

ALLESLEY PARISH COUNCIL

Minutes of the **PARISH COUNCIL MEETING** held at 7:30pm

10th October 2022 the meeting was held at Corley Village Hall, Church Lane, Corley

Present: Councillor T Burton (Chairman) Councillor L Swann
Councillor V Parry Councillor A Hobson (Vice Chairman)
Councillor M Davies Councillor S Grove
Councillor I Farrar

Ward Councillors: Councillor Jandu, Councillor Keogh

Public: 3 (part of the meeting)

In Attendance: Jane Chatterton, Clerk & RFO

Meeting Commenced at 7:30pm

Councillor Burton was in the Chair.

The Chairman opened the meeting.

317. PUBLIC FORUM

Consultation on Traffic Calming and Closing off of Watery Lane

Coventry City Council Consultant – David Edwards, Engineer Traffic Management, Highways attended the meeting to discuss progress with closing off of Watery Lane.

The following points were noted:

- A meeting had been held on site at the end of September. Attended by Councillors Grove, Burton and Mr Edwards.
- The issues affecting Watery Lane had been discussed in detail.
- The suggestion put forward was to close the central narrow section of Watery Lane to through traffic to motor vehicles.
- Various options were available in relation to what measures could be used for the closure.
- It was agreed that closing off the road could remove the problems being experienced currently by local residents.
- It was noted that issues could be dispersed elsewhere.
- Consideration needed to be given to the practical issues for verge and hedge maintenance in the closed off area.
- Other options, including passive measures, for example, signage “unsuitable for vehicles”, were an option. However, it was agreed that this does not address the problems.
- An option could be to look at “quiet lanes” this was introduced by CPRE some years ago. Mr Edwards stated that there isn’t one in Coventry at the moment. So, if this was a route taken then CCC would need to engage with Warwickshire who do have these.
- Looked at the idea of the prohibition of motor vehicles. This would take in other surrounding roads. Watery Lane, Green Lane, Windmill Lane, Clay Lane.

All the above alternative solutions had been looked at, but the closure seemed to be the best option.

Other things to consider:

Safety issues would need to be considered. Important requirement to ensure any installations are safe.

Need to make sure that the closure signs are very visible.

Requirement to consult with other organisations including the British Horse Society.

An advertisement would need to be placed in the local press; a 21-day period would follow to allow any objections to the proposal to be made.

Conclusion

Feedback on tonight's consultation meeting would be held tomorrow with CCC Officers.

A time frame would be established.

ACTION: Mr Edwards to revisit site on 12th October and liaise with Councillor Grove. Parish Council to be kept up to date of progress.

Visibility onto the Highway

A member of the public attended to seek assistance with their lack of visibility when trying to egress their driveway. A neighbour had installed fencing which obscured the view. There is legislation in relation to how close fencing can be installed on the boundary with the highway. Advice from a Planning Expert had been sought.

ACTION: Mr Edwards (CCC Highways Consultant) agreed to visit site and investigate further.

Puppy Farm

The Parish Council had received complaints from parishioners in relation to a suspected "puppy farm" in the parish. Excessive barking from a large number of dogs at a property had raised concerns.

ACTION: Clerk to report to the authorities.

318. UPDATES FROM WARD COUNCILLORS

Councillor Keogh

Buses - It was reported that the buses were still not running properly in the Bablake Ward. The problem with the service was due to a lack of drivers. They are leaving to work for other companies. Currently more drivers were being trained.

Travellers at Allesley Hotel – travellers had been removed from site by the Developers with the aid of bailiffs and had been removed swiftly.

Building on Green Belt – Taiwo Owatemi, MP was raising the issue with building on Green belt in the Houses of Parliament this week.

Councillor Jandu

Planning Permission for 350 houses on Browns Lane – The Ward Councillors were working hard on opposing the development. A Petition had been raised. Councillor Jandu had registered to speak when the application goes to the Planning Committee. 500 signatures so far.

ACTION: Councillor Parry to advertise the petition on Facebook.

319. APOLOGIES FOR ABSENCE

Apologies for absence were received from Parish Councillor, Councillor Swann and Coventry City Councillor, Councillor Birdi.

Councillor Hegarty was not present. Apologies not sent.

320. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interest.

321. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council Meeting held on 13th June 2022 were received and discussed.

RESOLVED THAT the minutes of the Parish Council meeting held on 13th June 2022 were approved.

322. MATTERS ARISING

There were no matters arising which were not listed on the agenda.

323. HIGHWAYS MATTERS – Cllr Davies to lead**Horsetail**

Horsetail had been reported on the verge in the narrow part of Watery Lane. This is an invasive, deep rooted, pernicious perennial weed. Spreads by rhizomes which can be up to 2 metres deep.

Councillor Davies had visited the site and confirmed its presence. It was confirmed that this required eradication and the various options were discussed.

ACTION: discuss the best way to eradicate with CCC.

Dumping of garden waste on the Highway

Reports of residents dumping their garden waste (grass and hedge trimmings) on the highway instead of using their waste bins continued to be an issue. Not only is this an offence (fly tipping) this is detrimental to the wildlife environment of the verges and ditches.

ACTION: Letters to be sent to residents again.

Verge Mowing

It was reported that several compliments had been received for the way the parish council had maintained the verges during the growing season.

Whilst we have a plan in place to cut the verges, some residents continue to mow, not only the area in front of their own properties, but also stretches of verge some distance to give a lawn appearance.

For example, in Brick Hill Lane there was a great swathe of Rosebay willowherb which was then mown hard back by the resident without allowing it to seed. Willowherb is a valuable food source for numerous species of moths and butterflies and a useful nectar source for pollinators such as bees. The finished result is a lawned area with nothing but amenity-type grass which requires regular mowing to keep it looking "tidy".

By cutting verges regularly the mulched grass provides a nutrient-rich environment and encourages nitrogen-loving plants to grow more – such as more grass and weeds, dock and nettles. This is counter

to what we are trying to achieve with a nutrient-poor environment which encourages wild flowering plants.

By educating parishioners of this plan and how we hope to achieve a more wildlife-friendly environment in the parish, they will hopefully understand why they should be mowing their frontages less often and later in the spring after seed has sown. Also, why they shouldn't be cutting verges which are not their responsibility and certainly not putting vegetative matter on the verges from their own garden.

ACTION:

- (i) Signage to be installed on the verges.
- (ii) Contact NWBC not to cut the verge on Watery Lane.

Bridle Brook Lane

It was reported that cracking in the road surface was visible on Bridle Brook Lane.

ACTION: Councillor Grove to show the issue to David Edwards during the site visit on 12th October.

323.1 Closing off of Watery Lane

Discussed during Public Session.

323.2 Oak Tree Planting

A request had been received to plant an Oak tree on the road at the junction of Oak Lane and Brick Hill Lane now that Brick Hill Lane had been closed. This was part of the suggestion for the Queen's Canopy and for the Platinum Jubilee Celebration.

Councillor Davies had spoken to Officers at CCC, and Mr Ian Lewis had confirmed that this would be under his remit to consider. CCC would need to carry out a survey to assess the safety of the project. Once this has been completed and agreed the Parish Council can then apply to have the tree planted on the highway.

RESOLVED THAT:

- (i) It was agreed to progress with the project.
- (ii) Councillor Davies to contact Mr Lewis and ask how to progress.

323.3 TPO Request Wall Hill Road

A request had been received from a parishioner to ask CCC to place TPOs on 3 trees. The 3 trees are an English Oak, a Red Oak and an English Maple. They are located on the wide grass verge opposite the White Lion Pub, Wall Hill Road, and the Water Pumping Station, both locally listed buildings, which are also included in the proposed designation of Brownhill Green Conservation Area.

Robert Penlington, Responsible Officer at Coventry City Council had been contacted by Mrs Shakespeare with a follow up email from the Clerk.

ACTION: Clerk to chase CCC Officer.

324. Commemorative tree for Bill Shakespeare

The Widow of Bill Shakespeare (a former Parish Councillor) had approached the Parish Council requesting that a commemorative tree be planted in Elkins Wood in memory of Bill.

Concern was expressed as to whether the parish funds should be used for this purpose. The issue with looking after the tree which it became established was discussed.

A suggestion was made to install a plaque on one of the existing trees.

ACTION: Clerk to contact the owners of Elkins Wood for their approval.

325. PLANNING MATTERS – Cllr Hobson to lead

To Consider Planning Applications received since the last meeting

325.1 Application number: Pre-allocation

Site:

Development on Wall Hill Hall, (formerly known as Toff's Hotel)

Proposal:

Demolition of existing buildings and erection of 5 new dwellings with associated car parking and landscaping

RESOLVED THAT: No objection.

325.2 Application number OUT/2022/2259

Site:

Land at Browns Lane

Proposal:

Outline application for Residential development of up to 350 dwellings (Use Class C3a) and 2 hectares of residential/ care home provision (Use Class C2), together with associated infrastructure, open space and landscape enhancements on land at Browns Lane in Coventry (with all matters reserved except for access)

RESOLVED THAT: Discussed earlier in the meeting. (Outside the Parish).

325.3 Application Number: S73/2022/2269

Application Site:

Blythe House Cottage Pickford Green Lane

Proposal:

Variation of condition No. 2 imposed on planning permission reference FUL/2021/2982 granted on 13/04/2022 for proposed development of two new dwelling

RESOLVED THAT: No comment.

325.4 Application Number: DC/2022/1957

Application Site:

Blythe House Pickford Green Lane

Proposal:

Submission of details to discharge condition Nos. 4 (Archaeology WSI) and 9 (Construction Management Plan); imposed on planning permission reference FUL/2021/2982 granted on 13/04/2022 for development of two new dwellings

RESOLVED THAT: No comment.

325.5 Application Number: DC/2022/2146

Application Site:

Eastern Green North and South of the A45

Application Type:

Discharge of Condition

Proposal:

Submission of details to discharge condition No.34 - drainage facilities: imposed on planning permission reference OUT/2018/3225 granted on 03/06/2021 for Residential led

development of up to 2400 dwellings, including 'extra-care' accommodation; new vehicular access from the A45 and via Pickford Green Lane, with other non-vehicular access points; 15ha of employment land (B1, B2 and B8); a District Centre of approximately 10,000 sq.m. retail space; a Local Centre of approx. 1000 sq.m. local convenience retail plus other community facilities; provision of a Primary School; open spaces, substantial landscaping, green infrastructure and sports provision; earthworks including the provision of new drainage features; and associated demolition and groundworks

RESOLVED THAT: No comment.

325.6 Application Number: DC/2022/2203
 Application Site: North and South of the A45
 Application Type: Discharge of Condition
 Proposal: Submission of details to discharge condition No. 3 (Archaeological Evaluation Report) and condition No. 17 (Unsegregated foot and cycle path details); imposed on planning permission reference S73/2021/2108 granted on 30/09/2021

RESOLVED THAT: No comment.

325.7 Application Number: FUL/2022/2075
 Application Site: Land North and South of the A45
 Proposal: Proposed options of temporary haul roads (construction access) to serve part of the mixed-use development scheme at Eastern Green, Coventry. Granted outline permission under application reference OUT/2018/3225.

RESOLVED THAT: No comment.

326. S106/CIL Funding via CCC

At a previous Parish Councils' meeting with CCC Officers, Councillor Burton had asked for clarification on CCC's position on s106 and Community Infrastructure Levy Agreements (CIL). Coventry City Council had planned to move from s106 to CIL payments some time ago, but this hadn't been the case.

At September's Parish Councils' meeting a document had been provided with an update. This had been circulated with members.

ACTION:

- (i) Invite Taiwo Owatemi MP to November's parish council meeting.
- (ii) A list of issues to be compiled and circulated prior to the meeting.

327. MEETINGS WITH COVENTRY CITY COUNCIL

327.1 Coventry One Plan

Councillors had attended a meeting at the Council House on 6th September 2022 along with representatives from Finham Parish Council. Representatives from Keresley PC had not attended. The main topic was a discussion on the Coventry One Plan.

Both Finham and Allesley Parish Council's had used the opportunity to highlight the issues around communications between the Parish Councils and the Principal Authority.

ACTION:

- (i) Further meeting with CCC would take place later in the year.
- (ii) A meeting with Finham, Allesley and Keresley Parish Councils would be arranged.

327.2 CCC Parish Council Meetings

A meeting was held every 3 months with Officers from CCC, the 3 Chairs and 3 Clerks of the CCC Parish Councils.

Agenda items discussed included:

- Update from Phil Baggott – Precept request and tax base calculations for 2023-24
- Update from Liz Read – elections May 2023
- General communications
- Vacancies and appointments
- Local Government Boundary Review

It was noted that Colin Knight had again not attended as planned.

The next meeting would take place in January 2023.

328. FLOODING

Notification of a road closure for Oak Lane, had been included in the weekly update list. Despite being respectfully requested to do so, Megan Rose had failed to update the Parish Council of the closure. Again, this was disappointing and consideration to closing a road used for the Meriden Road Bridge Closure diversion appeared to have been ignored again.

ACTION: Councillor Davies to contact Megan Rose.

329. SOCIAL MEDIA UPDATE

Councillor Parry updated that followers to the Facebook page were increasing.

Meeting dates were being advertised.

330. POLICE AND CRIME UPDATE

Nothing to report.

The local police had been invited to attend the meetings and provide a written update.

331. FLY TIPPING

Incidents of fly tipping continue.

It was noted that the clear up team were cutting the rubbish bags open and spreading the cannabis waste and leaving on site instead of taking away the bags. This is not acceptable, as this leaves a mess and is harmful to the plant life on verges.

ACTION: Contact CCC Officers and report this as unacceptable.

332. CCTV

Councillor Burton provided an update on the CCTV installations.

Sites were needed for:

Hollyfast Lane

Wall Hill Road between Hollyfast Lane and Hawkesmill Lane

Washbrook Lane – (Councillor Farrar to progress)

Costings to be identified for the running costs of the individual systems and this to be added to the budget and precept discussion.

ACTION:

- (i) Councillor Burton to obtain the running costs per system.
- (ii) Expenditure to be added to the 2023-24 budget.

333. CORRESPONDENCE

Letter received from the Pensions Regulator.

ACTION: Clerk to complete the re-declaration to state that the Parish Council does not pay into any pension scheme.

334. FINANCE

334.1 To approve payments

Expenditure

2022-23

DATE	REF	CHEQUE	PAYEE	DETAILS	AMOUNT
13.06.22	E16	DD	HMRC	Tax & NI Clerk	£89.20
14.06.22	E17	DD	Freeola	Website	£13.86
07.07.22	E18	100322	J Chatterton	Salary July	DPA
07.07.22	E19	100323	J Chatterton	Expenses July	£27.33
10.07.22	E20	100324	J Chatterton	CCC info meeting	£52.99
11.07.22	E21	100326	Heritages	Mowing	£660.00
09.08.22	E22	100327	J Chatterton	Salary August	DPA
09.08.22	E23	100328	DM Payroll	Payroll provider	£60.00
09.08.22	E24	100329	Corley Village Hall	Meetings 2023	£297.00
09.08.22	E25	100330	J Chatterton	Expenses August	£40.50
20.08.22	E26	DD	HMRC	Tax for Clerk	£212.65
02.09.22	E27	DD	HMRC	Tax for Clerk	£88.75
02.09.22	E28	199331	J Chatterton	Clerk Salary Sept	DPA
20.09.22	E29	100332	J Chatterton	Freeola Domain Renewal	£16.39
20.09.22	E30	DD	Freeola	Web Hosting	£13.86
20.09.22	E31	100333	J Chatterton	Clerk Expenses Sept	£45.00
30.09.22	E32	DD	Unity	Bank Charges Acc 2	£11.35
03.10.22	E33	100334	J Chatterton	Clerk Salary Oct	DPA
03.10.22	E34	100335	J Chatterton	Clerk Expenses Oct	£40.50

Income

DATE	REF	PAYEE	DETAILS	AMOUNT
01.08.22	R	CPRE	Refund	£1,095.00

RESOLVED THAT the payments be approved, and the income noted.

334.2 Bank Reconciliation 30th June 2022

The Bank Reconciliation 30th June 2022 was received and discussed.

Balance per bank statements as at 30 th June 2022:	£	£
	£29,030.70	
		£29,030.70
Less: any un-presented cheques at 30 th June 2022	£500.00	
		(£500.00)
	£0.00	
Net balances as at 30 th June 2022		£29,030.70

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 st April 2022	£17,242.81
Add Receipts up to 30 th June 2022	£15,287.00
Less: Payments up to 30 th June 2022	(£3,499.11)
Closing balance per cash book as at 30 th June 2022	£29,030.70

RESOLVED THAT the Bank Reconciliation 30th June 2022 be approved.

334.3 Bank Reconciliation 30th September 2022

The Bank Reconciliation 30th September 2022 was received and discussed.

Balance per bank statements as at 30 th September 2022:	£	£
Account 1	£26,363.40	
Account 2	£1,583.65	
		£27,947.05

Less: any unsigned cheques at 30 th September 2022		
Clerk Salary	£491.55	
Clerk Expenses	£45.00	
Website Domain	£16.39	
	<u>£552.94</u>	
		(£552.94)
Add: any un-banked cash at 30 th September 2022	£0.00	
		<u>£27,394.11</u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 st April 2022	£17,242.81
Add Receipts up to 30 th September 2022	£16,382.00
Less: Payments up to 30 th September 2022	<u>(£6,230.70)</u>
Closing balance per cash book as at 30 th September 2022	<u>£26,394.11</u>

RESOLVED THAT the Bank Reconciliation 30th September 2022 be approved.

334.4 Quarterly Report 30th September 2022

The Quarterly Report 30th September 2022 was received and discussed.

RESOLVED THAT the Quarterly report 30th September 2022 be approved.

334.5 Update on online banking

Additional signatories for the Unity Bank Account were required.

ACTION:

- (i) Councillors Davies and Farrar to be added to the Unity Account.
- (ii) Clerk to complete the paperwork for signature.
- (iii) Internal Financial Control Policy and Financial Regulations to be updated.

335. Parish Council Noticeboard

The Parish Council noticeboard required refurbishing.

ACTION: Councillor Farrar to assess what work was required.

336. Councillor's reports and items for future Agenda:

- Signage
- Budget & Precept

337. Date of the next meeting

The date of the next meeting was confirmed as 21st November 2022.

The meeting closed at 10:10pm

SIGNED BY THE CHAIRMAN
COUNCILLOR BURTON

21st November 2022