

CLIFTON UPON DUNSMORE PARISH COUNCIL
DRAFT MINUTES OF MEETING

Held on Monday 4 January 2016
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr M Nash (Chair) Cllr H Duncan, Cllr L Edwards, Cllr G Neelakantan, Cllr C Palmer and Cllr A Robinson.

Also present: County Councillor Phillip Morris-Jones, Borough Councillor Leigh Hunt, Johanne Thomas (Urban & Civic) and ten residents of Clifton upon Dunsmore.

Clerk: Mrs C M Lord

Minute		ACTION
15/174	1. Apologies for absence Apologies were also received and accepted from PCSO Sharon Ballie-Crabtree	
15/175	2. Declarations of Members Interests and requests for dispensations. None received.	
15/176	3. Johanne Thomas (JT) – Urban & Civic <ul style="list-style-type: none">• Johanne Thomas (JT) provided a brief overview of the site, which is now known a Radio Station Rugby. She reiterated that the site would eventually provide 6,200 homes, 3 primary schools and 1 secondary school; with associated retail and leisure facilities and other infrastructure.• She announced that work on the roadways and infrastructure had commenced on Key Phase 1 which includes some 300 homes, with the house builder being Davidsons; who will submit an application for reserved matters imminently. Work is likely to start in spring/summer with the first sales later this year• A separate application for around 380 homes and mixed use has been submitted for the Wharf Farm development Off Crick Road.• Work on the re-alignment of the A428 to create a footway and cycleway will begin on 18 January, and there may be some disruption whilst the works are taking place.• The Dolman Farmhouse is being refurbished and extended to create a visitor information centre and cafe, to provide a focal point for all enquiries.	
	Question and concerns <ul style="list-style-type: none">• In response to concerns raised about the volume of traffic passing through Clifton upon Dunsmore JT informed the meeting that detailed design work would begin this year on the new link road to Butlers Leap with the view to getting the road built by the end of 2018. <i>Borough Councillor Leigh Hunt reminded the meeting that WCC are also proposing a scheme to create a new road off Technology Drive through to Avon Mill which will alleviate pressure on other roads in the area.</i>• In relation to the proposed traffic calming scheme for Clifton upon Dunsmore; JT stated that her colleagues are chasing WCC for the completed consultation draft design and plans for consultation with the community.• In response to concerns about the use of the minor road which runs from The Locks to the A5, JT confirmed that there are no plans to upgrade this for public access. It has been improved slightly to allow land rovers and other site vehicles to move around more easily. A decision will eventually be made after consultation, on whether to apply for the road to be designated as a byway or to declassify it. JT agreed to arrange for signs to be erected on the Hillmorton side of the railway bridge to inform highway users that there is no access to the A5 and that the road is unsuitable for traffic.• In response to concerns raised about the potential of flooding on the site JT	

stated that there were a number of flood mitigation schemes being created (diversion of watercourses/weirs etc) and a sustainable urban drainage scheme was to be created.

- In response the questions about the improvement works which are being carried out to the old canal arm at present, JT stated that this was unconnected to the development of the site; and is being undertaken by the community group at The Locks with the support of the Canal and River Trust.
- Also in response to concerns about grazing land which adjoins The Locks, JT confirmed that this will be retained, and its eventual use as informal open space (walkways etc) will be considered in order to provide access to the canal. It is considered unlikely that residents of the new site will want to walk to The Locks through building sites for some time.

The Chair thanked Johanne for her attendance and reminded the meeting that there would be further opportunity to speak to Johanne at the Connecting Clifton event on 27 February. Johanne left the meeting at 8.07pm.

- 15/177 Due to his requirement to attend another meeting the Chair invited Councillor Phillip Morris-Jones to address the meeting on any relevant County Council issues.
Councillor Morris-Jones stated that a meeting of the Fosse Ward Community Forum was being organised and that the date would be announced in due course.
Councillor Morris-Jones left the meeting a 8.08pm.

15/178 **4. Public Forum – suspension of Standing Orders**

The Chair opened the Public Forum at 8.08pm.

Mr Woodford (on behalf of the Tennis Club) requested that formal thanks to Councillor Robinson for his help in removing the overgrown trees near to the tennis courts should be recorded in the minutes.

A resident requested that funding should be allocated in next years budget for an additional street light in South Road.

In response the Chair explained that the Parish Council did have some funds allocated for street lighting, however priority would have to be given to lights which are in a poor condition and are in need of replacement.

- 15/179 5. Public Forum closed and Standing Orders resumed at 8.12pm

15/180 **6. Minutes of the Parish Council meetings held on 7 December 2015**

The minutes of the meeting were approved and signed by Cllr Marion Nash as a true and accurate record of the meeting.

15/181 **7. Matters Arising and progress against resolutions**

Councillor Edwards informed the meeting that the WI and the TMH Committees' would both be meeting over the next week to decide whether they would like to attend the Connecting Clifton event.

Councillor Edwards also confirmed that the Parish Council had registered to participate in the Clean for the Queen event on 5 March, and that RBC had agreed to lone litter picking equipment and remove any litter/larger items collected.

Posters will be placed around the village and an article written for the Parish Magazine to encourage volunteers to take part.

The Chair informed the meeting that the Parish Council had contacted both the Police and Clifton Primary School about concerns raised over inconsiderate parking in the North Road area.

15/182 **8. Financial Matters**

15/183 **Payments**

The list of payments made since the last meeting was presented and accepted by the Members of the Parish Council. The Chair signed the list of payments made on behalf of the Parish Council.

07/12/15	80.00	Stephen Lowe
23/12/15	253.13	EON
24/12/15		Christine Lord– Payroll Protected under DPA 1998
24/12/15	17.50	TMH - Hall hire

15/184 **Financial Statement**

The Members considered a report on Income and Expenditure as at 31 December 2015 and observed that the figures were in line for the time of year. The Chair signed the reconciliation of the cashbook and the bank statement for December 2015.

Budget and Precept 2016/17

The Members examined the slightly revised version of the budget for 2016/17 and agreed that a Precept bid of £22,252 should be submitted to Rugby Borough Council.

15/185 **RESOLVED:**

That a Precept bid of £22,252 for 2016/17 should be submitted to Rugby Borough Council.

9. Planning matters

New Planning Applications

- [R15/2509](#) – Discharge of various requirements DIRFT 111 (realignment of Clifton Brook tributary)

15/186 **RESOLVED:** The Parish Council has no objection to the application.

15/187 **10. Correspondence**

- Letter from RBC – suggestions for Overview and Scrutiny reviews

No suggestions for local matters of concerned suggested. The Clerk was requested to place the letter on the website for public to consider.

CLERK

15/188 **11. County and Borough Councillors' reports**

Borough Councillor Hunt

Reported that as a result of the recent meeting with Orbit Housing the footpath at Robertson Close had been repaired and the County Council has agreed to remove the build up of moss.

Orbit Housing is also going to undertake a review of its communications and procedures.

Reminded the meeting that RBC were holding a Grants Workshop on 3 February

15/189 **12. Reports from Councillors**

Councillor Nash – Community Engagement event

Councillor Nash updated the meeting on the format of the event to be held on 27 February; which is being organised to inform residents about what the Parish, Borough and County Councils do. Many local groups have also been invited to attend, with a number already confirmed.

A questionnaire is being designed in order to capture the view of residents on local priorities.

13. List of meeting dates 2016/17

The Members considered a draft list of meeting dates for the municipal year 2016/17, and agreed that they were suitable. The Clerk was requested to publicise the meeting dates on the website to encourage participation.

CLERK

15/190 **RESOLVED: That the list of meeting dates for the municipal year 2016/17 is adopted by the Parish Council and publicised in order to encourage participation.**

15/191 **14. Report on the use of capital resulting from the proposed sale of former Air Raid Shelter site**

The Chair reminded the meeting that the original intention for the use of funding achieved from the proposed sale of the former air raid shelter site was to increase the Parish Council financial resilience and reserve and also to provide additional funds for community projects.

At the meeting on 7 December 2015 the Parish Council resolved that a figure of 10% of the net sale should be deposited in the Parish Council general reserve in order to provide greater financial resilience against future revenue expenditure.

The remainder of the net capital resulting from the sale will now be assigned to an earmarked reserve and allocated to spend on the delivery of projects during the next 4 year term of the Parish Council (2016-2020).

She proposed that the criteria for these projects should be that they will benefit the community by:

- a) the provision of additional assets for which the Parish Council is responsible (and has the power to provide) or;
- b) the improvement of current assets

The Members were requested to identify a selection of projects which will provide additional facilities or improve existing facilities by the end of January 2016. The suggestions can then be considered by residents, who will also be invited to submit their own suggestions at the Connecting Clifton event on 27 February 2016 and via an on-line consultation exercise ending on 27 February 2016.

15/192 **ACTION: The Members to identify a selection of projects which will provide additional facilities or improve existing facilities by the end of January 2016.** ALL

15. Review of the Asset Register

Members considered the contents of the Asset Register and agreed that there appeared to be a couple of items missing:

- A site of a former air raid shelter which was situated next to the entrance of The Bull Inn
- Framed War Bond Certificates

The Members were requested to undertake investigations as to the history of the items and report back prior to the next meeting to enable the Asset Register to be amended accordingly.

15/193 **ACTION: The Members to undertake investigations as to the history of the items to included on the Asset Register and report back prior to the next meeting to enable the Asset Register to be amended accordingly.** ALL

15/194 **16. Members Motions for next Agenda**

Councillor Edwards - Quotes for the maintenance of the churchyard to be considered.

15/195 Date of next meeting Monday 1 February 2016 at 7.30pm

The meeting closed at 8.35pm

Minutes approved and accepted as correct

.....
Chair

Dated

DRAFT