

**Tanworth-in-Arden Parish Council**  
**Meeting held on Thursday 18<sup>th</sup> January 2024 at Tanworth Village Hall**

---

**Present:** Councillor Chaudry (Chair), Councillor Brougham, Councillor Cowan, Councillor Cunningham, Councillor Franks, Councillor Lines, Councillor Ross, Councillor Saunders, and Councillor Willmott.

In attendance: Lil Ryder (Parish Clerk; taking minutes), and Sarah Barnes (Deputy Clerk)

One member of the public joined the meeting, along with County Councillor Ian Shenton and District Councillor Lynda Organ.

The Chair opened the Public Forum at 7.30pm.

Due to local road closures, members of the public forum were delayed to the meeting and therefore the Chair allowed them to speak at a convenient time within the meeting. These will all be minuted before the formal meeting minutes.

An Earlswood resident attended the meeting to object to any proposals of a footpath being installed along Earlswood Common from Springbrook Lane to Broad Lane. They claimed that no-one walked that way, that the comment of Wood End Station being closer than The Lakes station was incorrect and suggested that the finances could be better used elsewhere in the Parish. They also explained that the footpath from The Reservoir Public House down to number 89 The Common has previously been resurfaced, but nothing beyond which makes it difficult for residents who rely on wheelchairs to travel.

District Councillor Organ circulated her report prior to the meeting and was open to questions. No questions were raised.

***Earlswood PSPO***

*The analysis is now being discussed with the Head of Service, Marcia Ecclestone, regarding the next steps. The confidential analysis includes the levels of crime, the timings, locations and nature of issues and the sources of evidence.*

*Ultimately the District Council will make a decision based upon the analysis either to put the proposal to public consultation or to terminate the proposal.*

***SDC draft budget***

*The draft budget proposals will go to Council on 26<sup>th</sup> February. The draft takes a Band D property from £159.12 to £164.12 per annum, some 3.5%. It includes growth of £3.8m and uses £1.34m of reserves to balance.*

Councillor Brougham expressed his frustration that the Parish Council had been aware of unauthorised development on land along Earlswood Common for over two years, and Stratford District Council have been slow on the uptake of any enforcement action.

County Councillor Shenton also circulated his report prior to the meeting. Two items of note are as follows:

***I have sent a note from County this week, a precis follows: You will be aware that Warwickshire is one of eight local authorities in the country which received notification from government this week of potential financial support for residents, business owners and farmers that have been affected by***

*flooding. However, critical to our eligibility for releasing this funding is the need to meet the 50 flooded properties threshold set out in the funding criteria. This requires that at least 50 properties have been confirmed as having been flooded. Can I please ask that if you are aware of any residents in your Parish that have been affected by the flooding that you encourage them to make contact with our Flood Risk Management Team so that they can be confirmed, and potential funding can be released. They can do this really simply through the Council's website at: Flood Risk Management – Warwickshire County Council. Alternatively email the team with the details and we will get someone to drop a leaflet off to them.*

**Fire stations** – *There is a public consultation on the future of several Fire stations, and it includes Henley Fire Station which the proposals indicate would become a “surge” station i.e., the tender would only be used if other stations cannot respond to an emergency. There is an issue with availability of the teams in some stations, but Henley has a good availability and response rate in comparison to others and it has the added responsibility of covering the motorways and neighbouring local authorities.*

*If you have an opinion that you want to share, then the consultation process allows this, and it is open until 10<sup>th</sup> March so please take part in the survey whether you are for keeping Henley Fire Station as it is or support the proposal. In addition, there is a meeting planned for the 5<sup>th</sup> of February at the memorial Hall, Henley at 7pm as part of the Henley JPC meeting.*

County Councillor Shenton advised that the date for the Public Consultation has changed along with the venue; all information will be available on the Parish Council Website.

#### **01/24/01 – Apologies for absence**

Councillors Muntz and Doidge sent their apologies.

#### **01/24/02 – Declarations of interest**

Councillors Chaudry and Cowan declared an interest in item 7.2; grant application received from Tanworth Village Hall.

#### **01/24/03 – To confirm and sign the minutes of the Parish Council Meetings of:**

**3.1 16<sup>th</sup> November 2023** Councillor Cowan asked for an amendment to inappropriate comment statement, and to change the wording of 11/23/11.1; the reasoning for the request to change the Footpath lighting working party to a formal committee.

Following these amendments, Councillor Cunningham proposed that the minutes of the November 2023 meeting were a true and accurate record. Councillor Willmott seconded this, and all Councillors were in favour.

Councillor Cowan apologised for his inappropriate remark made at the November meeting.

**3.2 21<sup>st</sup> December 2023** Councillor Cowan requested that his comment regarding the November minutes was altered to highlight the nature of his concern.

Following these amendments, Councillor Ross proposed that the minutes of the December 2023 meeting were a true and accurate record. Councillor Willmott seconded this, and seven Councillors voted in favour. Two Councillors abstained from voting.

#### **01/24/04 – Any matters arising from the minutes, not otherwise dealt with**

Councillor Willmott has planted the two commemorative trees in Earlswood Park. The office will arrange to get two plaques made to show their dedication.

Councillor Saunders said that the minutes (of the December meeting) should have identified the decision to reduce significantly the grant to the Churchyard Volunteers and the reason for it so that those interested could see what was decided, and why.

#### **01/24/05 – Matters raised in the Public Forum**

With regards to the proposed footpath to connect Earlswood Common with Broad Lane, it was explained to the resident that currently, the Council is only exploring the options with Warwickshire Highways. There has been no formal proposal or decisions made. The Clerk will provide the resident with the contact information of County Councillor Ian Shenton, and the Earlswood & Forshaw Heath Residents Association.

#### **01/24/06 – To note items of correspondence received.**

6.10 + 6.20 – Resident contacting all Councillors individually regarding planning application. This will be discussed at the next planning meeting.

6.22 – A resident from Tanworth contacted the office asking to speak with a Councillor. The Deputy Clerk tried to call the resident back but was unable to reach them.

#### **01/24/07 – Finance**

**7.1** The Chair of Finance has very little to report this month.

**7.2** Councillor Chaudry explained the nature of the application and then abstained from any further discussion. Councillor Ross proposed granting the application and Councillor Brougham seconded the motion. There were seven votes in favour, and Councillors Chaudry and Cowan abstained from voting.

**7.3** Councillor Willmott presented the payments and proposed that the payments were accepted en-bloc. Councillor Ross seconded this motion, and all Councillors were in favour. (Appendix 1)

**7.4** Following discussion of the budget in December, Councillor Willmott proposed that the precept remained the same at £97,000. Councillor Cowan seconded this and all were in favour.

#### **01/24/08 – Planning**

**8.1** The Chair of the Planning committee resigned from the committee with immediate effect after many years as Chair. Councillor Chaudry asked whether he would consider staying on until the Annual Council Meeting, as another member of the committee is unwell currently. Councillor Saunders has agreed to consider the request.

**8.2** To note decisions received since the last meeting (Appendix 2)

**8.3** To note any delegated planning comments by The Clerk - in consultation with the planning sub-committee (Appendix 3)

The Clerk would like to thank Councillor Saunders for the work he has put into the Planning Committee over the years.

#### **01/24/09 – Outstanding Issues**

The new noticeboard is in place outside of The Bell. The Deputy Clerk has arranged for someone to paint and seal the unit before it can be used.

Councillor Cowan suggested a 'local walks' map to be included on the noticeboard.

Councillor Ross has been speaking with Warwickshire Highways regarding the ongoing gritting issues on Doctor's Hill.

**01/24/10 – To discuss anti-social behaviour in the Parish**

Councillors Cunningham, Lines & Franks have been working together to amend the information previously sent to Warwickshire Police for the ECIAG.

**01/24/11 – To receive updates from committees and working parties.**

**11.1 Footpath lighting working party.** Councillor Willmott has been auditing the lamp posts around the Parish to help identify which ones require upgrading more urgently. The Clerk is expecting the new maintenance quote from Warwickshire County Council, and the working party will meet to discuss.

**11.2 Play area working party.** The Deputy Clerk is arranging three quotes before the working party meet again.

**11.3** The Road Safety Committee are awaiting the outcome of the traffic surveys currently being conducted by WCC. *County Councillor Ian Shenton advised that he has now received the data and will be distributing the information over the coming days.*

**01/24/12 – To update Standing Order 3q to the following**

***Any motions or questions shall be decided by a majority of at least four councillors with voting rights present and voting, unless only four councillors are in attendance and the meeting can go ahead as quorate then only in such circumstances, any questions shall be decided by a majority.***

As Councillor Ross has offered to review and update the full Standing Orders, Councillor Chaudry proposed deferring this item to a future agenda. Councillor Ross seconded the motion, and eight Councillors voted in favour. One Councillor voted against the motion.

**01/24/13 – To revisit the proposal to make the Footpath lighting Working Party a committee, following clarification of the Standing Orders.**

At the November meeting, Councillor Cowan proposed turning the Footpath lighting working party into a committee, as they have struggled to arrange a meeting. With ten Councillors present, three voted in favour and seven Councillors abstained. Councillor Chaudry declared that without the majority, this proposal had not been resolved. Since that meeting, and clarifying the Standing Orders with WALC, Councillor Chaudry realises that this was an error for which she apologises.

However, during the review of the Standing Orders, it was noted that as the original proposal in September discussed the merits of a working party over a committee, the proposal in November should never have progressed to a vote.

*A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least three councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.*

Councillor Chaudry apologised for this error.

**01/24/14 – To agree quote for full refurbishment to bench on Village Green.**

Following the emergency repairs completed in November, Councillor Willmott proposed accepting the quote from the same carpenter to complete a full refurbishment of the bench. Councillor Cunningham seconded the motion, and all were in favour.

**01/24/15 To discuss and agree a quote for the upgrade of the website.**

Councillor Lines presented three quotes for the upgrade of the Parish Council Website and proposed accepting Quote A. Councillor Chaudry seconded the motion and eight councillors voted in favour. One councillor abstained from voting.

Councillor Ross requested that all Councillors were involved in the design of the new site.

*At 9.01pm, Councillor Cowan left the meeting.*

**01/24/16 To agree office light upgrade to be carried out by Councillor R Willmott.**

Councillor Willmott has offered to upgrade the lighting within the Parish Office, providing the Council cover the costs of the materials. Councillor Cunningham proposed accepting the offer, and Councillor Chaudry seconded the motion. Eight Councillors voted in favour, with Councillor Willmott abstaining.

**01/24/17 – Any other business/items for future agenda** *(No decisions are to be taken on any items discussed)*

DDay 80 is coming up in June and the Councillors were asked whether they wanted to mark the occasion.

As suggested by WALC, a brief review of the Code of Conduct and the roles of Councillors should be addressed in the near future.

The consideration of recording meetings in future to assist in minute taking.

**01/24/18 – To note date, place and time of next meeting to discuss finance only.**

**7.30pm on 15<sup>th</sup> February 2024 at Earlswood Village Hall**

The chairman closed the meeting.

Signed \_\_\_\_\_ Date \_\_\_\_\_

## Appendix 1 - Payments List

## Tanworth in Arden Parish Council

## Payments List - 18th January 2024



Bank Balances (as 31/12/23)	Amount	Interest
Unity Trust Current	6,096.06	-
Unity Trust Deposit	184,532.62	1,316.37
<b>Totals</b>	<b>190,628.68</b>	<b>1,316.37</b>

Income		
28/12/2023	Greenshoots	1,616.36
	<b>Total</b>	<b>1,616.36</b>

Transfer required this month - £5,000

Transfer last month - £5,000

Authority to pay		Cost Code	Net Amount	VAT	Total	Invoice No	Cheque No
L Ryder	Salary	1	1116.67	-	1116.67	-	E
HMRC	Quarterly PAYE & NI	1a	2511.87		2511.87		E
WCC Pension Fund	Employee/er contributions	1b	325.34	-	325.34	-	E
NEST Pension Fund (Nov)	Employee/er contributions	1b	77.49	-	77.49	-	DD
S Barnes	Mileage	3	10.80		10.80		E
S Barnes	Salary	4	920.16	-	920.16	-	E
BT	Phone & Broadband	6a	30.95	6.19	37.14	M00582	DD
Inty	Office 365 & ATP	6b	79.98	16.00	95.98	INV00659029	DD
J Moore	Salary	7	201.17	-	201.17	-	E
N Guest	Salary	7	201.17	-	201.17	-	E
Direct Copiers	Rental	8	78.00	15.60	93.60	131096	DD
Direct Copiers	Copier Charges	8	5.16	1.03	6.19	131337	DD
Unity Trust Banks	Charges	9	18.00		18.00	-	DD
Mossman	Grass Cutting	16	264.00		264.00	994	E
DM Payroll	Administration Fees	17	108.00		108.00	3355	E
Play inspection Company	Annual Inspection	20	82.50	16.50	99.00	66319	E
Focal Image	Time for park noticeboard	21	12.00	2.40	14.40	170124	E
Npower	Street Lighting	23	140.20	7.01	147.21	8846933	DD
Tanworth PCC	Volunteer Donation	31	375.00		375.00	-	E
Fortress	Park Refuse	35	80.05	16.01	96.06	SI150176	DD
E Farrell	Office Cleaning	36	15.00	-	15.00	-	E
Amazon	Batteries - Speedwatch	39	7.62	1.53	9.15	IV-GB-113841481-2024-11	E
<b>TOTAL</b>			<b>6,661.13</b>	<b>82.27</b>	<b>6,743.40</b>		

**Appendix 2 – Planning decisions since December meeting**

Reference	Address	Proposal	Outcome
23/02790/FUL	Good Place Poolhead Lane	Replacement of the existing conservatory with a smaller extension; construction of a timber-framed carport to front, and open-sided timber-framed structure and replacement balcony at rear; installation of external wall insulation and cladding to all external walls; alterations to windows, doors, dormers and rooflights.	Planning Permission Refused
23/03186/FUL	8 Aspley Heath Lane	Proposed two storey extension to front and side and single storey extension to rear of semi-detached house	Withdrawn
23/03010/FUL	Ladbrook House Penn Lane	Proposed first floor side extension, front porch and fenestration changes	Refused
23/02379/FUL	Marvern Broad Lane	Construction of two houses and other ancillary works including the addition of a shed	Permission with conditions
23/02927/FUL	11 Aspley Heath Lane	Formation of first floor extension to existing house to form additional bedroom and extension to existing porch	Refused
23/03076/FUL	23 Earlswood Common	Small single storey extension to front of house	Permission with conditions
APP/J3720/X/22 /3308917	The Log Cabin And Campsite, Wood Lane	Use of the land and buildings for outdoor recreation and camping including a log cabin for sleeping accommodation, a toilet/shower cabin, and a residential warden's lodge	Appeal Dismissed.
23/02695/FUL	4 Umberslade Road	Demolition of two rear single storey buildings and replace with one single storey extension and alterations to front elevation (retrospective).	Permission with conditions

**Appendix 3 - To note any delegated planning comments by The Clerk (in consultation with the planning sub-committee)**

Reference	Address	Proposal	Comments
23/03181/LDE	Fowlers Dairy Small Lane	Use of building for light industrial purposes as a cheese factory	No representation
23/03060/FUL	Ladbrook Hall East Penn Lane	Conversion of existing barn/store/garage to short term holiday let	No representation
23/03318/FUL	2 The Mews Umberslade Hall Pound House	Change of use of land to garden land, conversion of and extension to redundant electrical sub-station to form a garden room and gymnasium.	No representation

23/02371/OUT	The Paddocks Alcester Road	7 No (Class B1(C)) Light Industrial Units	Object The site is in the Green belt and the proposed development is clearly inappropriate. The PC supports comments made by Highways.
--------------	----------------------------	-------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------