

**Minutes of the Meeting of Brinklow Parish Council  
Held on**

**Thursday 14 December 2017; 19:15 Hours at Brinklow Community Hall**

**Present:** Cllr J Boonham (Chair)                      Cllr M Lavin  
                 Cllr V McBay                                      Cllr J Reid  
                 Cllr A Warwick (WCC)  
                 Six members of the public

**1. Apologies received and noted.** Cllr A Gillias, Cllr D Lowe, Cllr E Friswell, Cllr H Timms, P Creek (Clerk)

**2. Declarations of interest** None

**3. Interactions with Borough and County Cllrs**

**3.1.** Cllr Warwick reported that WCC had coped well with the recent bad weather, gritting around 11,000 miles of Warwickshire's roads during the period.

**3.2.** The application for further expansion of Magna Park is being delayed until January 2018.

**3.3.** Basic repairs to Green Lane verges had been carried out, but will have to be repeated in the Spring as traffic had continued to cause further damage.

**4. Minutes of the last meeting.** Deemed accurate and signed by the Chair,

**5. Planning applications.**

**5.1** No 1 The Crescent – the application has been withdrawn.

**5.2** A request to delay the decision on "Rosemary Cottage" was suggested, to allow time to obtain further information.

**Action: Cllr Lavin**

**6. Accounts.**

**6.1.** Payments approved for payment.

All sums are in £s Sterling

| <b>Payee</b>            | <b>Details</b>                    | <b>Cheque no.</b> | <b>Amount</b> |
|-------------------------|-----------------------------------|-------------------|---------------|
| Royal British Legion    | Wreath donation                   | 1842              | 25.00         |
| Lakeside                | Grass cutting                     | 1843              | 280.00        |
| Brinklow Community Hall | Additional bookings               | 1844              | 307.20        |
| P Creek                 | Taxed salary and expenses         | 1845              | 513.68        |
| HMRC                    | Tax due                           | 1846              | 332.60        |
| Lakeside                | Additional cuts                   | 1847              | 140.00        |
| J Lampert, JFL Planning | NP consultants fees               | 1848              | 1,920.00      |
| J Boonham               | Printer cartridge                 | 1849              | 44.50         |
| People & Places         | NP consultants fees/data analysis | 1850              | 1,809.60      |
| M Lavin                 | Stationery                        | 1851              | 9.00          |
| S A + E Friswell        | Christmas tree supply + fitting   | 1852              | 624.00        |
| T Heenan                | N Plan expenses                   | 1853              | 26.46         |
| D Lowe                  | Christmas tree fittings           | 1854              | 293.22        |
| Tele-traffic            | Speed gun calibration             | 1855              | 298.80        |

**6.2.** Business Reserve Account sheet no 218 shows a balance of £55,902.80 and was available for scrutiny at the meeting.

**7. Reports of associated meetings.** Cllr Lavin had attended a recent Planning Brief, and found it to be extremely useful. He will endeavour to obtain copies of the presentation and circulate it to the other Councillors to assist with checking queries relating to future planning applications.

**Action: Cllr Lavin**

**8. Continuing minutes**

**8.1. Community Hall.** Cllr Lavin had attended a recent meeting of the Brinklow Community Hall committee. A new regular booking had been arranged, which was most welcome and would aid the Community Hall's income. It was also noted that attention should be drawn to Fire Exits in the Hall at every meeting or function being held there. Queries about one Fire Door and official Assembly Points are being reviewed, and will be clarified at the next meeting.

**Action: Cllr Lavin**

**8.2. Cemetery** – Nothing to report

**8.3. Events Committee.** The Events Committee had prepared and funded the Annual Christmas lunch for the village's pensioners. Thanks were expressed to the members of the Events Committee for organising this annual lunch.

**8.4. Playing field.** Cllr Reid reported that the Lengthsmen had dealt with some points highlighted on the recent inspection report, but further discussions will follow with the manufacturers and suppliers of the play equipment, manufactured to British Standard 1176.

Our insurers are in contact with representatives of a resident concerning possible damage to garages caused by trees on the playing field and in adjacent gardens. The PC is liaising with the insurers, regarding actions required.

**Action: Cllr Reid and Cllr Boonham and Clerk**

**8.4a. Grass cutting.** The Parish Council had previously reviewed quotations received for the grass-cutting contract for the next nine months period, March to November 2018, and formally and unanimously agreed to appoint Lakeside. Cllr McBay to complete arrangements.

**Action: Cllr McBay**

**8.5. Grant Funding issues.** It was reported that an award of £550 had been received from Cllr Warwick's Councillor's Fund. The application had been in respect of a) completion of the internal refurbishing of the telephone kiosk on The Crescent, and b) supplying and printing copies of a Walkers Guide, which had been designed by a resident. Copies of the guide will be displayed and stored within the Kiosk, and will be free to visitors to Brinklow.

Grateful thanks were expressed to Cllr Warwick for backing this scheme.

**Action: Cllr Boonham**

**8.6. Rights of Way.** It was reported that the problem with trees encroaching on the lane at the back of Heath Lane had been resolved.

**8.7. Communications with the Parish:** No Round the Revel magazine is issued in January.

**8.8. Brinklow Castle.** There was no specific report as it is a quiet time of year, but maintenance continues when weather permits.

**8.9. Neighbourhood Plan.** The completed questionnaires are being analysed by consultants, and the results should be available early in 2018. An open meeting will be arranged for some time in February to present the results to residents. The final tranche of the original 2016/2017 grant of £9,000 is being applied for, which, if successful, will be used to cover consultants' costs up to the end of March 2017.

**8.10. Lengthsmen Update.**

A query was raised about the clearance of snow and ice, and whether any liability would fall on the Lengthsmen/Parish Council if a member of the public subsequently fell, if the path had not been gritted. This was later discussed with Cllr Warwick. Disposal of waste collected by the Lengthsmen was discussed, and use of land near the Cemetery for some waste was discussed. Ownership of this land was not clear, and further investigations will follow.

**9.0 Additional Bollards.** Replacement of bollards on The Crescent had been organised, and the placing of additional bollards near the Memorial at the bottom of Broad Street was discussed and agreed. This was to prevent impatient drivers cutting across the grass, and possibly causing damage to property and people. Such driving had been witnessed on more than one occasion recently.

**10. Vehicle Noise/Movements.** It was reported that the Parish Council has started discussions with RBC/Warwickshire CC/Highways to carry out traffic surveys in the village, to obtain information about the amount and type of traffic currently using the main roads in Brinklow. It had been advised that such surveys should be undertaken on "normal" traffic days to obtain realistic and balanced data.

**Action: All Cllrs to follow up**

**11. Meeting with RBC Planning.** Initial discussions had taken place with the Planning Office, and the heavy workload for individual Planning Officers was acknowledged. It was noted that assistance from members of the public was vital, particularly where conditions to planning consent had been imposed.

**12. Christmas Market** A report from the organisers of the Christmas Market had been received, where they confirmed that the weekend had been another successful village event, taking place on 2<sup>nd</sup> and 3<sup>rd</sup> December.

It was estimated that the profit for the church was in the region of £2,000, with other individual organisations also benefitting from their own fund-raising efforts. Local businesses would also have benefitted from the extra footfall. Support from the PC was acknowledged with thanks, and in turn the PC congratulated the organisers for their hard work and organisation which had made such a success of the weekend.

**14. Exchange of Information.** A reminder was made about the Precept meeting, to be held on Tuesday 19 December 2017. The meeting concluded 8.40 pm. Next meeting: Thursday 11 January 2018, 19:15 in the Community Hall.

**Phil Creek. Clerk to Brinklow Parish Council. Tel 07767 380696**