BUDBROOKE PARISH COUNCIL
MINUTES OF MEETING
Wednesday 6 August 2025
in the Budbrooke Village Hall

Present: Cllrs: Mike Dutton (Chair), Andy Thomas, Paul McCloskey, Adam Thomas, Jan Matecki (WCC & WDC), Peter Phillips (WDC), and 3 members of the public.
Apologies: Cllrs: Rhonda Treacy-Hales, Maggie Treacy-Hales, Michelle Nutt,
Abbreviations: Please see below under final item.

1. Public Participation

1.1 Caroline Edwards mentioned that from September, the drop-in sessions at the Open Door would be moved to every Monday morning in line with the recent ones e.g. Citizens Advice. This will assist other organisations being able to plan ahead to see residents.

1.2 A member of the public noted clearing the graveyard at St Michaels during Covid but the cemetery had closed and so was it not up to the WCC or WDC to take any trees down? Cllr Andy Thomas thought that when the church yard was not in use it had been handed over to the WDC whilst the Chair confirmed that it had not been handed to the BPC. Caroline Edwards confirmed that other land was now used for cremations. Cllr Phillips offered to ask the WDC whilst the Chair referred to instructions to parishes regarding closed grave yards whereby it was up to a church to investigate who adopted it and so the member of the public should pass the question back to St Michaels.

2. Register, Apologies & Declaration of Interest & Dispensations - The register was signed by all present. There were no Dispensations or Declarations of Interest

3. Approve previous minutes - The approval of the Minutes of the Parish Council Meeting of 2 July 2025 by email was ratified. **Clerk to file**

4. Matters Arising
4.1 Field Barn Road bend parking – The Clerk noted that this matter had been referred to the police Warwick Rural West Safer Neighbourhood Team and a reply was awaited. Cllr Andy Thomas noted that the police say that this might be reported on the police website.

4.2 Neighbourhood Watch – The Clerk noted that the NW Group had been reformed with many thanks to Ian Dawson for taking the lead on this. There had been a notice in the August newsletter. It was confirmed that this group might make an application in autumn to a fund of Cllr Matecki for funding of literature. Cllr McCloskey noted that NW signs were free but that it may be a challenge to attach these signs to street furniture. Cllr Matecki reminded that permission was needed, even though these signs could be seen all over the place**. The Clerk** was asked to notify Ian Dawson hereof. Cllr McCloskey added that this new group may take responsibility for HoTH too, whilst the Chair suggested that the two groups could combine.

4.3 HotH Red Telephone Box – The Clerk reported that a proposal for a book exchange had been received from a resident of HotH that was passed to Jo Lang, whilst another HotH resident had volunteered to keep watch on the box. A member of the public enquired after other ideas received and whether this might include a defibrillator? In response, it was noted that there were defibrillators at both the BCC and here at the BVH

4.4 Cllr McCloskey asked about the Neighbourhood Plan and in response, the Clerk confirmed applying for guidance about a Housing Needs Survey.

Cllr Andy Thomas raised items 4.5 to 4.10

4.5 In response to Cllr Andy Thomas enquiring after the status of the matter, the **Clerk** confirmed writing to Bellway about the chemical reportedly used on the allotment and he was asked to chase a reply.

4.6 Action 1.13.1 relating to long outstanding queries received from Frank Bussey. The **Clerk** was advised to close the action as the property where the footpath is located is not the responsibility of the BPC.

4.7 Cllr Andy Thomas suggested that action 1.70 relating to the new style and fence in Whitehill Wood is also closed as it is not the responsibility of the BPC. **The Clerk** replied that this had been reported and so it was suggested that this action also be closed.

4.8 The Clerk confirmed the action on 1.77 regarding three recent accidents on the corner of Church Lane and Old Budbrooke Road was to monitor the situation, and Cllr Andy Thomas proposed that **the Clerk** close this action.

4.9 A46 closure due to severe floods action 1.66 – Cllr Matecki had referred this to Highways who suggested that it was difficult to put a plan in place to meet all eventualities, with the recent A46 HS2 diversions showing that these plans had not been / are seldom followed. Cllr McCloskey was not surprised at the A46 flooding near the Longbridge roundabout though Cllr Andy Thomas explained that the farmers land where the water runs off the field alongside the bridge over the A46 on Hampton Road had been used by Highways to deposit soil when the M40 flyover was constructed. **Clerk** to close.

4.10 Tree trimming at action 1.50 shown as Chichester should be Jackson Close.

4.11 Cllr McCloskey had suggested colour coding the action list and adding statistics thereon. The Clerk explained that there was no list previously, with the main objective of introducing one was to ensure that items shown by topic category are actioned and only closed if no queries were raised from Councillors. It provides information with all items from minutes added each month hence the increased length of the list. The focus was to spend time on the actions and to close these but the Clerk would introduce a small traffic light system. **Clerk** to meet Cllr McCloskey to discuss further.

4.12 The Clerk thanked Cllr R Treacy-Hales for updates received today to her actions.

4.13 Matters that Councillors wish to clarify / discuss from the PC Action List - The clerk had provided an updated action list to councillors in advance of the meeting and noted that the list contained numerous items that had been actioned/completed and were shown as being “to close” and these were confirmed, other than the queries noted above.

5. Community Infrastructure Levy (CiL) Projects Update

5.1 Benches Update – The Clerk reported that the supplier had two benches left in stock @ £349.99 each, including VAT. A cheque to purchase these two benches was approved and these will be installed at The Warwicks and on the corner of Damson Road and Chichester Lane.

6. Planning - 6.1. Planning applications to report / consider

6.1.1 W/25/0954 1 Phillips Way East Garage Conversion (W/25/0800 Change of fenestration to existing outbuilding to partially convert garage – no objections were raised at 2/7/25 BPC). No objections

6.2 Appeals - The clerk noted no requests from residents to the offer in the June 2025 Newsletter to assist with appeal comments.

6.2.1 Henley Road Travellers W/24/0711 W appeal 29/7APP/T3725/W/24/3356326 – It was reported that this previously categorised green belt land had been re-assessed to grey belt by the WDC just prior to the hearing. Cllr Nutt had subsequently requested that the BPC write to the WDC about the failure to address sites for travellers that has resulted in a difficult situation and press the WDC on the re-classification of green belt land. The Chair clarified that the hearing inspector would base their decision only on the facts presented. If the inspector decides to approve the development based on the grey belt then the BPC can object. The Chair had attended the hearing to represent the BPC and he reported that the re-classification to grey from green was discussed at length and the inspector's decision was now awaited.

Cllr Phillips reported that he and Cllr Matecki had an emergency meeting with the WDC prior to the hearing to voice their concerns at how the WDC was now assessing grey land under what appeared to be a very liberal interpretation of grey, as the previous assumption that land on the fringe of a town would stay green may now be in question. They had also queried the decision-making process regarding grey land as this did not appear to be clear. Cllr McCloskey added that the Deputy Prime Minister Angela Rayner had created the grey belt and as Traveller sites were not appropriate in green belts, there may now be circumstances to override the green belt if no Traveller sites were available. Cllr Phillips added that the hearing Inspector wouldn't take new evidence on day but then contradicted such by asking for an update on the families at the site. It would take between 2 - 3 months for a decision.

6.3 Common / Unregistered Land – Where are these and how can the BPC adopt any had been requested by Cllr R Treacy-Hales who had emailed Cllr Matecki after the last meeting to enquire and he promised to locate and forward details. **Cllr Matecki** noted that he had talked to Highways and confirmed that the BPC would not need to adopt the footpath around the Barracks Memorial if it took responsibility for the lawns around it. **He** was still struggling **to obtain a map** showing these pieces of land and or Highways owned land, whilst Cllr Andy Thomas added that if the DC mow any lawns then it could be assumed that the DC owned such land.

7. Correspondence

7.1 Church Farm Brewery Noise 12/7/25 – **The Clerk** reported that this was still being investigated and he will report back at the next meeting as well as update the resident. The Chair suggested asking the DC if the brewery had a temporary licence allowing a number of events p.a. Cllr Phillips noted that it appeared as they had a licence for one day, 14 September until 17h00 that was similar to one for 15 September last year. **Cllrs Matecki and Phillips** offered to check this with the WDC licencing team.

7.2 Dog poo bags dumped into Woodway/Daly hedge – Cllr McCloskey confirmed seeing this and Cllr Phillips asked if it had been cleared up as the Contract Services team usually react immediately. **The Clerk** added that there had been a request for dog poo bins in the area and he was consulting with the WDC Dog warden.

7.3 Styles Park Tree Trimming – **The Clerk** reported a request from a resident and quotes were being sought.

8. Parish Maintenance/Playgrounds

8.1.1 The July 2025 Playground Report was noted.

8.2 Severn Trent in HM – The Chair had requested this to be on the agenda and the Clerk mentioned a concern received from a resident about the open lane being blocked at traffic controls, something that Cllr Andy Thomas confirmed seeing at Cherry Lane. A member of the

public had also witnessed this causing a delay for a long time. The Chair added that this was made worse where cars were parked on pavements, but that this may have been slightly less of an issue recently. **The Clerk** noted taking this up with Severn Trent.

8.3 Montgomery – Access via rear fence for 8 Jackson Close – **The Clerk** had received this request and was happy with such after inspecting and consulting with Martin Davies who mows the lawns at Montgomery playground. This was approved.

8.4 In response to Cllr Andy Thomas asking, the **Clerk** confirmed reporting to Highways the chevron that is not visible just before approaching the traffic lights at Warwick Parkway from the Birmingham Road.

8.5 In response to Cllr Andy Thomas asking, the Clerk replied that the obscured direction sign on the Henley Road pointing to HotH had been reported but the agent had said that they did not manage the property. Cllr Andy Thomas believed that the owner to contact was the farmer that **the Clerk** would follow up on.

9. Community Centre / Village Hall items

9.1 Village Hall – Nothing to report

9.2 Community Centre – Nothing to report

10. Newsletter / Website / Facebook – Nothing to report

11. Finance

11.1 Approval of payments - The payments on the list provided to councillors in advance of the meeting were noted and cheques were signed for these. In addition, cheques for the benches mentioned above as well as the next / valuation 2 payment to the BCC toilet contractor were approved.

11.2 June 2025 Accounts – This had been distributed prior to the meeting and was considered and approved.

11.3 Bank reconciliations at 30 June 2025 – These had been distributed prior to the meeting and was considered and approved.

12. Any Other Business

12.1. Allotments Update – **The Clerk** reported seeking legal advice from a firm recommended by Cllr R Treacy-Hales at no cost other than disbursements, that had been approved by email. He preferred not to pay a small amount of £14 for copies of the Register of Title and the Filed Plan by giving bank card details over the phone and would be happy to pay personally and claim such that was approved. The solicitor had asked who would sign the transfer form and if there was a Power of Attorney in place for the Chair / other councillors to sign on behalf of the BPC? The Chair confirmed that signatures were by delegated authority under the rules of the BPC. Finally, a fee for the solicitor to register the transfer of £150 plus VAT was approved.

12.2 HotH Chicane Incident – This awful incident where the car keys of an elderly resident were taken had been reported on Facebook. This was a police matter to whom it had been reported.

12.3 Neighbourhood Plan – The Clerk had requested guidance for a Housing Needs Survey from Sarah Brooke-Taylor that was awaited.

12.4 Cllr Matecki reported that a grant application of £2,000 had been approved from his fund for the 60-year celebration in 2025 of the formation of Hampton Magna.

The meeting with members of the public present ended at 21h09

13. Exempt Information – The agenda showed that the public and press be excluded from the meeting before discussions take place on the grounds that, if the public and press were present during the transaction of such business, there would be a disclosure to them of exempt information described in paragraphs 1, 2 and 3 of Schedule 12A to the Local Government Act 1972, as amended.

13.3 Open Door Coffee Machine Grant Application – A grant of £1000 was approved – **Clerk to confirm** to the Open Door.

13.4 The Montgomery Community Asset – The Clerk reported that the BPC application decision to approve the Community Asset status had been sent to owners today and he had asked for clarification / information as to who will be able make a bid and when. A resident had also suggested possible National Lottery funding that the BPC should apply for. The Chair confirmed that it was not for the BPC to drive retaining the pub but residents are welcome to organise a group to consult other community pubs. **Clerk to** publicise this on the website and in the newsletter that if residents wish to take on this to community facility, it will need a committee to drive matters and so names should be submitted to the Clerk for the BPC to convene a 1st meeting of interested parties.

14. Next Meeting - The next meeting will be held on Wednesday 3 September 2025 at 20h00 in the Budbrooke Community Centre.

The meeting ended at 22h00

Abbreviations: BCA – Budbrooke Community Association / HOTH – Hampton on the Hill / HOTHRA – Hampton on the Hill Residents' Association / NALC – National Association of Local Councils / NW - Neighbourhood Watch / PC – Parish Council / PCSO – Police Community Support Officer / WALC – Warwickshire Association of Local Councils / WRCC – Warwickshire Rural Community Council / WCC – Warwickshire County Council / WDC – Warwick District Council / NP - Neighbourhood Plan / FB - Facebook / BVH - Budbrooke Village Hall / BCC - Budbrooke Community Centre / CIL - Community Infrastructure Levy / DPI - Disclosable Pecuniary Interests / HM – Hampton Magna