



DUNCHURCH PARISH COUNCIL

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The Minutes of the Ordinary Council Zoom Meeting of Dunchurch Parish Council that took place on Monday, 11th January 2021 commencing at 7.00 pm.

Present: Cllrs Tracey Price (Chair), Gillian O' Connell, Howard Marsh, Cara Martin, Steven Kaudeur, Jan Gee-Russell and Paul Le Poidevin. RBC Cllr Peter Eccleson also joined the meeting.

4 Members of the public were also present.

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Cllr Tracey Price welcomed everyone and went through the various instructions and procedures for the Zoom meeting. Cllr Price went on to say that the Public Participation Session would be at the start of the meeting and would last 15 minutes in total, allowing members of the public to speak for no longer than 3 minutes each. The Clerk asked all the members of the public if that was acceptable to them.

The Clerk suggested as RBC Cllr Peter Eccleson had to attend further PC meetings that the Public Participation Session could be delayed until after his Report.

1. Reports from Rugby Borough Councillor and Warwickshire County Councillor.

- Cllr Peter Eccleson reported :
- There had been serious flooding reported recently and although this is a WCC issue which Cllr Howard Roberts has been involved in, around the Willoughby/Grandborough area. Whilst Cllr Roberts was not actually out delivering sandbags himself, he was co-ordinating this at 1 o'clock in the morning recently.
- A junction on the A45 in Willoughby is deemed to be unsafe and dangerous. Cllr Roberts is involved in the possible installation of additional highways lighting to add to the overall safety at the turning, as there had been two fatalities and he is liaising with WCC Lighting.
- Cllr Roberts is also looking at the Safer Routes to Schools initiative via Adkinson Ave, which is nearly ready to go out for public consultation.
- RBC have been heavily involved in initiatives to support Local Business through the COVID Pandemic, with the allocation of Government grants to those in need. RBC have

also been undertaking work with constituents unable to pay Council Tax, homelessness and providing support for the vulnerable in these very testing times.

- Rugby Town centre rejuvenation initiative – there is a considerable amount of work being done by RBC and they have brought in Consultants regarding the initiative to revitalise the town centre. Numerous ideas are being considered at present and the centre of the town, including Rugby Central (formerly Clocktowers) are under a great deal of economic pressure, particularly during the Pandemic.
- RBC have been very active in the areas of Planning Enforcement activities. There has been a huge increase in the case load for the enforcement team, with over 150 cases at present. There was legal action taken against the developers of Bourton Hall, which is a Grade II Listed Building, in December, which should serve to send a message to developers that RBC will not tolerate infringement of any planning regulations.
- RBC have appointed a Tree Officer specifically directed at the development of the RBC 'tree policy' within the Borough which was non-existent. This is regarded as necessary given the amount of development proposed within the Borough and RBC's declaration of a Climate Emergency.
- There has been a significant increase in cases of general littering throughout the Borough and fly tipping. The latter is very costly to clear up and RBC are anxious to ensure that culprits are caught and dealt with legally. Cllr Roberts, as the RBC Cabinet Member, is Chairing a working party looking at how to address these issues and they are taking a 'carrot and stick' approach to preventing it.
- RBC are focussed on Budget Setting at present and are taking a very serious view on the ongoing levels of support in respect of the Pandemic and its potential cost implications to the Borough. Facilities such as the Leisure Centre are a huge drain on RBC resources and are not generating any revenues at present.
- Cllr Eccleson said that RBC are allocating a great deal of time and effort to 'prudent budgeting' and suggested that the DPC should be conscious of any potential to reset Parish Boundaries, as such the DPC could lose all the new development around Cawston and hence any precept that goes with it.
- There are also several other issues which RBC are dealing with relating to planning and development, parking inspections etc.
- Cllr Eccleson also mentioned his concern over the new application regarding the proposals that the developers had submitted for Tritax Symmetry and specifically the height of the apexes being increased to 18m from 11m which was the case for their previous application.
- Cllr Eccleson also reported that he had received several complaints regarding overhanging Trees in Homefield Lane, however, he believed that the Trees were owned by the Dunchurch Park Hotel.
- The DPC Chair thanked Cllr Eccleson for his comprehensive Report.
- Cllr Eccleson also mentioned that the residents of the Almshouses had mentioned that their bins had not been put back by the RBC Refuse Team and he explained that they had to rely on contract labour over the festive season, however, they were aware of the situation now. He went on to say that the recent approval in respect of the planning application for the replacement of the flat roofs to the rear of the properties with pitched roofs would ensure that they were more energy efficient.
- Cllr Price mentioned that there had been a significant increase in members of the public driving into Dunchurch and parking by the Motorway Bridge to walk. Cllr Eccleson responded and said that Cllr Roberts was aware of this situation and had requested The Police to assist.
- Cllr Eccleson said that he had been in touch with RBC Cllr Deepah Roberts, who was a Hospital Manager in London. Cllr Deepah Roberts said that there had been a significant increase in the number of deaths in London with whole families being affected in some cases. The new strain of COVID-19 was 60% more virulent than the previous strain. She said that the disease was hitting younger families and that it was hard to police the

message that the public needed to stay at home. A member of the public said that he had challenged people being out and about during the Pandemic, but in most cases, he alluded to the fact it had not gone well !

- A member of the Public asked if RBC could take steps to engage with Jeremy Wright M.P., as central government is thinking of changing the laws concerning planning applications and it might assist the DPC and RBC in resisting unwanted developments within the Parish? Cllr Eccleson responded and said that he had spoken to the Right Honourable Jeremy Wright regarding this issue. He went on to say that it was worth keeping a close eye on potential developments and as he was a member of the RBC Planning Committee it would not be right for him to comment further, however, he, personally did not agree with the relaxation of the proposed planning laws.
- Cllr Gillian O' Connell asked Cllr Eccleson how the DPC could best address the issues involved with the Tritax Symmetry application ? She went on to say that there were significant changes in the application and a lot of people were concerned about these issues. Cllr Eccleson responded and said that the LPA imposed the wishes of the people on the developers and the DPC and members of the public could lobby the Planners. He confirmed that he had seen an increase in traffic already in connection with the first application and more public transport was required, together with a By-Pass. However, he acknowledged that it was difficult to plan for a By-Pass.
- Cllr Eccleson went on to advise that when the DPC responds to the application, they needed to mention the relevant NPPF and Local Plan policies to ensure that they correspond appropriately. Cllr Eccleson also said that it would be a good idea to liaise with Thurlaston and possibly Cawston PCs. The Clerk advised that she had already been in touch with Thurlaston PC.
- Cllr Cara Martin asked the Clerk if she could contact Cllr Roberts regarding the Safer Routes to School initiative with particular reference to the consultation in respect of Adkinson Avenue.
- Cllr Eccleson gave report re RBC Budgeting for 2021/2022 and provided advice to DPC re budget considerations. Possibility of items currently being completed by RBC being passed back to DPC such as grass cutting. Therefore, the DPC need to take this into consideration when agenda item came up for discussion.

Public Participation Session

- The Chair invited each member of the public to speak if they wished to and a parishioner said that he endorsed all that Cllr Eccleson had reported on, particularly in respect of enforcement. He went on to say that it was useful for him to know what was happening locally.
- Again, members of the public were invited to speak if they wanted to. Cllr Price specifically asked a member of the public, by name if they wished to participate. This person had requested registration details to attend the DPC meeting because he would like to speak on items on the agenda. She asked twice more. There was no response. Cllr Price informed the person if they failed to respond their connection would be terminated as it was deemed that he was no longer present at the meeting. The Clerk said that she would terminate the connection if he did not respond. Nothing further was heard, so she terminated the connection.
- A member of the public said that he had a question regarding the DPC finances and asked if it would be possible in the new financial year, for the DPC to publish details, monthly, of how expenditure matches the major budget items for the year? The Chair responded and said that was the intention going forwards and she totally agreed.

AGENDA

2. Apologies.

Apologies were received and accepted from WCC Cllr Howard Roberts as he was attending another two PC meetings.

3. Declarations of Interests and Dispensations.

Cllr Paul Le Poidevin declared an interest in planning application R20/0928 as his son plays for the OL and he is informed about the future development of the site.

4. Minutes of the Parish Council meeting which took place on 23rd November 2020.

Cllr Price asked if the DPC accepted and agreed with the minutes dated 23rd November 2020. **It was RESOLVED that the Minutes of the above meeting were confirmed as a true record and could be signed by the Chair.** This motion was proposed by Cllr Tracey Price, seconded by Cllr Cara Martin and the minutes were then unanimously approved by those Councillors present at the meeting.

5. Clerks Report of Activities since the last DPC Meeting, including any appropriate correspondence.

- **Redevelopment of the DPC website - update.**
 - The Clerk reported that the new DPC seemed to have been well received and had been completed by the Contractor. She went on to say that the Chair and herself had received some training and would be organising a further session shortly. Cllr Price said that she was free all day on Thursday, 14th January and the Clerk agreed to contact the Contractor.
- **Report on the submission of a Listed Building Application to RBC in respect of the Dunchurch Thatched Bus Shelter – Update**
 - The Clerk reported that she had received an email from the RBC Planner, who had requested some additional information. She went on to say that she had been in contact with the Architect who had submitted the application to request him if he was able to provide the information. She would chase if she had not received a reply.
- **The Purchase of a new Flagpole/Maypole – Update**
 - The Clerk reported that she had been in touch with the DPC Maintenance Contractor who had advised her that he was experiencing issues with his shoulder and arm and he had lost mobility in his hand, therefore, he was only able to carry out minimal duties and this may not be a priority now. Cllr Kaudeur said that given the current circumstances, even if the Flagpole/Maypole was ordered there was the issue of a location for delivery, storing it, who would paint it and how would it be transferred to The Green.
 - Cllr Tracey Price advised that the daughter of the gentleman who had originally painted the Maypole knew of someone who would be able to paint it and the Clerk agreed to make contact with her.
 - The Clerk also agreed to contact the gentleman who had the Christmas Trees delivered to him to ask him if he was able to take delivery.
 - Cllr Paul Le Poidevin said that there was also the issue of removing the existing stump.
- **To report on the French Lighting Columns & Works at Dunchurch Crossroads**
 - The Clerk reported that she had tried on more than one occasion to try and negotiate with WCC, Lighting that the existing French Columns were replaced with similar Lighting Columns. Unfortunately, despite providing WCC with the information regarding manufacturers who do produce similar French Lighting columns, she had been unable to persuade them that the community wished to replace them with similar ones. She said that she had also phoned the Senior Lighting Engineer at WCC, Lighting. He said that the Design Proposals had been approved by them and they could not be changed. He also went on to say that all the existing French Lamp Posts

would need to have been removed in any event as they did not comply with British Standards.

- The Chair went on to say that she understood why WCC would be changing the French Lamp Posts because the Dunchurch Crossroads junction was extremely poorly lit now. She went on to say that the Lamp Posts would be replaced with Lamp Posts which were in keeping with the existing ones.
- **To discuss management of the DPC – Planning, Maintenance etc**
 - The Clerk reported that it would be helpful in the management of the DPC whether each Cllr would take on the responsibility for at least one aspect of the DPC i.e., Planning, Maintenance, Finance, Communications etc. She went on to say that she felt that would be a good way of channelling the number of emails etc., as she could be more selective in whom to send them to.
 - Following a discussion, it was agreed that Cllrs take on specific roles – see below and these details would be published on the DPC web site:
 - Cllr Howard Marsh Finance
 - Cllr Gillian O’Connell Planning
 - Cllr Steven Kaudeur/Paul Le Poidevin Parish Maintenance
 - Cllr Cara Martin Village Welfare & Communications
- The Chair said that speeding was not a DPC role and that it was the responsibility of the Community, however, she would be happy to take on road safety, which included speeding, and she would be happy to assist residents to develop initiatives.

6. Planning – All Applications received Since the last DPC Meeting:

Application No.	Address	Proposal	Comments Due
R20/0880	Almshouses, The Square, Dunchurch	Proposed replacement of existing flat roofs, to rear of the properties, with pitched roofs.	No Objection
R20/0928	Old Laurentian Sports & Social, Lime Tree Avenue, Dunchurch	Proposed use of land for a temporary events marquee	14.01.2021
R20/1026	Units 1 & 2 Tritax Symmetry Site – Land North of Coventry Road, Thurlaston	Full planning permission for the erection of 2 logistics units development comprising a total of 30,435 sqm etc.	08.02.2021
R20/0810	20 The Hall Close	Approved	
R20/0772	3 Newcombe Close	Approved	
R20/0924	36 Weston Close	Approved	
R20/0915	Land at Halfway Lane	Approved	

- **R20/0928** – The Clerk requested that Cllr LePoidevin leave the ‘meeting room’ as he had declared an interest. She then went on to ask DPC Cllrs if they had a view. Cllr Martin advised that she knew that the Club House for the Sports & Social Club did not have enough space for community events and supported the application. The Clerk asked if the remaining Cllrs agreed and they acknowledged and said they would be happy to support the application. The Clerk said that she would formulate and circulate

a response to all the Cllrs prior to the submission date. Cllr LePoidevin returned to the meeting.

- **R20/1026** - The Clerk reported that she had been in contact with the Chair of Thurlaston PC, together with two further interested parties and she would be liaising with them in respect of a response. Following a discussion, it was agreed that the Clerk contact Cllr Eccleson and request for details regarding the height of the first phase of the warehouses which RBC had approved recently.
- Cllr Gillian O'Connell said that she felt that there was a principle at stake and developers were abusing the planning system. She went on to say that she felt the DPC should work collaboratively with Thurlaston, particularly over the issues of environment, biodiversity etc.
- The Clerk said that she would also contact members of the 'Save Dunchurch' Group.

7. Dunchurch NDP, including Application to Groundworks for funds – Update

- Cllr Price reported that there had been an NDP meeting held in December and Neil Pearce and Jan Sherwood from Avon Planning had been present. She went on say that they had discussed the completion of the NDP as December 2021 and everyone had been told that was unrealistic and it normally took 3-5 years, including all the public consultation periods. Neil & Jan had said that they would send list of policies etc., and Cllr Gillian O'Connell advised that she had received them and would forward them on to the Clerk & Chair.
- The Chair advised that there was an NDP meeting planned for the 1st February and they were going to discuss a recruitment drive and Cllr O'Connell reinforced the importance of public engagement. The Chair went on to say that a member of the NDP Group had agreed to create and develop the artwork for some posters, which could be changed periodically.
- The Chair went on to say that the Clerk had started putting together a further application to Groundworks, but if successful, the funds would have to be spent in the current financial year. It was, therefore, agreed that the Clerk would defer a further application until the following financial year.

8. To report requests for information & FOI Requests from residents in Dunchurch.

- The Clerk reported that she had been in touch with the ICO by phone and email regarding a complaint that a member of the public had made. However, she had received nothing further.
- The Clerk also reported that she had not received any further requests for information nor FOI requests during the month of December.

9. Update re: Speeding & Traffic in & around Dunchurch.

- Cllr Cara Martin reported that she had been in touch with the Head of the Primary School in respect of the children creating posters and she would contact him again to see whether they were ready for her to collect. Cllr Martin went on to ask Cllrs if they wished to include a piece in the School monthly Newsletter and they agreed that this would be a good idea.
- The Chair went on to suggest the clerk could speak to Cllr Howard Roberts, safer schools initiative, about the issues of speeding and parking. She went on to say that the issue of cars parking in Don Cerce Close had become intolerable as people were

blocking driveways, parking on all corners, parking with wheels on pavement, parking across entrance to Tanser Court making visibility a concern and danger for elderly relatives and children leaving school.

- Cllr Martin advised that the School named and shamed the offending vehicle owners, and the Head/Deputy would tell them if they were parking illegally. She said that it seemed to be people who lived outside Dunchurch and it was a difficult situation given the guidelines regarding the COVID Pandemic.
- Cllr Gillian O'Connell advised that she had received an email from PC Charlie Young, Rugby Police Rural SNT, who was re-building the Community Speed Watch Groups and had requested confirmation of members. PC Young had also been in touch with Dan McNeilage to confirm the number of members of the CSWG. Cllr O'Connell said that it would be a good idea to refresh the interest as she had only heard from two people out of an original eight. Cllr Price will also attempt to make contact persons on original list
- Cllr Martin said that she administered the CSWG F/B page and she could upload another post and Cllr Price suggested that a single point of contact be included, **this** would also apply for all Councillors profiles on DPC Website detailing their specific role.
- Cllr Steven Kaudeur said that he had a couple of ideas regarding Dunchurch Crossroads and perhaps the phasing of the lights could be altered to take into consideration children and the elderly, who sometimes struggled to cross the road in time. Apparently WCC had looked at this in 2019 and was supposed to check every six months. Cllr Kaudeur also suggested that a volunteer Lollipop Person could be found. Cllr Price said that this was a good idea, however, the DPC would need to contact WCC Cllr Howard Roberts and see whether it would be possible to incorporate in the Safer Routes to School Scheme. Other suggestions to speak to Cllr Howard Roberts with are:
 - A countdown clock on lights as per new traffic lights installed at Oliver Street/Lawford Road junction recently.
 - Amending the phasing of the lights slightly. Maybe that the lights are set correctly for people to cross each road section, without consideration given to the fact a lot of people cross diagonally.

10.Finance – See attached Payment Schedule

- **To Ratify Precept for 2021/2022**
- Cllr Marsh said that it would be easier to deal with the Precept first and he reported that a provisional figure for an increase in the Precept request of 2.4% (£2,377) to £101,454.00 had been sent to RBC, as they had asked for a figure prior to 8th January. He went on to say that Cllr Kaudeur had also circulated the pro's & con's of keeping the precept the same and increasing it by 2.4% to all the DPC Cllrs.
- **Cllr Cara Martin requested the Clerk to record the thanks of all the DPC Cllrs for the input from both Cllr Steven Kaudeur and Howie Marsh, whose hard work in producing the figures had been greatly appreciated.**
- Cllr Marsh said that as the precept is to cover the DPC's ongoing ordinary costs which we are budgeting £110,420 with income of £103,677 – therefore a deficit of £6,743. The DPC can reduce this deficit by increasing the Precept and he proposed a 2.4% rise as this is the increase in the "base" being the number of households that will be charged, which should in theory mean that the actual amount paid per household will remain the same for 21/22 as in 20/21. Cllr Marsh went on to say that If this is applied then the deficit would be reduced by £2,377, meaning an actual deficit of £4,366. Assuming the DPC starts the year with £200,000, this would end the year with £196,000 less any of the spend against the £93,500 of projects the DPC wants to commit to. This would leave a little over £100K in unallocated funds, or reserves. Cllr Eccleson in his email of 11th December, suggested that having reserves equivalent to 12 months of Precept (c£100K) would be a sensible idea in the current environment.

- Following a discussion, it was **RESOLVED** that a Precept request of £101,454.00 be approved, with an increase in the Precept of 2.4%. This motion was proposed by Cllr Marsh, seconded by Cllr Price, and carried unanimously.
- **To approve Budget for 2021/2022**
- Cllr Marsh reported that the budget had been previously circulated to members of the DPC and he asked if there were any comments. Budget Comparisons are attached as an Appendix to the minutes. Cllr Paul LePoidevin asked if it was legal for the DPC to set a negative budget as he was aware that WCC Schools are not allowed to and he received assurance that this could be the case.
- Following a discussion, it was **RESOLVED** that the budget be approved. This motion was proposed by Cllr Marsh, seconded by Cllr Price, and carried unanimously.
- **To approve payments to be made– see attached payment schedule**
 - **To approve payments to be made– see attached payment schedule**
 - The Clerk confirmed that the Finance Reports for November & December 2020 had been uploaded to the DPC web site and circulated to all Cllrs and there were no payments requiring approval, however, Cllrs had noted the payments in November & December.

11.Private Session

The Clerk confirmed that there were no items for Private Session.

Date of the next Dunchurch Parish Council Meeting: 8th February 2021

The meeting closed at 9.00 pm.

Signed

Dated