

# MINUTES

## OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL MINUTES OF THE MEETING HELD ON MONDAY 1 JULY 2024 AT 8:00PM IN OLD MILVERTON VILLAGE HALL

- PRESENT:** Cllrs Emmerson (Chair), Keeling, Pope, C/Cllr Redford, D/Cllr Syson and the Clerk
- 2332. APOLOGIES FOR ABSENCE**  
Cllr Tansey [approved reason: work commitment], D/Cllr B Gifford
- 2333. DECLARATIONS OF INTEREST**  
None
- 2334. MINUTES OF PREVIOUS MEETING**
- 2334.1. The minutes of the meetings held on 13 May 2024 and 28 June 2024 were approved and signed.
- 2334.2. There were no matters arising from the minutes that are not on the agenda.
- 2335. ISSUES AND PROJECTS**
- 2335.1. CIL-Funded initiatives
- 2335.1.1. **FOOTPATH SIGNS/WILDLIFE INFORMATION BOARDS**  
Final survey taking place on 17/07/2024. Cllr Pope has not been able to arrange a bat survey as Worcestershire Wildlife Consultancy [WWC] is fully booked and has investigated other providers without success to-date. Warwickshire County Record Office holds data on biodiversity and can provide data for free. Over summer will put data and board designs together. Cllr Pope to put draft text in consultation with WWC.  
Placement and installation. Clerk to contact WCC Highways about permission. Cllr Pope to provide location references to Clerk. A discussion followed.  
Purchase of trail cameras. Cllr Tansey has not purchased the cameras yet, but will aim to do so in the next month.  
**ACTION: Cllr Pope to take lead on design and production of signs**  
**ACTION: Clerk to contact WCC Highways about installation of signs**  
**ACTION: Cllr Tansey to purchase trail cameras**
- 2335.1.2. **BLACKDOWN BENCH & TREES**  
Cllr Emmerson has been in contact with the contractor and the bench will be installed in next month or so.  
Clerk has confirmed with WCC Forestry that 3 trees are to be planted and asked to be advised about species, etc. Planting to take place in Autumn/Winter and Council to be invoiced £350 + VAT per tree.  
**ACTION: Cllr Emmerson to instruct contractors to install bench**
- 2335.1.3. **FOOTPATH FEASIBILITY STUDY**  
Cllr Emmerson circulated a Scope of Work document from Sustrans to all Councillors before the meeting. A discussion followed, which included comments raised by email from Cllr Tansey.  
It was concluded that the Feasibility Study is a conceptual exercise to demonstrate the possibility for a high-quality walking and cycling link between Old Milverton and other routes (e.g. KL2). Sustrans say an environmental study will not be required (cost £5,000), but the PC is only seeking design concept at this stage. Cllr Pope will speak to Worcestershire Wildlife Consultancy to discuss whether they provide a similar service.  
**ACTION: Cllr Emmerson to inform Sustrans that design element only required at this time. Some environmental information can be provided**  
**ACTION: Cllr Pope to speak to Worcestershire Wildlife Consultancy**
- 2335.2. **SOUTH WARWICKSHIRE LOCAL PLAN [SWLP]**  
Cllr Pope has not had an opportunity to take legal advice.

## MINUTES

2335.3.	<p style="text-align: center;"><b>ACTION: Carry forward action for Cllr Pope</b></p> <p>TRAFFIC MONITORING</p> <p>Traffic survey data received and circulated. The data as presented is confusing and the Council asked whether a summary might be possible.</p> <p style="text-align: center;"><b>ACTION: Clerk to ask WCC Highways if there is a summary of the data</b></p> <p>C/Cllr Redford stated that he would pay for the survey. Clerk passed the invoice to him and the payment item to be removed from the Financial Statement at item 2338.2.</p>
2335.4.	<p>DEFIBRILLATOR</p> <p>Clerk wrote to Churchwarden with proposal for PC to fund a defibrillator, if building plans permit. Response received, <i>“in principle the PCC would be happy to help with this but won’t be able to make a final decision until we know how plans for the extension are going.”</i></p> <p>On hold until Church plans progress.</p>
2335.5.	<p>WARWICK RURAL EAST SAFER NEIGHBOURHOODS TEAM [WRE SNT]</p> <p>Cllr Emmerson gave a brief report on the WRE SNT Meeting at Police HQ on 17 June.</p>
2335.6.	<p>COMMUNITY MAINTENANCE</p> <p>Cllr Tansey has asked for a written quote for general maintenance works from prospective contractor.</p>
2335.6.1.	<p style="text-align: center;"><b>ACTION: Carry forward action for Cllr Tansey</b></p> <p>ITEMS RAISED AT ANNUAL PARISH MEETING:</p> <ul style="list-style-type: none"> <li>• Suggestion: Platinum Jubilee plaque on OM Green The stone that the two existing plaques are mounted on is too small to have a third plaque added (see image at Appendix 1a). A discussion followed about alternative arrangements. <b>ACTION: Cllr Emmerson to ask bench contractor to consider</b></li> <li>• Suggestion: Near noticeboard, OM – verge parking – replace grass with setts This is WCC Highways land, so will require consultation (see image at Appendix 1b). <b>ACTION: Proposal to be forwarded to C/Cllr Redford</b></li> <li>• Discussion: highways patching and widening of OM Lane This was a discussion topic at the meeting regarding the condition of the soft verges. This is WCC Highways issue. <b>ACTION: Clerk to remove this item from future agendas</b></li> </ul>
2336.	<p style="text-align: center;"><b>COUNTY &amp; DISTRICT COUNCILLOR REPORTS</b></p>
2336.1.	<p>WARWICKSHIRE COUNTY COUNCIL</p> <ul style="list-style-type: none"> <li>• Community Grant is open. Please let clubs and groups know about this funding stream. <b>ACTION: Cllr Pope to advertise on PC website</b> <b>ACTION: Clerk to forward information to 2x Rugby Clubs, Netball Club and Hockey Club</b></li> <li>• Fire &amp; Rescue Service consultation complete and changes have been discussed at Overview &amp; Scrutiny Committee and forwarded to Cabinet with approval.</li> </ul>
2336.2.	<p>WARWICK DISTRICT COUNCIL</p> <p>Nothing to report. General Election preparations are well under way for 04/07/2024.</p>
2337.	<p style="text-align: center;"><b>PLANNING</b></p>
2337.1.	<p>APPLICATIONS DECIDED</p> <ul style="list-style-type: none"> <li>• <b>PRIOR APPROVAL IS GIVEN - W/24/0721 - Cranford, Kenilworth Road, Old Milverton, Leamington Spa, CV32 6RQ – No objection</b></li> </ul>

# MINUTES

2337.2.	<p>APPLICATIONS ONGOING</p> <ul style="list-style-type: none"> <li>W/23/1698 - Woodberry of Leamington Spa, Bericote Road, Blackdown, Leamington Spa, CV32 6QP – <b>Object (sent: 15/01/2024)</b></li> </ul>						
2337.3.	<p>NEW APPLICATIONS</p> <p>None</p>						
2337.4.	<p>FOR INFORMATION ONLY: OTHER APPLICATIONS</p> <ul style="list-style-type: none"> <li>W/24/0355 - River Studio, Old Milverton Lane, Old Milverton, Leamington Spa, CV32 6RW – <b>No objection (no comment because Permitted Development)</b></li> </ul>						
<b>2338.</b>	<b>FINANCE</b>						
2338.1.	The Financial Report & Bank reconciliation was approved and signed.						
2338.2.	<p>The payment for the Traffic Surveys was removed from the Financial Report (see item 2335.3).</p> <p>The following payments were approved:</p> <table> <tr> <td>Refund (HE): Auditor's Gift</td> <td>£21.84</td> </tr> <tr> <td>PO Box Subscription 2024/25</td> <td>£424.20</td> </tr> <tr> <td>Tax (APR-JUN)</td> <td>£24.60</td> </tr> </table> <p>Due to fluctuations in Clerk's monthly salary caused by tax rate, it was agreed to cancel the standing order and set up payments according to the generated payslip each month.</p> <p><b>ACTION: Clerk to action</b></p>	Refund (HE): Auditor's Gift	£21.84	PO Box Subscription 2024/25	£424.20	Tax (APR-JUN)	£24.60
Refund (HE): Auditor's Gift	£21.84						
PO Box Subscription 2024/25	£424.20						
Tax (APR-JUN)	£24.60						
<b>2339.</b>	<b>COUNCIL ADMINISTRATION</b>						
2339.1.	<p>RECRUITMENT</p> <p><b>ACTION: Cllrs Emmerson and Pope to prepare promotional material and publish on website – carried forward</b></p>						
2339.2.	<p>TRAINING</p> <p>The Clerk now includes a link in the Agenda for Councillors to see what training may be available from WALC and consider any requirements. No training requests received.</p>						
2339.3.	<p>COMMUNICATIONS</p> <p>2339.3.1. Councillor emails &amp; .gov.uk domain</p> <p><b>ACTION: Carry forward action for Cllr Emmerson to research</b></p>						
2339.4.	<p>PARISH COUNCIL POLICIES &amp; PROCEDURES</p> <p>2339.4.1. The new amended Financial Regulations were approved and adopted.</p>						
<b>2340.</b>	<b>ITEMS FOR FORTHCOMING MEETINGS</b>						
	None						
<b>2341.</b>	<b>ANY OTHER BUSINESS</b>						
	Cllr Pope: Website domain is due for renewal in September. How long should this be renewed for? It was agreed to renew for 3 years; if/when a .gov.uk domain is purchased, the ombparish.org.uk would be retained for forwarding.						
<b>2342.</b>	<b>NEXT MEETING</b>						
	Monday 2 September 2024 at 8pm in Old Milverton Village Hall.						
Signed as a true record:	<p>..... (Chair) Date: .....</p>						

Appendix 1a



Appendix 1b

