

PAILTON PARISH COUNCIL  
**Minutes of the Pailton Parish Council meeting held on 3<sup>rd</sup>. July 2006 at the Village Hall,  
Pailton at 7.30pm.**

Present:       A. Parfrey (Chairman)       A. Gillias  
                  M. Hodge                       M. Barnett  
                  D. Swindell                   P. Morris-Jones (WCC)

5 members of the public were present.

Shaun Lawson, the Senior Environmental Officer at Rugby Borough Council, gave a short talk on environmental crime issues, matters relating to dogs and their owners, litter, graffiti and fly tipping. He outlined the powers that the Borough Council has to combat these problem areas and distributed a document to be used as a witness statement for members of the public, who wish to assist in the prosecution of offenders. He distributed a consultation document on Dog Control Orders. The document was circulated to members and the contents will be discussed at the next meeting of the Parish Council. The Chairman and members thanked Shaun for an informative talk.

**38. Declaration of Interests.**

A. Gillias declared a continuing Interest in planning matters being a member of the Planning Committee at Rugby Borough Council.

**39. Open meeting.**

A resident from Brookside Avenue reported that WCC had carried out weed killing to the verges and footpaths but had not included the green in the Avenue. M. Hodge agreed to look into the matter.

A member of Pailton Village Hall Trust Committee presented the minutes of the meeting held on 26<sup>th</sup>.June 2006. She outlined certain items from the minutes. On 22<sup>nd</sup>.July a working party will relay the slabs at the rear of the Hall. The cleaner has commenced her duties. A decision on the age ranges for the proposed youth club is to be made.

A query was raised on the grant for the grass cutting on the playing field. It was agreed that a proper service level agreement should be made with the grass contractor to include all the village grass cutting including the playing field. M. Hodge agreed to formalise the agreement. A report was received that the playing field was full of potholes that could be a danger to children. A proposal was made, seconded and agreed that the field should be levelled, topsoil added and re-seeded, if funding could be found via a grant scheme. A contractor from Ansty will be asked to examine the field and give a quotation for the work and grant applications can then be made.

40. **Minutes of the meeting held on 5<sup>th</sup>.June 2006.**

The minutes had been circulated previously. A. Gillias proposed that the minutes were a true and correct record of the meeting. The proposal was seconded and agreed and the minutes were signed by the Chairman.

41. **Matter arising.**

Item 29 – the playing field – the hedges and trees on the road side of the playing field are too dense. They are in need cutting back and it was proposed that the job could be included with the grass cutting.

The faulty streetlights have been reported to ABB Ltd.

M. Barnett had witnessed an act of dangerous driving in the village. He had visited the police station to report the incident and was given a 12 page witness document. He declined to further the matter.

Further damage has been caused to the War Memorial surrounds by a HGV. Paul Cowley (WCC Highways) is due to inspect the damage.

The oak bench, from the former Memorial site, is in storage. After discussion to site the bench, it was agreed to put the bench in the playing field.

Item 37 – allocation of duties – M. Barnett agreed to be responsible for the notice board. He asked fellow Councillors to forward a head and shoulders photograph of themselves to update the display in the notice board of the Councillors and their individual responsibilities.

Kevin Nugent (WCC Highways) will visit the site of the two chicanes to see if the street lighting can be improved.

42. **Circulars.**

The following documents were circulated to members;

WCC/Rugby Area minutes of the meeting held on 29.5.06.

WCC Trading Standards newsletter.

Minutes of the Rugby Area Committee meeting of 10.5.06.

Coventry & Warwickshire NHS Trust – Acute Services Review.

The Local Council Review and Direct magazines.

43. **Correspondence.**

WALC is in consultation with WCC to provide a monthly bulletin that will provide a summary of consultation documents. Parish Councils can then decide if a hard copy is needed for circulation to members. This should reduce the number of mailings.

The Association has informed Parish Councils that the merger between the various police forces is being delayed by the Home Office to allow further consultation time.

WCC has requested notification of any improvements that are required of the bus service. D. Bilson, an ex-Councillor, was the Parish Council's representative on the bus service and members agreed to send him a copy of the letter for his observations.

WCC Emergency Planning Unit has sent a draft copy of the Pailton Emergency Plans. The Plan is in need of updating with the new Councillors. The Chairman agreed to take over the role of the Emergency Committee, in view of his role with Coventry & Warwickshire NHS Trust. The emergency 'space' blankets are still stored in the top floor of the Village Hall.

The Gambling Act 2005 has given new powers to Local Authorities. They are now responsible for the issue of a Gambling Premises Licence and Permit and the registration of lotteries.

The application forms for the WCC/Rugby Area Community Development Fund for 2006/2007 and the Capital Funding for Transport 2007/08 were circulated to members. P. Morris-Jones informed the meeting that the Funding for Transport could be used for dropped kerb schemes, improvements to footpaths or a fence to protect the War Memorial.

Central Networks has issued the unmetered supply Certificate. This will be retained by the Clerk.

Leicestershire County Council is preparing their Statement of Community Involvement. The document is to set out how it will consult and engage local communities when carrying out its planning functions.

WCC/Rugby Area Committee is to meet at 6.30pm on 13.7.06 at the Town Hall.

The Audit Commission has announced the audit fees for 2006-2011. For income/expenditure band between £5001-£10,000, the fee will be £120.00.

RBC is to hold training for the Codes of Conduct on 12.9.06 at 5.30pm or 10.00am on 21.9.06. at the Town Hall, Seminar Room.

44. **Town and Country Planning.**

An application has been made for Listed Building Consent for an extension and internal alterations at 1 Coventry Road, Pailton. Members did not object to the application.

An application has been made for an extra 30cm antenna on an existing mast at Pailton Radio Station. No comments were made.

A front boundary planting scheme has been approved in the front of the new fencing at Pailton Telephone Exchange.

45. **Circulation Review for June.**

RBC Economic Strategy document encourages rural communities to submit their views and recommendations for improvements. Pailton Parish Council has joined the Campaign for the Sustainable Communities Bill and receives the campaign's newsletter 'Local Works'. CPRE Fieldwork newsletter has an article from the Affordable Rural Housing Commission that recommends doubling the number of affordable homes built each year.

46. **Pailton Parish Plan.**

The Chairman reported that the new Parish Councillors had made progress with the plan. The first draft of the Housing Needs Survey has been reviewed and there are only minor amendments to be made. The VDS also requires minor amendments. It is hoped to finalise all documents at the meeting on 21<sup>st</sup>.July 2006. The documents will have to be approved by the Borough Council, once approved the documents will be printed.

47. **Standing Orders and Financial Regulations.**

The NALC Standing Orders had been circulated. Item 17 – Resolutions Moved on Notice – needs a number of days, normally 7. Item 24 – Questions also needs a number of days, normally 3. Item 29 - Rules of debate, needs a number of minutes for a speech. Item 56 – precepts/estimates – requires the insertion of a month when the subject is discussed – November

The NALC Financial Regulations have been circulated; the only matter not applicable to Pailton Parish Council was that of petty cash. The Clerk claims expenses on a three monthly basis. Members agreed to adopt the two documents at the next meeting.

48. **Risk assessment document.**

A Risk Assessment Policy document had been circulated. It was proposed that the measures contained in the document were the basic measures of practice in public office and being a 'Quality Parish Council' this measures were already in place. The proposal was seconded and agreed.

49. **Accounts for payment and account balance.**

The following invoices had been received; these were agreed for payment and corresponding cheques signed;

Cheque No. 344 to ABB Ltd for the maintenance of streetlights – £135.79.

No. 345 to the Information Commissioner; a fee of £35.00 for Data Protection.

No.346 to Zurich Municipal Insurance; a premium for insurance for 2006/07 - £1,1217.00.

No. 347 to P. Truelove for village grass cutting - £144.00.

Account balances on 26.6.06 – current a/c - £2,632.86. Parish Plan a/c - £2,565.33.

50. **Other matters.**

Bitteswell Parish Council is seeking support for the opposition to an increase in the Magna Park warehousing development. Members agreed that an increase in size would not directly affect the village, but through traffic to and from the site, already a problem in the village, would increase significantly. M. Barnett agreed to compose a letter of support for Bitteswell PC. He agreed to email the letter to all Councillors for approval and then send the letter in time for their meeting on 6.7.06. The proposal was seconded and agreed.

A. Gillias welcomed back P. Morris-Jones (WCC) following his accident. He also reported that only 9 Parish Councils were represented at the Borough Council/Parish Council meeting. This was a pity because this was an opportunity for Parish Councils to air their views to the Borough Council leaders.

No other issues were raised; the Chairman thanked everyone for attending and closed the meeting at 9.35pm.

Signed.

Chairman.

Date.

