

**Minutes of the Meeting of Fillongley Parish Council
held via “Zoom” on Thursday 17th September 2020 at 7.30pm**

Present: Cllr A Robert Pargetter (Chairman), Cllr S Onions, Cllr S Taylor, Cllr J Hooke, Cllr A White, Cllr C W Antrobus and Cllr D Wardley. Clerk: Mrs H Badham.

There was members of the public in attendance.

13621 AGENDA ITEM 1 APOLOGIES

Apologies were received from Cllr Wardley who was unable to attend the start of the meeting.

13622 AGENDA ITEM 2 DECLARATIONS OF INTEREST

The Chairman invited members who wished to do so to make declaration of pecuniary and non-pecuniary interest in respect of items on the agenda. None were made.

13623 AGENDA ITEM 3 MINUTES OF THE PREVIOUS MEETING

Minutes of the previous Council meeting held on 16th July 2020 having been previously circulated and read, were then approved on the proposition of Cllr White and seconded by Cllr Onions. All were in favour.

13624 AGENDA ITEM 4 PROGRESS REPORTS for information

- a. **Fields in Trust.** No response yet received.
- b. **VOiP telephone system.** System is installed and working.
- c. **Sandra Newbold Memorial Bench.** No progress to report.
- d. **Problem tree at Windmill Lane, Corley Moor.** An informal survey suggests that the tree is sound though extremely large. Western Power haven't yet completed the remedial works. The tree will be examined after the Western Power works so that further works required, if any, can be arranged.
- e. **Planning meeting with NWBC from 17/07/20.** Clerk had emailed a summary of the meeting to Councillors which was duly noted.
- f. **Report of sewerage leak on Corley Moor.** NWBC have spoken to the property owner but following further complaints are revisiting the site.
- g. **Corley Moor topping.** This has been partially completed this week. Clerk to find out when it will be finished.
- h. **Japanese Knotweed.** This will be redone in October.

13625 AGENDA ITEM 5 IN ABEYANCE until social lockdown is lifted

- a. **Crossing Patrol/speed surveys.** Further to discussion it was resolved that the Clerk contact WCC with regard to getting the speed surveys completed in Church Lane.
- b. **Community Award.** We are still unable to host the celebration due to Covid-19.
- c. **Distribution of funds from Meriden Rotary Club.** This will be determined when the pandemic is over.

13626 AGENDA ITEM 6 MATTERS FOR DECISION

- a. **Cemetery Fees.** The Clerk produced a researched document of charges in surrounding areas. Following discussion it was resolved to keep the fees the same but review it annually.
- b. **Lengthsman Training.** Clerk understands that training has restarted. There was discussion as to the value of the sprayer training for the Lengthsman due to the remaining term of his contract. It was determined to go ahead with the training. Clerk to liaise with Trainer and Lengthsman.

- c. **Lengthsman Annual Review.** It was resolved to hold this at the end of the meeting without members of the public.
- d. **Covid -19 signage for park.** This had already been discussed by email – as the Covid-19 situation is not resolving as quickly as hoped or anticipated and the temporary signage at the Recreation Ground had faded, replacement signage was discussed. It was unanimously requested by email for the Clerk to purchase bespoke signage from Nuneaton Signs at a cost of £20 each plus VAT and £5 carriage. It was resolved by email to purchase 5 signs for each entrance to the park and this has been done and the signs are up.
- e. **Covid Risk Assessment for Football Changing Rooms and use thereof.** The Clerk had previously circulated to Councillors and football managers a draft risk assessment. There had been no suggested amendments. Cllr x proposed that teams could use the changing rooms once they agreed, signed and returned a copy of the risk assessment to the Clerk.
- f. **Charges for Under 8s football team.** Cllr Wardley proposed a charge of £100 for the season for the mini-pitch. Seconded by Cllr White. All in favour. Clerk to arrange pitch hire agreement and invoice.
- g. **NJC agreement re Clerk.** It was resolved to discuss this at the end of the meeting without members of the public.
- h. **Remembrance Sunday.** It is unlikely that the Remembrance Service will be held in its usual format. FPC resolved to still provide a wreath as normal.
- i. **French Drain at Recreation Ground.** No prices have been received. Further companies to quote were suggested. Clerk to follow up.

13627 AGENDA ITEM 6 PUBLIC DISCUSSION

Meeting Closed. There was public discussion with regard to;

- the siting of a grit bin on the junction of Ousterne Lane/Bournebrook Close
- proposed Warwickshire Unitary Authority.

Meeting re-opened.

13628 AGENDA ITEM 7 CORRESPONDENCE

- a. **Fete 12th June 2021.** The proposed date is noted and FPC would like a stand.
- b. **Local Electricity Bill.** Progress noted, the email requests that FPC contact Craig Tracey MP for support, Clerk to write.
- c. **Email regarding grit bin on Ousterne Lane/Bournebrook Close junction.** Many Councillors had visited the location and photographs were provided. After considerable discussion following a residents representation it was resolved to leave the grit bin in its current location to be available for members of the public to use.
- d. **Email regarding fire on Coventry Road.** Noted. Clerk to write and thank Parishioner for keeping FPC informed.
- e. **CPRE email re changes to planning regs** (forwarded by email). Noted.
- f. **NWBC Local Plan Consultation.** Noted.
- g. **Request for amendments to Allotments rules** which must be approved by FPC. Further to discussion Cllr Hooke proposed the following;
 - a. The three requested fruit trees can be planted along the fence line however in the future if they become too big they may need to be removed.
 - b. The Council do not wish individual allotmenters to have greenhouses however a shared poly tunnel can be erected for use by all allotment holders in the spare grass area at the centre of the site.
Seconded by Cllr Wardley. All in favour. Discussion regarding the bonfire site needs to be agreed. Councillors asked the Clerk to agree a site meeting with the Allotment Committee representative and then write the location into the rules.

- h. **NWAC minutes**/survey from emergency meeting. Noted.
- i. **WALC newsletter**;
 - Accessibility statement. Proposed accessibility statement was reviewed, Clerk to speak to webmaster to ensure factual correctness.
 - Equality and Diversity Policy. Cllr Wardley proposed FPC should have an equality and diversity policy as per WALC advice. Seconded by Cllr Antrobus. Majority in favour, Cllr Pargetter wished to record his vote against. Motion carried. Clerk will draft a policy.
 - Councillors Login. WALC have made arrangements for councillors to be able to log in to the WALC website members area individually. Clerk to forward details to Councillors.
- j. **CSW relaunched**. Noted.
- k. **Insurance claim**. Noted. Details of insurance company have been provided and the insurance company will investigate the claim.
- l. **NWBC PPE donations**. NWBC offered free PPE to community organisations in order to enable people to participate in groups again. Clerk had thanked NWBC for the offer and collected and distributed PPE to Scouts/Guides, Village Hall and St Mary and All Saints Church.

Discussed by delegated powers; Planning Applications;

PAP/2020/0428 Village Farm Lodge, Meriden Road. Prior approval for erection of an agricultural building. *No objections.*

PAP/2020/0421 Grove Cottage, Broad Lane. Retrospective – Listed building consent for conversion of two dwelling units into a single dwelling with associated internal and external alterations. *No objections.*

PAP/2020/0422 Grove Cottage, Broad Lane. Retrospective – conversion of two dwelling units into a single dwelling with associated internal and external alterations. *No objections.*

PAP/2020/0289 2 The Meadows, Newhall Green Lane. Erection of two storey front extension. *No objections.*

To consider the following planning application;

PAP/2020/0443 Kinwalsey House, Kinwalsey Lane. Listed Building Consent for change to porch wall (timber/wood) to brick to enable the outside toilet to be incorporated as an inside toilet. *No objections.*

To receive the following Planning Determinations;

PAP/2020/0282 Grafton House, Meriden Road. Variation Of Condition No: 2 of Planning Permission Pap/2010/0472 Relating to Plans, to Build Flush with the Front of the Existing Dwelling at The First Floor Side Extension; In Respect of First Floor Side and Two Storey Rear Extension. *Granted.*

PAP/2019/0602 Kinwalsey House, Kinwalsey Lane Meriden. Conversion and Replacement of Barn to Form One Dwelling and Proposed Lean-To Extensions to Cottage and Associated Works. *Granted.*

PAP/2019/0603 Kinwalsey House Kinwalsey Lane. Listed Building Consent For Conversion and Replacement of Barns to Form One Dwelling And Proposed Lean-To Extension To Cottage And Associated Works. *Listed Building Consent Granted*

PAP/2020/0318 Sports Ground Black Hall Lane. New replacement scoreboard and equipment store. *Granted.*

PAP/2020/0293 Rangemoor Coventry Road. Single Storey Rear Extension. *Granted.*

PAP/2019/0681 Red Hill House Coventry Road. Two Storey Side Extension. *Granted.*

PAP/2020/0290 Poultry Farm Green End Road. Prior Approval for Conversion Of Existing Poultry Unit To 5 No. Dwellings. *Details Refused*

PAP/2020/0370 Veraton, Sandy Lane. Change of residential to licensed breeding establishment for dogs *Granted.*

PAP/2020/0371 4 Shawbury Village, The Pines Shawbury Lane. Works to lime tree protected by a tree preservation order to lift the crown to 5 metres. *Tree works granted.*

PAP/2020/0306 Stonehouse Farm, Broad Lane. Demolition of existing cattle/tractor shed and erection of cattle shed, feed barn and tractor shed. *Granted.*

PAP/2020/0428 Village Farm Lodge, Meriden Road. Prior approval for erection of an agricultural building. *Not permitted development.*

PAP/2020/0429 Village Farm Lodge, Meriden Road. Prior approval for erection of an agricultural building. *Not permitted development.*

PAP/2018/0294 Land at Village Farm Coventry Road. Outline application (all matters reserved) for the demolition of all modern farm buildings, conversion of traditional building into 2 dwellings, and erection of 5 new dwellings, garage block, parking areas and other associated works. *Granted.*

PAP/2020/0374 Homelea, The Common, Corley Moor. Erection of single storey extension. *Granted.*

Ongoing Planning Infringement issues; all ongoing.

- Land behind sewage works, Tamworth Road
- 15 Shawbury Lane
- Packsaddle, Fillongley Road
- The Cleeve, Meriden Road.
- Wilsden, Sandy Lane
- Blabers Hall **CMP/2020/00136**
- Rosne, Sandy Lane
- Cassidys Coventry Road **CMP/2020/00183**

13629 AGENDA ITEM 8 FINANCE

Attending members of the public had left so Councillors decided to address the staffing matters; Item 6c) Councillors recorded their thanks to the Lengthsman and Cllr Pargetter proposed a payrise in accordance with the NJC agreement that they already implement with the Clerk, seconded by Cllr Antrobus. All in favour. Cllrs wished to thank Lance Judge-Porter for his work for the Council, he is a great ambassador, always out and about and busy improving the area for us all.

Item 6g) NJC agreement for Clerk. Further to discussion Cllr Pargetter proposed payment of this backdated to April as per agreement, Seconded by Cllr Onions. All in favour. The Chairman thanked Heather for her continuing work for the Council.

Payee	Reason	Nett	Reclaimable VAT	Gross	Method
H Badham	SCP 21 August				Direct Payment
L Judge-Porter	Manpower August				Direct Payment
HMRC	Tax			88.40	Direct Payment
BT	Final invoice	27.29		27.29	D/D
H Badham	Broadband cost Aug & Sept	20.00		20.00	Direct Payment
MB Systems	VOiPE			8.82	Direct Payment
H Badham	Keys/stationery/ Microsoft licence /tape for bunting/Zoom	10.50+19.75 +2.99 +59.99 + 59.63+ 14.39		167.25	Direct Payment
R Jardim	Key cutting for Rec Grd	4.99	1.00	5.99	Direct Payment
Nuneaton Signs	Signs for recreation ground	105.00	21.00	126.00	Direct Payment

Anglia Sign Casting	Memorial	87.79	17.56	105.35	Direct Payment (Cemetery AC)
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Invoices presented for payment. Cllr Antrobus proposed paying the above invoices including the pay agreed as per NJC agreement/staff appraisal. Seconded by Cllr Hooke.

13630 AGENDA ITEM 9 COUNCILLORS REPORTS and items for future agenda

- Cllr Antrobus reported poor verge cutting which has rotovated the verge again in Shawbury Lane. He also reported that the Shawbury Lane sign at the junction of Blackhall Lane/Shawbury Lane/Broad Lane was mangled by the hedge cutter. Clerk to report.
- Cllr Taylor reported that the verge cutter have missed the brambles on Mill Lane that are scratching cars.
- Cllr Pargetter mentioned a weekly email that is being circulated by Mrs Suzanne Whiting for the church and said that if anyone wishes to receive it they can contact her.
- Clerk received an email regarding an event that is being advertised at the Recreation Ground on Saturday. There are already 2 football matches on. Following much discussion regarding access, car parking, previous events etc, the Clerk was asked to contact the organiser to say that unfortunately as there are already events at the park we cannot host another.

13631 AGENDA ITEM 10 NEXT MEETING

The next meeting is to be on Thursday 17th October 2020. There being no other Parish Council business the meeting closed at 9.30pm.

13632 AGENDA ITEM 11 VILLAGE HALL BUSINESS

- **Lease extension.** No updates. Clerk to send Chairman of Avery Trust and Land Agent copy of the VH lease in order to progress the request.
- **Potholes** are filled.
- **ACRE advice on re-opening of Village Halls.** This has been gratefully received and continually updated to reflect the changing situation. A risk assessment has been completed, circulated to Cllrs via email for comments and sent to NWBC for validation as per their instructions. All is satisfactory. Booking form has been amended to reflect the Covid situation. Model risk assessments are being circulated to hirers so that they can complete their own risk assessment as per the booking form requirements. Jayne Moore and Heather Badham continue to work together to ensure that the ever-changing rules governing Covid related regulations are adhered to.
- **VH Floor.** The first stage has been completed and is carpeted. The Charities have been informed. The Clerk proposes to pay the invoice when the grant monies are cleared in the bank. The wooden floor will be fitted over the Christmas holidays.
- **Window & door redecoration.** One quote received. Cllrs suggested alternative people to also quote for works. Clerk to arrange.

Payee	Reason	Nett	VAT	Gross	Method
J Moore	Village Hall bookings/Manpower				D P
SSE	Gas	54.33	2.71	57.04	D/D
SSE	Electricity	140.97	7.04	148.01	D/D
Nuneaton Signs	Distancing tape	40.00	8.00	48.00	D P
Fillongley Renovations	New floor as per quote	34220.00	6844.00	41064.00	D P
H Badham	Hand sanitiser/dispensers/signs			145.58	D P

Invoices presented; Cllr Taylor proposed approval and payment, seconded by Cllr Hooke. All in favour.