

UPPER LIGHTHORNE PARISH COUNCIL

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Minutes of a meeting of the Parish Council held on Thursday 11th January @ 7pm at Lighthorne Heath Village Hall

Present: Cllr Zoe Dandridge-Brown (Vice Chair)
Cllr Ben Robinson
Cllr David Murphy

In attendance: Clerk, Emma Hills (Community Champion), Cllr Chris Mills, Cllr Alan Scorer

(Meeting started at 7.10pm)

249. Apologies for Absence – Cllr Angie Marian, Cllr Perks

Apologies accepted: None

250. Public forum (15 minutes) - 6 members of the public were present, including 3 potential councillors

One member mentioned that the bin from the shop has been removed and therefore the issue of the bin and excess rubbish has not been an issue.

Another member of the public mentioned that they have sent a complaint to WCC to complain about the traffic measures, pedestrian crossing and the humps/ramp table on the main road are problematic as they are damaged. Cllr Mills mentioned that this has been mentioned to highways and that they are fully aware of. Another member of the public mentioned if a B road is treated differently from an A road, but Cllr Mills stated that there is not a difference in how the roads are treated. Cllr Mills stated that this has already been reported to highways/WCC and is being investigated

Emma Hills, Community Champion, mentioned that there is money from the wildlife trust for plants/borders/hedges to be utilised for Upper Lighthorne. She went onto to suggest this could possibly be near the play area, or near the school as this would be away from the residents or any other free spaces in the parish community. Emma, concluded a walk about would be useful to investigate properly potential spaces. **Emma Hills/councillors to go on a walk about for suggested areas across Upperlighthorne Heath for the plants/hedges/borders to be possibly placed and give an update at the PC meeting**

Another member of the public mentioned a possibility of another football field being built. This however did not mean that the present football field would be affected. Full details of the second football field were not yet known. **An update to be given by this member of the public at the next PC meeting**

251. To receive declarations of interest from Councillors on items on the agenda - None

252. Approval of the Minutes of the meeting held on 30th November 2023 as an accurate representation of the meetings - Approved

253. Community Champion

Emma mentioned that Severn Trent attended a community meeting yesterday discussing the possible location of the temporary bus stop. Once they have confirmed this could be advertised on the PC website and Facebook to inform the residents.

Emma also mentioned that the Village Hall was utilised on Wednesday for the community group café. The long-term plan is for a “pop up” café to be held every Wednesday at different locations throughout the parish. Emma also added that the “Bowls for health” programme has started up again this week.

254. Outstanding matters/actions from previous minutes

- a. Update from Cllr Mills regarding the litter bin outside the village shop - Cllr Mills gave an update and has spoken to Angela Llyod, SDC Street Scene Lead Contracts Officer and Tony Perks, Head of Technical and Community Services regarding this situation. They both visited the shop on the 27th of March, but the shop owners were not available. They then left a letter stating that the shop as a producer of commercial waste, have a duty to ensure that their waste is provided to an authorised waste carrier, and failing to do so will lead to a fine. The cost to the shop maybe £200 a year to provide a commercial bin. Cllr Dandridge-Brown mentioned that the shop has not engaged with the PC at all. If there was engagement from the shop, then productive discussions could take place for this situation to be resolved. Cllr Mills provided a hard copy of an email from Angela Llyod and Tony Perks to the Clerk for reference. Cllr Scorer suggested for Cllr Mills and Cllr Scorer to provide the roles of mediators and to discuss with the shop owners and see what can be done. The shop has had no representation and thus to avoid any further ill feeling, Cllr Scorer suggested to discuss options to support the shop and tackle any problems the shop maybe encountering regarding the public using the shop bin. It was also mentioned to determine when there was a bin first put outside the shop. **Cllr Mills and Cllr Scorer to contact the shop owners and Cllr Mills to contact the SDC to determine when there was a bin first put outside of the shop and update at the next PC meeting**

- b. An update about the helipad - Cllr Mills stated a meeting needs to happen asap to invite AML to discuss and put recommendations in place to resolve this situation as it is having been going around in circles for a while. Cllr Mills has been in contact with David Buckland, Chief Executive at SDC. David Buckland stated he will contact AML to invite them for a meeting to discuss their application for an alternative landing site and see whether amendments can be made that would be acceptable to Environment Health (as there have been previous objections to the application regarding noise levels). He also mentioned that he would urgently request that the helicopter pilots are as considerate as possible in their approach to the existing helipad. Rob Colmer has also called AML and they have refused to give any further information. An alternative landing site was mentioned at Wellesbourne, but this was not appropriate as the land that AML have is big enough to land elsewhere and at appropriate times. No date has been set for this meeting with David Buckland, but he has requested an urgent time limit. **Cllr Mills will update any response from any meeting at the next PC meeting**

A member of public also mentioned that he has put in a complaint to the council regarding the Heli pad situation. The council have said they cannot do anything, and they have put forward to the Community Support Group to take it further. Cllr Mills mentioned section 82 (Environmental Protection Act 1990), which involves raising concerns regarding any nuisance as a civil matter from parishioners. **Cllr Mills advised the member of the public to raise this complaint mentioning section 82 to the SDC**

- c. Update from Cllr Perks on the grass cutting areas and possible recommendations for grass cutting contract – **Move to next agenda as Cllr Perks was not present to give a feedback**
- d. Update on dog litter bins – A decision needs to be made on the quotes/size of the bins. But in the first instance the SDC need to be contacted to see what the costs are for emptying the bins and the type/size of bins they will empty. **Clerk to contact the SDC to determine what the costs are to empty the dog bins, and specifically which dog bins the SDC will empty**

- e. Update from Cllr Robinson regarding the results from the public poll concerning the Heli pad - Cllr Robinson mentioned that there was no update from the poll but an article had been published, quoting “Hundreds back bid to stop the helicopters” in the local newspaper. Cllr Mills also mentioned as well as the online petition, for parishioners/members of the public to also write a letter to the SDC to help with stopping the helicopters. **Cllr Robinson to update on the online poll at the next meeting**
- f. Update from Cllr Murphy regarding finalisation of grant/funding template – Cllr Murphy and Emma Hills mentioned she has used the template for a grant application for the residents association. **Councillors to discuss the template at the next PC meeting, as it is still in its design phase**
- g. Update from Cllr Robinson and the Clerk regarding IT issues and updating the PC website - Awaiting contact from IT team for support regarding the issues with emails and website issues. **Clerk to contact the IT team and suggest a teams meeting to discuss these issues and future IT support**

255. 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 - Cllr Marian was going to reach out to other companies for three quotes. **Move to the next agenda for a full update as Cllr Marian was not present today**
- 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 Emma Hills mentioned about a possible speed gun and a group of 6 community members to keep a watch on the traffic. **Move to next agenda for a full update as Cllr Marian was not present today and Emma Hills did not have all the information**
- c. Cllr Marian to update on quotes following work completed from Severn Trent – **Move to next agenda for a full update as Cllr Marian was not present today**

256. Update from Cllr Marian of arranging repair work on the PC shed – Move to next Agenda for a full update as Cllr Marian was not present today

257. Clerk Job Evaluation Process – Clerk mentioned that there was a teams meeting being held on the 26th of January with the CEO of WALC to discuss the job evaluation process with the Clerk in the first instance. After which another teams meeting with the Chair and a councillor from the staffing committee will be held soon after to discuss the evaluation further and agree the Clerks new job evaluation. The cost of the evaluation process will be £230 - **Clerk and Councillors to update at the next meeting**

258. Co-option for Councillor Vacancy and Councillor Resignations – there were 3 potential councillors present who were invited to the meeting as an introduction in the first instance, as to what PC meetings involve. There were 4 potential new councillors who had shown an interest, but the fourth person could not attend due to an emergency. At present, there are only 3 councillor vacancies. There are also 2 present councillors who want to step down. It was discussed that the potential councillors would go away and decide if they wanted the role, and thus the new councillor forms and paperwork could then be completed at the next meeting. Councillor resignations and the process will be completed later in the year. **Clerk to add resignation and process to the agenda at the next meeting**

259. Update from Cllr Dandridge-Brown on s106 monies - Cllr Dandridge-Brown mentioned if the s106 monies are to be utilised for an existing play area or a new play area. This is based on the number of houses being built. Cllr Dandridge-Brown suggested to see what was happening with the Verny Road planning application for the play area before other decisions can be made. **Cllr Dandridge-Brown to update at the next meeting**

260. Update on printing and distributing of recruitment flyer – there has been a great response to this. **PC to keep distributing if the need arises in the future**

261. GLH

- a. General update – update about the trees around the car park and children’s centre - Emma Hills mentioned that there were crab apple trees together with the dim lights causing diminished views, was causing significant hazards to walking. Emma went onto to say that there was a near miss fall. Several options were discussed:
- A cleaning company to come in and clean the path and clear it of crab apples
 - To involve the community for a community clear up
 - to contact the school and community centre to clear as necessary

It was discussed in further detail and concluded the school was to be asked to clear the path. **Emma to contact the school and see if the school caretaker can clear the path.**

- b. Primary Healthcare - Cllr Mills stated there was no further developments regarding this. He mentioned that he has a meeting with Andy Smith to push things forward quickly from the cabinet. **Cllr Mills to update at the next meeting in March**

262. Report from County Councillor

263. Report from District Councillor

264. Finance

- a. To confirm the bank balances of £ 1,116.01 and £64,174.90 on 28.12.23
- b. To approve the payments and receipts listed below:

Payments made using delegated authority:

Payments for November and December 2023:

30.11.23	Sahira Hanif	Salary and Office November	£277.45
14.12.23	Lighthorne Village Hall	Rent October and November	£30
14.12.23	Martin Phillips	Litter Picking November	£72
14.12.23	WALC	AGM Meeting Emma Hills	£12
14.12.23	Sahira Hanif	Salary and Office December and overtime	£611.83
14.12.23	HMRC (Hanif)	Tax November 2023	£64.80

Receipts:

11.12.23	Interest	£68.43
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265. Planning applications received

SCOPE/00039 - Land at Banbury Road, Gaydon, The Town and County Planning (Environmental Impact Assessment) Regulations 2017: Request for Formal Scoping Opinion; The proposed development will comprise employment development within Use Classes 82, 88 and E(g)(iii), together with ancillary offices and associated roads, parking and landscaping. **Objection**

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 (Comments due by 12.1.24)

23/01554/REM - Upper Lighthorne New Settlement, Phase 2B Parcel C2, (David Wilson Homes - Heritage Grange), Highway and its associated Drainage Infrastructure for Phase 2B Parcel C2 (Application withdrawn)

22/00564/REM – Appeal - Upper Lighthorne New Settlement (formerly Gaydon/Lighthorne Heath) Phase 2B Parcel C2, Reserved Matters relating to Phase 2b Parcel C2, pursuant to Outline Planning Permission 15/00976/OUT, for development of 100 dwellings, garages, landscaping, boundary treatments, highways, drainage and associated infrastructure. No representation (using delegated powers)

23/02866/REM - Land Adjacent To, The Old Gated Road, Upper Lighthorne, New Settlement (Green Infrastructure Phase), Reserved matters (access, appearance, landscaping, layout and scale) for green infrastructure phases GI 1-5 and landscaping within B4100 corridor, pursuant to outline permission 15/04200/OUT comprising landscaped public open space, equipped play spaces and associated infrastructure, together with the diversion of existing public right of way. No representation (using delegated powers)

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. Sui Generis use to be dog grooming business within new outbuilding of garden room type construction within rear garden. Objection

266. Planning decisions received

23/01917/REM - Upper Lighthorne New Settlement, Phase 2B Parcel C2, (David Wilson Homes - Heritage Grange), Resubmission of Reserved Matters relating to Phase 2b Parcel C2, pursuant to Outline Planning Permission 15/00976/OUT, for development of 100 dwellings, garages, landscaping, boundary treatments, highways, drainage and associated infrastructure. Approved

23/00006/REM - Upper Lighthorne New Settlement, Sub-Phase 2D Parcel A4b (Taylor Wimpey Valiant Fields), Application for approval of reserved matters for Sub-Phase Parcel A4b (of Phase 2d) pursuant to outline permission 15/00976/OUT for 57 dwellings and associated garages, boundary treatments, landscaping, highways, drainage and related infrastructure. Approved

23/01464/VARY - Jaguar Cars Ltd, Banbury Road, Gaydon, Warwick CV35 0XJ, Variation of Condition 1 of 20/01355/VARY, date of decision: 14/08/2020, to allow the continued use of the temporary tent building for a further three years to support ongoing business need. The development and all associated works hereby granted planning permission shall be removed from site by 9 June 2026. Approved

Date of next meeting: An Extraordinary Meeting was called to discuss and approve the budget and precept on 18.1.24

(Meeting finished at 8.45pm)

25.1. 2024