



Minutes of the **Parish Council Meeting of Keresley Parish Council**
held on Tuesday 12th February 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

There were 3 members of the public in attendance.

1. Welcome & Apologies

Cllr Camwell welcomed Councillors and Members of the public and accepted apologies from Cllr Williams; she opened the meeting and invited public questions.

2. Public Participation

Residents advised the following and requested parish council support for objection to outline planning application for Land at Fivefield Road and Tamworth Road.

- A meeting with Steve, Merle and a few others to be arranged;
- Collecting objections for proposed development;
- Highways infrastructure must be agreed;
- Litigation – specifics for County claim re. why it is not workable;
- Short documentation to be produced;
- A petition to get underway;
- 50 metre buffer zone for ancient woodland protection;
- Letter to be sent to Marrons and All.

Cllr Passmore signposted residents to Keresley PC’s website and suggested looking at it as it has the full proposal and area mapping.

Cllr Gudgeon advised parish council support and a draft response from KPC objecting to the outline proposal will be presented by Cllr Passmore under item 13.

Cllr Passmore added that item 13 of the agenda will cover the draft response and other planning matters. He reiterated KPC does not support the application in its current form; he suggested looking at the Supplementary Planning documents for Keresley developments currently accessible on KPC and Coventry CC websites. No S106 conditions have been agreed however Lioncourt already have S106 agreements/conditions in place.

Cllr Gudgeon explained that the parish council had met with Nigel Smith, Senior Planner and Case Officer for the Marrons development. She went on to advise that discussion around Tamworth Road/Sandpitts Lane new road junction had taken place and significant money was required to be released which had not been agreed by Principal Authority or Developer.

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Signed **Dated**



The residents on behalf of a local action group, Keresley Residents Group, requested parish council support to fight the proposed developments.

Cllr Gudgeon reaffirmed KPC has been on this for quite some time; and she is confident of the robust response that Cllr Passmore has put forward on behalf of KPC.

Residents asked for a timeline regarding the commencement of developments and what planning dates are proposed; there are no known timelines and the documents are quite clear in specifying that the relief road must be completed prior to the completion of housing developments.

3. Declarations of Interest

3a Personal Interests

None declared.

3b Prejudicial Interests

None declared.

4. Advisor

Cllr Weaver applauded the parish council on their work in improving KPC’s governance with the review of standing orders, budget process completion and precept increase.

She further advised that WALC’s new training schedule is available on website. Cllr Passmore requested he be booked onto Planning Briefing on 6th April at Marston Green. Cllr Redhead requested circulation of the log in password for KPC to access WALC website member’s pages.

Action: Clerk to circulate new log in password to Members. Clerk to book Cllr Passmore onto planning briefing as above.

Cllr Weaver added that she, John Crossling WALC, Jane Chatterton Allesley PC and Barbara Bland are meeting with the monitoring and election teams at Coventry City for the purposes of discussing a Charter that has been successfully adopted by Solihull MBC and Warwickshire County for the purposes of Principal Authorities working with Parish and Town Councils and strengthen the role of a Parish or Town Council. The revised Solihull Charter is to be launched on 19th March with the Deputy Leader, CEO, Assistant Directors, Officers, Councillors and Clerks with a market place for networking and information sharing.

Action: Clerk to circulate the Solihull Charter for reference.

5. Minutes of last Parish Council and Closed Meetings held on 12th February 2019

The minutes of the last parish council meeting and closed meeting were circulated prior to meeting and considered by Members. It was agreed that the minutes were an accurate record and approved.

IT WAS RESOLVED Closed meeting - Cllr Redhead proposed approval of the parish council closed meeting seconded by Cllr Camwell. Cllr Gudgeon proposed approval of the Parish Council meeting seconded by Cllr Redhead.

6. Finance

6.1 February Payments

The clerk circulated February payments approval list for consideration as follows:-
 Locum Clerk £208.81, Expenses £20.25, WALC training £45.00, WALC publication £15.00, Meeting Room Hire £70.00, Ink and Noticeboard Magnets £68.97, Noticeboard Key cut x 2 £9.99. Members approved payments for February totalling £438.02 listed as above; proposed by Cllr Redhead seconded by Cllr Wood.

IT WAS RESOLVED Members approved payments for February to the value of £438.02 proposed by Cllr Gudgeon and seconded Cllr Wood.

6.2 Bank Account

The cash book summary was circulated to Members for information. The balance at the bank currently is £4575.47 as at 31st January 2019.

6.3 Budget 2019-2020

The clerk presented to Members the budget template and justifications delegated at January's meeting to draft and bring to February's meeting in line with precept increase. Members acknowledged the work of the clerk and after thorough scrutiny and consideration in line with the budget scoping exercise at development day in November agreed its content unanimously.

IT WAS RESOLVED: Members unanimously approved the budget; proposed by Cllr Redhead, seconded by Cllr Camwell.

6.4 Precept Increase 2019-2020

The clerk had circulated the resident letter to Members for consideration of content prior to the meeting. Whilst content good it was felt it was too wordy and would look more appealing presented as a one page newsletter in publisher. The clerk agreed but advised her workload was such that did not allow for reproducing on publisher. Cllr Gudgeon suggested taking on the reformatting and she would circulate to Members by 28th February. Once agreed then copies to be circulated to households, noticeboards and website.

Action: Cllr Gudgeon to reformat and circulate. Once agreed copies to be distributed to households in parish, noticeboards and website.

6.5 HMRC

Nothing to report.

7. Standing Orders/Financial Regulations

7.1 Policy Sub-Committee

The clerk recommended that the working group for standing order review should be formalised as a Policy Sub-Committee comprising Cllrs Gudgeon, Passmore, Wood and clerk. This will enable continuation of governance review and delegated powers to work on various processes to ensure KPC's infrastructure is in place to support the

future growth of the parish council to meet the demands of an increased population due to proposed developments.

IT WAS RESOLVED: Members unanimously agreed to the recommendation of a Policy Sub-Committee; proposed by Cllr Passmore seconded by Cllr Camwell.

7.2 Standing Orders Review

The working group have completed their review of standing orders and the document was presented to Council for approval. Subject to minor amendments of highlighted text removal identifying additions to the standing orders document, Members unanimously approved the content review and recommended a review date be applied of 1st February 2020.

IT WAS RESOLVED: The Standing Orders Content Review was approved by Members, proposed by Cllr Redhead and seconded by Cllr Wood.

Cllr Redhead wished to record his thanks to the working group for their commitment and diligence in undertaking a thorough review of the Standing Orders and providing a current and up to date working document in accordance with WALC's model standing orders.

8. Progress Reports

8.1 Poplar Trees

Cllr Wood reported on current situation; after Land Registry communication a SIM search is necessary at a cost of £8. The Land Registry search previously undertaken by Taylor Wimpey shows Kings Oak Homes Limited to be the landowner however they are no longer trading; but after a search it transpires that the parent company is David Wilson/Barretts. Extensive communication with Coventry City Council Planning and Tree Officers have identified an Arboriculturalist Report that made recommendations for the trees to be halved in height prior to development commencement. According to residents and planning via S106 it would appear this work was never undertaken by the developer. Currently there is a section of land adjacent to footpath that is being categorised as unregistered, but Land Registry advises differently. The risk should be assessed by HSE and Cllr Wood and the clerk to follow this up. The situation is frustrating where all parties admit no responsibility for the ownership of the land or trees sited on it.

Action: Clerk and Cllr Wood to contact Land Registry for Title Deeds confirming land ownership and HSE.

9. Clerk's Report

Mrs Bland advised clerks actions may be picked up from agenda and content of meeting.

10. District/Ward Councillor Report

Cllr Williams provided the following emailed update to be included in the meeting:-

A quick round up for you: I have been told by Council officers that the bin by the bus stop is on the list for replacement J and if it isn't in by next week then I shall chase it up again.

Colin Knight has confirmed that he will be attending Allesley Parish Council on 25th February to discuss the link road. This will be a private meeting rather than public, but I gather from Jane Chatterton that they are hoping for a public drop-in session/meeting to discuss what was said. I will also be in attendance.

The application North of Eastern Green for 2200 odd houses plus warehouses has had an objection by Highways England, this has been confirmed by the planning officer this afternoon and so it has delayed that application for the time being.

At last week’s Cabinet Member meeting (Housing & Communities) I attended and spoke about the Ancient Arden and the buffer zones. I told Cllr Ed Ruane that residents and I are concerned that the Bellway application (and others) has a small buffer zone for Ancient Woodland of 15m. Cllr Ruane thought I said 50 and I had to correct him. There is also a Supplementary Planning Document to replace the Ancient Arden guidelines from 1995. This has been agreed to go out to a second round of consultation and I would recommend that the Parish Council put in a response.

The link to the report is here

<http://edemocracy.coventry.gov.uk/ieListDocuments.aspx?CId=739&MId=11906&Ver=4> and a link to the Telegraph article that reported from the meeting is here <https://www.coventrytelegraph.net/news/coventry-news/coventry-news-new-houses-arden-15791761>

11. Correspondence & Communication

Nothing to report.

12. Keresley Parish Matters

12.1 Noticeboard

Cllr Passmore is looking into noticeboard signage and new parish logo.

Action: Cllr Passmore.

12.2 Coventrians Sports Ground

Cllr Redhead advised that he had not engaged with the club. Cllr Wood stated that it was sorted and he would provide an update at the next meeting.

Action: Cllr Wood to provide update at March meeting.

13. Planning Matters

13.1 Planning Updates provided by Cllr Passmore:-

- Gospel Hall Meeting Room application withdrawn;
- Watery Lane for 40 Houses submitted withdrawn on 5th February 2019;
- Marrons/Bellway application – KPC does not support the application in its current form; the draft SDP for Keresley SUI is not taken into account. There are other sites available to them as per the 2008 Green Belt Strategy. Cllr Passmore has drafted a formal response on behalf of KPC and presented this to Members for their comments, additions, and amendments.
- Members thanked Cllr Passmore for his diligence in producing a robust and excellent response. KPC is not supporting the application and Members will take away the draft to digest and offer further comments. The submission deadline is 14th February however the clerk was requested to contact Nigel

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Smith, Case Officer, for an extension to 18th February to allow for the weekend to assist Members with finalising their response.

- Cllr Weaver advised that WALC can provide free advisors and suggested an hour be used to go through response and give weight by using NPPF and Policy linked to Cllr Passmore’s thorough understanding of key objections.
- Cllr Passmore was requested to send the draft to the clerk as an electronic attachment so she may forward to planning advisor at WALC.
- Cllr Gudgeon requested the additions of Health and Social Care provision and funding a new purpose built centre.
- General discussion also highlighted the minimal green space provision and limited play equipment; no dedicated children’s playground comprising inclusive and accessible swings, slide, roundabout etc. No outdoor gym provision.
- No provision for a community centre/village hall/pitches and changing facilities to provide for local sports activities such as football, rugby and cricket.
- More thought required for S106 and Community Infrastructure Levy payments with maximum benefit to Keresley existing and new communities via engagement with developers and Coventry City Council.

Action: Cllr Passmore to forward draft response to clerk for WALC planning advisor fine tuning; clerk to contact Nigel Smith with a view to agreeing submission deadline extension to 18th February 2019.

13.3 Highways

Cllr Gudgeon advised she was planning to arrange a meeting with Colin Knight regarding infrastructure and relief road proposals for February half term. This was now not possible and in light of the closed meeting arranged for Allesley Parish Council, an invitation to be extended to Mr Knight for him to meet with Keresley under closed meeting conditions.

Action: Clerk to arrange meeting for Colin Knight to meet with KPC Members.

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.

Cllr Gudgeon left the meeting at 20.35 hours due to family commitments; before departure she wished to record her agreement to Item 17 Confidential Matters – Clerk Job Description, remuneration and hours review.

14. Election of New Members 2019

Nothing to report.

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

15. Councillor Reports/Items for Future Agenda

Cllr Passmore requested Keresley SUI be put onto the agenda for March meeting.

Action: Item to be put on next agenda for Member consideration and draft response from Cllr Passmore.

16. Date of Next Meeting

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

CONFIDENTIAL MATTERS (Closed Meeting)

There were no members of the public in attendance

17. Clerk Recruitment

17.1 Job Description, Remuneration and Hours

The job description had circulated to Members for consideration prior to the meeting; the review of hours and remuneration had been discussed previously and factored into the budget template for 2019-20 financial year. Cllr Passmore requested wording be changed regarding the expectation of undertaking ILCA within first 3 months of commencement of employment and registration of CiLCA within first 12 months of employment. Members agreed the content subject to minor amends recommended by Cllr Passmore.

IT WAS RESOLVED: Members agreed the content of job description review in accordance with revisions needed to remuneration and working hours. Proposed by Cllr Camwell and seconded by Cllr Middleton.

17.2 Contact of Employment

A contract of employment to be taken from WALC model template and personalised to suit KPC hours, remuneration etc. This to be finalised for new clerk appointment.

Action: Clerk to draft Contract of Employment for new clerk appointment.

The Meeting closed at 20.50 hours.