

BAGINTON PARISH COUNCIL (BPC)
MINUTES OF THE ORDINARY MEETING HELD ON
THURSDAY 5th September 2019 AT THE VILLAGE HALL, BAGINTON.

PRESENT:

Councillor	Wallace Redford	County Council
Councillor	Pam Redford	District Council
Councillor	Julie Keightley	Chairman
Councillor	Chris Goodwin	Vice Chairman
Councillor	Roger Horsfall	
Councillor	David Hewer	
Councillor	Robert Taylor	
Councillor	Walter Bush	
Councillor	Rob Newman	
Councillor	Steve Williams	
Councillor	Mike Meakin	

Clerk Phil Clark.

Public 7 members of the public were present.

The Chairman opened the meeting at 7.30pm, welcoming those present.

1680. DECLARATIONS OF INTEREST & APOLOGIES

1680.1 Declarations of interest were sought and none were declared.

1680.2 The following had apologised: Councillor Trevor Wright - District Council

1681. MINUTES OF LAST MEETING.

1681.1 Minutes of the Ordinary Meeting on 4th July 2019, having been circulated, were approved without amendment. Proposed by Councillor Keightley & seconded by Councillor Hewer.

1682. REPORT FROM COUNTY COUNCILLOR WALLACE REDFORD

1682.1 Councillor Wallace Redford confirmed that 2% of the budget was again being ring fenced for adult care, whilst an extra £1 billion was being made available nationally by the Government for child and adult care with a further £750 million for children with special needs.

1682.2 Councillor Redford suggested that if any County Highways hedges need cutting, this needs highlighting to the Highways Team ASAP for them to be included within the current works.

1682.3 Councillor Redford confirmed a Highways Officer would attend Rowley Road to check the positioning of the barrier nearest the Village.

1682.4 Several Councillors highlighted that poor signage in relation to the Rowley Road closure was causing disruption in Baginton and the surrounding area, including an HGV stuck down Bubbenhall Road. Signage indicating 'Businesses open as usual' had not been deployed as promised and there was no signage at the entrance to Mill Hill warning larger vehicles that when they commit to the Village Roads, there are no turning areas. Councillor Redford suggested sending a list of suggestions to County Highways ASAP.

1682.5 Councillor Williams asked if a Rowley Road detailed traffic plan should have been made available to the Parish Council before the closure, but it was later confirmed that although this is good practice, it is not a requirement.

The Chairman thanked Councillor Redford for his report

1683. REPORTS FROM WARWICK DISTRICT COUNCILLORS

- 1683.1 Councillor Pam Redford confirmed that WDC were supplying Lifeline services to over 4000 residents to maintain 24/7 assistance for vulnerable people in their own homes. The service has won a national award. Pamphlets will be sent to all Parish Councils.
- 1683.2 Work on the new WDC HQ building is slow and a new Partnership is being sought to move things forward. Meanwhile the Covent Garden car park is being monitored for further damage and may need to be closed completely.
- 1683.3 The 'Rubbish Friends' charity, who organise clearance of rubbish from hedgerows etc, are holding an open presentation to any interested parties at the Town Hall on 17th October.
- 1683.4 The Barford BarZero presentation will be held on 15th September between 11:00am and 4:00pm, promoting environmental and zero emission technology and methods available to Parish Councils.
- 1683.5 Councillor Redford confirmed that the Conservation Officer could not make the September meeting, but was available later in the year. **Clerk to organise.**
- 1683.6 Councillors Horsfall asked why green waste that falls off the refuse wagon is not cleared up immediately. Councillor Redford confirmed that for Health and Safety, this is done by a specialist team if you call WDC and let them know.
- 1683.7 Councillor Meakin complained that the lids on recycling container are not secured and keep going missing. Councillor Redford suggested she was aware that this can happen.

The Chairman thanked Councillor Redford for her report

1684. PUBLIC PARTICIPATION PERIOD.

- 1684.1 A member of the public reported that the wooden post at the pedestrian access to the Millennium Field had rotted at its base had fallen over. It was agreed not to replace it, as it has no useful purpose.
- 1684.2 A member of the public complained about the volume of traffic, size of lorries, dust and unsociable hours that are operating at the Russell's site on Mill Hill. Councillor Pam Redford confirmed the matter was being investigated and that the freshly resurfaced entrance had already been torn up by heavy lorries.
- 1684.3 A member of the public complained about trees growing too big and causing a shade barrier in their garden. This has been passed to WCC.
- 1684.4 It was reported that WCC have used their discretionary powers to allow free transport to Prior's Field Primary School for Baginton children enrolling this year. The Chairman congratulated the campaign group for their efforts in getting this outcome.
- 1684.5 Members of the public have highlighted that the residents of New House, Church Road have applied for a retrospective Certificate of Lawfulness for their new outbuildings under application W/19/1278. Discussions were held regarding the lack of action by WDC in this matter. Comments were also received from the floor. Councillor Pam Redford asked for details. **Clerk to action.**
- 1684.6 A member of the public who organised a charity bike ride reported it was a great success.
- 1684.7 The blocked drain opposite No.15 Bromleigh Villas was raised again and it was reiterated that it was on the list to be done but wasn't a priority
- 1684.8 Further complaints were received from the floor regarding the management, signage and traffic caused by the Rowley Road closure, including long delays from business traffic forced to exit onto Tollbar Island.
- 1684.9 Queries were raised about the incomplete resurfacing of certain areas of pavement within the village. **Clerk to chase.**
- 1684.10 It was reported that the 'No Dogs' sign on the Playground has faded. **Clerk to replace.**

1685 WHITLEY SOUTH

- 1685.1 The next South of Coventry meeting is on Tuesday 17th September from 10:00am at Riverside House. Mike Meakin volunteered to attend on our behalf.
- 1685.2 The issue with the UKBIC security fencing being erected on WCC Highways property has been resolved and it has been moved.
- 1685.3 WDC Enforcement has confirmed that the size of the UKBIC building on Rowley Road is within approved parameters.
- 1685.4 Rowley Road will be closed for approximately 3 weeks from 4th September.

1686. POLICE MATTERS.

- 1686.1 The July Safer Neighbourhood Newsletter was sent to Councillors on 16th July, with a note that items were stolen from business premises on Stoneleigh Road on both 17th and 23rd June.
- 1686.2 The latest Safer Neighbourhood Newsletter was circulated to Councillors on 21st August, with notes of antisocial behaviour and theft within Baginton.
- 1686.3 The drug paraphernalia found around the Blacksmith's on Church Road has been reported to the Police. It was agreed that extra Police patrols should be requested as a policing priority at the next Community Forum.
- 1686.4 Intruders were reported on the grounds on a property in Mill Hill in the early morning of 3rd September.
- 1686.5 Locks and chains were stolen off a security gate at the top of Bosworth Close.

1687. BAGINTON EVENTS COMMITTEE UPDATE

- 1687.1 Party in the Park took place on 13th July.
- 1687.2 Formal meeting took place July 23rd **(Clerk to circulate minutes).**
- 1687.3 Barn Dance is on 21st September at the Village Hall.
- 1687.4 Film Night – Fisherman's Friend. 27th September:
- 1687.5 Bonfire Night is Saturday 2nd November.
- 1687.6 The 2020 Party in the Park will be ticket only, which will go on sale in January.

1688. AIRPORT MATTERS

- 1688.1 There were no airport matters to report.

1689. PLANNING

- a. **The following planning decisions were received since the last meeting.**
- i. W/19/1096 – Application for 2 new loading bays (dock leveller doors) at Unipart, Siskin Parkway West. **NO OBJECTION** reported 19th August. **GRANTED** 22nd August.
 - ii. W/19/1097 – Signage at Unipart, Siskin Parkway West. **NO OBJECTION** reported 19th August. **GRANTED** 22nd August.
 - iii. W/19/0559 - Change of use of Hanger 5, Coventry Airport, from air freight and aircraft maintenance to HGV Haulage Yard. **OBJECTION** reported 17th May. **DEFERRED** pending details of potential air pollution within the area. This application will be discussed again at the WDC Planning Committee meeting on 10th September and Councillor Bush volunteered to speak again on behalf of the Parish Council. Councillor Bush will also be preparing and submitting a further objection based on the new information provided, as it appears to be based on incorrect information.
 - iv. W/19/0984 – Removal of conditions 13 (8500 sq m JLR occupation), 21 (A45/A46/A444 Stivichall Junction) and 25 (Dalehouse / Stoneleigh junction) from W/16/0239 (JLR Whitley South) to recognise JLR's postponement /withdrawal from the development. **OBJECTION** reported 9th July. **GRANTED** on 13th August.
 - v. W/19/1141 – Temporary installation of a demonstration housing unit and sales room. Innovare Systems Ltd, Siskin Parkway West, CV3 4PW. **NO OBJECTION** reported 26th August. **GRANTED** 5th September.
- b. **To note applications awaiting WDC decision.**
- i. W/18/0522 – Gateway South Development – Commercial development of land to the south & west of Coventry Airport & Middlemarch Industrial Estate, Coventry. **OBJECTIONS** reported against original and all revisions.
 - ii. W/18/0643 – Site clearance and mixed use development of up to 2500 dwellings with associated infrastructure and amenities. Land at King's Hill, Stoneleigh. **OBJECTIONS** reported against original and all revisions.
 - iii. W/19/0600 – Technical details relating to Wigley Road, off Rowley Road, Baginton. **NO OBJECTION** reported 17th May.

c. New planning applications or planning matters received since the last meeting.

- i. W/19/1022 – Directional signage (goods in, visitor parking, reception etc.) for the newly built Menzies warehouse at No.2 Imperial Park, Middlemarch. **NO OBJECTION** reported 27th July.

1690 HIGHWAY MATTERS.

1690.1 Summary of known Highways issues, by area.

1. Major Matters reported previously and awaiting action

- Coventry Road – Standing water opposite The Row
- Oak Close – Slow drainage leading to standing water at junction

2. Minor Matters reported previously and awaiting action

- Andrews Close
- Bosworth Close
- Bubbenhall Road (excluding area at stables & Oakey Hill)
- Bubbenhall Road at Stables
- Church Road
- Coventry Road
- Frances Road
- Friends Close
- Kimberley Road
- Hall Drive
- Holly Walk
- Mill Hill
- Mylgrove
- Oak Close
- Roman Way
- Rowley Road
- Stoneleigh Road
- Underhill Close

1690.2 Fallen bushes and trees across the pavement on Mill Hill were removed on 13th August.

1690.3 Tidying and pruning work was undertaken on the entrance to Roman Way on 20th August.

1690.4 Dislodged cobbles were reported on Church Road opposite Home Farm. These have now been reinstated.

1690.5 Dislodging of the reflective bollard on Frances road roundabout was reported on 8th August and it has now been reinstated.

1691 OPEN SPACE.

1691.1 It was agreed that the development / refurbishment of the Lucy Price Playground should go ahead as previously discussed. Brochures & ideas to be collated. Clerk to initiate.

1691.2 It was agreed to allow Baginton Gardeners to form a wild flower area on the Lucy Price Playground.

1691.3 We thank Councillors Bush and Horsfall for installing the replacement bench on the Millennium Field and for storing the bench since its delivery.

1691.4 Councillor Horsfall asked about raising the canopy of trees in the area of the Smithy to allow easier mowing of the grass. It was suggested this could be a question posed to the conservation officers when they attend one of our meetings.

1691.5 The 'Do not park' signs on Church Road need repainting. **Clerk to check on ownership.**

1691.6 Questions were raised about restoring the overgrown pond area into a beauty spot for the village and visitors. It was indicated that this was on our wish list if compensation monies become available, but the priority for our own funds was the Lucy Price Playground.

1692 GRANTS

1692.1 The Clerk returned the Community Forum Grant completion forms for the Village Hall defibrillator on 26th July. The next meeting is in Stoneleigh at 7:30pm on 16th October, where the Chairman intends to report back to the Forum on the purchase and installation.

1693. HOUSING & GENERAL MATTER.

1693.1 Jenny Crowther has confirmed that the proposed shared / sheltered housing proposed for the top of Friend's Close will only be approved for 9 properties.

1694. FINANCIAL MATTERS.

a. To advise Bank balances as at 28/8/2019

HSBC treasurers (community) account: -	£ 4936.74
HSBC savings (BMM) account: -	£ 24434.34
Total.....	£ 29371.08

Data as of 1st April 2019 (as approved in end of year accounts).

Nominally ring fenced Monies	£1330.29
Committed Funds (Lucy Price Playground)	£12000.00
Underlying Council Reserves.....	£15047.14

b. To confirm items for payment:-

	Value	Cheque No.
Clerk's net salary (NJC Level 7 - £406.40 net) backdated	£525.85	101984
Office Costs & Overheads	£250.00	101985
Litter Picking Honorarium	£135.00	101986
Website Honorarium x2 (last cheque missing in post)	£125.00	101987
PR Thompson Invoices 1159, 1160, 1166, 0005 & 0014	£1922.31	101988
Churchyard Maintenance Grant	£450.00	101989
Village Hall room hire (Sept 2018 to July 2019)	£88.00	101990
Cheques not cashed	£0.00	
Cash needed in Current Account (Inc Un-presented cheques)	£3496.16	

- c. Notice was received that WALC may need to charge VAT, as its income may soon exceed the HMRC threshold. Last year we spent about £500 with WALC, so a 20% increase for VAT is not significant and we can claim it back the following year under section 33 of the VAT Act 1994.
- d. The Smithy rent was requested on 25th August.
- e. Confirmation was received that the new Bank Mandate has now been authorised in accordance with our instructions.
- f. The National Joint Council for Local Government Services has reviewed its pay scales. To note that the Clerk's salary has been increased from £382.51 to £406.40 per month (backdated to April 2019).

1695. CONSULTATION DOCUMENTS. – None received**1696. BROCHURES AND DOCUMENTS AVAILABLE FOR PURUSAL**

- i. LCR Magazine – Summer 2019.

1697. ANY OTHER BUSINESS.

1697.1 Councillors were reminded that the current village improvement 'Wish List' was circulated on 10th March. Councillors are invited to continue to make suggestions. Councillor Wallace Redford asked that any road safety issues on the list are to be forwarded to him to be considered under his improvement scheme.

1697.2 Councillor Hewer suggested that rabbits on the Millennium Field were a problem.

1698 The meeting closed at 8:34pm.

1699. DATES FOR YOUR DIARY.

Next Parish Council Meeting: **Thursday 3rd October 2019** at 7:30pm in Baginton Village Hall.

Party in the Park Ordinary Meeting 23rd July.

Attendees:

Sharon Avery (SA), Alan Brown (AB), Brenda Brown (BB), Gayle Goodwin (GG), Rheba Horsfall (RhH), Roger Horsfall (RH), Julie Keightley (JK), Rob Newman (RN), Della Thomas (DT), Nigel Thomas (NT), Sue Williams (SW)

1. **Apologies:** Val Daly (VaD),
2. **To discuss any matters relating to previous events**

Purpose of meeting:- There are still a number of outstanding transactions (income & expenditure) so this meeting is primarily to review the PITP event, give suggestions for improvement and plan for 2020 (10th Anniversary).

PARTY IN THE PARK (PITP) Review

Negative comments that appeared on social media during set-up/early evening were removed that day.

BAR The mobile bar worked extremely well, was efficiently run by team Williams and much easier to pack away and clean. **PITP 2020 - If possible, have the same set up**

ARENA ENTRANCE

Entrance system (queue barriers) was more efficient
 Much easier without any *Gate Sales*
 Wristbands still fiddly

PITP 2020 - Cost may be prohibitive, but keep looking for an alternative to paper wrist bands.

SOLD OUT

Dealing with last minute 'ticket hunting & swapping' was slightly chaotic but communication of a *sell out* before the event worked really well as nobody turned up without a ticket.

PITP 2020 - Consider how to improve the ticket sold out process – online sales? One outlet?

CAR PARK – a slick operation (just a few more vehicles than last year)

Being well staffed made decisions on any changes to protocol easy .
 Cars entered and were parked quickly with very little build up on Coventry Road
 Asking performers to put hazard lights on as they entered the field made identifying and directing them easy.
 Some drivers had difficulty in locating the exit when leaving.
 Only one car left on the field at the cut-off time Sunday am

PITP 2020 - More Exit signs - Keep at £3

DOGS / FOOTBALLS

Some dog owners still disappointed but considered a good call.
 Did have to ask some parties to take dogs away – most returned without their furry friend.
 Some groups had to be asked to stop using footballs inside the arena

PITP 2020 - Make Terms & conditions more noticeable - Review children's play area

COMPERE Generally agreed that the event running was smoother and more professional but there were mixed views on the quality & need for singing/playing between each act.

PITP 2020 - Ask if DW available - Need to improve communication between acts/engineers and compere - Line /novelty dances / chance to chat between acts

FINALE

Mixed views in the change in format : not enough proms- style singing

Power fade made the ending abrupt

A request for silent fireworks was noted

BE memebtrs not comfortable on stage - remote from act/audience & cannot see fireworks

PITP 2020 - Stress importance of communication & keeping to set-up times - BE team not necessary on stage

SOUND – excellent!

Much clearer and not too intrusive on neighbouring properties (NB As this was equipment used at ‘The Specials’ event it may not be availbale next year).

Much better having mics in the JLR tent

Very late set up – sound checks way behind schedule which is frustrating for the acts that arrived on time.

Communication between Millsy and his sound crew not good. Chris had an awful lot of work to do.

PITP 2020 - Stress importance of communication & keeping to set-up times

POWER

City Vinyl is very competent and knows what it is doing, but other users would feel more reassured and be better prepared if there was more communication e.g. type of connectors needed

The power supply was on its limit and there was concern that a ‘power cut’ would affect a series rather than individual supplies.

PITP 2020 - Improve communication over supply and connections needed

TOILETS - an inevitable debate at any large event!

Complaints were made about the waiting times and the number available.

Some folk took the opportunity to use bushes – not too unacceptable in the right place, but not tolerable close to sales outlets.

People seemed to be taking a long time inside the units this year

Toilet company intimates that our number is ‘about right’ and there is no issue on actual capacity – alcohol consumption alters ratios needed.

An additional 2 units could be delivered with no extra transpotation costs. Others had investgated and thought around 15/18 units needed.

PITP 2020 - Additional toilets needed – at least 2 and further units to be discussed when ticket prices have been agreed - Field layout review needed to have another loo location

TICKET PRICE

A very ‘cheap’ event for families anad most attending would not quibble at having to pay more.

A price increase may happen, with £10 suggested.

Definitely keep children under 16 free

Entrance price	Income from 1,500 tickets	Income from 1,600 tickets
£7	£10,500.00	£11,200.00
£8	£12,000.00	£12,800.00
£9	£13,500.00	£14,400.00
£10	£15,000.00	£16,000.00

ARENA SIZE / CAPACITY

Area size is right – comfortable groupings / space to walk around

Numbers were down on last year (2018 boosted by gate sales) – could have up to 1,600

Just enough space for those who brought gazebos – couple of groups couldn’t put one up.

PITP 2020 - Look at income increases from different tickets costs and decide how to review the early bird incentive and give priority to villagers - Be ready for Ticket sales in January - Keep arena layout under review

ADVERTISING

The efforts over the last 9 years have built PITP into a Annual event that people are familiar with and look forward to.
PITP 2020 - Advertise early with posters and social media - Leaflets not necessary - May not need so many correx boards

ONSITE SALES

Apart from the pig-roast, sales were down on last year but not disappointing. Portion size difficult to judge at start of evening – increased later on.

JK reported that it was likely that WB would not be having his burger/tea/coffee etc outlet next year. All are appreciative of his support and thanks have been sent for previous and this year's generous donation of £200.

Although a reasonable profit will have been made, SA thought that the static site limited the merchandise sales and felt that there was little for children in the way of 'pocket money' choices.

Pitches need to be set up well before arena opening

Pricing of 'glitter bar' seemed quite high

PITP 2020 - Review Pitch prices - Discuss charges made by some outlets (e.g. glitter bar) - Replacement for WB outlet - SA has a trolley she can decorate and pull around the arena - Have some children pocket money items / sweets

RUBBISH/SITE CLEARING

Some bags of mixed rubbish, but generally attendees are very good at bagging and sorting their rubbish

Site very clean at the end of the evening – the morning mess due to gulls and other animals scavenging bags around the arena were tied too tightly to remove, some had very little in and several not used at all
 Council employee who collected bins very helpful

Large bins useful to have, but need more (extra ordered but not delivered) & recycling noisy for sound engineers

Great team of volunteers who helped clear up on Sunday

PITP 2020 - Review the number, size & positioning of bins - Do not have bags on fencing – just hand out – folks can come and get more

VOLUNTEERS

Developing a core group of reliable volunteers and nice to welcome new helpers who hopefully will become more involved at events.

The format of the Volunteer briefing (general info followed by group briefings) worked really well.

Weather –Perfect this year. Not too hot or too cold.

DRINKS / LUNCH - appreciated by all

WALKIE TALKIES – not good reception this year, for some reason ?

FIRST AID

It is not financially viable for Bubbenhall first responders to continue at such events

PITP 2020 - First Aid cover to be organised – St John's Ambulance? Coventry responders?

ACTS

Although the JLR band could be heard a lot better it's time for a change

Bombshell Belles & Bananadrama were very good – these are acts that change annually

Subterraneans were very good and have requested to be at next years event -mixed reaction but consensus is to keep for one more year.

Suggestions for PITP ACTS 2020 From 4.00pm

Steel band

Rock Choir

Novelty act /tribute band

The Subterraneans (1 longer set?)

Finale

Need decisions on how to make the 10th anniversary a bit special

3. OTHER EVENTS

Film Night - All OK for this week's film – Paddington 2

Barn Dance - Has been advertised. RhH to print tickets. RH to check Tom & Margaret still available. Final arrangements to be discussed at next meeting. Will need a microphone.

4. OTHER EVENT MATTERS – None

5. FINANCES

£15 from One Stop Party Shop – via GG

Full profit/loss information will be circulated when final

6. AOB

AB is finding it increasingly difficult to hear and be completely involved in meetings and has decided to resign from the BE committee but remain a fully involved volunteer. Alan was thanked for all his hard work was asked to remain as liaison member for the stage company, which he accepted. **Same Stage (2 steps / wings) to be booked for 11th July 2012.**

Date of next meeting MONDAY 9th SEPTEMBER @ 7.30pm RBL Club