

ALLESLEY PARISH COUNCIL

Minutes of the PARISH COUNCIL MEETING held at 7:50pm

23rd May 2022 the meeting was held at Corley Village Hall, Church Lane, Corley

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

Ward Councillors: Councillor Jandu

Public: 1

In Attendance: Jane Chatterton, Clerk & RFO

Meeting Commenced at 7:50pm

Councillor Burton was in the Chair.

The Chairman opened the meeting.

277. PUBLIC FORUM

Councillor Vacancy

Mr Simon Grove attended the meeting and spoke in support of his application.

- Lived in Parish for 17 years.
- Runs his own business as an architect.
- See the problems within the Parish.
- Trying to get things moved on with closing off of Watery Lane, issues with litter, fly tipping.
- Vast knowledge of planning and has a professional relationship with many in CCC planning department.
- Knowledge of the Green Belt and environmental issues.
- Knowledge of sustainability issues.

Watery Lane

CCC had installed strips to measure data, these had now been removed. It wasn't sure if this was to measure the volume of traffic or the speed. Land for a turning point had been offered. The cost of works had been offered by some local residents. There was strong support from the locals for the road to be closed. The long-term desire was for the road to become a bridle path.

Recently the anti-social behaviour activity at night, had reduced.

278. UPDATES FROM WARD COUNCILLORS

Councillor Jandu updated that Councillor Birdi had been re-elected in the local elections at the beginning of May and would be Deputy Lord Mayor for 2022-23.

The bin lorry dispute continued.

279. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Birdi.

280. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interest.

281. COUNCILLOR CO-OPTION

Councillors would discuss the applications received after the meeting and proceed with the co-option.

282. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council Meeting held on 11th April 2022 were received and discussed.

RESOLVED THAT the minutes of the Parish Council meeting held on 11th April 2022 were approved.

283. MATTERS ARISING

Rob Back

ACTION:

- (i) Contact Rob Back again.
- (ii) Raise the problem at the next CCC liaison meeting.
- (iii) Other members of the Team could be approached including Ms Emma Spangley and Mrs Anne Lynch.

284. HIGHWAYS MATTERS – Cllr Mrs Davies to lead**284.1 Mowing**

Councillor Mrs Davies had been in contact with the contractor and was awaiting a date for the cutting of the sightlines and godcakes. Some safety work had already been carried out on Oak Lane voluntarily by Cllr Farrar to increase road safety.

Safety cuts will be made in Spring and Summer as required. Final hard cut in late Autumn. All are weather dependant. All within the guidelines of Plant Life and also paying attention to road safety. To be monitored by Councillor Mrs Davies.

It was also noted that NWBC had cut the verges on Watery Lane including past the Coventry Sign.

284.2 Severn Trent Road closure – Wall Hill Road

Signs had been erected a few hours before the meeting announcing the closure of Wall Hill Road between Stonehouse Lane and Common Lane for 4 weeks from 6th June.

ACTION: Clerk to contact Severn Trent and request a reason for the road closure.

284.3 Unsuitable for HGV signs

The planned completion date for Fillongley Road Bridge has been delayed from June to August. Permanent signage was required. The sign on Wall Hill Road/Bridle Brook Lane has still not been replaced.

ACTION: Councillor Mrs Davies to contact site manager at A45 works who had promised to replace these within days of the previous meeting when they were in attendance.

284.4 Public Right of Way

An updated had been received from the Public Rights of Way Consultant at CCC with a copy of the Order and notice relating to the diversion of public footpath Allesley M241 (part), City of Coventry. The Order and consultation period became operative from 12th May 2022 and the closing date for any representations was the 16th June 2022.

Public Right of Way – Pickford Green Lane

Various complaints had been received from residents using the public right of way along the development site. This was narrow and very overgrown.

Discharge of sewerage – EA

Complaints had been received from residents on Pickford Green Lane asking for assistance with fowl water running on the road and into the ditch. The concern was that this was waste from a property's cess pit/ septic tank.

The Clerk had reported the problem to EA, requesting that they visit the site.

ACTION: to be monitored.

Pile of waste – Washbrook Lane – Bonfire

It was reported that the pile of rubbish was still on private land on Washbrook Lane. This had been reported to CCC because the usual behaviour was to burn the rubbish. Previous issues with this had caused pollution into the nearby watercourse and had set fire to the hedge/tree.

ACTION: Clerk to report to Enforcement again.

Bricks and materials on the side of the road

The pile of materials in the gateway on the bend on Washbrook Lane remained. This looked unsightly, could lead to encouraging fly tipping and was potentially dangerous.

ACTION: Clerk to write to landowner and request this is moved and tidied up.

Flooding – Oak Lane

ACTION: Chase Megan Rose, Interim Drainage Assistant Engineer for an update.

Councillor Mrs Davies had visited the resident who had complained about damage to the ditch near Clay Lane following a car accident, but was satisfied that the culvert was undamaged.

284.1 Closing off of Watery Lane

Discussed under public participation.

284.2 Fly tipping

It was reported that a parishioner had caught an incident of fly tipping on their CCTV and had reported the details.

The Chairman had held a meeting with the local PCSO on Saturday 30th April.

A45 fly tipping

Discussion with the company had proved unhelpful.

ACTION: Letter to be written to the company owner informing them that the matter had now been passed to the authorities.

285. PLANNING MATTERS – Cllr Hobson to lead

To Consider Planning Applications received since the last meeting

Application No: S73/2022/0129

Proposal: Variation of condition 2 - to include proposed elevational changes and insertion of dormer windows - to planning application FUL/2020/0966 granted on 12/11/2020 for demolition of existing buildings and erection of 5 detached residential dwellings and associated ancillary works.

Site: Cornerways Farm, Washbrook Lane, Coventry

The Statutory Consultation was received on 20th May 2022. But the document is dated 15/04/2022.

ACTION: Contact Case Officer for confirmation.

Application No: OUT/2022/0147

Site: Harvest Hill House, Harvest Hill Lane

Proposal: Outline Planning Application for access, layout and scale for proposed development of 3 detached dwellings

RESOLVED THAT: the Parish Council had objected to the planning application.

S106 and CIL

ACTION: Chairman to work with Clerk on CIL letter to Planning

286. Flooding – Cllr Swann to lead

Nothing new to report.

287. Social Media Update – Cllr Parry to lead

Nothing new to report.

288. Police and Crime Update – Cllr Farrar to lead

Nothing new to report.

289. CCTV

The Chairman updated that three stations were fully working now. Three more sites were required, and councillors were asked to make suggestions in the agreed areas within the Parish.

ACTION:

- (i) Councillors to speak to homeowners in the agreed areas for permission to site CCTV equipment.
- (ii) Clerk to purchase 4 poles.

289.1 CCTV Policy

CCTV policy was discussed, and updates identified.

Councillor Mrs Hegarty to update and forward to the Clerk for putting into APC policy format.

ACTION:

- (i) Policy to be approved at June’s meeting.
- (ii) Clerk to set up a CCTV email address.

290. Communications Policy

ACTION:

- (i) Clerk to update Policy to include instructions on emails including:
For Action, For information, Urgent and a timescale for a response.

291. CORRESPONDENCE

A letter had been received from CPRE detailing how the refunds would be processed following the decision to stop the judicial review.

ACTION: Clerk to write to CPRE requesting the full £1,500 refund.

292. Councillor email addresses

ACTION: Councillors to use a dedicated APC email address from June.

293. FINANCE

293.1 To approve payments

Expenditure

2022-23

DATE	REF	CHEQUE	PAYEE	DETAILS	AMOUNT
10.04.22	E1	100307	J Chatterton	Clerk Salary April	DPA
10.04.22	E2	100308	J Chatterton	Expenses April	£58.06
30.04.22	E3	100309	WALC	Membership	£328.00
30.04.22	E4	100311	Zurich	Insurance	£257.60

RESOLVED THAT: the payments be approved.

Online Banking

ACTION:

- (i) Clerk to complete the Unity Trust application.
- (ii) Barclays account to remain open as this was currently an account with no fee.

294. Annual Governance and Accountability Return 2021-22

The Parish Council were now required to complete the AGAR. Smaller authorities where the higher of gross annual income or gross annual expenditure does not exceed £25,000 (and meet the qualifying criteria as set out in the Certificate of Exemption) were exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review provided the authority completed both the:

- a) Certificate of Exemption, page 3 and returned it to the external auditor
- b) Annual Governance and Accountability Return (Part 2) which was made up of:
- Annual Internal Audit Report (page 4) to be completed by the authority's internal auditor (this had been completed)
 - Section 1 – Annual Governance Statement (page 5 of the AGAR) to be completed by the authority.
 - Section 2 – Accounting Statements (page 6 of the AGAR) to be completed by the authority.

294.1 Section 1 Annual Governance Statement

The Parish Council completed the Certificate of Exemption, page 3 which was signed by the Chairman and RFO as required.

The Parish Council completed Section 1 of the AGAR, and Section 1 was signed by the Chairman and Clerk as required.

RESOLVED THAT Section 1 Annual Governance Statement be completed and approved.

294.2 Section 2 Accounting Statements

The Parish Council completed Section 2 of the AGAR, and Section 2 was signed by the Chairman and Responsible Financial Officer as required.

RESOLVED THAT Section 2 Accounting Statements be completed and approved.

294.3 Publication Requirements

The Parish Council was required to publish various documents on the PC website by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

These documents included:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2021/22, page 4
- Section 1 – Annual Governance Statement 2021/22, page 5
- Section 2 – Accounting Statements 2021/22, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

RESOLVED THAT the AGAR process be completed subject to the Clerk adding the documents to the website and the Certificate of Exemption being sent to the External Auditor.

294.4 Notice of Public Rights

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of the Accounts for the Year Ended 31st March 2022 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

RESOLVED THAT the Clerk & RFO prepare the notice to be displayed on the PC website and Noticeboards.

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

Agenda items, June's meeting:

- CCTV
- Communications Policy
- Bins
- Riparian Responsibilities Flyer – costings
- Holding Objection – find out the rules
- Email address for Councillors
- Email address for CCTV signage
- CIL/S106

296. Date of the next meeting

To confirm the date of the next meeting as 13th June 2022

The meeting closed at 10:00pm

SIGNED BY THE CHAIRMAN
Councillor Thomas Burton

13th June 2022