**Pailton Parish Council**

**Minutes of the Meeting held on Monday 24 July 2023 in Pailton Village Hall**

Present:

Councillors: Tony Gillias (Chair, TG), Tina Simpson (Vice Chair, TS),

Mark Foxon (MF)

In attendance: Leona Bendall, Clerk and Responsible Financial Officer (clerk)

Also present were two parishioners and Councillor Adrian Warwick, Warwickshire County Council

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| MinuteRef |  | Action |
| 1/24.7.23 | **Chairman’s Welcome and Apologies for Absence**TG welcomed all to the meeting and asked that a minute’s silence be observed for Peter Saywell who made such a difference to the village, serving as Chairman of the Parish Council for twenty years, and saving the Village Hall for the community. |  |
| 2/24.7.23 | **Apologies for absence**The clerk advised that Cllr Shaw had given his apologies for absence. |  |
| 3/24.7.23 | **Declarations of Interest**These were given by Cllr T Gillias, as a Councillor for Rugby Borough Council (RBC) and Chair of RBC’s Planning Committee. |  |
| 4/24.7.22 | **Standing orders were suspended to allow members of the public to address the meeting** No matters were raised |  |
| 5/24.7.23 | **Resumption of Standing Orders** |  |
| 6/24.7.23 | **To approve the minutes of the meeting held on 26 June 2023.**These were approved and signed as a true record of the meeting. |  |
| 7/12/23 | **Matters Arising from previous meetings – not covered elsewhere on the agenda.*** The clerk asked the meeting to note the addition of the Clerk’s contract to item 9c and that RBC had changed its process and while it would supply new street refuse bins, it would no longer fit and dispose of replacement bins. RBC however have confirmed that new bins are required and proposals for their replacement would be circulated. TG advised that the Highways Working Group should be asked to install new bins, once the PC approves the new bin. Clerk to circulate options.
* Clerk also advised that the CPRE fee for membership (discussed in June) would be £36 and that the CPRE were advising Ansty re the huge Fraser proposal on greenbelt land in and around their village. It was agreed that the PC should take out membership.
* Clerk further advised that RBC had not received any requests for an election and that the PC is now free to co-opt. Clerk to advertise this on noticeboards/website.
 | ClerkTGClerk |
| 8/24.7./23 | **Information Reports**1. **County Council AW**
* AW said he was pleased with the Teams meeting held with the Parish Council and Graham Stanley from WCC and the result of the ‘tube’ tests in September will provide valuable evidence on speed, type and the number of vehicles going through the village in a 24 hour period.
* He also spoke about the County’s focus on cutting usage of plastic and the Safe Haven telephone/on line service WCC has set up to provide vital support to young people who may be experiencing mental health issues. This is particularly important in rural communities where the avenues for support are less than in urban areas.
1. **Rugby Borough Council, TG**
* TG spoke about the £400,000 Shared Prosperity Fund for leisure facilities in the Borough – which is being administered with some RBC support as an independent team. He has already raised the need for funding for the White Lion and TS thanked him for this .. and said that this would be followed up.
* He also mentioned that the major HGV site at the end of Lutterworth Road was deferred from the July council meeting but will now go to the August meeting. Its deferral was to enable detailed discussion of the 100 new social housing flats in Biart Street, Rugby. Each of the flats will have its own heat pump, TG explained that he had argued for hydrogen boilers which were less expensive and had a longer term future.
* TG also mentioned that as Rugby now has a hung council decision making is more complex.
1. **Village Hall Trust, LF**
* Next Café will be 9 September and warned that going forward the menu may have to be restricted, with simpler options as a key member of the team was moving away. They have also set up a Whatsup group to enable fast back up cover, if needed.
* LF also raised concerns that the weekly post office staff are packing up earlier and she needs to establish why – she will also share the contact details with the PC clerk.
* As part of an initiative to improve communications with residents the VHT is proposing to produce a flyer for new residents with useful information on … the councillors all agreed to have their names and telephone numbers on the leaflet – LF to share this with the clerk and PC before printing.
* LF also asked if the Parish Council would be happy to include more information from the Village Hall Trust on its website and this was agreed. Clerk to look at setting up a Village Hall Trust ‘page’.
1. **Playing Field Working Group and Footpaths, KS**

Nothing to report from the Working Group, but the clerk reported that the PC had received a new lease from the solicitor to the Trustees of the Denbigh Estate and that they will consider the car park access request for the Toddler Group at their next meeting. |  |
| 9/24.7.23 | **White Lion Project Update**TS gave a full update on the White Lion Project which in summary covered:* The NLHF were not surprised by cost increases on the project as inflation, particularly on construction material is evident on all their supported projects.
* The RIBA stage 3 drawings from the design team are due on 14th August and the PC may need an extra meeting to consider these plans (see point 15 below).
* For the Mid Stage Review (which due to NLHF staff holidays has been moved to end of September) Pailton should submit a ‘full fat plan’ and a reduced plan that has been value engineered to remove costs. As part of this volunteers would be sought from the community to tackle some of the more basic tasks including landscaping.
* TS sought permission to employ a local builder to ‘open up’ parts of the fabric of the building to enable site investigations to take place at a maximum cost of £600. This was proposed by TS and agreed by all councillors. Clerk to confirm to the builder.
* Business Consultants are working to produce a detailed plan and very useful advice has been obtained from a ‘community owned pub’ in Devon.
* The bat and bird survey will be completed by end of July.
* The Conservation Management Plan is underway, with our consultation undertaking detailed historic research on the pub including newspapers dating back to 1760 and Roy Bourne’s book.
* Two of the four members of the working group are undertaking ‘oral history’ training to enable them to interview residents on their memories of the pub.
* Social fund raising continues to go very well, with income from the Fete and a further Quiz (with the Garden Party and the May) has raised almost £2000 to spend on the pub. The next event will be the ‘afternoon tea’ and ‘pub games’ held in a marquee in Pailton Hall.
* TS attended the Heritage Trust’s on line events which provided lots of varied and valuable information on similar projects – with useful tips and advice.
* The next 50% of the NLHF Development Grant should be paid in the near future.
* The clerk had received some guidance on treatment of VAT by the White Lion/PC and would share this with the Working Group
 | ClerkClerk |
| 10/24.7.23 | **Finance and Governance**1. The cash book for the July meeting was reviewed and

 approved and she asked the meeting to note payment of the internal audit fee of £216. The clerk also reported that the 25% increase in standing charges for the White Lion electricity supply is because we are out of contract … but we cannot have a new contract as we are not using electricity. She also advised that npower are proposing to increase their un-metered electricity costs for the street lighting by around 40% in September. It was agreed that the clerk should urgently investigate a different supplier.1. The following invoices were approved for payment:

- Clerk’s July Salary - £301.18; HMRC July - £75.30; 2 Commune, website/email, £552; Howes Percival, Legal fee for playing field lease - £1,140; Fisher German, playfield lease for 2023- £250, BHIB, annual insurance- £964.15; ICO, 2023 registration- £35; Npower, street lighting for Q1 - £268.50.**White Lion** -E-on standing charge - £31.09; Alison Berwick, Fund Raiser - £875; Burrell Foley Fischer, design services - £8,640 (estimate); Greenwoods, PM - £2,106; Heritage Trust, annual subscription - £100; Focus, QS- £2,904; Katherine Andrew, Conservation, Curator - £500.1. The new Equal Opportunities policy was approved and it was agreed to consider how to take forward the development of an Environmental Policy in September, with a view to approval by May 2024.
 | Clerk |
| 11/24.7.23 | **Planning Applications and Matters for Consideration**1. R23/0653, Proposal to erect a new detached dwelling and associated parking to the rear of 15 Lutterworth Road, Pailton – was discussed and issues around parking, access and visibility on the Lutterworth Road were raised. It was agreed clerk to draft a response for approval and submission before the deadline of 7 August and take advice from Cllr Shaw on his return. On a procedural basis TG advised that a site visit by member of the planning committee was unlikely, unless the proposal is called in to committee.
 | Clerk |
| 12/24.7.23 | **Ongoing Village Matters**1. Telephone Box Renovations – nothing new to report
2. Highways Working Group and Speed Watch – TG spoke about the history of the various schemes to minimise the impact of traffic/speeding in the village. He demonstrated with a series of photographs what he proposed should be put in place on the three village gateways with moving two of the ‘camera’ signs from the village centre to the gateways and installing them (and a new one) on the gateways. This will be discussed further once the results from the ‘tube survey’s is received in September.
3. Street Lighting – nothing new to report
4. Ex Service Men’s Club – nothing new to report
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| 13/24.7.23.  | **Correspondence**1. The issue of the broken post on the allotment entrance was raised and it was agreed that TG would ask a local builder to replace the post .
 | TG |
| 14/24.7.23 | **Additional items for next meeting**Nothing raised |  |
| 15/24.7.23 | **Meeting Dates**A provisional date for an extra meeting in August was agreed as Monday 14th and the confirmed next meeting date was Monday 25th September 2023 |  |

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Chairman of the Parish Council Anthony Gillias 25 September 2023