

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WOLSTON, ON THURSDAY 2ND DECEMBER 2021 AT 7.15PM**

PRESENT Cllr G Fewkes (Chair), Cllr D Cross, Cllr Miss S Dobinson, Cllr R Grainger, Cllr J Milne, Cllr A Parker, Cllr L Wright and Mrs M Meede (Clerk).

Plus: Cty Cllr Mrs Timms, Borough Councillors Bearne and Poole, and 7 members of the public.

After members of the public and Councillors had been given the opportunity to raise any issues, the Chairman thanked everyone for attending, and the Parish Council meeting commenced at 8:25pm.

After the public forum, Cllr Fewkes (acting as Chairman) wished for it to be recorded that, in his considered opinion, Councillors had failed to conduct themselves in a manner that adhered to the Nolan Principles for a good Council meeting.

During the period where the public were excluded from the meeting, a member of the Allotments Association Committee had been invited to stay in order to hear the discussions regarding the allotment land, and to answer questions or offer information where appropriate. However, this representative left the meeting in distress due to the manner in which the discussions took place.

Cllr Fewkes felt that, as Chair of that meeting, he felt this should not happen again. Therefore he requested that all members of the Council should respect each other's views, do not interrupt others with raised voices and point accusingly at each other and speak only with the Chairman's agreement.

Finally, Cllr Fewkes drew Councillors attention to the Code of Conduct which requires all Councillors to treat each other with respect, honesty and integrity.

128. APOLOGIES FOR ABSENCE

The apologies of Cllr T Harvey-Smith, Cllr Miss Ball and Cllr Miss White for health reasons were accepted. The apologies of Borough Cllr Willis were noted.

129. DECLARATIONS OF INTEREST (existence and nature) for items on the Agenda

No Declarations of Interest for any items on the agenda were given. The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

130. APPROVAL OF MINUTES OF THE PARISH COUNCIL

All Councillors had been given the opportunity to review the minutes of the Parish Council meeting held on 4th November 2021 prior to this meeting, and changes requested by Councillors prior to the meeting had been seen by all Councillors. Following a short discussion Cllr Wright proposed approving the minutes, which was seconded by Cllr Parker and the motion was passed.

RESOLVED: The minutes of the Parish Council meeting held on 2nd December 2021, having been approved for adoption by those who had been present at the meeting, be signed by the Chairman.

131. ALLOTMENT LAND UPDATE

Cllr Miss Dobinson, Chair of the Allotment Working Group (AWG), confirmed that the update had been provided during the public forum part of the meeting. However, Cllr Grainger requested that Councillors give consideration to the building intended for the new proposed allotment land, and take the views of plot holders into account. Cllr Grainger then proposed that the AWG investigate the need for the building, try and ensure the views of all plot holders are sought in relation to this matter, and see what (if anything) can be done, including following up as required. Cllr Miss Dobinson seconded the proposal, and it was noted that as the building was part of the 'Phase 2 works' there was no urgent need to make a decision. Following a vote the motion was passed.

RESOLVED: For the AWG to liaise with the Allotments Association and investigate the need for the new proposed building, including establishing what (if anything) needs doing.

132. VEGETATION CLEARANCE ON MANAOR ESTATE

A discussion took place about the possibility of having a wildlife meadow on the land, and also picnic tables for the community to use. The Chair proposed that the Recreation Working Group look into the options and report back to the Parish Council, which was seconded by Cllr Grainger and agreed unanimously.

RESOLVED: For the Recreation Working Group to discuss options for the land and bring recommendations to a future Parish Council meeting.

133. FINANCE

Councillors reviewed and discussed the accounts for payment and considered payments received.

a) To approve accounts for payment in November 2021.

Date issued	To whom payable	For what purpose	Cheque number	Gross amount
05/11/21	WALC	Employment Responsibilities - Cllr Grainger	106265	£30.00
05/11/21	Mrs Meede	Zoom subscription	106266	£14.39
05/11/21	Wolston Baptist Church	Office Rent	106267	£1,050.00
11/11/21	EON - Next	Pavilion electric July-Nov	106268	£53.35
11/11/21	EON	Electric - streetlights	106269	£36.28
11/11/21	Mr R Grainger	HM Land Registry Brook St (streetlight)	106270	£6.00
11/11/21	Britannic Security	CCTV Maintenance	106271	£336.00
11/11/21	Parish Council Employees	Staff salaries (inc WBBJBC)	106272-3	£1,319.55
11/11/21	HM Revenue & Customs	PAYE	106274	£213.83
11/11/21	WCC Pension Fund	LGPS	106275	£357.39
11/11/21	Shell Energy Retail Lts	Broadband/Phone	106276	£33.66
22/11/21	Mrs V Griffin	Millstone Gardens - plants	106277	£53.45
22/11/21	Mrs Meede	Battery lights and Norton Annual Subscription	106278	£206.20
22/11/21	Sovereign (WeDo Finance)	New slide and installation	106279	£1,049.46
22/11/21	Rugby Pest Control	Mole Control	106280	£72.00
30/11/21	Mr R Grainger	Cable ties	106281	£5.30
30/11/21	Cadeby Tree Trust	Christmas tree and installation	106282	£990.00
30/11/21	Eagles Arboriculture Ltd	Tree works - streetlights	106283	£96.00
30/11/21	Banner Advantage (staples)	Stationery	106284	£149.65
30/11/21	Banner Advantage (staples)	Stationery	106285	£37.07
30/11/21	Mrs Meede	Zoom subscription	106286	£14.39
30/11/21	Mrs Meede	Cherry Picker and stamps	106286	£337.50
				£6,447.08

Following a discussion, Cllr Milne proposed approving the accounts for payment, which was seconded by Cllr Parker and agreed unanimously.

RESOLVED: The accounts, as listed above, be approved.

b) To note payments received in November 2021:

There were no payments received to note.

134. PLANNING

All Councillors were given the opportunity to review the applications prior to the Parish Council meeting.

a) R21/1006 – Alterations and changes to frontage at 1 Stretton Road, Wolston. CV8 3FR

Following a discussion, Cllr Parker proposed supporting the application subject to neighbour consultation, which was seconded by Cllr Milne and agreed unanimously.

RESOLVED: For the Parish Council to support this application, subject to neighbour consultation.

b) R21/1102–Single storey rear extension to the property at 5 Manor Estate, Wolston. CV8 3GT

A discussion took place before Cllr Cross proposed supporting the application subject to neighbour consultation. The proposal was seconded by Cllr Grainger and all Councillors were in favour.

RESOLVED: For the Parish Council to support this application, subject to neighbour consultation.

c) R21/1171 -Conversion of the loft including installation of Velux windows to the front and rear at 8 Arderne De Gray Road, Wolston. CV8 3LQ

Following a discussion about the application, Cllr Parker proposed supporting the application subject to neighbour consultation, which was seconded by Cllr Milne and Councillors agreed unanimously.

RESOLVED: For the Parish Council to support this application, subject to neighbour consultation.

d) R21/1021 – Change of use from residential to office (Use Class E) together with an increase in height of an existing building to provide first floor accommodation.

It was noted that the elevation window was to be bricked up, and a discussion took place about the fact it would not be aesthetically pleasing. Cllr Parker proposed supporting the application subject to neighbour consultation and the concerns about the aesthetics being considered. This was seconded by Cllr Cross and all Councillors were in agreement.

RESOLVED: For the Parish Council to support this application, subject to neighbour consultation and for the Planning Officer to consider that the plans are not aesthetically pleasing.

Cllr Wright then highlighted concerns about the Priory Road Barns developers and what work they may be doing in the area adjacent to 'Sally's Hole'. It was agreed that Councillors would get more information so they Clerk could report any concerns to RBC Planning.

135. PROGRESS REPORT

It was noted that Lakeside had come out to cut most of the grass in the village prior to the Remembrance Day services.

136. CORRESPONDENCE

Councillors had been given the opportunity to review the correspondence list prior to the Parish Council meeting, and receive details of correspondence they were interested in.

A discussion took place about a letter of complaint and concerns that had previously been received in relation to actions around the allotment land.

Councillors then discussed correspondence received from Zeta about the sleeves required for the streetlights, where they were happy to confirm the sleeves were required in Wolston. It was recognised that different information may have been given to Cllr Wright over the phone when he contacted the company direct, and so a discussion took place about concerns such as this to be raised via the Clerk or Councillor leading the project, so there is a single point of contact and information can be received in writing so there can be no confusion. Cllr Grainger agreed to meet with Cllr Wright to discuss any further concerns he may have.

137. BUDGET (INCLUDING REVIEW) AND PRECEPT 2022-23

Councillors were all given a copy of the 2021-22 budget and expenditure to date, which showed the percentage of each budget line item that had been spent to the end of October 2021 and the amount remaining for each line item after expenditure to date. Following a brief discussion, The Chairman proposed that this agenda item be deferred to a separate meeting, and he reminded Councillors that they were asked at the previous Parish Council meeting to advise the Clerk of any proposed changes to the next budget before the next Parish Council meeting (including any projects to take place in the next financial year and an estimated amount for any such projects/initiatives). This proposal was seconded by Cllr Parker and agreed unanimously.

RESOLVED: For Cllrs to advise the Clerk of any budget considerations for the 2022-23 financial year within the next 10 days.

138. BOLLARDS ON THE CHURCH LANE BY THE SCHOOL

Following a discussion, it was proposed that the Recreation/Open Spaces Working Group should meet to establish which bollards need replacing within the village. Cllr Parker advised he had been out to look at the bollards on the Church Land and in the Centre of the village, and agreed with Cllr Wright that not all bollards were required. Cllr Parker is happy to put together a plan of his thoughts to share with the Recreation Working Group, so a proposal can be put forward at a future Parish Council meeting.

139. HM QUEEN PLATINUM JUBILEE EVENT

Councillors had been provided with some information about possible ideas prior to the Parish Council meeting. These ideas included planting trees, wildflowers and setting up a grant scheme. The Clerk mentioned that Cllr Miss Ball had been looking into a summer event on the playing fields, organised by Wolston Events. Councillors felt this would be a nice idea. Cllr Wright said he understood the local Flying Club would be happy to have a wildflower meadow on part of their land. It was agreed that this item should be deferred until more information about a possible summer event was known.

140. DELEGATED POWERS TO THE CLERK

Councillors reviewed the powers that were delegated to the Clerk at the start of the Covid-19 pandemic. It was noted that the Clerk had not used any powers without first obtaining approval from Councillors via email. Following a discussion, Cllr Wright proposed deferring this item until the New Year. This was seconded by Cllr Grainger and agreed unanimously.

RESOLVED: For this agenda item to be deferred until the New Year.

141. WOLSTON LEISURE AND COMMUNITY CENTRE – LAND RENT

Cllr Wright proposed moving this item to the closed session (after agenda item 145/146). This proposal was seconded by Grainger and agreed unanimously. This is due to the fact the agenda item may include a discussion about the lease and land rent.

RESOLVED: For this agenda item to be moved to after agenda item 145 (exclusion of public).

142. RECOGNITION OF CHELSIE GILES

Councillors agreed to defer this item to a future Parish Council meeting, so Cllr Miss Ball can liaise with the family.

143. HOUSING AND EMPLOYMENT LAND AVAILABILITY ASSESSMENT (HELAA) CONSULTATION

Cllr Wright read out sections from Wolston Parish Councils response to a Local Plan document from 2016. However, it was noted that RBC appeared not to agree with the comments made by Wolston Parish Council as they did not go in the Local Plan.

Cllr Grainger has made comments on the HELAA consultation which he has forwarded to the Clerk. Other Councillors were asked to submit any further comments to the Clerk by 20th December 2021. The Chair asked Cllr Grainger if he would be happy to share his comments with any Councillor who wanted to see his thoughts. Cllr Grainger agreed that the Clerk could share his comments with any Councillor who requested them, so the Parish Council could respond to the Consultation.

RESOLVED: For Councillors to get comments on the consultation to the Clerk by 20th December 2021.

144. DELEGATES REPORTS

- a) Streetlights – It was agreed this item had been discussed earlier in the meeting. Work is ongoing.
- b) Recreation Working Group – The Working Group have agreed to meet to appoint a new Chair of the Working Group and to discuss the Play Inspection report. Cllr Cross suggested that it would be a good idea for a couple of members to meet with the new Lengthsman/Public Works Lead to establish what work could be carried out ‘in house’ and what needs a specialist play equipment company. Cllr Parker requested that they also look at the fencing around Dyers Lane play area.
- c) Signage – Cllr Grainger advised that Cllr Fewkes has walked round Wolston to review the signage in the village, which they then reviewed together. A discussion took place about some signs that may need replacing, and also about areas where there may be signs that are no longer required. Councillors were asked to submit their own comments and views on signage to Cllr Grainger and Cllr Fewkes so the information can be collated.

145. EXCLUSION OF PRESS AND PUBLIC

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council was invited to Resolve that the press and public be excluded from the meeting during consideration of the following two agenda items owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

Reason for Exclusion – The exclusion is on the grounds that items of business to be discussed are likely to include discussions about a lease, items of a commercially sensitive nature, staffing and legal advice.

RESOLVED: For members of the public still present to leave the meeting for the next agenda items.

146. HUMAN RESOURCES (STAFFING)

The HR Working Group discussed the recruitment and selection process taken in relation to their recommendation for the new Lengthsman/Public Works Lead. It was noted that a resolution had been passed to delegate authority to the HR Working Group to carry out the recruitment process. A discussion took place about the process and the HR Working Group confirmed summaries of each candidate was available. The Working Group also confirmed they had considered options which included the possibility of using a contractor rather than recruiting an employee. After this, all Councillors had sight of the advert and job description prior to the role being advertised. The Chairman proposed that the Parish Council approve and endorse the recommendation put forward by the HR Working Group, which was seconded by Cllr Milne. Cllr Wright requested a recorded vote. Cllr G Fewkes, Cllr D Cross, Cllr Miss S Dobinson, Cllr R Grainger, Cllr J Milne and Cllr A Parker supported the proposal to endorse the recommendation from the HR Working Group, Cllr Wright was against the proposal. The motion was passed.

RESOLVED: For the preferred candidate for Public Works Lead to be appointed.

141. WOLSTON LEISURE AND COMMUNITY CENTRE (WLCC)– LAND RENT

It was noted that the rent for the WLCC land is ‘£1 per annum if requested’. Although the rent has never been requested, Cllr Wright felt the Parish Council should offer to pay the historical land rent. Following a discussion, Cllr Grainger proposed that the Clerk write to WCC and request that, for the avoidance of doubt, the Parish Council ask for an invoice to cover the full amount of rent due historically and currently. This was seconded by the Chairman and agreed unanimously.

RESOLVED: For the Clerk to advise WCC that although the rent has never been request, the Parish Council wish it to be recorded that, for the avoidance of doubt, the Parish Council are willing to pay the

rent. The Parish Council will therefore request an invoice to cover the rent both historically and for the current year.

147. PARISH COUNCIL COMMUNICATIONS (Information for sharing)

Councillors discussed items for uploading to the village website, the Parish Council Facebook page and for inclusion in the Avon Grapevine. Councillors are reminded they can submit articles/information at any time, and do not need to wait for Parish Council meetings.

- Average Speed Checks - Binley
- Budget (2022-23) – groups who require grants
- Fly Tipping (including the owner of the rubbish being responsible for legal disposal)
- Diversionary Routes (roadworks)
- Damaged Bollards

148. FUTURE AGENDA ITEMS

Councillors were reminded that guidance had been given to only include urgent items on the agenda for the next few months, when meeting face-to-face. Due to this, some agenda items mentioned may not be discussed for a couple of months. A discussion took place about the order of agenda items, and it was agreed that the Clerk and Chair will meet to discuss what they feel is best.

- HM Queen Platinum Jubilee Event
- Bollards on the Church Lane
- Clerk's delegated powers
- Picnic Benches for Dyers Lane play area and Manor Estate
- Working Conditions (Parish Office)
- Recognition of Chelsie Giles
- Climate Change (Feb/March meeting)

Councillors discussed the School's Remembrance Day service at the Memorial Service, and wished them to be acknowledged and recognised. Cllr Cross agreed to report this back at the next Governors meeting.

149. DATE OF NEXT MEETING/S

The Chairman confirmed that the next Parish Council meeting is due to take place on 6th January 2022 – Venue and time to be confirmed. If an interim/Extraordinary meeting is required then the agenda will be put on the website and in the Main Street noticeboard three days before the meeting is held.

As there were no further items on the Agenda the Chairman declared the meeting closed at 8:48 pm.

Signed:..... Chairman

Date:

Notes on the Public Forum and Parish Matters held during the Parish Council Meeting on 2nd December 2021.

The Chairman welcomed everyone to the meeting and asked if there were any representations from anyone present at the meeting.

A query was raised about the electric bollard by the War Memorial and it was confirmed that this had been reported to Western Power.

Borough Cllr Poole advised that RBC were busy budget setting. Borough Cllr Bearne reminded Councillors about responding to the Rugby Town Consultation, and also advised he had visited the Wolston skateboard park, and was happy to confirm it was clean and tidy.

Councillors were informed that the TGI roundabout would be closed for the next two weekends, which will effect buses and the emergency services (which will be diverted via Brandon and Brinklow).

It was also reported that average speed cameras are due to be installed in Binley Woods on the Rugby Road. This is due to the number of incidents in the area.

Cty Cllr Mrs Timms reminded Councillors about funding that is available, including the County Councillor fund which is available from January 2022. She then reported on a 'cost in action' plan that is being put together in relation to climate change.

Cllr Poole advised that there have been 8 cases of fly tipping in Brandon in the last 9 days. RBC are still asking for reports to be made direct to them, and they are also requesting that people are vigilant. A discussion took place about the fact home owners are legally responsible for ensuring their rubbish is disposed of properly, and that residents should check that anyone they pay to dispose of rubbish for them has the correct disposal licence.

Signed.....

Cllr Wright highlighted the fact the river bridge had been bumped. Cty Cllr Mrs Timms advised that the 'Bridge Team' are aware, and are also looking at extending the access on the Brandon to Wolston bridge to make it more accessible for the disabled and those with pushchairs.

Cllr Milne reported that bollards on the Church Lane are still missing, and the missing bollard by the Rose and Crown is dangerous. A discussion took place about the possible danger for pedestrians. Cty Cllr Mrs Timms confirmed she would chase this up, and also agreed to chase up when the next Quarry meeting is taking place.

Cty Cllr Mrs Timms and Borough Councillors Bearne and Poole left this meeting at this point, at 7.30pm

Cllr Miss Dobinson advised that the Allotment Land Update (agenda item 131) would be given now so that residents could have an input and ask questions if they wished.

Cllr Miss Dobinson explained that the letters sent to plot holders from the Parish Council had been to try and keep everyone as informed and up to date as possible. Each letter had been checked by the Allotment Working Group (AWG) and the Parish Council solicitor, and the AWG had tried to provide as much information as possible without causing possible confusion. A summary was then given of all the letters that had been sent, and what they meant. Cllr Miss Dobinson confirmed that where plot holders had been asked to surrender their lease and vacate their land, this was not a vote or a ballot, and that the response slips had only been seen by herself and the Clerk. It was also confirmed that only plot numbers had been given to the Parish Council solicitor (no names) and no names had been placed on the envelopes for plot holders either, to ensure confidentiality.

Cllr Miss Dobinson then used a flip chart to give a visual presentation showing the north and south side of the allotments, what was being proposed, and the fact that while only outline planning permission had been received for the proposed housing development (R19/1411) the planning permission for the allotments on the south side (R20/0172) was full detail permission. She explained that 3 months 'Termination Notice' had been given for the north side (under the Allotment Act 1922) and 12 months 'Notice to Vacate' had been given on the South side (under the current lease). Plot holders had been asked to surrender their lease as soon as possible so that the south side Phase 1 works could start and be ready for spring planting. The trading shed 'upgrade' would be part of the next phase.

If full Surrender and Vacant Possession was not possible it was explained that the developers may be able to work around some plot holders, in order to ensure plot holders could be back on their new plots by spring (although new plots could not be placed where plot holders declined to surrender their lease and vacate). It was also noted that the landowners are legally obliged to reconfigure the land as allotments but not necessarily give a new lease. If a new lease is given, it would be the same as the current lease with benefits such as the extended lease terms, compensation for plot holders and payment of legal fees etc. all withdrawn.

A question was asked about the toxic waste and environmental toxic check. It was confirmed that RBC would carry this out as part of the detailed planning permission. RBC have advised this is down to them and the developer and the Parish Council has no input. The Parish Council has however made enquiries about the tests and the geotechnical survey that has taken place. (information relating to the survey can be found in the November Parish Council minutes).

A question was then asked about the results of the vote for plot holders to vacate. Cllr Miss Dobinson reiterated that the no vote had taken place by the Parish Council. Plot holders had been requested to surrender their lease and vacate. It was also noted that some plot holders contact details had changed and so some plot holders had not received their letters as the addresses were incorrect. The solicitors were aware of the issues and were looking into the situation. Cllr Miss Dobinson also advised that all responses received by the Parish Council to date had been positive with lots of support. Some questions had been raised and there had been some misunderstandings which the AWG had answered. Only a handful of plot holders on each side (north and south) had not responded, and the majority of these on the north side were in the area to be licensed.

Residents then asked for more information about the benefits, and what would be lost if the new lease was not signed. Cllr Miss Dobinson explained it would include the length of the lease (35 years rather than 1 – with 20 years being guaranteed) and this benefit would allow the Allotments Association to apply for funding and grants etc. Other benefits include a 5 year rent review with the option to sublet, the option to buy the south side, the £42,000 compensation, legal fees up to £15,000, the Community Benefit Fund and the long term warranties on the roads and building. In relation to the Community Benefit Fund, it was confirmed that this

would have nothing to do with the Parish Council; it would be managed by the Heart of England Community Foundation and residents of Wolston would be on the panel.

Cllr Miss Dobinson was then asked what the Parish Council solicitors view was in relation to the lease. Cllr Miss Dobinson responded that he had confirmed the benefits and that the Heads of Terms for the lease which had been agreed some months previously had not changed. The issues were with the way things were being expressed in the lease, omissions, typo's, numbering errors and so on. Cllr. Dobinson again confirmed that nothing material had changed since the Heads of Terms were initially agreed. It was noted that if a new lease isn't offered there is a legal option (Allotments Act 1922, Section 10) for the Local Authority to require entry for the purposes of providing allotments, although this is not common process.

Residents expressed concerns about the proposed new building for the allotment land. It was suggested that plot holders had been given no information about costings and there were strong concerns raised about the fact the costs for maintaining and running the building would be too high. Cllr Miss Dobinson advised that the Parish Council would only have to give one years notice if required whereas the landowners have to give 5 years, and then only after 15 years. It was also noted that although the building is within the S.106 agreement, this could be changed on agreement of relevant parties (RBC, landlord and developer). It was recognised that some plot holders were in favour of the building and have given their support for the building, and so it was felt the Allotment Association should work with the Parish Council (as the Tenant) to seek the opinion of plot holders and residents. Those in support of the building include some elderly residents and those with young children, who may benefit from the added facilities. RBC may feel that the building is part of the 'betterment' of the site, and may need evidence that that the plot holders do not want it. However, Cllr Miss Dobinson explained that the building should not effect the decision to surrender and vacate the site as the building is not due to be built until Phase 2 and so there is time to look into these concerns. Cllr Miss Dobinson confirmed that the Parish Council had simply responded to what was requested by the Allotments Association Committee in relation to the building, and advised that the AWG can look into the concerns raised about the building.

A discussion then took place about the fact any new building should be as environmentally friendly as possible, and a query was also raised about the land drainage and a possible rent reduction if some of the new land could not be used. It was agreed that the AWG will liaise with the Allotments Association about the building, costs and drainage etc.

As there were no further comments or questions, the Chairman declared the public forum part of the meeting closed at 8.25pm.