

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 13<sup>TH</sup> JANUARY 2015  
7.30 PM IN THE VILLAGE HALL COMMITTEE ROOM**

**Present:** Cllrs Smith (Chairman), Eassom, Eldridge, Knott, Moore, Tunkle, C/Cllr Mrs Compton, and the Clerk.

1. **Apologies were** accepted from Cllr Coates, Cllr Ellwood, and D/Cllr Mrs Gallagher.
2. **There were no Declarations of Interest.**
3. The suggested protocol regarding filming at meetings, as previously circulated, was approved. (attached), and will be displayed on the website.
4. **There were no public present**
5. The previously circulated minutes of the meeting held on the 11<sup>th</sup> November 2014 were approved.  
a) Matters Arising – Clerk recently collected and delivered a small number of sandbags to the school as per their request. (*item 7 Nov mins*)

**6. PLANNING**

Status report previously circulated, W14/1523 Gaveston Lodge now granted.

Objections returned regarding W14/1678, Land off Hill Wootton Rd, Hill Wootton, erection of new dwelling - and some concern from local residents.

Following a request from Kenilworth Town Council Councillors it was agreed the PC had no objections to their proposals regarding Neighbourhood Plan designation based on the new boundaries. Clerk to action.

Neighbourhood Plan progress – The Chairman will arrange a further meeting for 26/1, and also proceed with applying for the relevant grant. Cllr Coates has agreed to act as administrator.

A response was forwarded to WDC re their site consultation for Gypsies and Travellers.

**7. FINANCE**

Status reports/budgets previously circulated.

Balance in bank = £5487.77. After paying the contribution which is due shortly, regarding playground renewal, Clerk anticipates that if there are no unforeseen expenses there should be approx. £3600 to c.fwd at end of March.

Budget and precept discussed. It was resolved to increase the precept by 2% taking the income for 15/16 to £7777.00. Clerk will notify relevant WDC department.

It was also agreed to increase the clerk's salary as per NALC guidelines by 1% for 15/16 with back dated amount of 1% of salary for 2014/15 to cover shortfall.

a) Payment approved for: Clerk's sundries for two months £40.70. A contribution to the Bell fund will be considered at the March meeting.

Evidence from WDC finance indicating the costs of an election were noted, these can range from £250 for an uncontested election to £3000 for a contested election.

The timetable for the elections was discussed, further information will be provided by the election authority, 16<sup>th</sup> March being the date notices are to be published, and 9<sup>th</sup> April 4pm, the latest date for receipt of nomination papers. It was agreed to publish all details in noticeboards, the website and the February and March Links.

## **8. PLAYGROUND/MEMORIAL GROUND**

A grant has been awarded from WREN of £48,631 for the playground renewal. An order has now been placed with the suppliers for the equipment. It is anticipated that work will commence in early March with the project being completed by early April. Some discussion is still needed to finalise choice of all the equipment, Cllrs Coates, Knott, the Clerk, and advisor Mr Clarkson will meet regularly to ensure a smooth process.

The playground will be closed for the duration of the work and suitable notices will be posted.

Maintenance contractors Fairways have indicated an increase of 3% in their contract for 15/16, and this was approved. They will also be advised of the renewal work being undertaken as this may mean maintenance will need adjustment.

a) Following recent concerns regarding access and car parking at the village hall, a meeting has taken place with the Trustees of the Memorial and Recreation Ground, Cllrs, and representatives of the Village Hall and Sports Club. These discussions raised a number of problems, some minor ones will be dealt with by the Sports Club who agreed to remove the sign directing players to the football field, and put some no parking signs on the side of the approach into the car park. Other matters need a great deal of consideration and it was agreed to contact a WCC Highways officer who will be present at the WRW Forum for preliminary advice on a suitable plan of action.

## **9. HIGHWAYS**

There are still instances of heavy lorries flouting the weight restriction. It was agreed that this will continue to be monitored in order to obtain specific evidence of contravention. Councillor Eassom and C/Cllr Mrs Compton agreed to raise at the Community Forum meeting.

Concerns regarding cars parking and obstructing visibility in some areas of the village. It was felt that as there were no obvious restrictions there was very little to be done except obtain advice from local PCSOs. Highway lights are not operational at the Guy's Cliffe roundabout area – Cllr Compton will action. It was also suggested the white lines in this area need remarking.

Birmingham Road B4117 closed for 4 weeks no access to Hatton, diversions in operation.

Flooding again under the motorway bridge in Hill Wootton Road, after heavy rain – Highways to be contacted, and C/Cllr Mrs Compton will put this forward as a drainage scheme for consideration at the budget meeting to be held on the 5<sup>th</sup> February.

10. a) C/Cllr Compton reported on progress regarding the NHS and Adult social care.

b) General correspondence – The Chairman and Mrs Smith will be nominated to WALC for the annual Buckingham Palace garden party.

Information received regarding changes to the Quality Award scheme. As an interim measure it was agreed to apply for an automatic transition to the Foundation level of the new Local Council Award Scheme at no further cost, which will last until January 2016. Clerk to action.

c) At the WRW Forum meeting on 29<sup>th</sup> January, it is hoped the results from monitoring the weight restriction will be available.

d) Neighbourhood Watch – Ms Craine is producing reports for the Link and still needs coordinators.

The Clerk, Cllr Eassom and partners will attend the Chairman's supper 16<sup>th</sup> January.

11. A O B

The annual bulletin will not be prepared until after the May elections.

WALC secretary Alison Hodge will be leaving her post end of March, a letter thanking her for all her assistance over her years of office will be sent. Clerk to action.

The meeting closed at 9pm.

Date of next meeting 10<sup>th</sup> February, 2015.

Signed.....Date.....

**LEEK WOOTTON & GUY'S CLIFFE PARISH COUNCIL**

The right to record, film and to broadcast meetings of the council, committees, and sub committees is established following the Local Government Audit and Accountability Act 2014\*. This is in addition to the rights of the press and public to attend such meetings.

Meetings or parts of meetings, from which the press and public are excluded may not be filmed or recorded.

Members of the public are permitted to film or record meetings to which they are permitted access in a non-disruptive manner. Government guidance is available which gives examples of what disruptive behaviour might consist of.

The use of digital and social media recording tools, for example Twitter, blogging or audio recording will be allowed as long as it is carried out in a non –disruptive way and only to the extent that it does not interfere with any person's ability, even where he or she has a disability, to follow the debate.

While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998, (this includes their permission to broadcast their personal details)

The Chairman of the meeting has the authority to stop a meeting and to take appropriate action if any person contravenes these principles or is deemed (in the Chairman's view) to be recording in a disruptive manner or inhabiting community involvement in the debate.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, or a committee, is responsible for any claims or other liability arising from them so doing.

The Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes refraining from editing an image, or views, expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded.

The Council will display requirements as to filming, recording and broadcasting at its meeting venues and those undertaking these activities will be deemed to have accepted them whether they have read them or not.

The Council may itself photograph, film, record or broadcast meetings and can retain, use or dispose of such material in accordance with its retention and disposal policies. The Council's record is the definitive record of the meeting. The written approved minutes are the legal record.

The Council adopted this protocol at its meeting on 13<sup>th</sup> January 2015.....

\*Regulation 4 of The Openness of Local Government Bodies Regulations 2014 has brought Section 40 of the Local Government Audit and Accountability Act into force.