

**Stoneleigh & Ashow Joint Parish Council**

**Minutes of the Ordinary Meeting held on Thursday 12<sup>th</sup> January 2023**  
**At Stoneleigh Village Hall**

**PRESENT:**

Cllr R Hancox (Chair)  
 Cllr J Astle  
 Cllr Bianco  
 Cllr Jack  
 Cllr Rolli  
 Cllr Matthews  
 Cllr P Redford (WDC)  
 Cllr T Wright (WDC)  
 Cllr W Redford (WCC)

There were two members of the public present.

**136. Apologies and Acceptance of Apologies**

No apologies

**137. Declarations of Interest**

There were no declarations of interest.

**138. Minutes of the last meeting**

Minutes of the Ordinary meeting of 8<sup>th</sup> December 2022 were reviewed. Cllr Bianco proposed an amendment to agenda item 122 which should read 'Cllrs are not against a T junction, should the plans for a roundabout not go ahead'.

**139. Public Session**

No issues raised.

**140. Finance and Administration**

**Income / Expenditure**

<b>Balance brought forward from 1<sup>st</sup> December 2022</b>	<u>£56,586.92</u>
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**Payments to 31st December 2022**

Clerk salary & expenses B Maoudis (November)	£716.00
DM payroll Services (October 2022 – March 2023)	£60.00
WALC (CiLCA Unit 5)	£54.00
Bank charges	£18.00

Income:	£65.02
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<b>Balance</b>	<b><u>£55,803.94</u></b>
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**Funds at Unity Bank**

Current Account T1	£35,679.28
Instant Access account	£20,124.66

**£55,803.94**

**Online payments to be authorised**

Clerk salary & expenses B Maoudis (December)	£1209.02
NEST (November)	£49.33
HMRC	£102.35
NEST (December)	£90.28

- a) Invoices and payments received were noted.
- b) It was agreed that all payments were authorised.
- c) The finance report was noted.
- d) The draft 2023/23 budget was noted, and councillors unanimously agreed to request a precept of £18,932 (appendices 1).
- e) The third quarterly budget was reviewed and noted (appendices 2).

**141. Planning**

New Planning Applications

**Application No:** W/22/1875 TC

**Description:** Prior approval application under Schedule 2, Part 16, Class A of the GPDO for the replacement of existing street works equipment at Glasshouse Lane, Kenilworth, CV8 2AJ with a 30.0m AGL Fli

Slimline Lattice Tower telecommunications installation and associated ancillary works.

**Address:** Field Off B4115, Stoneleigh Abbey, Kenilworth

**Applicant:** MBNL (EE UK Ltd & Hutchinson UK Ltd)

**Closing date:** 13<sup>th</sup> January 2023

**Planning Officer:** Michael Rowson

Standing orders were suspended at 19.22.

A member of the public stated that the land is part of the Stoneleigh Abbey Estate. The service road due to be developed would go around an at-risk monument. Policy states that any tower over 25m should have a full planning application, which this is not and that a mast over 25m in protected land should not be allowed.

A member of the WDC planning team is due to visit the member of the public and both Cllr T Wright and Cllr P Redford will contact the relevant officer and request to also attend.

Standing orders were reinstated at 19.45.

The Parish Council objected to the planning application on the grounds that there is misleading and inaccurate information.

Progress of planning applications

**Application No:** W/22/1668/LB

**Description:** Proposed erection of porch to the existing house following approval of Lawful Development Certificate (ref:W/22/1357).

**Address:** 4 Church Lane, Stoneleigh, CV8 3DN

**Applicant:** Ms A Smith

**Closing date:** 15<sup>th</sup> November 2022

**Planning permission has been granted.**

Progress of planning applications (No outcome yet)

**Application No:** W/22/1882

**Description:** Erection of a single storey rear extension, alterations to fenestration and front porch.

**Address:** Ivy House, 6 The Cunnery, Stoneleigh Park, CV8 2PZ.

**Applicant:** Mrs N Molyneux

**Closing date:** 23<sup>rd</sup> December 2022

**Planning Officer:** Lucy Shorthouse

**Application No:** W/22/1723 HS2

**Description:** A railway cutting with a length of 750m and maximum depth of 11m and associated landscape earthworks, a pond, maintenance access strips, land and track drainage, noise barrier and security fencing.

**Address:** Land to the North of the A429 Kenilworth Road, bound by Cryfield Grange Road and Crackley Lane.

**Applicant:** HS2

**Closing date:** 25<sup>th</sup> November 2022

**Planning Officer:** Erin Weatherstone

**Application No:** W/22/1670

**Description:** Demolition of existing building and erection of a single storey dwelling with associated parking (re-submission of application W/22/0569).

**Address:** Meadows Hut, Church Lane, Stoneleigh, Coventry, CV8 3DN

**Applicant:** Mr D Smith

**Closing date:** 21<sup>st</sup> November 2022

**Planning Officer:** Michael Rowson

**Application No:** W/22/0720

**Description:** Change of use. New materials to building. Use to include, food workshop & displays, cafe takeaway, cafe, bakery area and craft workshop. Existing use, Cattle Society and associated workshops.

**Address:** Unit 68, 4th Street, Stoneleigh Park, Kenilworth, CV8 2LG

**Applicant:** Farmers Fayre

**Closing date:** 9<sup>th</sup> September 2022

**Planning Officer:** George Whitehouse

**Application No:** W/22/0926

**Description:** Erection of first floor rear extension and replacement rear dormer.

**Address:** 14 Birmingham Road, Stoneleigh, Coventry, CV8 3DD

**Applicant:** Mr Hill

**Closing date:** 9<sup>th</sup> September 2022

**Planning Officer:** Lucy Shorthouse

**Application No: W/20/2013**

**Description:** In conjunction with the scheduled Warwickshire County Council alignment of the A46 Link Road Scheme, this application proposal seeks highway improvement works along a section of Stoneleigh Road. The highway works proposed includes the construction of a 4-arm roundabout to provide two additional access roads. One to access the proposed relocation of the Rugby Farmers' Market; The other to a HS2 46/Ashow Road Main Works Civils Contractors compound.

**Address:** Stoneleigh Road, Stoneleigh

**Applicant:** High Speed Two (HS2) Limited

**Closing date:** 24<sup>th</sup> March 2021

**Planning Officer:** Erin Weatherstone

W/20/2013 Stoneleigh Farmers Market Roundabout – update from Erin Weatherstone - With regard to the progress of the application I can advise that the re-consultation on the amended information has now ended, and no objection has been received from WCC Ecology or the Lead Local Flood Authority subject to conditions and notes. A recommendation is therefore due to be finalised on the application.

**142. Stoneleigh Park Events**

There had been no communication from Stoneleigh Park Events. Clerk to continue to invite Stoneleigh Park Events to meetings and request a list of forthcoming events to be held at Stoneleigh Park.

Clerk to liaise with Cllr P Redford regarding communication with Stoneleigh Park Events Team.

**143. HS2 Update**

Councillors have a remote briefing from BBV on 23<sup>rd</sup> January at 6pm. Clerk to send meeting invitation to Cllrs P Redford and T Wright.

BBV have offered a site visit to councillors on either 8<sup>th</sup> or 22<sup>nd</sup> February at 3pm. Clerk to contact BBV and request 22<sup>nd</sup> February, to be attended by Cllrs Bianco and Jack.

**144. South Warwickshire Local Plan**

There are two remote briefing sessions planned to provide a presentation on the 'issue and options' consultation. There will also be an opportunity to ask questions. The sessions will be held on 19<sup>th</sup> January at 6-7.30pm and 16<sup>th</sup> February at 11-12pm.

Clerk to send link to presentations to councillors.

**145. Neighbourhood Plan**

Next meeting with Gary Kirk was noted as the 23<sup>rd</sup> January 2023 at 7.15pm. The meeting would be via Zoom.

**146. Crewe Lane Report**

There have been accidents reported on Crewe Lane since the last meeting. There has been a 25m section of tarmac laid on the Kenilworth side of Crewe Lane.

Cllr W Redford stated that the problematic part of Crewe Lane was not within his area but the Parish Council could contact Cllr T Drew if they felt the issue was impacting residents of the Parish.

Cllr W Redford informed the meeting that interested parties have the right to have a petition accepted if 1000 or more signatures were recorded. This means that the

#### **147. Community Speed Watch**

PCSO King has identified two possible dates for the CSW training on the 25<sup>th</sup> 26<sup>th</sup> February 2023 at Jubilee House, Kenilworth.

#### **148. Stoneleigh Village Noticeboard**

The Parish Council has been awarded £500 from WCC Councillors Grant Fund 2022-23 from Cllr W Redford.

#### **149. Masterplanning Framework for Land to the North and East of Kenilworth/South of Coventry**

The meeting due to be held on 4<sup>th</sup> January 2023 was cancelled, the next meeting is likely to be held in early March 2023.

#### **150. A46 Stoneleigh Road Junction Improvement Scheme**

The bridge reopened on 23<sup>rd</sup> December. The bridge has been named after WCC Bridge Engineer Jonathon Simkins and was chosen by WCC employees.

There will be further full closures to enable SPMTs to be built for the bridge manoeuvre.

#### **151. Updates from Warwickshire Police, WCC Cllr Redford, WDC Cllrs P Redford and T Wright**

##### Warwickshire Police

A report from Warwickshire Police listing all the reported crimes in the area since the last report had been submitted and circulated (appendices 3).

##### Warwickshire County Council Update - Cllr W Redford

Cllr Redford said he had kept the parish informed via email of anything new so nothing to report to the meeting.

Cllr W Redford reported that HS2 have estimated the design cost of amending the temporary lights at the crossroads at £8000, with works in the region of £35000. WCC are unable to take the Birmingham Road Closure forward until the temporary lights have been removed which is estimated at 18 months. WCC have asked HS2 when the signals are due to be removed but have not yet received a response.

Warwick District Council – Cllr P Redford & Cllr T Wright

Cllr P Redford updated the meeting on Stareton Bridge. It appears that the hold up is concerning the ownership of the land going through Stoneleigh Park.

Cllr T Wright stated that WDC are undertaking a council tax and precept review in the next 10 days.

Cllr T Wright also informed the meeting that there has been a pre-conversation regarding the potential development of the North West side of Warwick University towards Burton Green which may help justify the progression of the link road.

**152. Correspondence**

Cllr Bianco attended a remote briefing on the Cost of Living, delivered by WALC. Cllr Bianco reported that the session was informative and well organised. WALC are planning to arrange further sessions.

**153. Questions to Chairman**

There were no questions.

**154. Date of Next Meeting**

Thursday 9<sup>th</sup> February 2023 at 7pm at Ashow Village Club.

**155. Closure**

The meeting was called to a close at 9.05pm.

## Appendices 1

## Budget and Proposed Precept 2023/24

	<u>Budget 22/23</u>	<u>Spend to date</u> <u>(Apr - Sep)</u>	<u>Expected</u> <u>costs</u> <u>(Oct - Mar)</u>	<u>Anticipated</u> <u>Total</u> <u>spend</u> <u>22/23</u>	<u>Proposed</u> <u>23/24 Budget</u>	<u>Comments</u>
Salary (including tax)	£9,500.00	£4,375.19	£5,193.04	£9,568.23	£10,000.00	Pay offer increase £1925 on all pay points
Stationery	£100.00	£27.49	£40.00	£67.49	£100.00	
Postage & Telephone	£325.00	£6.85	£0.00	£6.85	£325.00	4 free months PO Box renewal not due until 23/24
Clerk Travel expenses	£250.00	£156.55	£150.00	£306.55	£310.00	
Playground Equipment	£0.00	£0.00	£0.00	£0.00	£0.00	
Playground Maintenance	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	Potential repairs to spinner
Office equipment	£1,000.00	£0.00	£202.29	£282.29	£0.00	
Equipment maintenance	£3,000.00	£0.00	£0.00	£0.00	£3,500.00	Potential cost for replacement posts & noticeboard
Insurance	£450.00	£432.26	£0.00	£432.26	£500.00	Suggested 10% increase to insurance
Grants	£0.00	£0.00	£0.00	£0.00	£1,000.00	King's Coronation 6th May 2023
Training	£250.00	£530.00	£90.00	£620.00	£250.00	New councillor training
Audit (External and internal)	£350.00	£230.00	£0.00	£230.00	£300.00	
Village Hall hire	£500.00	£178.20	£233.80	£412.00	£450.00	
Subscriptions	£525.00	£398.33	£87.00	£485.33	£330.00	With omission of Zoom (approx. £145.00)
Chairman's Allowance	£80.00	£0.00	£40.00	£40.00	£80.00	
VAT	£250.00	£116.00	£18.00	£257.00	£250.00	
B'ham Road consultation	£0.00	£0.00	£0.00	£0.00	£0.00	
Bank account costs	£72.00	£36.00	£36.00	£72.00	£72.00	
Professional fees/services				£60.00	£215.00	Payroll & ICO
Misc	£700.00	£0.00	£0.00	£0.00	£250.00	
<b>TOTAL</b>	<b>18,352.00</b>	<b>£6,486.87</b>	<b>£6,090.13</b>	<b>£12,840.00</b>	<b>£18,932.00</b>	

**Earmarked Funds**

	<b>Dec-21</b>	<b>spent</b>	<b>Proposed funds</b>	
Defibrillator	£528.00	£0.00	£528.00	
Elections	£7,500.00	£0.00	£10,000.00	
Planning campaigns	£1,085.00	£0.00	£1,085.00	
Neighbourhood Plan*	£4,346.76	£0.00	£4,346.76	
Grant Speed Gun	£1,080.50	£0.00	£1,080.50	
Ashow Notice Boards	£25.13	£0.00	£25.13	
Planning Consultation	£100.00	£0.00	£100.00	
Transparency Fund	£400.85	£400.85	£0.00	Spent on new laptop
Village fund	£2,000.00	£0.00	£2,000.00	
Painting of phoneboxes			£700.00	

<b><u>Total earmarked funds</u></b>	<b><u>£17,066.24</u></b>	<b><u>£400.85</u></b>	<b><u>£19,865.39</u></b>
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\* Neighbourhood Plan:

<b>Parish Plan Stoneleigh</b>	<b>£1,141.89</b>
<b>Community Plan Ashow</b>	<b>£815.87</b>
<b>Neighbourhood Plan</b>	<b>£2,000.00</b>
<b>Extra from Precept 18-19</b>	<b>£389.00</b>
	<b><u>£4,346.76</u></b>

<b>Bank balances as at 1st Nov 2022:</b>	£57,442.70
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Estimated spend Dec - March	£6,090.13
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<b>Estimated balance at 31st March</b>	<b><u>£51,352.57</u></b>
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Reserve to stay in bank	£18,932.00
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Earmarked	£0.00
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Balance

**£32,420.57**

## Appendices 2

## Quarter Three 2022/23 Budget Update: Stoneleigh &amp; Ashow Joint Parish Council

Expenditure:	<u>Q1&amp;2</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total spend in Q3</u>	<u>Total spend year to date</u>	<u>Anticipated total spend</u>	<u>Budget</u>	<u>Comments</u>
-	-	-	-	-	-	-	-	-	-
Salary (including tax)	£4,375.19	£824.40	£725.74	£736.41	<b>£2,286.55</b>	£6,661.74	<b>£9,580.99</b>	<b>£9,500.00</b>	Overspend likely due to cross-over with new clerk
Stationery	£27.49				<b>£0.00</b>	£27.49	<b>£55.00</b>	<b>£100.00</b>	
Postage & Telephone	£6.85	£5.44			<b>£5.44</b>	£12.29	<b>£622.00</b>	<b>£325.00</b>	New PO Box
Clerk Travel expenses	£156.55	£23.85	£25.65	£25.20	<b>£74.70</b>	£231.25	<b>£100.00</b>	<b>£250.00</b>	Likely to increase next year when local meetings resume
Playground equipment	£0.00				<b>£0.00</b>	£0.00	<b>£0.00</b>	<b>£0.00</b>	
Playground maintenance	£0.00	£84.00			<b>£84.00</b>	£84.00	<b>£2,500.00</b>	<b>£1,000.00</b>	Potential repairs to spinner
Office equipment	£0.00	£202.29			<b>£202.29</b>	£202.29	<b>£80.00</b>	<b>£1,000.00</b>	Potential laptop replacement
Equipment maintenance	£0.00				<b>£0.00</b>	£0.00	<b>£0.00</b>	<b>£3,000.00</b>	Potential cost for replacement posts
Insurance	£432.26				<b>£0.00</b>	£432.26	<b>£392.76</b>	<b>£450.00</b>	
Grants	£0.00				<b>£0.00</b>	£0.00	<b>£0.00</b>	<b>£0.00</b>	
Training	£530.00	£45.00		£45.00	<b>£90.00</b>	£620.00	<b>£200.00</b>	<b>£250.00</b>	Potential training for new clerk
Audit (External and internal)	£230.00				<b>£0.00</b>	£230.00	<b>£360.00</b>	<b>£350.00</b>	Increased cost of internal audit
Village Hall hire/ room hire	£178.20		£55.00		<b>£55.00</b>	£233.20	<b>£150.00</b>	<b>£500.00</b>	Will increase with return of physical meetings
Subscriptions	£398.33	£11.99	£11.99	£11.99	<b>£35.97</b>	£434.30	<b>£455.00</b>	<b>£525.00</b>	
Chairman's Allowance	£0.00				<b>£0.00</b>	£0.00	<b>£0.00</b>	<b>£80.00</b>	
VAT	£116.00	£148.82	£2.40	£11.40	<b>£162.62</b>	£278.62	<b>£200.00</b>	<b>£250.00</b>	
B'ham Road consultation	£0.00				<b>£0.00</b>	£0.00	<b>£0.00</b>	<b>£0.00</b>	
Bank account charges	£36.00			£18.00	<b>£0.00</b>	£36.00	<b>£72.00</b>	<b>£72.00</b>	New online bank account
Misc	£0.00		£35.00		<b>£35.00</b>	£35.00	<b>£300.00</b>	<b>£300.00</b>	Painting of phone boxes
<b>TOTAL</b>	<b>£6,486.87</b>	<b>£1,345.79</b>	<b>£855.78</b>	<b>£848.00</b>	<b>3,031.57</b>	<b>9,518.44</b>	<b>15,067.75</b>	<b>17,952.00</b>	

<b>Earmarked funds</b>	<b><u>Q1&amp;2</u></b>	<b><u>Oct</u></b>	<b><u>Nov</u></b>	<b><u>Dec</u></b>	<b><u>Total spend in Q3</u></b>	<b><u>Total spend year to date</u></b>	<b><u>Anticipated total spend</u></b>	<b><u>Budget</u></b>
Defibrillator	£0.00				£0.00	£0.00	£0.00	£528.00
Neighbourhood Plan*	£0.00				£0.00	£0.00	£0.00	£4,346.76
Elections	£0.00				£0.00	£0.00	£0.00	£7,050.00
Planning campaigns	£0.00				£0.00	£0.00	£0.00	£1,085.00
Grant Speed Gun	£0.00				£0.00	£0.00	£0.00	£1,080.50
Ashow Notice Boards	£0.00				£0.00	£0.00	£0.00	£25.13
Planning Consultation	£0.00				£0.00	£0.00	£0.00	£100.00
Transparency Fund	£0.00				£400.85	£400.85	£0.00	£400.85
Village Fund	£0.00				£0.00	£0.00	£0.00	£2,000.00
	£0.00	£0.00	£0.00	£0.00	£0.00	£400.85	£0.00	£16,616.24

<b>Total payments</b>	<b>£6,486.87</b>	<b>£1,345.79</b>	<b>£855.78</b>	<b>£848.00</b>	<b>£3,049.57</b>	<b>£9,919.29</b>	<b>£15,067.75</b>
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<b>Income received Quarter 3</b>	<b><u>Qtr 1&amp;2</u></b>	<b><u>Oct</u></b>	<b><u>Nov</u></b>	<b><u>Dec</u></b>	<b><u>Total income in Q3</u></b>	<b><u>Total income year to date</u></b>				
Interest					£65.02	£65.02				
Precept					£0.00	£0.00				
VAT refund					£0.00	£0.00				
WALC CILCA cashback					£0.00	£0.00				
	£0.00	£0.00	£0.00	£0.00	£65.02	£65.02				

**Quarter 3: 1st October - 31st December 2022**

Balance as at 30th September 2022	<b>£59,189.34</b>
Total income Q3	£65.02
Total expenditure Q3	£3,049.57
Balance as at 31st December 2022	<b>£56,204.79</b>
<i>Account balances:</i>	
Unity Trust Current Account	£35,679.28
Unity Trust Instant Access Account	£20,124.66
Total:	<b>£55,803.94</b>

Warwick Rural East Crime Report from 05/12/2022 to 11/01/2023

10/12/2022 – Burglary – Welsh road, Offchurch

Shipping container and outbuildings broken into. Three suspects seen on CCTV. Two trial bikes and one E bike stolen.

12/12/2022 – Business burglary – Offchurch Lane, Radford Semele

Site offices broken into. £60K/£80K worth of GPS surveying equipment stolen.

18/12/2022 – Theft from vehicle – Siskin Parkway, Baginton

Number plates have been stolen from a HGV.

02/01/2023 – Burglary – Warwick University

Students' residence has been entered and digital equipment stolen.

11/01/2023 – Theft from vehicle – Siskin Parkway West

Number plates have been stolen from a HGV.

Warwick Rural East SNT have created a problem-solving plan due to the volume of crimes involving the theft of number plates from HGVs on Siskin Parkway industrial estate in Baginton.