**HATTON PARISH COUNCIL**

Minutes of Parish Council Meeting held on 23rd January 2023 at Hatton Village Hall at 8pm

**Present**: Martin Le Tocq, Anthony Burrows, Sue Hague, Veronica Chapman, Michael Busby, Brendon Asprey,

Jan Matecki (WDC and WCC)

Katherine Skudra (Clerk)

3 members of the public (in part)

**Apologies** were accepted from Josh Moore and Alan Rhead (WDC)

**Open Forum:** Residents present raised continued concern over the H28 development and possible breaches of the planning permission. There was a recent incident at the boundary with Ebrington Cresent where the arm of one of the diggers overhung a fence which caused great distress to the home owner. Although apologies were received for this breach it has been noted that there is no liaison with the site manager which is very disappointing now that Taylor Wimpey have finally taken ownership of the site. There remains concern that particular works are being carried out of the scheduled sequence. It was agreed that the Council will ask for their next meeting with Aidy Hicks from Taylor Wimpey to include the Site Manager so that the Council will then have a direct dialogue with them.1 This would mean that day to day issues could be dealt with as they happen. The residents present asked if they could be included in that meeting as they are the people directly involved. The Chair confirmed that for the time being the meetings should be with the Parish Council representing all residents and taking forward the views of the immediate neighbours. These neighbours do have their own meetings with Taylor Wimpey and it is hoped that if a good relationship can be struck up with the site manager this will be beneficial for all.

1 resident present continue to have concerns about the safety aspect of the works and the traffic management plans for the Birmingham Road. He re-iterated that these have been his concerns for some years now and he has struggled to get the authorities to listen and engage with him. He feels the Parish Council could have done more. The Chair reminded those present that the powers of the Parish Council are actually quite limited and the Council have no executive powers. The Council tries to represent the views of the residents’ expressed at meetings where it can. The resident has now set up a meeting for Matt Western (MP) on 29th January 2023 to hear the views of interested parties.

**Declarations of Interests;** no new interests declared.

**Minutes of the last meeting and matters arising:** The minutes were approved as drawn and signed by the Chairman on each page.

From the log;

|  |  |  |
| --- | --- | --- |
| 1 | Posting re controlling dogs | Appeared in the Hatton Post |
| 2 | Follow up on small animals signs | I have asked the Green Space for these |
| 3 | Council meeting with TW | Meeting took place in December |
| 4 | Internal auditor | Meeting with WALC recommendation |
| 5 | Grass cutting schedule | This was completed by the Chairman and Risk Assessment carried out – the outcome was that if the Parish wanted to change the schedule for the cutting of the bank it would have to take over the whole cutting in Hatton Green. There would be no additional funding for this. Jan Matechi offered to contact the Portfolio holder about this |
| 6 | Hatton Park Playground | On the agenda |
| 7 | Terms of Reference for Cil Money grants | On the agenda |
| 8 | Online banking and deposit opportunities | Researching 2 |

The Clerk also confirmed that she had attended the Warwickshire County Council briefing on the Cost of Living Crisis and it was agreed to put some details from that in the Hatton Post.

**Planning:** It was recorded that the following applications have been considered since the last meeting;

W/22/1942 - 15 Charingworth Drive, Hatton Park, Hatton, Warwick, CV35 7SY -- neutral response filed

W/22/1861 - Hatton Cottage, Brownley Green Lane, Hatton, Warwick, CV35 7BZ - neutral response filed.

**Hatton Park Playground:** The Council is very disappointed that, despite answering all the outstanding queries from the last meeting, nothing has been heard back from the Green Space team. Jan Matecki suggests an email to the portfolio holder at Warwick District Council, Marianne Rolfe. 3

**CiL Monies:** The Clerk presented draft Terms of Reference for the CiL Working party. It was agreed that the working party should consist of 3 members of the Council and 3 volunteers/ residents. Another request for residents to join will appear in the next Hatton Post and the Clerk will contact those who have previously expressed an interest. Martin LeTocq, Sue Hague and Michael Busby will represent the Council.

A resident has suggested a pathway be created at the top of the Green at Hatton Park in an area which is currently very muddy. The Council feel this is a good idea to add to the list for the Working Party. Other new suggestions were an improved refuge spot on the Birmingham Road at Hatton Close and the weather proofing of the bridal path leading off Deerpark Drive.

**Finance:** The current balances stand at Hatton Parish Council £26,837 and War Memorial a/c £3018

The following payments were approved; HP Distribution £85, Hatton Post printing £75.99. Google suite £4.98. Data Protection fee £40

The Clerk withdrew from the meeting as the councillors discussed the pay award. A 5% award was approved. No other changes to the budget presented at the November meeting were made and there will be no increase in the grants to the organizations. A precept taking in the pay rise will be called for. The accumulated sum will be held in reserve for any election expenses. The Clerk will call for a precept of £14525.

**Hatton Park Residents’ Association.** This summer will see the 20th anniversary of the opening of the Village Hall. The committee are looking at possibly installing solar panels and would apply for grants towards this if the project does go ahead. The committee is still looking for new members. The positioning of a new grit bin around Welford Road is still being investigated.

**Warwick District Council:** Jan Matecki reported that there was an ongoing consultation on the licencing of HMOs. It is likely that the District Council element of the Council Tax will be frozen.

**Warwickshire County Council:** It was reported that there are cost of living grants available up to 26th February. Up until the end of March no journey in the RingGo service will cost more than £2. It was also noted that the hospitals in the County are very full at the moment and that there is an outbreak of avian flu in the area.

**Correspondance:**

* **WDC –** newsletters, weekly planning lists, agendas, promotions for upcoming elcections a changes to election rules, details of Grants opportunities
* **Residents –** mud and dangers on Birmingham Road, roadworks concerns, Union View development matters, drainage issues, lighting on KE V11 footpath, foorpath suggestion
* **Taylor Wimpey –** meetings and updates
* **Warwickshire County Council** – news items, cost of living crisis information
* **PCC –** setting of policing precept
* **WDC Planning applications –** W/22/1861 Hatton Cottage and 22/1942 15, Charingworth Drive
* **SWLP –** consultation opportunities -the next online consultation opportunity has been circulated
* **Rural Network –** bulletins
* **Police –** updates
* **Healthwatch –** winter health survey
* **WALC –** training and new councillor opportunities
* **IOC –** call for annual fee

**Hatton Parish Post:** The content was agreed.

**Date of the next meeting:** Monday 26th February 2023 -Hatton Park Village Hall

The meeting concluded at 9.55pm

Action Log;

|  |  |  |
| --- | --- | --- |
| 1 | Set up meeting with TW to include Site Manager | Clerk |
| 2 | Setting up references being followed up | Clerk |
| 3 | Letter to portfolio holder re lack of progress with playground | Chair/clerk |
| 4 | Call for precept | Clerk |
| 5 | Internal auditor | Clerk |
| Ongoing items | Bench on Hatton Green  Hatton Green Woodland proposal |  |
|  |  |  |

**Hatton Parish Council**

Minutes of Parish Council Meeting held at Hatton Park Village Hall on 27th February 2023

**Present**: Martin Le Tocq, Anthony Burrows, Sue Hague, Michael Busby, Brendon Asprey, Josh Moore

Katherine Skudra (Clerk)

5 members of the public

**Apologies** were accepted from Veronica Chapmen, Maggie Langford, Jan Matecki and Alan Rhead

**Open Forum:** Prior to the meeting 1 resident had sent in a list of queries relating to the H28/Union View development and these were addressed at this stage.

* Using CIl monies to install an ANPR system in the area- This had been discussed by the Council before perhaps as a crime / speeding deterrent and as the data gathered would be police data and not owned by the Council it was not considered a useful use of resources.
* Locals would like there to be a new vandal proof noticeboard in Hatton Park near the old bus stop for local sharing of information. It was confirmed that the original noticeboard was erected by the original developers and that Hatton Park Residents Association are looking into a replacement.
* Some of the residents directly neighbouring the development asked again for the meetings the Council have with Taylor Wimpey to include themselves. The Chairman repeated the Council’s view that this would not be appropriate as the Council uses these meetings to review/monitor progress and issues which affect the Parish as a whole. The Council feel this is not the process for reacting to neighbours’ immediate concerns and have asked on a number of occasions for the developer’s named contact, Aidy Hicks and the site manager to keep these residents informed and this was again agree on at the meeting on 15th February. The Council also noted that there have been regular meetings with the residents, the Council being represented at those meetings. It was agreed the issues from the Council’s meetings will be shared as quickly as possible. A resident asked that we make more use of our digital tools including Facebook and the website and the Council agreed to this. It was agreed by all that keeping the channels of communication open was important and noted that residents’ views are shared with all the councillors.1
* Some residents did not receive the latest copy of the Hatton Parish Post – the Clerk will follow this up with the distributor. It is not possible to leave any copies of the Post at the shop anymore but the Council agreed the post the website and will deliver to the houses on the Birmingham Road opposite Union View.2
* It was noted that the bus service Indie-Go seems to be working well and there are no known plans for any changes to this
* Hedgerow and scrub has been cleared adjacent to the construction entrance which did not appear in the original plans. Local residents did have the work halted as there was no one on site to confirm that permissions have been granted. Some tree and hedgerow removal was referred to at the Council’s meeting with the developer and the Council were told that the County Council had asked for this. The Chairman had asked that Aidy Hicks notify the immediate neighbours that this was going to take place. The Chairman will discuss this further with Aidy Hicks and ask for confirmation as to what will go back in place and when. There may need to be further discussion with Highways.

**Declarations on Interests;** no new interests were reported.

**Minutes of the last meeting and matters arising;**

From the log:

|  |  |  |
| --- | --- | --- |
| 1 | Set up meeting with TW to include Site Manager | As reported in the meeting |
| 2 | Setting up references being followed up | Awaiting bank account details and set up instructions |
| 3 | Letter to portfolio holder re lack of progress with playground | On the agenda |
| 4 | Call for precept | Sent in |
| 5 | Internal auditor | Meeting set up |
| Ongoing items | Bench on Hatton Green  Hatton Green Woodland proposal | Awaiting a site visit from Green Space Team  Trustees have reported that they do not want to put the woodland forward |

**May Elections;** There are elections on 4th May for the Parish Councils in Warwick District. All current councillors have indicated they will are willing to stand again and will be asking for nominations. Any other qualified resident can also stand for election and all information and dates will be posted on the Hatton Parish Council website and the Clerk can be contacted for any questions.4 All nomination papers are available from the Clerk or Warwick District Council and must be returned fully completed to the Election Service at Warwick District Council by had(and prior appointment) by 4pm on 4th April. There are 8 councillor positions on Hatton Parish Council.

As the Council meet within 14 days of the election it was greed to hold the Annual Parish Meetings on 15th May.

**South Warwickshire Local Plan consultation;** the deadline for this is 6th March and councillors will respond as individuals. It is noted that there are large plots of land in the Parish and close to the Parish which have been out forward both for housing and employment land. The consultation will be promoted on the Council Facebook page.

**Planning;** W/23/0168 - 5 Alderminster Grove, Hatton Park it was agreed to file a neutral response

**Hatton Park Playground;** The portfolio holder for Green Spaces, Marianne Rolfe responded to say that the delays were due to waiting for confirmation from the legal department. The Council remain disappointed that there has been no direct contact from the office involved and will follow up again.5

**CIL Monies;** There were no further volunteers to join the working party at this stage. . resident has suggested a Welcome to the Village sign and this will be considered by the working party

**Finance;** the current balances as at the end of January;

Hatton Parish Council £26,634 (which includes CIL monies £4599 and £7500) and War Memorial Account £3018

Payments of £85 for Hatton Park Distribution and £64.56 for Hatton Park Printing were approved.

The Clerk has a meeting on 14th March to discuss the internal auditor role with a new candidate.

**Hatton Park Residents Association;** It was reported that all the lighting in the Hall is being replaced with LED lights apart from in the man hall and the timer controlled lights, there is to be a HIVE operating system installed for the heating to assist the volunteers who open and shut the Hall and save money. Timer taps are also being installed.

The committee are also looking at quotes for the installation of solar panels.

There were no reports from **Warwick District Council** or **Warwickshire County Council**

**Correspondence;**

* **Residents –** Union View development and traffic issues
* **WDC –** planning applications / weekly planning lists
* **Resident -** suggestion re CiL monies
* **WDC Marianne Rolfe –** Hatton Park Playground issues
* **SWLP Consultation –** opportunities to consult
* **WDC –** upcoming elections information
* **Rural Services Network –** newsletters
* **Police;** updates
* **Taylor Wimpey –** meeting and responses
* **WDC –** council meetings
* **IOC –** receipt for annual fee

**Hatton Parish Post;** The content was agreed. The Clerk will speak to the distributor to ensure full coverage.

**Date of the next meeting;** Monday 27th March at Hatton Village Hall

The meeting concluded at 9.45pm

Action Log;

|  |  |  |
| --- | --- | --- |
| **1** | Continued liaison with Taylor Wimpey and feedback at meetings | all |
| **2** | Extend delivery of Hatton Parish Post | Clerk |
| **3** | Content for Hatton Parish Post | all |
| **4** | Election information | Clerk |
| **5** | Hatton Park Playground | Clerk |
| **ongoing** | Bench at Hatton Green -Green Space team  Online Banking | Clerk  Clerk |

**HATTON PARISH COUNCIL**

**Minutes of Hatton Parish Council Meeting held on 27th March 2023 at Hatton Village Hall.**

**Present**: Martin Le Tocq, Anthony Burrows, Sue Hague, Michael Busby, Brendon Asprey, Josh Moore, Veronica Chapman

Jan Matecki, (WDC and WCC ) Alan Rhead (WDC)

Katherine Skudra (Clerk)

3 members of the public

**Apologies** were received and accepted from Maggie Langford.

**Open Forum;** One of the members of the public asked for it to be recorded that the new refuse and recycling collections are working well and to pass thanks onto the District Council.

Another member of the public commented that the amount of litter on the highway seems to have improved lately and asked who was responsible for the clearance of this. Alan Rhead and Jan Matecki will follow up on this. It was pointed out that on Hatton Park and other areas local residents are seen litter picking and certainly the local cubs and Duke of Edinburgh schemes appear to have volunteers who do it. The Parish Council do own litter pickers which can be loaned out.

Concerns about blocked gullies leading to flooded roads was also raised. These can be reported on the Council website or residents can email Jan Matecki directly.

It was also noted that over the weekend the safety barriers around the Openreach works on the A4177 had blown over and it was unsafe walking along the pavement. The Clerk will contact the Openreach contractor. 1

Also reported were missing bollards from the chicanes on Hatton Green, Jan Matecki will follow this up.

**Declarations of Interest.** Martin LeTocq confirmed he had joined the Hatton Village hall committee.

**Minutes of the last meeting and Matters arising;** The minutes were approved as drawn and signed on each page by the Chairman.

Michael Busby informed the Council that he would not be standing again for the Parish Council.

It was noted that there have been some changes to the website to reflect comments at the last meeting and these are approved,

The Chairman confirmed that his discussions regarding the cutting schedule for cutting of the grass bank on Hatton Green continue and at the time the bank needs cutting he will ask for volunteers. The Council are required to have employer liability for this which the Clerk is following up on.2

From the log;

|  |  |  |
| --- | --- | --- |
| **1** | Continued liaison with Taylor Wimpey and feedback at meetings | No further meetings have taken place |
| **2** | Extend delivery of Hatton Parish Post | Delivery now includes more houses on the Birmingham Road,. It was mentioned in the meeting that some areas pf Hatton Green had been missed in recent months. The Clerk will talk to the Distributor 3 |
| **3** | Content for Hatton Parish Post | done |
| **4** | Election information | All councillors have the packs and have or are arranging to hand them in. |
| **5** | Hatton Park Playground | On the agenda |
| **ongoing** | Bench at Hatton Green -Green Space team  Online Banking | On the agenda  Agreed that those with access and authourisation rights will be Clerk, Chair and Vice Chair |

**Planning;** no new planning applications have been received since the last meeting;

One resident had asked Veronica Chapman to notify the Council that there are some new papers on the planning portal regarding the Union View development. The papers related to plans related to retaining walls and tanking on the site. There was provision for these in the 2017 application which was withdrawn but it was not included in the 2019 application which was approved. There appears confusion as to whether the tanks are now being fitted. Jan Matecki will be at the residents’ meeting with Taylor Wimpey and this can be addressed there.

Alan Rhead noted that the District Council had received a presentation regarding land put forward in the South Warwickshire Local Plan consultation. The Parish Council agreed not to ask for the presentation at this stage as they felt it was far too early in the planning system.

**Hatton Park Playground;** Sue Hague reported that there had been no further progress with this and only a holding response had been received from the WDC officer. Alan Rhead offered to make some enquiries with the officers and portfolio holder as to why there has been no progress.

**CIL Monies;** There have been no further volunteers to join the CIL Working Party – it was decided that when suggestions do come in the councillors can ask for residents with relevant expertise to help. Brendon Asprey will replace Michael Busby. The suggestion of the pathway on Hatton Green raised at the last meeting is being pursued and the Chairman will draw a site plan.5 It was also suggested that some monies be utilized on tree planting in the Parish.

**Finance;** current balances are HPC £26,475 (which includes CIL monies £4499 and £7500) and War Memorial Account £3018.

The following payments were approved; HP Printing; £73.33, HP Distribution £85 and Google account £13.80

The Clerk has met with a new internal auditor and will meet her again when the end of year paperwork is ready.6

As mentioned ’signatories’ for the new bank account were agreed and the accounts will be ready in April.

**Parish Meetings -themes-** it was agreed that at the Parish Meeting we will ask for more ideas and share information re the CIL monies.

**Hatton Park Residents Association;** It was reported that there is still need for more committee members as to ensure the Hall is run efficiently without too much burden on the 3 current volunteers. The Nest control of the heating seems to be working well. The accounts for last year are now with the accountants.

**Warwick District Council.** Alan Rhead reported that the Development Planning Policy Document should be in place soon and the aim of net zero carbon development. All future planning applications will need to address the new policy and all local authority housing built will be sustainable. It was also noted that Warwick District Council are promoting a Hydrogen Hub

Alan Rhead is not standing for re-election to Warwick District Council and Chairman thanked him for all his help and continued support.

**Warwickshire County Council.** Jan Matecki reported that the County Council SEN consultation contains no proposals for reductions in this service and they continue to promote the Warwickshire Inclusive Employment Service. He also confirmed that the Council have started making the cost of living payments.

Warwickshire will once again be hosting the Women’s Cycle tour on June

**Correspondence;**

* WDC- weekly updates/weekly planning lists
* Police -updates
* Residents – Union View /A4177 roadworks / tree felling/ Hatton Park Playground
* Helen Hancocks – Update to working party
* Election materials etc
* Police – Warwickshire Police Empower Change programme –
* BHIC – Insurance
* WALC – updates
* Rural Services Network – bulletins
* Square space – next year’s cost for website
* Volunteers for Coronation Weekend volunteering event at Hatton House

**Hatton Parish Post -**content and contributors were agreed. As there have been some issues with the newsletters being fully distributed the Clerk will speak to the distributor and suggest a check list is completed. It was also noted that the Hatton Parish Post now appears on the website and a notice to this effect will appear in the next edition.

**Date of the next meeting** -24th April 2023 at Hatton Park Village Hall

The meeting concluded at 9.50pm

Action log;

|  |  |  |
| --- | --- | --- |
| 1 | Contact Openreach re safety concerns | Clerk |
| 2 | Employer Liability cover | Clerk |
| 3 | Hatton Post Distribtion | Clerk |
| 4 | Hatton Park Playground | Working party after responses to AR’s email |
| 5 | Projects for CIL monies -Bench and pathway | Chair to drawn plan  Clerk follow up emails |
| 6 | Auditor and bank account | Clerk to finalise |
| 7 | Bench on Hatton Green | Follow up |

**HATTON PARISH COUNCIL**

**Minutes of Hatton Parish Council Meeting held on 24th April 2023 at Hatton Park Village Hall.**

**Present**: Martin Le Tocq, Anthony Burrows, Sue Hague, Michael Busby, Brendon Asprey, Maggie Langford, Veronica Chapman

Jan Matecki, (WDC and WCC ) Alan Rhead (WDC)

Katherine Skudra (Clerk)

1 member of the public

There were no items for discussion at the Open Forum.

**Apologies** were accepted from Josh Moore.

**Declarations on Pecuniary and other Interests**; No new declarations were received.

**Minutes of the last meeting and matters arising**; The minutes were approved as drawn and signed by the Chairman on each page.

From the action log;

|  |  |  |
| --- | --- | --- |
| 3 | Hatton Post Distribution | Distributor notified of missed addresses and will ensure these are covered |
| 4 | Hatton Park Playground | On the agenda |
| 5 | Projects for CIL monies -Bench and pathway | Some new ideas received and Hatton Green bench progressing |
| 6 | Auditor and bank account | Paperwork all with the auditor for her to go through after end of year – |
| 7 | Bench on Hatton Green | As above |

**Planning; 1 Hatton Grange W/23/0434** – The resident present at the meeting asked the Council to consider that as this application does increase the footprint of the existing property which came about from ‘change of use’ it should not be allowed. The resident was also concerned about the size of the hardstanding and what would be stored there. After discussion the Council decided to file a neutral response with comments outlining the concerns raised.1

**H28/Union View;** The Chairman attended the last residents’ meeting with Taylor Wimpey and the notes have been distributed to the councillors.  The Chairman has written to TW requesting that the refuge south of the main access junction be retained It was confirmed that the ‘tanking’ mentioned at the last meeting referred to the waterproofing of the individual retaining walls. The next Council meeting with Taylor Wimpey will be after Highways have confirmed the plans for the entrance and the schedule of roadworks. Jan Matecki will also call a meeting at Shire Hall to bring the parties together.

**Land off Charingworth Drive,** It was noted that an appeal against last year’s refusal of permission has been lodged.

**Parish Council Elections and Returns;** There were 7 nominations for the Council from 4th May so there will be no election. There will be a vacancy and the Council can look to co-opt a councillor. This will be discussed further at the May meetings. The councillors were reminded that they must complete their Notice of Election expenditure (even if it is a nil return) by 1st June and details of pecuniary interests by 26th June. The Clerk will distribute the relevant paperwork.2

**Hatton Park Playground;** After the helpful intervention from the District Councillors a new project brief was shared and a meeting of the working party met with Helen Hancox and Dave Anderson from the Green Space Team on 24th April. The brief and the Working Party’s comments were shared. The District Council have slightly increased their contribution and agreed that the Parish Council contribution would be to a maximum of £45k. It is now hoped that final brief can be agreed quickly and the project can then be put out to tender following the WDC procurement system. Michael Busby has agreed to stay on the Working Party even though he is standing down as a councillor.3

**CIL Monies;** No new volunteers have come forward for the working party but suggestions do continue to be made as to possible projects which will be added to the list. The next instalment of monies from H28 development are due in this month.

Permission has been granted for the installation of a bench in Hatton Green and councillors met with neighbouring residents regarding the actual position. Some were concerned about possible anti-social behaviour and the councillors agreed that the position could be reviewed if this did become an issue. The Council will have to arrange for the installation and will follow up on a recommendation from HPRA. The Clerk will order the bench.4

There has been not response yet from Warwick District Council regarding the pathway at Hatton Park, nor from County Highways about the trees on Hatton Green. The Chairman will chase.

**Finance;** The current balances are; HPC £26,346 (which includes CIL monies £4499 and £7500) and War Memorial Account £3018.

The following payments were approved -HPP printing; £79.55, HPP Distribution £85, Website Annual Subs £144

The paperwork for the end of year audit is with the internal auditor.5

The Clerk will complete the formalities for the new bank accounts

**Hatton Park Residents’ Association;** it was noted that the 2021 accounts have now been filed with the Charity Commission. The new lighting has now been installed in the Hall and the HJO Skittles evening hosted there was a great success.

**Warwick District Council;** Alan Rheadreported that withCouncil being in pre-election period there were no new initiatives to report. The Chairman made presentation to Alan who is standing down at the May election and thanked him for all his support.

**Warwickshire County Council;** It was reported that over the Coronation weekend there will be free parking at the Country Parks. The County has been awarded £2.8m for a pothole improvement scheme.

**Correspondence;**

* **WDC Planning;** 2 applications and 1 notice of appeal
* **Rural Services Network**
* **Ward Councillors –** following up issues from meeting
* **WDC –** bench on Hatton Green
* **WDC –** newsletters and press releases
* **Residents** – Union View, CiL monies, Hatton wood
* **WDC –** election information
* **TW –** residents’ meeting
* **WDC – Helen Hancox –** Hatton Park play area
* **WALC –** call for subs
* **WDC –** CiL monies paperwork
* **Police –** presentation
* **WDC –** Green waste collections
* **Scouts -** use of the campsite field

**Hatton Parish Post;** As there are only 3 weeks until the next meeting it was decided not to issue an edition this time.

**AOB;** Maggie Langford reported that due to dwindling numbers the Neighbourhood Coffee Morning will close. She may set up a one off event at Christmas. The Chairman thanked Maggie for all her work on the coffee mornings which started in 2010.

The next meeting is the Annual Parish Meetings evening on 15th May at Hatton Village Hall.

The meeting concluded at 9.25pm

Action log;

|  |  |  |
| --- | --- | --- |
| 1 | File planning response | Clerk |
| 2 | Post election paperwork | Clerk and councillors |
| 3 | Hatton Playground | Working Party |
| 4 | Bench on Hatton Green | Clerk |
| 5 | End of Year/ auditor  Bank account | Clerk  Clerk |
| 6 | Pathway on Hatton Park and trees at Hatton | Chair |

**HATTON PARISH COUNCIL**

Annual Meetings evening held at Hatton Village Hall 15th May 2023 at 7.30pm

**PARISH ASSEMBLY**

No members of the public were present at the meeting but the councillors noted the following;

The bore holes which have been dug around the parish over the last year relate to a project by Severn Trent monitoring ground water works with a view to a new pipeline from Rowington to Hatton Reservoir.

With relation to the use of CIl monies at this stage the following projects will continued to be and considered by the working party;

* Further tree planting at Hatton Green and the green at Hatton Park
* Hatton Park Playground refurbishment in partnership with Warwick District Council –

this is an ongoing project and will be going out to tender very soon

* Pathway on Hatton Park Green
* Supporting specific projects at the School, Village Hall, Churches

Other possible projects to be consulted on will include;

* Widen the cycle path from the Hatton Park roundabout to the new entrance to Union View
* Weather proofing the bridle path out of Hatton Park towards Kenilworth
* Safe crossing point and refuge on Birmingham Road at Hatton Close – this will be followed up with Highways when the plans are confirmed.

The council would like to hear from any residents interested in being involved in this project, and of any other ideas for using this money for the benefit of our community.

**Annual Meeting of the Parish Council**

**Present**: Martin LeTocq, Bredon Asprey, Maggie Langford, Tony Burrows, Veronica Chapman, Josh Moore, Sue Hague

Clerk -Katherine Skudra

**Chairman’s Report** – The report had already been circulated to the Councillors and can be found in the Appendix.

**2023 Election Results –** There was no need for a contested election on 4th May with the 7 councillors present re -elected and there is now one vacancy. This can be co-opted to. All councillors completed their Acceptance of Office and Election Expenses returns.

**Election of Chair and Vice Chairman –**

* Martin LeTocq was nominated by Susan Hague and seconded by Maggie Langford as Chairman and elected unopposed
* Josh Moore was nominated as Martin LeTocq and seconded by Brendon Asprey as Vice Chairman and elected unopposed. Both completed and signed their acceptance of office.

**Grants to Local Organisations –** these were approved as agreed in the budget; The reports from these and other local organisations can be found in the appendix

|  |  |
| --- | --- |
| School | £600 |
| Youth Club | £600 |
| 1st Brownies | £550 |
| Hatton and Haseley PCC | £550 |
| HPRA | £5200 |

**Statement on Annual Income and Expenditure** -The Clerk presented the annual statement which was approved and signed by the Chairman. The statement appears in the Appendix and will be posted on the website.

**Dates of Future meetings;** the following dates and venues were agreed for the year and will be posted on the website.

26th June – HPVH

24th July – HVH

25th September – HPVH

23rd October – HVH

27th November – HPVH

22nd January 2024 – HVH

26th February 2024 -HPVH

25th March 2024 – HVH

**Parish Council Meeting**

No apologies were received and Jan Matecki (WCC) and Peter Phillips (WDC) joined the meeting;

**Declarations of Pecuniary Interests**; no new interests were declared. The Councillors completed their Declarations of Interests following their re-election. The Clerk will hold these and forward to Warwick District Council.1

**Minutes of the last meeting and matters arising;** The minutes were approved as drawn and signed on each page by the Chairman.

From the log;

|  |  |  |
| --- | --- | --- |
| 1 | File planning response | files |
| 2 | Post election paperwork | Available at the meeting for completions |
| 3 | Hatton Playground | On agenda |
| 4 | Bench on Hatton Green | Ordered |
| 5 | End of Year/ auditor  Bank account | Income and expenditure statement completed -Audit paperwork to be presented at the next meeting  Setting up the 3rd account for Cil monies 2 |
| 6 | Pathway on Hatton Park and trees at Hatton | Chair 3 |

**Co-option and welcome to new WDC councillor;** It was noted there is a vacancy for a Parish Councillor and this can be filled by co-option. Peter Phillips has been elected as the Warwick District Council ward councillor and was welcomed to the meeting.4

**Hatton Park Playground;** Sue Hague reported that there have been more delays in agreeing the Project Brief as after a meeting on 24th April (reported at the last meeting) more changes were made by Helen Hancox at WDC. The working party replied promptly to these and are still awaiting a reply. Jan Matecki has been in touch with the Head of Service and has asked he is included in further meetings to support the Parish Council.

**Planning;**

H28/Union View; Jan Matecki confirmed there had been a meeting with some residents and Highways to address some safety concerns relating to the construction of the new entrance. It was confirmed that the works are now going out to tender and it is hoped the work will begin in a couple of months. It is likely to take 12-14 weeks to complete. Traffic and safety assessments will take place for 12 months after that. It was also confirmed that the refuge towards the petrol station will be retained. There was discussion regarding the planting out of the land which is retained.

I Hatton Grange – it was noted that the applicant has withdrawn the part of the application relating to the hardstanding which the Council had commented on.

**Finance -** It was noted that the next CIL payment of £88,100 has been received. The Clerk will investigate deposit accounts to ensure the highest return can be obtained. A question was raised as to whether any interest gained formed part of the CIL payments or could be used for general funds. The Clerk will make some enquiries.

The current balances reflect this payment in and receipt of the 1st half of the precept £7275. Hatton Parish Council - £121,585 (CIL monies now held is £101,099)

The following payments were approved;

|  |  |
| --- | --- |
| WALC -subs | £693 |
| Clerks Salary | £1744 |
| Insurance £312.17 |
| School | £600 |
| Youth Club | £600 |
| 1st Brownies | £550 |
| Hatton and Haseley PCC | £550 |
| HPRA | £5200 |
| Email account | £6.90 |

The internal auditor is working with the Clerk to complete the audit papers for the next meeting.2

**Hatton Park Residents’ Association -** The annual report is in the Appendix and there was nothing further to report at this stage

**Warwick District Council;** The first meeting of the newly elected Warwick District Council will be held on 17th May. It is noted that Riverside House will be closed shortly.

**Warwickshire County Council;** Jan Matecki confirmed that the Councillors Grant Fund is now open and there is a campaign running on the safety checking of car seats.

**Correspndence;**

* WDC- weekly planning lists and bulletins
* WDC – Cil and precept remittance
* WDC – Helen Hancox -exchanges re Hatton Park Playground
* Tayloe Wimpey- residents’ meeting
* Resident – Union View, Hatton Village Hall
* 1st Hatton Brownies / Ferncumbe School / Hatton Combined Charities – reports
* Rural Services Bulletin
* Warwickshire County Council – newsletter
* WDC – Election information

**Hatton Parish Post;** The content was agreed

**Date of the next meeting** – 26th June 2023 8pm -Hatton Park Village hall

the meeting concluded at 9.40pm

Action log;

|  |  |  |
| --- | --- | --- |
| 1 | Declarations of Interests and Election returns-filing | Clerk |
| 2 | Bank accounts – and audit paperwork | Clerk |
| 3 | Pathway on hatton park and Hatton Green bench | Chair |
| 4 | Suggestions for co-option | all |

**Hatton Parish Council**

**Minutes of Parish Council Meeting held at Hatton Park Village Hall on 26th June 2023**

**Present**: Bredon Asprey, Maggie Langford, Tony Burrows, Josh Moore, Sue Hague

Jan Matecki (WCC)

Katherine Skudra (Clerk)

**Apologies** were accepted from Martin LeTocq, Veronica Chapman and Peter Phillips (WDC)

In the absence of the Chairman the meeting was chaired by Josh Moore.

**Open Forum.** Councillors present reported that members of the public have spoken to them about the possibility of safer measures being made for those crossing the Birmingham Road from Hatton Close to Middle Lock Lane. It is noted that whilst there is a middle refuge this is not wide enough for a bike, push chair or mobility scooter. Many local residents use the crossing to access the canal towpath. It was noted that the Council have made previous requests for an improved crossing without success. Jan Matecki suggested that we do ask again for this to be considered and confirmed that a letter should be sent to Highways explaining the suggestion and safety reasons behind it. There does appear to be some precedent for a light controlled crossing on a 40mph road elsewhere in Warwickshire. 1

Residents had also commented to councillors on the No Mow May initiative. Concerns were expressed that the verges had grown very high and it was taking a long time for the cutting to catch up. At some road junctions and roundabouts this has obscured visibility. The Clerk had sent around a survey for all to complete as the District Council will be reviewing No Mow May for next year.

It was also noted that we have received a letter from a resident asking for their thanks to be passed to Maggie Langford for the decade of organising the Neighbourhood Coffee Mornings.

**Declarations of Pecuniary and other interests**; no new interests were declared

**Minutes of the last meeting and matters arising;** The draft minutes were approved as drawn and signed on each page by the Vice Chairman.

The Chairman had reported that; The bench ordered for Hatton Green had not arrived yet and the Clerk will chase this.2 He continues to correspond with WDC concerning the suggested path in Hatton Park and the County Council regarding more trees being planted in Hatton Green

From the log;

|  |  |  |
| --- | --- | --- |
| 1 | Declarations of Interests and Election returns-filing | All retuned to WDC |
| 2 | Bank accounts – and audit paperwork | Appointment letter and paperwork to be prepared 5 |
| 3 | Pathway on Hatton Park and Hatton Green bench | As reported |
| 4 | Suggestions for co-option | No suggestions received as yet |

**Planning;** it was recorded that Neutral responses were filed for the application relating to the changes at the Shell Garage and relating to 11 and 15 Tredington Park. These applications had been noted on the Parish website and no comments were received.

In the meeting is was agreed that Neutral comments would be recorded for applications relating to Hatton Cottage and 39, Quinton Close, Hatton Park.

H28/Union View; it was noted that the roadworks relating to the construction of the new entrance will start on or after 7th August. The work order is for 6 months but it is believed they should only take 12 weeks. The construction management plan has not yet been made available.

**Hatton Park Playground;** Sue Hague reported that despite a number of reminders to Helen Hancox at WDC the working party only received the latest amended plan on Friday (23rd June) evening and it was noted there were a few changes which needed checking. WDC had asked for the Council agreement to be returned by 30th June so the matter could proceed. Hatton Parish Council having been pushing this project along all the time and delays have come from WDC and subject to checking these last changes will confirm the brief by the deadline.4

The Council were pleased to see that after some recent complaints from some residents the swings will be replaced rather than refurbished and WDC will take up the extra cost of this

The project will then go out to tender through the WDC procurement process and Sue Hague and Michael Busby from will receive appropriate training from WDC to be part of that process.

**CIL monies;** No new suggestions have been received to date. The WDC Monitoring Return for CIL monies was signed by the Vice Chairman.

**Finance;** none of the grant payments made in the May meeting have been banked yet

Hatton PC account; £120,541 (including £101,099 CIL monies)

War Memorial Account £3081

The following payments were approved

Hatton Post Distribution £85, Hatton Park Printing £79.55

The online banking accounts should be ready from use from next month and the Clerk will prepare the Appointment letter for the auditor.

**Hatton Park Residents’ Association;** An AGM will be held soon and details of this will be published.

**WDC;** Jan Matecki reported that the Council are focusing on the Climate /sustainability agenda as a priority

**WCC;** Jan Matecki reported that the SEN schooling and transport needs are being amended to make sure they are in alignment and that a new Transport Policy is currently being written which will promote Active Travel ahead of Public Transport and then consider road users. It is acknowledge that for that to work the various schemes need to joined up. Jan Matecki also noted that there are to be some ‘traffic flow’ changes in Warwick with extra lights at St Johns and a one way system.

Jan Matecki also reported that later in the year the cost of the IndieGo bus system will rise to £2.50 per journey. It was acknowledged that this was still excellent value.

**Correspondence ;**

* Residents – H28 issues
* WDC – 5 planning applications
* HH from WDC – Hatton Park Playground project
* Residents – small wildlife signs/No mow may/ planning application/graffiti/lighting
* WCC – road closures
* Resident – asking for thanks to be passed to Maggie re all the benefit of the coffee mornings
* Notes of thanks for grants – School, Youth Club, Hatton Brownies
* WDC – newsletters and updates
* WCC – County Matters
* Rural Bulletins

**Hatton Parish Post;** it was agreed that as there were limited updates there would not be an edition this month.

The **next meeting** will be Monday 24th July at Hatton Village Hall at 8pm

The meeting concluded at 9.30pm

Action Log

|  |  |  |
| --- | --- | --- |
| 1 | Write to Highways re proposed crossing | Clerk |
| 2 | Bench on Hatton Green | Clerk to chase |
| 3 | Pathway on Hatton Park | Chair |
| 4 | Hatton Park Playground | Working party to confirm |
| 5 | Bank accounts and audit paperwork | Clerk |
|  |  |  |

**HATTON PARISH COUNCIL**

**Minutes of Hatton Parish Council Meeting held at Hatton Village Hall on 24th July 2023**.

**Present;** Martin LeTocq, Tony Burrows, Brendon Asprey, Victoria Chapman, Sue Hague

Peter Phillips (WDC)

Katherine Skudra (Clerk)

There were no members of the public in attendance and no apologies were recorded.

**Open Forum;** the Chairman reported that a resident had been in contact relating to overgrown hedgerow around the ‘scout field’ and along Stoney Lane towards Hatton Green. The Clerk will write asking for these to be cleared.1 It was noted that following the No Mow May initiative most areas had now been cut but there were some areas which had been left very messy.

**Declarations of pecuniary and other interests;** no new interests recorded.

**Minutes of the last meeting and matters arising;** The minutes were approved as drawn and signed by the Chairman on each page.

|  |  |  |
| --- | --- | --- |
| 1 | Write to Highways re proposed crossing | More information gathered from councillors and on the agenda. |
| 2 | Bench on Hatton Green | Bench has been delivered and arrangements are being made for its installation |
| 3 | Pathway on Hatton Park | Chair is following up with District and County teams 2 |
| 4 | Hatton Park Playground | Project brief has been agreed -on the agenda |

The Chairman also confirmed that he was also still waiting for confirmation concerning the 2 new trees on Hatton Green.

**Planning;** There have been no planning applications for consideration since the last meeting. It is noted that the Union View Show Homes are now open and the frontage around them has been tidied up. It was reported that the start of construction of the access road may have been delayed. The Chairman will contact Aidy Hicks from Taylor Wimpey for some further information and the Clerk will check with Jan Matecki 3

**Hatton Park Playground;** Sue Hague confirmed that after confirmation of the figures discussed at the last meeting the Project Brief has been agreed and Helen Hancox has confirmed that the projects should go out to tender and through the Council procurement process in the next couple of weeks.

**CIL Monies;** Following the suggestion of using some of the funds for a new/adapted crossing at Middle Lock Lane information about other crossings in the area were shared. The Council feel that the current crossing is unsafe and as it is the access to the canal network is likely to be used more once the Union View development is occupied. The Chairman will draft a letter asking to Highways to advise on suggestions and costs.4 The Chairman will check with the CIL officer regarding time limit to spend monies paid to us in installments. 7

The Chairman will set up a working party meeting.5

**Finance;** HPC account balance £118,698 (including £101,099 CIL monies) War Memorial Account £3081.

Approval for payment of £408 for the bench for Hatton Green was given. This will be paid from the allocated Hatton Green CIL monies.

**Hatton Park Residents’ Association;** Veronica Chapman reported that a new noticeboard will be purchased for the bus stop. The AGM is set for 13th September at Hatton Park Village Hall.

**Warwick District Council;** Peter Phillips reported that at the first full council meeting the move from Riverside House will be discussed. Peter Phillips also confirmed that the application for the solar farm at Honiley had been approved. Peter Phillips commented on this as he believes it may have set a precedent which the Council need to be aware of.

Peter Phillips also reported on the recent presentation he has attended relating to the possible future proposal to create a development of 4500 houses between Hatton and Hatton Station taking in Hatton Country World. This land has ‘offered’ up in the consultation for the new SWLP. The councillors are aware of this proposal and the Chairman will contact the landowner’s represetntative to ask for the project brief to be shared with them. It was also agreed for some information to be shared in the next edition of the Hatton Parish Post.

**Warwickshire County Council;** It was reported that the IndieGo bus service was to be extended to cover Norton Lindsay.

**Correspondence;**

* **WDC –** weekly planning lists and updates
* **Residents –** safety on Birmingham Road -possible crossing options
* **WDC –** Hatton Park playground – agreement on project brief
* **Cllrs –** No Mow May feedback
* **Rural Network Bulletins –**
* **HPRA –** thanks for the precept
* **WDC –** weekly planning information / appeal decision
* **Keep Britain Tidy**
* **Planning Policy –** Consultation-community Involvement
* **WDC –** press releases- Home Energy Help / Abbey Fields Development / WDC Customer Services Operations

**Hatton Parish Post;** it was agreed that there would be an edition of the Post late august/ early September and the content was agreed.6

The **next meeting** is Monday 25th September at Hatton Park Village Hall.

the meeting concluded AT 9.30pm

Action Log

|  |  |  |
| --- | --- | --- |
| 1 | Letters re cutting back hedgerow- Scout field / Stoney Lane | Clerk |
| 2 | Path on Hatton Park | Chair |
| 3 | Making contact to check on start of accessway -Union View | Chair and Clerk |
| 4 | CIl monies – crossing on A4177 | Chair |
| 5 | Set up CIl working party meeting | Chair |
| 6 | Hatton Parish Post | contributors |
| 7 | Check on timings for CIL expenditure | Chair |
| ongoing | online banking set up | Clerk |

|  |  |  |
| --- | --- | --- |
|  |  |  |

**HATTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Monday 25th September 2023 at Hatton Park Village Hall.

Present; Martin LeTocq, Tony Burrows, Brendon Asprey, Victoria Chapman, Sue Hague, Maggie Langford

Jan Matechi WCC (in part)

Katherine Skudra -Clerk

13 members of the public attended all or part of the meeting.

**Apologies** were received and accepted from Josh Moore and Peter Phillips (WDC)

Jan Matechi had notified the Chairman that he would only be able to be present at the beginning of the meeting due to other Council commitments but wanted to address the issues relating to the next stage of the Union View development and the construction of the access road.

Jan Matechi reported

* Highways had not accepted the first Traffic Management Plan which had been put forward and that was the reason the work did not start in August. The new plan submitted may see the roadworks taking up to 11 months (rather than the original 4) and the extra time relates to the drainage work which need to be undertaken which is more substantial than the contractors originally thought. He believes Highways will insist on a shorter timeframe in due course.
* The work should start around 16th October (but this is dependent on the signing of contracts)
* The work will be undertaken in no more than 150 meter sections and will be traffic light managed but also staffed so that the flow of traffic can be regulated to account for changes in traffic conditions.
* Work will be undertaken from 8am -6pm on weekdays and 8am -1pm at weekends -the traffic light control will remain all the time. It is likely that the works will be halted for 2 weeks over the Christmas period.
* The developers are hoping to set up a community engagement event w/b 9th October at Hatton Park Village Hall. It was noted there had been no contact about this at the time of the meeting.

Councillors commented

* The length of the works at 11 months seems excessive. Jan Matechi stated that Highways are aware and are hoping that the work will actually be done sooner
* It is noted that the planning permission does not allow any occupancy until this new entrance is completed- is this likely to change? Jan Matechi noted that Taylor Wimpey would have to apply for a change in conditions for that and there would no doubt be many objections.
* Would /could the cycle path be preserved whilst these works were going on? It seems unlikely.
* There has been no information shared with the Parish Council, despite requests and the Chairman will seek out the site manager.1

Members of the public present made the following comments;

* It was disappointing that the necessary drainage works are adding to the length pf the works when the draining issues have been known and acknowledged by Highways for many years.
* There is risk of real gridlock in the area including the A46 and M40 whenever there is a traffic incident.
* There is a real concern that the developers will cross another red line in the planning system if they apply to have the occupancy condition removed. It is noted that they have done this before.
* One resident reported that she is in touch with the Environment department as she feels the Code of Practice has been breached in many ways by the developer. She does not believe these have been followed up properly.
* There are ongoing concerns for the safety of residents of Birmingham Road pulling out into the traffic and residents of Hatton Park continue to find great difficulty joining the Birmingham Road at the roundabout as oncoming traffic does not give way. A suggestion was made to put a yellow hash box.
* A suggestion was made that the residents could be encouraged to make their concerns known. Residents are encouraged to come to Parish Council Meetings and write to the local MP for his support. The Parish Council does share the information in the Hatton Parish Post.

The Chairman thanked Jan Matechi for attending the meeting and sharing the information and confirmed that the Council will continue to try and keep the dialogue open with Taylor Wimpey.

**Declarations of Interests –** no new declarations recorded

**Open Forum –** Caroline Edwards, an outreach worker from St Michael’s Church and Budbrooke Community introduced herself and her team are keen to deliver Welcome Packs to the new residents of Union View once they move in. She would welcome any contributions from the Parish Council or any other local organisations.

Residents of Hatton Park commented that the general state of Hatton Park, the green areas and the burial grounds is very poor with everywhere very overgrown and unkempt. It was noted that the Parish Council do write to individual householders when vegetation overflows and has put a number of requests in the Hatton Parish Post. The creation of a ‘clear up’ group of volunteers was discussed. In the first instance the Green Space Team at Warwick District Council are responsible for the maintenance of these areas and they will be invited to attend a site visit to review where residents are concerned. Going forward after this the Council will look at other options for a clear up.

It was also noted in particular that the verges on properties owned by Stonewater Housing Association are not being maintained at all.2

Questions as to the ownership of Crimscote Square were raised. These might be resolved by a Land Registry search. The Clerk will follow this up.3

There is the possibility of Super Fast Broadband being installed in Hatton Green and one resident was concerned that the wiring for this may be very unsightly. It is believed that would not be the case due to existing structures in place.

There is continuing concern about the closure of routes for the local school buses due to bus companies no longer running some of these routes.

**Minutes of the last meeting and matters arising;** The minutes were approved as drafted and signed by the Chairman on each page.

|  |  |  |
| --- | --- | --- |
| 1 | Letters re cutting back hedgerow- Scout field / Stoney Lane | Letters sent out |
| 2 | Path on Hatton Park | Chair/ part of the CIL working party |
| 3 | Making contact to check on start of accessway -Union View | Emails sent -no response |
| 4 | CIl monies – crossing on A4177 | Dialogue started -part of CIL |
| 5 | Set up CIl working party meeting | Ist meeting held August - |
| 6 | Hatton Parish Post | Distributed |
| 7 | Check on timings for CIL expenditure | Chair confirmed that the date for spending runs from the date the money is received |
| ongoing | online banking set up |  |

All other issues appear as part of the Agenda.

**Planning;** Union View issues have already been noted.

8 Hatton Close Hatton W/23/1236 – although a large extension it appears in keeping and as there are no neighbour objections the Council does not raise an object and will file a neutral response.4

South Warwickshire Local Plan – As had been noted at the last meeting an area of 665 acres had been put forward as available for development (housing and commercial) along with other areas in the Parish (Field around the Church and field north of Hatton Wood). It is currently very early stages of the formulation of the SWLP and there will be opportunities for consultation with the public and the Parish Council will need to hear the views of the residents to give them their mandate for responses. The Council will update residents through the Parish Meetings, minutes and Hatton Parish Post. Representatives of the Council met with one of the Project developers who was not able share any plans but discussed the stages of the development process and how important community and stakeholder engagement is.

**Multi Use Games Area-** Jan Matechi reported that he has asked the new portfolio holder to confirm when the work will be done as it was budgeted for in the previous year.

**Hatton Park Playground –** Call for tenders have now been sent out from WDC for this and it is reported that there has been interest. Some developers had asked for some clarification and the working party responded clarifying the Council’s position of the individual questions. The questions included size of the toddler area and safety measures around some of the other equipment.

Nothing has yet been heard about how many tenders have been received but 2 of the working party are part of the procurement process. The Clerk will chase. 5

The clerk will ask again for a copy of the finance agreement.5

**CIL update –** The CIL working party met in August to discuss the following;

* Quotes for the installation of the bench on Hatton Green have been received and the cost is in the region of £600 which is agreed.
* 2 Hawthorn trees will be planted in Haton Green
* Pathway on Hatton Park. This is being considered by the Green Space Team and initially they felt it was not necessary but there will be a site visit by Dave Anderson to look again. The Chairman will follow this up
* Crossing over A4177 – this continues to be looked at and workignparty in dialogue with Highway
* Enhancement of footpaths –

It was noted that a resident has asked the Council to consider allocation of land for allotments.

The next meeting of the CIL working party will take place in October and further requests for residents to join will be made.

**Policies review;** The following polices were reviewed and no amendments were required at this time

Equality Policy,

Freedom of Information Policy,

Data Protection Policy,

Health and Safety Policy,

Record and Risk Management and Risk Register is time.

It was noted that the Council have received no Freedom of Information or data request in the last year.

**Finance;** The current balances are:

HPC £112340 (including £100691 Cil Monies) War memorial £3,081

Payments were approved; HPP Printing £67.12, HPP - £85, Google support £13.80

**Hatton Park Residents Association:** Veronica Chapman reported that there was some new interest at the AGM earlier in the month and Sue Hague reported that the hall already hade advance payments for books next year of £2500. There has been an offer for another 2 trees in Hatton Park which will be accepted.

WDC – no report

**WCC**- Jan Matechi report at the beginning of the meeting

**Correspondence**

* Rural Services Network - bulletins
* WDC – meetings links
* WCC – Highways re crossing on A4177
* Residents – traffic and safety on Birmingham Road
* WDC – Elections -alterations to Electoral roll
* Resident – re Hatton Park Playground
* CiL monitoring – monitoring report
* SWLP – consultation /meeting set up
* WDC – playground brief for tender -more questions to working party
* Resident – Councillor vacancy
* Resident – school bus service
* Police – news briefings
* WDC – weekly planning lists
* WDC – Corporate Strategy consultation
* WCC – Warwickshire Matters
* Resident – suggestion for CIL monies spend

**Hatton Parish Post –** it was agreed that a short edition be written and distributed to share the information re the roadworks.

It was also agreed to prepare a note on the meeting to submit to Ferncumbe News 6

Date of the next meeting – Monday 23rd October at Hatton Village Hall.

The meeting concluded ay 10.05pm

Action Log

|  |  |  |
| --- | --- | --- |
| 1 | Chair to speak to site manager and Aidy Hicks to be chased up | Chair and Clerk |
| 2 | Letter to Stonewater re clearing verges | Clerk |
| 3 | Land registry search | Clerk |
| 4 | File planning response | Clerk |
| 5 | Playground area -chase finance agreement | Clerk |
| 6 | Precis of meeting drafting for Ferncumbe News | AB |
| ongoing | Online banking / intern auditor | Clerk |

**HATTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Monday 23rd October 2023 at Hatton Village Hall.

**Present**; Martin LeTocq, Tony Burrows, Veronica Chapman, Sue Hague, Maggie Langford, Josh Moore

Jan Matechi WCC

Katherine Skudra -Clerk

6 members of the public

**Apologies** were received from Peter Phillips (WDC)

**Open Forum.** Residents expressed their concern as to the state of some of the public spaces on Hatton Park and the lack of cutting back of overgrown hedges and vegetation by some residents and asked what steps the Parish Council could take. The Chairman confirmed that householders are written to when identified asking them to cut back and there are updates and requests in the Hatton Parish Post on a regular basis. The Parish Council has no sanctions it can impose. Jan Matecki offered to set up meetings with the Open Space team regarding the public areas and ask for a site meeting to show the areas of concern.5 He asked for specific information as to the areas which are overgrown as some may be Highways’ responsibility.1

One resident expressed concern he had not received replies from the Council regarding the rewilding of the bank in Hatton Green and the planting /replacement of the trees. The Clerk will investigate the unresponded to emails and the Chairman explained that after 3 years when the rewilding of the bank had been discussed on a number of occasions there was agreement that the bank would not be mowed in the autumn by the Council but would be left to the residents. The Chairman stated that he was about to ask for volunteers. The resident also asked if volunteers could be asked recruited for the mowing of the Green.

It was also explained that there were 2 new trees, one a replacement and one an additional hawthorn tree

One resident pointed out that they have been notified by National Grid that they will be without power for a day. It is believed this is for a connection to be made to Union View. The resident was disappointed that Taylor Wimpey had not notified the residents of this.

Concern was again expressed that the roadworks tied to the construction of the permanent entrance to Union View were to take 11 months, especially as issues with the drainage must have been known for some time. Jan Matecki confirmed that Highways have insisted on changes to the traffic management plan for these works and have done their best to keep the length of time to a minimum. He also confirmed that after the road is opened there will be traffic monitoring cameras in place to review how the junction is affecting traffic.

**Declarations of Interests**; No new interests recorded

**Minutes of the last meeting and matters arising;** The minutes of the last meeting were approved as drawn and signed on each page by the Chairman.

From the log;

|  |  |  |
| --- | --- | --- |
| 1 | Chair to speak to site manager and Aidy Hicks to be chased up | Community Information event held by Taylor Wimpey at Hatton Park Village Hall – it was agreed to keep up with the regular meetings with Aidy Hicks |
| 2 | Letter to Stonewater re clearing verges | Letter sent - |
| 3 | Land registry search | Clerk 2 |
| 4 | File planning response | Filed |
| 5 | Playground area -chase finance agreement | Some paperwork received -to be reviewed |
| 6 | Precis of meeting drafting for Ferncumbe News | Note of the meeting sent in |
| ongoing | Online banking / intern auditor | Clerk to invite auditor to meet Chairman for November budget setting exercise |

It was noted that the grass had been cut on Hatton Park and around the burial grounds.

**Planning;** Councillors attended the Comminuty Engagement event run by Taylor Wimpey regarding the upcoming roadworks and spoken to representatives from Highways an the construction company. It was agreed to keep in touch during the construction period. Residents present also reported attending the event. Jan Matecki reminded those present that as part of any development the developers do have to contribute to the infrastructure.

**Hatton Park Playground –** Helen Hancocks notified the working party on 20th October that the tender window had closed on 4th October and 3 tenders had been received. Procurement training for 2 members of the working party has not yet been organised by the Procurement Team at WDC. After a number of requests a Funding agreement has also been received. The Working party wants some time to look at this as there are some questions. It was agreed that the Council use the offer of legal advice from the WALC membership before we report back to Helen Hancocks. 4 Jan Matecki asked to be kept up to date as he feels the Open Space Team need to be working more quickly on this project.

**CiL Monies working party –** The Chairman gave an update on the recent meeting reporting that there has been a request to look at ‘traffic calming’ measures on Hatton Green. This was looked at a few years ago and Jan Matecki agreed to facilitate a meeting with Jo Edwards -Head of Road Safety team to look at the viable options and the costs. Notes of the Working party meeting are attached to these minutes. A Hatton resident has joined the Working Party and a volunteer from Hatton Park has expressed an interest and will be invited to the next meeting.

It was agreed that the wider list of suggestions received over the past year will be reviewed at the next meeting.

**Climate Change:** The Clerk advised that WALC suggest the issue of sustainability and climate change should be considered in all decisions a Council makes and recorded where it has had an influence. It was note that the installed bench in Hatton Green was made out of recycled materials.

Tony Burrows has attended Local Climate Change Action Group Day at Wren Hall and will distribute information shared.

**Finance.** Current balances;

HPC £119615 (including £100691 Cil Monies) we have received the 1st half of this years precept

The following payments were approved. Poppy Wreath £50 ; HPP – printing- £92.71 HPP Distribution £85 Google £9.89.

Bench contractor – £630. The invoice was raised for £650 but payment of £630 had been agreed.

War memorial £3,081

**Hatton Park Residents’ Association;** Veronica Chapman reported that despite still only having 3 members of the committee they do now have some help with social media and PR and some help with the opening and closing of the Hall.

**Warwick District Council;** Jan Matecki reported that the new local plan will be being consulted on soon and the Council have put some extra resources into tackling fly-tipping.

**Warwickshire County Council;** Jan Matecki reported that the £2.00 bus fare will stay in place until the end of 2024 and that the Council had secured Government funding of £3.395m to set up Electric Charging places and is asking for suggestions.

**Correspondence;**

* **WDC -**newsletters/ press releases
* **WCC-** updates
* **Taylor Wimpey -** community consultation event
* **Resident –** yellow hatched traffic boxes
* **Resident –** response to Hatton Parish Post. The resident felt that the latest edition of the Hatton parish Post has been too negative and that the new Union View development should be welcomed.
* **Forestry –** planting of tress on Hatton Green
* **WDC –** amendments to electoral roll
* **WDC –** request for snowy pictures
* **Resident –** speeding traffic in HP
* **Helen Hancox (WDC) –** playground update

**Hatton Parish Post -** it was agreed that there would be no edition following this meeting.

**Date of the next meeting;** Monday 27th November 2023 at Hatton Park Village Hall

The meeting concluded at 10.05pm

Action log

|  |  |  |
| --- | --- | --- |
| **1** | Information to JM of locations of overgrown hedges/undergrowth | councillors |
| **2** | Follow up Land registry search | Clerk |
| **3** | Invite auditor to Budget setting | Clerk |
| **4** | ‘Finance’ agreement -seek legal advice through WALC | Clerk |
| **5** | Meetings with WCC/Highways/WDC | Chair and JM |

**HATTON PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Monday 27th November 2023 at Hatton Park Village Hall.

**Present**; Martin LeTocq, Tony Burrows, Veronica Chapman, Sue Hague,

Jan Matechi WCC

Peter Phillips WDC

Katherine Skudra -Clerk

4 members of the public

**Apologies** were received and accepted from Brendon Asprey, Josh Moore and Maggie Langford

**Open Forum;** Serious concerns were expressed from those present relating to the application by Taylor Wimpey for a change in planning conditions to allow access to Union View for new residents using the construction vehicles’ entrance whilst the new entrance is under construction. Residents present felt that this was not a minor amendment and would create some real safety issues. Cllr Matecki noted that the application would have to be heard at the Planning Committee of the Parish Council or at least 5 other objections were received. After discussion it was agreed that it would file an objection and someone from the Council would attend the planning meeting if the date was confirmed. The Chairman will draft an objection and share with Councillors for approval and submission. 1

There was a general discussion about the disruption which would be caused by the 11 months of roadworks and some hope expressed that the traffic management company would manage the flow of traffic. There is a dedicated page on the County Council website which will be regularly updated.

**Declaration of pecuniary and other interests**; No changes recorded

**Minutes of the last meeting and matters arising;** The minutes were approved as drawn and signed on each page by the Chairman

From the log;

|  |  |  |
| --- | --- | --- |
| **1** | Information to JM of locations of overgrown hedges/undergrowth | This has been sent to Jan Matecki and he will set up an onsite meeting with Geoff Morris (Highway maintenance) in the new year |
| **2** | Follow up Land registry search re Crimscote Square | JM confirmed from a previous Land registry Search that the land is still registered to A C Lloyd |
| **3** | Invite auditor to Budget setting | Clerk to approach WALC again for another suggestion 2 |
| **4** | ‘Finance’ agreement -seek legal advice through WALC | Request sent in and feedback received – amended draft to be sent back to WDC 3 |
| **5** | Meetings with WCC/Highways/WDC | Chair and JM- meeting held and notes shared |

**Maintenance of Open Spaces;** There has been no response from the Green Space Team concerning the Council’s requests but it was noted that some local residents had tidied around the lower burial ground memorial. The Chairman will follow this up and copy Marianne Rolfe in as the Head of Service. 4

**Hatton Park Playground –** Legal advice was received as to the suggested amendments put forward by the Playground working party to the Finance Agreement and these will be sent back to Helen Hancox at WDC. Sue Hague and Michael Busby have undergone their procurement training but cannot view the bids received until the Finance agreement is in place. The Council are very disappointed there are continuing delays and will continue to push for matters to be dealt with promptly by the Council.

**CiL Working Party;** it was pleasing to see that the bench on Hatton Green is now installed and the 2 trees in Hatton will be planted very soon. Both these projects have been funded with CiL monies. Ongoing proposals will be discussed at the next Working Party meeting in December. Meeting with various parties on some of the proposals have taken place and others have been set up including;

* Cllrs attended a meeting with Jo Edwards from Highways re the suggestion of a crossing/re-designed refuge on the A4177 at Middle Lock Lane. The Cllrs were advised that there I not enough pedestrian traffic to warrant any changes and any changes would be out of budget scope. Suggestions regarding Slow Downs signs were discussed and the matter will be further considered at the Working Party
* Parking and the speed vehicles travel through Hatton Green are also being considered

Councillors asked that all the proposals mentioned by residents over the last couple of years also be considered. The Clerk will compile the full list 5

**Finance;** The Chairman had distributed an outline of this year’s spend against precept and proposal for budget setting for 24/25. Councillors were asked to consider whether there is scope for an increase in grants. It was also noted that the Chairman has send around to the Councillors information and advice shared by WALC that Parish Councils are not permitted in law to give a general grant to the Parochial Parish Council despite this being widely accepted practice amongst most Parish Councils and this Council has always done so. After discussion a vote was taken to continue with the practice ( 2 votes to agree and 2 abstain)

Whilst the budget is being set it was also agreed to ask WALC to carry out a job appraisal for the Clerk’s role to ensure the salary is set at the correct level. This is a paid for service and the Clerk will make contact with WALC in January. 7

The Chairman agreed to look at the state of the goalposts

The budget and call for precept will be agreed at the January meeting. 6

The current balances are HPC £119245 and War Memorial account £3081

The following payments were approved

Clerk’s salary £1744

Google invoice £13.80

**Hatton Park Residents’ Association;** Veronica Chapman reported that their new notice board had been ordered

**Warwick District Council;** it was reported that the move from Riverside House has started and some services will now operate out of Leamington Town Hall. The redevelopment at Abbey Fields has now had the go ahead and it is believed there may be a delay in the start of the South Warwickshire Local Plan. It was also reported that the Council are looking at the housing provision in Starmer Place.

**Warwickshire County Council;** There is a current consultation underway regarding the Fire and Rescue Service.

**Hatton Parish Post;** the content was agreed upon and hopefully residents will receive this before the Christmas break.

**Correspondence;**

* **WDC and WCC –** newsletters and press releases
* **Healthwatch Warwickshire**
* **Police Commissioner –** community engagement on budget
* **Rural** services Network Bulletins
* **WDC** – amendments and changes to Electoral roll
* **WALC** – AGM / Legal advice / Town and Parish Councils
* **WDC** – weekly planning and planning application
* **Helen Hancox** – playground
* **WCC** – Highways Clare McMilllan – re roadworks / letters to residents and community engagement meetings
* **Forestry** – re trees at Hatton

The Council also heard how successful the local WI stall was at Warwick Market in rasising awareness amongst men about women’s issues.

The next meeting will be 22nd January 2024 at Hatton Village Hall 8pm

**Action Log;**

|  |  |  |
| --- | --- | --- |
| 1 | Response to Union View planning application | Chair |
| 2 | Obtain list of Auditors from WALC | Clerk |
| 3 | WDC/ Finance Agreement | Playground working party |
| 4 | Follow up with WDC -Open Spaces | Chair |
| 5 | CiL monies suggestion | Clerk |
| 6 | Precept and budget | All -to set in January |
| 7 | Contact WALC re Clerk role appraisal | Clerk |
| Ongoing | Online banking set up | Clerk |

The meeting concluded at 9.55pm