

Cllr Camwell welcomed Councillors and Members of the public, opened the meeting and invited public questions. There were no apologies.

2. Public Participation

- Cllr Middleton asked if there was any progress on contact with Finham and Allesley Parish Councils?
Action: Clerk to contact Allesley/Finham Clerk for update.
- Cllr Camwell stated the parish councils cannot disband without resolution.
- Cllr Camwell advised Greens Road was having its curb stones taken up by a team from Coventry City Council.
- Cllr Gudgeon advised that there was an armed robbery in Howat Road, Keresley Village; it was a forced entry and homeowners were threatened. Be vigilant and check all locks.
- Cllr Gudgeon advised there was a recent shooting in Burnaby Road.
- It was reported that the fly tipping in Fivefield Road had been removed. Fix my Street website is a good source for reporting fly tipping; it was agreed that this should be linked to Keresley's website to advise members of the public.

3. Declarations of Interest

2a Personal Interests

None declared.

2b Prejudicial Interests

None declared.

4. Advisor

Clerk advised new log in details for WALC website.

Action: Circulate new log in password to Members.

Clerk advised WALC link to training programme. All Members to look at information and let clerk know what they wish to be booked onto.

Action: Members to visit WALC training programme and advise clerk of training interests.

5. Minutes of Last Meeting (11th December 2019)

The minutes of the last meeting were circulated prior to meeting and considered by Members. It was agreed that the minutes were an accurate record and approved. Cllr Gudgeon proposed approval seconded by Cllr Camwell.

IT WAS RESOLVED Cllr Gudgeon proposed the minutes of the Parish Council meeting held on 11th December 2019 be approved; seconded by Cllr Camwell.

6. Finance

6.1 January Payments

The clerk circulated January payments approval list for consideration as follows:- Locum Clerk £154.20 and Expenses £6.75. Members approved payments for January totalling £160.95 listed as above; proposed by Cllr Redhead seconded by Cllr Wood.

IT WAS RESOLVED Members approved payments for January to the value of £160.95. Proposed by Cllr Redhead and seconded Cllr Wood.

6.2 Bank Account

The cash book summary was circulated to Members for information. The balance currently is £5078.28 as at 30th November 2019.

6.3 Precept Increase 2019-2020

Cllrs Gudgeon and Passmore drafted a Precept Paper which was circulated, considered and discussed by full Council prior to the meeting. Cllrs Camwell and Middleton shared their reservations regarding such an increase and debated the necessity. Members recognised the need to increase the precept to meet the challenges to be faced in the coming 12 months including:-

- Employment of a parish clerk
- Election of parish councillors
- Training for parish councillors and professional development of clerk
- Potential cap from Government on Precept support grants
- Potential regional and national changes e.g. Brexit and devolution of services to parish and town councils
- Implementation of the Keresley Sustainable Urban Extension with 3,100 new dwellings proposed and the professional advice and guidance from Planning Consultants.

Members noted that the precept had not been increased for a number years and decreased between 2005 and 2012; minimal increases had been applied between 2013 and 2016; with a further decrease implemented in 2017. To enable the parish council to function and meet its financial obligations a significant increase is being recommended. Therefore Cllr Passmore proposed a 400% increase to Precept per Band D dwelling to £28.56. Members voted unanimously to approve Cllr Passmore's recommendation.

The clerk reported that Cabinet is meeting today and the indicative base rate is to be confirmed but unlikely to change. Notification to Coventry City Council is required not later than end of January.

IT WAS RESOLVED: Members unanimously approved the Cllr Passmore's recommendation to increase the Precept to £28.56 per Band D dwelling. Proposed by Cllr Passmore and seconded by Cllr Wood.

Action: Clerk to notify Coventry City Council of Precept increase and Band D dwelling being £28.56.

Action: Clerk to draft letter to residents advising of Precept increase and justifications.

6.4 Budget 2019-2020

Members had previously prepared a draft outline budget to inform precept increase required given the future challenges to be faced. Members considered a working party however delegated the task to the clerk to prepare a budget template in line with the draft preparations considered at the council development day in November and discussed in December. The clerk is to circulate the draft budget template to Members for consideration and amends taking account of all comments received. The final budget to be circulated with February's meeting papers for approval on 12th February 2019.

IT WAS RESOLVED: Members unanimously approved delegated responsibility to the clerk/responsible finance officer to prepare draft budget template and circulate to Members for their consideration and agreement. Final budget to be circulated to Members with February meeting papers for approval at full council meeting subject to any amendments received.

Action: Clerk to prepare draft budget and circulate to Members. Clerk to make any amendments and circulate to Members with February meeting papers for approval by full council.

6.5 HMRC

The parish council is required to register as an Employer with HMRC. It was unanimously agreed that the clerk make the necessary application and update at February's meeting.

IT WAS RESOLVED: Members unanimously approved registration with HMRC. Proposed by Cllr Redhead and seconded Cllr Wood.

Action: Clerk to register with HMRC as an Employer.

7. Standing Orders/Financial Regulations

Remains a work in progress; Cllr Gudgeon reported that a working group comprising herself, the clerk and Cllrs Wood and Passmore, met on 3rd January 2019 for the purpose of reviewing standing orders. She added that the internal audit report and recommendations therein for policies to be put in place was also discussed and worked on. A Risk Register and Asset Register is required; along with Members Code of Conduct. All model policies can be downloaded from the WALC website.

Action: Working Group comprising Cllrs Gudgeon, Passmore, Wood and clerk to work on standing orders and policy documents required for Keresley to meet governance regulations.

Locum Clerk Mrs Barbara Band c/o Meriden Parish Council, 55 James Dawson Drive, Millison's Wood, Coventry, CV5 9QJ. T: 01676 522474 M: 07767 162423 E: barbarablandmpc@btconnect.com or clerk@meridenparishcouncil.org.uk

Signed **Signed** **Dated**



It was recorded that Cllr Passmore is producing a logo for Keresley and the suggestions of heritage to be acknowledged will be reflected in a “Pit Wheel” synonymous of Keresley’s rich mining history.

Action: Cllr Passmore to design and produce logo for next meeting to improve branding.

Cllr Wood is undertaking the Asset Register review and listing buildings, open green space of community amenity value and sites of special interest.

Action: Cllr Wood to continue review of Asset Register and additions of community assets.

8. Progress Reports

8.1 Poplar Trees – Coopers Meadow

The clerk reported that extensive research, contact and site inspections by Taylor Wimpey and Barretts David Wilson Homes, has returned a negative outcome. The trees stand on a strip of land that is unregistered. Engagement with Coventry City Council Tree Officer and Senior Planning Officer has not gleaned any further information. All follow up actions point to Land Registry for definitive land ownership. Cllr Passmore stated that some of the site falls to Bedworth and Nuneaton responsibility and he would forward a map to the clerk for ease of future reference.

Action: Clerk to contact Land Registry for Title Deeds confirming land ownership.

Action: Cllr Passmore to forward parish/county boundary map to clerk.

9 Clerk’s Report

Mrs Bland advised clerks actions may be picked up from agenda.

10 District/Ward Councillor Report

Cllr Williams provided the following update:-

- Attended Coventry City Council Ethic Committee meeting and Mrs Bland and Cllr Weaver have been acknowledged for their work with Keresley. Cllr Williams endorses this recognition and records his personal thanks for their support, assistance and advice in getting Keresley back on track.
- Election costs – Liz Read replied and advised the sum circulated to Keresley was overstated and incorrect. Mrs Bland replied that an email had been received advising that the new lower figure is approximately £2,000.
- Advised that Cabinet Members were considering two Councillors per Ward with one election every 4 years starting 2020; currently the parish council elections are not in sync with City Council elections to share costs. A recommendation could be made to change cycle of elections with an impact to election costs savings realising £1.3million.
- HGVs entering Amazon site via Kersley Highway networks is increasing and this is being logged by Amazon. Call into Amazon any registrations of HGVs not using designated route. Amazon doing checks on hauliers and maps of routing agreement being embedded with drivers.

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- Burnaby Road – Highways Routing Agreement for local hauliers to be adhered to and hauliers should know better. Better signage for Rye Hill and Browns Lane, and improvement refresh to Pickord Green Island to be implemented.
- Meeting with new Cabinet Member for across Bablake Ward discussions and priorities.
- Resident contact with concerns regarding sink holes on Watery Lane; Members knew nothing about any issues and nothing has been raised with the parish council. Cllr Williams to email resident.

Members advised that bus stop bins need emptying and one waste bin removed needs replacing.

11 Correspondence & Communication

- Clerks & Councils Newsletter
- Apology received from Peter Stratton

12 Keresley Parish Matters

12.1 Pavements

The pavement at Crabtree Cottage has been cleared of overgrown tree/hedging; thanks to Cllr Williams for his action on behalf of Keresley.

12.2 Noticeboard

The clerk advised it is a legal requirement to post “calling notice” of forthcoming parish council meeting so members of the public have the opportunity of knowing what items are on the agenda that they would like to comment on. Currently the noticeboard is not being maintained to a satisfactory standard to meet the statutory regulation for parish council compliance. Cllr Middleton has the key and will get two keys cut for clerk and Cllr Wood. Magnets are also required.

Action: Cllr Middleton to get two keys cut; clerk to purchase magnets for affixing notices.

12.2 New Keresley Bus Timetable

The clerk recorded thanks on behalf of the parish council for Cllr Passmore’s diligence in understanding, taking over responsibility for new timetable and engaging with Arriva to ensure the new timetabling is accurate and serves Keresley village and wider Keresley environs with the extended route 79. Arrangements to have the new timetable fixed to all bus stops, noticeboard, Library and website. Cllr Passmore will contact Warwickshire CC to put on their bus stops. Cllr Gudgeon will post on social media sites; and advised that several people have contacted her regarding the school bus service to Nicholas Chamberlain as nothing has been advertised. A petition has also been started to not stop route 57.

IT WAS RESOLVED Members recorded their thanks to Cllr Passmore for his diligence and work with Aviva to ensure route 79 is correct and notification of change has been notified.

Action: Cllr Passmore to ensure notification is publicly accessible on website and noticeboard.

Action: Cllr Gudgeon to ensure notification is posted onto social media sites.

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13 Planning Matters

13.1 Marrons/Bellway Meeting Feedback

Cllr Passmore advised that the expected outline planning application predicted to be received by Coventry City Council at the end of year has not gone in. The latest planning list came out on 7th January and this application is not included. A request to meet with Agent and Developer is to be held over until decision has been made and then re-engage. Cllr Gudgeon stated that infrastructure must be in place prior to commencement of development.

Action: Cllr Passmore to monitor.

13.2 Planning Updates

- Gospel Hall Meeting Room
Withdrawn

Action: Cllr Passmore to contact Nigel Smith

- Rookery Farm, Watery Lane
See Tree Survey for crown lifting and response; also SUD system shows pipes going through roots of trees.

Cllr Williams advised that objections sent to Nigel Smith; decision in the bag and Relief Road will not go through as specified north of Jubilee Woodland; he also stated he has requested comments received as not published on website with personal information redacted. Proposal is outline planning with consultation with education, health and highways.

Action: ALL – to liaise with Agent and Developer and arrange further meeting.

13.3 Highways

Cllr Gudgeon advised she is planning to arrange a meeting with Colin Knight regarding infrastructure and relief road proposals or February half term.

Action: Cllr Gudgeon to arrange meeting with Colin Knight.

13.4 Planning Meeting with Senior Planning Officer

The clerk advised that Nigel Smith is the Case Officer for Keresley's proposed developments; stating his willingness to attend a meeting with Members. This meeting will be a closed meeting for the purposes of mitigation and S106 engagement with developers.

Action: Clerk to arrange a meeting with Nigel Smith; the meeting to be 29th January 2019 given diary and work commitments of Members. The meeting will be closed to members of the public.

14 Election of New Members 2019

The clerk advised an email confirmation from Coventry City Council advising overstatement of Keresley's election costs reducing from 5.5K to 2K. It was pointed out after challenging Coventry City that parish councils were advised in 2016 of election charging to be implemented and parish councils should have been accruing for this purpose from their budgets. In the case of Keresley the present situation is recognised and it may be possible for payments to be made over 3 years by Cabinet approval if a contested election is to be held.

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Action: Clerk to advise Members and Coventry City Council monitoring team when situation is known.

15 Councillor Reports/Items for Future Agenda

Cllr Wood reported the Old Coventrians training ground is raising public concerns regarding the language being used by teams using the grounds. Cllr Redhead advised he will have a quiet informal word prior to any escalation.

Action: Item to be put on next agenda for Cllr Redhead to provide report of action.

16 Date of Next Meeting

The date of the next meeting is Tuesday 12th February 2019 commencing at 19.00 hours at Keresley URC, Bennetts Road.

The Meeting closed at 20.40 hours.