

UPPER LIGHTHORNE PARISH COUNCIL

Clerk: Miss Sahira Hanif

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The councillors are summoned to attend a meeting of the Parish Council to be held on Thursday 7th March 2024 @ 7pm at Lighthorne Heath Village Hall

AGENDA

279. Apologies for Absence

280. Public forum (15 minutes)

281. To receive declarations of interest from Councillors on items on the agenda

282. Approval of the Minutes of the meetings held on 11th January 2024, 18th January 2024, 8th February 2024 and 22nd February 2024 as an accurate representation of the meetings

283. Community Champion

- a. Update on suggested areas around Upper Lighthorne for plant/shrubs/hedges
- b. Update on residents' association and suggested modification of grant template
- c. Consideration of helping residents to put up SWFT boxes
- d. Update on where the Orchard will be placed in Upper Lighthorne
- e. Consideration of notice boards across the new developments in Upper Lighthorne

284. Outstanding matters/actions from previous minutes

- a. Update from Cllr Mills/Cllr Scorer regarding the litter bin outside the village shop
- b. An update from Cllr Mills about the helipad
- c. Update from Cllr Perks on the grass cutting areas and possible recommendations for grass cutting contract
- d. Update from Clerk on costs for dog litter bins
- e. Update from Cllr Robinson regarding the results from the public poll concerning the Heli pad
- f. Update from Cllr Murphy regarding finalisation of grant/funding template
- g. Update from Clerk on IT support and set up of gov.uk emails for councillors per WALC
- h. Update on repairs to the wall on Marston Avenue
- i. Update from Clerk regarding the removal of the fallen tree on the football field and separate quote to inspect the remaining trees on the playing field (See quote from tree contractor)

285. Play Areas

- a. Update from Cllr Marian regarding quotes including quote from Reech Sports and Play (RST) of £239,893.12 for the play area which would be paid for using S106 monies
- b. Update from Cllr Marian and Community Champion on the investigation into the traffic calming measures along Leam Road by the SDC play area, MUGA and location for the new play area
- c. Update from Cllr Marian on quotes following work completed from Severn Trent

286. Update from Cllr Marian of arranging repair work on the PC shed

287. Update on Clerk Job Evaluation

288. Consideration of Staffing Committee points as follows:

- **To agree appointments to the Staffing Committee**
- **To adopt the Terms of Reference for the Staffing Committee**
- **To set a date for the next Staffing Committee meeting**

289. Consideration of Clerk pay: Back dated pay for Clerk informed by payroll (6.25 hours worked a week from the beginning of contract with the council but payroll calculated that this should have been 5.77 hours a week); Overtime pay for January/February working on the budget and updating policies; Back dated pay for travel expenses for Clerk

290. Update and welcome to new councillors and update on councillor resignations

291. Update from Cllr Murphy on printing and distributing of recruitment flyer

292. Approval of the following updated policies:

- Risk Assessment
- Financial Regulations
- Standing Orders

293. Update from Clerk on remaining policies (to send a report to councillors as per WALC)

294. Consideration of councillors to adopt lead roles within the council

295. Consideration of further training for the council via WALC

296. Consideration by Cllr Perks of possible further works required on the playing field after Severn Trent has completed their contracted work

297. Consideration of parishioner complaint of noise pollution from major earth works at Aston Martin

298. GLH

- a. General update – Community Champion to update about the trees around the car park and children’s centre
- b. Primary Healthcare – Cllr Mills to update

299. Report from County Councillor

300. Report from District Councillor

301. Finance

- a. To confirm the bank balances of £2,699.72 and £62,311.82 on 27.2.24
- b. To approve the payments and receipts listed below:

Payments made using delegated authority:

Payments for January 2024 and February 2024:

25.1.24	Stratford District Council	Election Fees	£200
25.1.24	HMRC (Hanif)	Tax December Pay	£148.60
25.1.24	Lighthorne Heath Village Hall	Rent for meeting held 11.1.24	£20
25.1.24	Sahira Hanif	Office Equipment: Paper	£5.99
25.1.24	Martin Phillips	Litter Picking December	£72
6.2.24	Sahira Hanif via DCK Payroll	Office and Salary January (including back dated pay for Clerk National increase £1 2023)	£522.25
20.2.24	Sahira Hanif via DCK Payroll	Office and Salary February	£297.45

Receipts:

9.1.24	Interest	£66.28
9.2.24	Interest	£70.64
13.2.24	Severn Trent	£850 **

** Compensation from Severn Trent for work undertaken

302. Planning applications received

23/02148/FUL - Land Adj, Verney Road, Lighthorne Heath, Erection of 22 dwellings, new access, public open space, landscaping and associated works (resubmission of refused application 22/00999/FUL)

Amended details have been received 3.1.24 by SDC and WCC (WCC002986 R1/FRM/SL/002) – WCC has objected

21/03295/FUL - Land at Kingston Fields Farm, North Of Banbury Road, Lighthorne Heath, Full application for the demolition of an existing dwelling and outbuildings, erection of 35 dwellings and associated works including felling of trees – **Withdrawn**

23/02919/FUL – Verney Road, Dog Grooming business: SDC additional information: the proposed use as a dog grooming business has been assessed by the Council's Environmental Health Officer who raised no objection subject to conditions which would help minimise the impacts of development on the adjacent residential amenity. The EHO officer recommends altered opening hours of 09:00 – 17:00 weekdays, and 09:00 – 13:00 Saturdays and also a condition which would secure measures to ensure that no excessive or persistent barking would occur during the operation of the business. In addition, WCC Highways raised no objection to the application and based on the nature and small scale of the proposals, the Council considered that the highway/parking impacts would be acceptable – **No objection**

SN/2310/636 Street Naming and Numbering CONSULTATION - Land Adjacent to The Old Gated Road, Upper Lighthorne New Settlement, (Formerly Gaydon/Lighthorne Heath) – No objection from SDC to proposed names

23/03231/REM - Upper Lighthorne, New Settlement Phase 2E Parcel A3, (Barratt Homes), Approval of reserved matters for parcel for Sub-Phase 2e / Parcel A3 residential development of 141 dwellings pursuant to Outline Planning Permission 15/00976/OUT – **No representation made using delegated powers**

24/00342/TPO - 6 Willoughby Place, Banbury Road, Lighthorne Heath, Warwickshire CV35 0FG, G1 - Ash x7 - Remove down to ground level; G2 - ash x3 - Remove down to ground level; T1 - ash Remove down to ground level; T2 - oak - Reduce 2 branches by 1.5 metres (overhanging property) as per annotated photograph; All ash trees are suffering from ash dieback – **Objection**

303. Planning decisions received

23/02919/FUL - 4 Verney Road, Lighthorne Heath, Leamington Spa, CV33 9TZ, Proposed change of use from C3 Dwelling House to mixed use C3 dwelling House and Sui Generis - to be dog grooming business within new outbuilding of garden room type construction within rear garden. **Approved**

23/01723/VARY - Jaguar Land Rover, Gaydon Test Centre, Banbury Road, Gaydon Warwick, Variation of Condition 1 of 20/01542/VARY, date of decision: 11/12/2020, to allow the building to be retained for a further 3 years. 'The building hereby approved shall be removed on or before 7 July 2020. **Approved**

22/02242/REM - Land Adjacent to The Old Gated Road, Upper Lighthorne New Settlement, (Formerly Gaydon Lighthorne Heath), for a Community Recreation Hub to include 570m2 of Assembly and Leisure floorspace, (Use Class D2), 235m2 of Retail floorspace (Use Classes E), a multi-use games area (MUGA), outdoor sports pitches, public open space, and ancillary development. **Approved**

23/00029/REM - Junction Off White Lias Way and Kingston Grange Drive, Upper Lighthorne New Settlement, Monument display -pursuant to outline planning permission 15/00976/OUT. **Approved**

Date of next meeting: 9.5.24

S. Hanif

Sahira Hanif – Clerk

27.2.24