

ALLESLEY PARISH COUNCIL

Minutes of the **PARISH COUNCIL MEETING** held at 7:45pm

17th July 2023 the meeting was held at Corley Village Hall, Church Lane, Corley

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

Ward Councillors: 0

Public: 2

In Attendance: Jane Chatterton, Clerk & RFO

Councillor Burton was in the Chair.

The Chairman opened the meeting.

453. PUBLIC FORUM

Attendance by local PCSO Officers – PCSO Underwood and Abbott

PCSO Underwood and Abbott attended the meeting to talk through local issues highlighted by Councillors, to provide updates and recent activities and to establish how to work together more.

The Chairman updated that the Parish Council were building on their CCTV network which had already been positive.

Points to note:

- RTAs in the Parish - an area of concern was Wall Hill Road on the bends between Stonehouse Lane and Bridle Brook Lane where evidence of crashes was being found regularly, but police had recorded no reports.
- Need to look for options for traffic calming.
- Officers reported that crime levels in the Bablake Ward were low at the moment.
- Hollyfast Lane has seen an increase in fly tipping and has become the worst area in the Parish. The road is not a through-road, but motorists are ignoring the restrictions.
- Any victims of crime should be directed to contact the police to request any footage from the Parish Council's cameras.
- The Parish Council will not provide individuals with any information or footage.
- The Travellers who had moved into land on Brownhill Green Road had been moved on within 24 hrs after the landowner had engaged bailiffs.
- The question was raised as to why Police Officers had forced the landowner to open the entry gate to the land. The Officer confirmed that following the risk assessment, the volume of Traveller vehicles and the likelihood of disorderly conduct the decision had been taken.
- It was confirmed that Coventry no longer has a Traveller Officer, unlike in neighbouring Warwickshire who does have a dedicated Officer.
- Travellers entering private land is trespass and not a criminal offence.
- Offenders cannot be arrested for breaking and entering as this offence does not apply to land, only buildings and premises.

Information had been circulated to the Parish Council about how to deal with the removal of travellers from their land.

ACTIONS:

- (i) Share the police updates on the APC Facebook page.
- (ii) Add in their contact details.
- (iii) Clerk to send PSCO Underwood the PC meeting dates.
- (iv) Chairman to send PSCO Underwood a copy of the Allesley Parish Plan.

The Chairman thanked the Officers for attending.

454. UPDATES FROM WARD COUNCILLORS

There were no Ward Councillors present.

455. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Grove and Ward Councillors; Councillor Birdi, Jandu and Keogh.

456. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interest.

457. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council Meeting held on 12th June 2023 were received and discussed.

RESOLVED THAT the minutes of the meeting held on 12th June 2023 be approved.

458. MATTERS ARISING

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

459. COUNCILLOR VACANCY

ACTION: Re-run the advert.

460. HIGHWAYS MATTERS

Flooding on Oak Lane – 4th July Councillor Davies had chased up Mirwise Omar (Drainage Asst Engineer) about the culvert, mitigation and No 8 discharge. He confirmed that Martin McHugh (Street Enforcement and Enviro Services Manager) had visited the site twice and couldn't smell anything. However, he had identified a suspect property next to the ditch. Martin had asked Paul Harding to take a look and feedback. Paul was due to visit on 5th July.

It was noted that there is an historical issue and it had been confirmed which properties were not on main sewerage. Further update was awaited.

Bridge/Development - Contact had been made with Ian Lewis, CCC, he had agreed to attend September's meeting. After the bridge beam had gone in, planned for w/c 4th August further updates would be received.

Oak trees planting on Oak Lane - A survey would be completed in Oak Lane with a view to planting new trees. No response had been received from Mirwise. Further update at September's meeting.

Bin at Elkin Wood - CCC refuse-collectors had been collecting rubbish at Elkin Wood. Further request had been made for 2 bins to be installed. Advice was for the bin to be a standing metal bin.

Telegraph polls are too close to the highway –

ACTION:

- (i) Councillor Burton to send photos to the Clerk.
- (ii) Clerk to write to BT with a formal complaint.

461.1 Closing off of Watery Lane

ACTION: Chase an update

461.2 HGV signs

Update: This request had been passed to Ian Lewis.

461.3 Welcome to Allesley signs

The various signs were looking tatty and needed refurbishment. Councillor Davies updated that the request had been sent to CCC.

ACTION: chase the timescale for the work.

461.4 Review of Mowing

Following discussion at June's meeting a review of the quality of the mowing throughout the Parish had taken place. Two complaints and 2 compliments had been received about the recent mowing which had led to the review.

It was understood that an unsuitable machine had been used. Discussion with the contractor had taken place. For the avoidance of doubt or miscommunication Councillor Burton had produced a specification to provide to mowing contractors, which was discussed and approved.

It was noted that 3 cuts per year would be carried out, cutting as short as possible without scalping.

Spring Cut – a narrow safety cut, which allows for a step-up refuge (for pedestrians) and covers sight lines at junctions of all 'major routes' through the parish.

Summer Cut – a regular single swathe of all verges

Winter Cut – a hard cut back to the verge/ditch clearing all vegetation

462. PLANNING MATTERS

Nothing to discuss.

The Clerk had sent emails to Rob Back in February about planning issues which hadn't received a response.

ACTION: Chase Rob Back.

463. FLOODING

Nothing to report.

464. SOCIAL MEDIA UPDATE

ACTION: complete setting up a new Facebook page.

465. POLICE AND CRIME UPDATE

Nothing further to report.

466. FLY TIPPING

Nothing to report.

467. CCTV

Councillor Burton updated that a new install would take place on Washbrook Lane. A location was required for Hollyfast Lane.

CCTV signage to be purchased and installed.

468. CORRESPONDENCE

Nothing further to report.

469. FINANCE

469.1 To approve payments

Expenditure

2023-24

DATE	REF	CHEQUE	PAYEE	DETAILS	AMOUNT
01.07.23	E14	BACS	Unity	Bank Charges	£18.00
01.07.23	E15	BACS	Heritages	Inv10163 Mowing	£660.00*
01.07.23	E16	BACS	SLCC Training	Practical CCTV for parish councils	£36.00*
01.07.23	E17	BACS	J Chatterton	Clerk Salary July	DPA
01.07.23	E18	BACS	J Chatterton	Expenses June & July	£72.00
01.07.23	E19	BACS	HMRC	Tax & NI Clerk June	DPA
01.07.23	E20	BACS	J Chatterton	Freeola Quarter Payment	£13.86*

*inc VAT

RESOLVED THAT the payments be approved.

469.2 Bank Reconciliation 30th June 2023

The Bank Reconciliation 30th June 2023 was received and discussed.

Balance per bank statements as at 30 th June 2023:	£	£
Account 1 Unity	£18,430.60	
Account 2 Barclays	£19,478.90	
	<u>£37,927.50</u>	£37,909.50
Less: any unsigned cheques at 30 th June 2023		
		<u>(£0.00)</u>
Add: any un-banked cash at 30 th June 2023	£0.00	
		<u>£37,909.50</u>
Net balances as at 30 th June 2023		£37,909.50

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

CASH BOOK

Opening Balance 1 st April 2023	£21,834.60
Add Receipts up to 30 th June 2023	£19,612.07
Less: Payments up to 30 th June 2023	(£3,537.17)
Closing balance per cash book as at 30 th June 2023	<u>£37,909.50</u>

RESOLVED THAT the Bank Reconciliation 30th June 2023 be approved.

469.3 Quarterly Report 30th June 2023

The Quarterly Report 30th June 2023 was received and discussed.

RESOLVED THAT the Quarterly Report 30th June 2023 be approved.

470. Parish Council Noticeboard

It was reported that Parishioner, Rick Davies had carried out a refurbishment/repair to the PC noticeboard. It had been treated with Oak oil and the lock cleaned. Further coats would be applied, and a new seal trip fitted to make the noticeboard watertight.

ACTION:

- (i) Further coats of oak oil to be applied. Plastic to be replaced with glass.
- (ii) Councillor Davies would publish parish notices in the noticeboard.

471. Parish area and boundary

Further discussion about whether to request a boundary review to remove the Pickford Estate from Allesley Parish, or all land South of the A45. Options were discussed with maps. A list of the pros and cons would be compiled.

ACTION: respond to Liz Reed at CCC.

472. Government Boundary Review – North Warwickshire

ACTION: Approach – the Lead of NWBC

473. Drone footage of Allesley Parish

The Clerk reported that a neighbouring parish had been mapped by drone footage at a reasonable price. It was agreed that this would be beneficial for Allesley Parish and the cost would be investigated.

ACTION: Clerk to liaise to the drone pilot.

474. Meeting Dates 2024

The meeting dates for 2024 were circulated.

22nd January 2024

26th February 2024

25th March 2024

13th May 2024 (**Annual Parish Council Meeting**)

10th June 2024

15th July 2024

August – No meeting

9th September 2024

7th October 2024

18th November 2024

December – no meeting

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

- In Attendance: Ian Lewis - Transport and Development Design Manager, Transport & Innovation Place Directorate, Coventry City Council
- Welcome signs refurbishment
- Watery Lane Closure update
- Oak Tree planting
- Boundary Review
- Drone footage

476. Date of the next meeting

The date of the next meeting was confirmed as 11th September 2023.

In Attendance: Ian Lewis, Transport and Development Design Manager, Transport & Innovation Place Directorate, Coventry City Council

The meeting closed at 9:30pm

SIGNED BY THE CHAIRMAN
Councillor Burton

11th September 2023