

Kenilworth Town Council

The Council House, Southbank Road, Kenilworth, CV8 1JZ

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13 June 2008



NOTICE IS HEREBY GIVEN that a **TOWN COUNCIL MEETING** will be held in the Council Chamber, Council Offices, Southbank Road at **7.00 pm** on **THURSDAY 19 JUNE 2008** when your attendance is requested.

Town Clerk

ANNUAL COUNCIL PHOTOGRAPH

Members are reminded that this will take place at **6.30 pm** at the Council House.

DECLARATIONS OF INTEREST

Members are reminded of the crucial importance of making declarations of interest in respect of any of the items appearing on the Agenda below. Declarations should be entered on the form to be circulated with the attendance book, and should be made orally immediately before the item is discussed. In the event of your interest being Prejudicial, you are reminded that you should leave the Chamber during the discussion on the item.

PRAYERS

Prayers this evening will be led by a member of the local clergy or the Town Clerk

IN ATTENDANCE

The Chair of Warwick District Council, Councillor Mrs Judy Falp will be in attendance.

BRIEFING

SOUTH WARWICKSHIRE GENERAL HOSPITAL NHS TRUST FOUNDATION TRUST PROJECT AND PROPOSALS

A briefing from Dr Steve Mather, the Trust's Medical Director, will give a presentation on the above proposals.

The briefing and associated questions and answers sessions is expected to occupy a maximum of 45 minutes.

AGENDA

1. DECLARATIONS OF INTEREST

2. PUBLIC QUESTION TIME

Before the business of the meeting the public may ask questions in accordance with the following conditions (SO. 3.11):

1. The total time to be no longer than 20 minutes.
2. Electors of the Town of Kenilworth may submit one question relating to the business of Kenilworth Town Council.
3. Questions to be submitted to the Mayor at the start of the meeting.
4. Any questions not dealt with will stand until the next Council meeting.
5. The answer to questions may be verbal by one or more members of Council.
6. If answers cannot be given, the matter may be investigated and an answer given in writing at a later date.

3. COMMUNICATIONS AND ANNOUNCEMENTS

4. APOLOGIES

5. MEMORIALS AND PETITIONS

6. MINUTES

To receive the Minutes of the Town Council held on 10 April 2008 and the Minutes of the Annual Meeting held on 15 May 2008. (Copies attached at Appendices 1 & 2). *(Not to web site; web users may obtain a copy upon application to the Town Council).*

7. MATTERS ARISING

(1). CPRE - REGIONAL SPATIAL STRATEGY HOUSING PROPOSALS REVIEW MEETING (TC.199)

A short verbal report from Councillor Mrs P M Cain on the CPRE Regional Spatial Strategy Housing Proposals Review Meeting held in Allesley Village Hall on Wednesday 16 April 2008.

The minutes of the meeting and supporting data were circulated to all Members on 14 May 2008.

- (2). KENILWORTH CASTLE SITE – LAND REGISTRATION OF THE SITE (F.55, F.63, EH.105, EH.116, EH.126, EH.137, EH.147, EH.180, EH.190, TC.657, TC.680, TC.708, TC.717, TC.08, TC.40, TC.44, TC.82, TC.121 and TC.143).

To note that, following further reviews with English Heritage, the matter has been referred to specialist solicitors in Taunton for detailed examination and provision of formal advice. The registration process will include Brayes Bungalow and the Castle Green Car Park (see also Item 9 (4) below).

8. STANDING MATTERS

- (1). PROGRESS REPORT - 'KENILWORTH TOWN CENTRE – A FRAMEWORK FOR IMPROVEMENT' DOCUMENT AND ASSOCIATED MATTERS (*See item (2007) P.1156 for earlier items*, TC.616, TA.4, P.31, P.44, P.55, P.66, P.77, P.90, P.104, P.129, P.141, P.174, TC.108, TC.112, F.24, TC.115, TC.145, TC.146, TC.157, TC.192, P.186, P.223, P.281, P.292, P.303, P.314 and P.327).

To discuss any updates relating to the proposed developments for the Town Centre and related issues.

A short brief on the progress of Town Centre Works is attached at Enclosure 1. (*Not to web site; web users may obtain a copy upon application to the Town Council*).

- (2). KENILWORTH TOWN CENTRE MANAGEMENT PARTNERSHIP – PERIODIC PROGRESS REPORT (TC. 494, TC.527, TC.563, TC.601, TC.640, C.679, TC.722, TC.10, TC.52, TC.112, F.24, TC.115, TC.145, TC.146 ,TC.157 and TC.193).

A formal report from Councillor Coker, as the Public Sector Vice Chairman of the above Partnership, on the progress of this body.

A short brief on the work of the Town Centre Partnership is attached at Enclosure 2. (*Not to web site; web users may obtain a copy upon application to the Town Council*).

9. NEW MATTERS AND CORRESPONDENCE

- (1). SOUTH WARWICKSHIRE GENERAL HOSPITALS NHS TRUST – SUBMISSION OF FOUNDATION TRUST BID (TA.13 and TC.200)

To consider any matters arising from the briefing and which are to be referred to the Working Party for additional study.

(2). FORMAL APPROVAL OF THE INTERNALLY AUDITED ACCOUNTS, THE AUDITORS REPORT, THE ANNUAL GOVERNANCE STATEMENT FOR THE 2007 – 2008 FINANCIAL YEAR AND CONFIRMATION OF THE EXERCISE OF ELECTOR RIGHTS (TA.20, F.20 and F.60)

To approve by formal Resolution the Accounts (format updated to 19 June 2008, accounts unchanged) for the 2007-2008 financial year, the Internal Auditor's report, Statement of Accounts and the Annual Governance Statement, which have been prepared in accordance with the requirements of the Accounts and Audit Regulations 2003 (SI 2003/533) as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564) and proper accounting practice, preparatory to submission to the external auditors by 14 July 2008.

was To note that the Notice of Appointment of Date for the Exercise of Elector Rights issued on 18 April 2008. The period of inspection ran, with specified exceptions, from 6 May – 13 June 2008 (inclusive).

Copies of the accounts and supporting documentation are attached at Enclosure 3. *(Members only; other parties may obtain copies upon application to the Town Council)*

(3). PROPOSED PUFFIN CROSSING - BEEHIVE HILL, KENILWORTH

To consider the proposed Puffin Crossing on Beehive Hill funded by Warwickshire County Council as part of its Safer Routes to Schools initiative that aims to encourage children to walk to school.

The deadline for responses is 27 June 2008. (Copy of letter and plan showing the proposed layout of the crossing attached at Enclosure 4). *(Not to web site; web users may obtain copies upon application to the Town Council)*

(4). FUTURE OF CASTLE GREEN PARKING AREA - APPROVAL OF LEASE AND LICENCE TO ENGLISH HERITAGE FOR THE CASTLE GREEN CAR PARK AND SURROUNDS (F.55, EH.76, F.63, EH.83, EH.95, EH.105, EH.116, EH.126, EH.137, EH.147, EH.180, EH.190, EH.193, TC.657, TC.680, TC.708, TC.717, TC.08, TC.40, TC.44, TC.82, TC.121, TC.143, TC.187, TC.189, EH.6, EH.12 and EH.28).

To consider the heads of terms for the proposed agreement of a lease and licence covering collectively the Castle Green car parking area and surrounds, with a view to granting delegated authority to the specialist Working Party to translate these proposals into a formal lease as agreed by a local solicitor. The delegated authority sought also includes payment of the appropriate fee for legal work.

The terms incorporate the outline advice of the District Valuer.

The current licence for Castle Green expires on 31 August 2008, with an intended completion date for the new arrangements of 1 August 2008.

Councillor Coker will provide supplementary information and an update on the material detailed in the enclosed draft documents (Copies attached at Enclosure 5). (Members only).

- (5). KENILWORTH ALLOTMENTS TENANTS ASSOCIATION: PROVISION OF ADDITIONAL ALLOTMENT LAND AT BEEHIVE HILL (TC.151, TC.192, TC.225, TC.254, TC.295, TC.536, TC.681, F.215, TC.718, TC.09, TC.55, TC.84, TC.107, TC.142 and TC.186).

Further to the earlier outline approvals to proceed, to consider formal agreement of the draft lease dated 11 June 2008, with a view to taking over the Beehive Hill site for allotments usage for a period of 5 years.

To note that the necessary background work for the submission of a planning application to cover appropriate sheds, greenhouses and related operating facilities is currently being worked upon by the Kenilworth Allotment Tenants Association.

Councillor Vincett will appraise Members on the details and broader issues related to the submission.

The draft lease is attached at Enclosure 6 together with a supporting amplifying note. (*Not to web site; web users may obtain copies upon application to the Town Council*)

- (6). KENILWORTH ALLOTMENTS TENANTS ASSOCIATION: SPRING LANE SITE (TC.151, TC.192, TC.225, TC.254, TC.295, TC.536, TC.681, F.215, TC.718, TC.09, TC.55, TC.84, TC.107, TC.142 and TC.186).

To consider the provisional offer from Warwick District to transfer the allotment land at Spring Lane from Warwick District Council to Kenilworth Town Council ownership.

Such transfers would be subject to specific conditions, a full Risk Assessment and approval of our insurers.

Initial follow-up work, preliminary assessment of the risks and advice from the insurers has indicated that a full study of the proposal is warranted. A meeting with the head of the District Legal Services provided further details and also indicated that some of the material in the response from the District Estates, notably conditions, is the subject of further consideration.

Approval to proceed with detailed negotiations, studies and costing is recommended so that full formal recommendations can be made. If concurred, a tentative date for the formal commencement of the transfer process would be the fourth quarter of 2008.

The offer letter is attached at Enclosure 7, together with notes detailing some of the preliminary investigations. (*Members only*).

(7). BUS SERVICE CASTLE AREA

To consider a request from a resident for a regular bus service to operate a service covering Berkeley Road/Amherst Road estate and Priorsfield Road/Woodcote Avenue estate in order to transport residents to and from the town centre. (Copy of letter attached at Enclosure 8). (*Not to web site; web users may obtain copies upon application to the Town Council*).

(8). SEVERN TRENT LIAISON GROUP (TC.151 and TC.196)

A short verbal report from Councillor G R Illingworth including upon progress since the closure of the Warwick Road from 17 April 2008.

A brief report from Councillor Mobbs on the work of the *Count on Kenilworth* working party.

(9). PROPOSALS FOR NEIGHBOURHOOD WORKING/LOCALITIES WORKING (TC.175 and TC.190)

To receive a short update from Councillor Vincett on the meeting held with officers from Warwickshire County Council on 16 June 2008 regarding the above proposals and to note that an open stand alone briefing will be given by the County Council at 7.00 pm on Thursday 17 July 2008 prior to the Planning and Finance Committees.

10. LICENSING MATTERS

11. OFFICER'S REPORTS

12. COMMITTEE REPORTS

(1). GENERAL SERVICES COMMITTEE

To receive the Minutes of the Meetings held on 24 April 2008 (Copy attached at Annex A). (*Not to web site; web users may obtain a copy upon application to the Town Council*).

(2). FINANCE COMMITTEE

To receive the Minutes of the Meetings held on 5 June 2008 (Copy attached at Annex B). (*Not to web site; web users may obtain a copy upon application to the Town Council*).

Members attention is drawn to Item F.61 which includes a proposed update to Section 7.40 of Standing Orders that, if approved, will apply to the next Shop Window Competition to be held in late June and Item F.65 covering the funding of the Mayoral Visit to Bourg-la-Reine.

13. STATEMENTS OF EXPENDITURE 2008 - 2009 FINANCIAL YEAR

To approve by Resolution, the Statement of Expenditure (inclusive of Petty Cash Expenditure) for the months of April 2008 (Month 1) and May 2008 (Month 2). (Copies attached at Annexes C & D). *(Not to web site; web users may obtain copies upon application to the Town Council).*

14. NOTICE OF MOTION

Councillor Mrs Blacklock to submit that:

‘The Town Council is seriously concerned over reports of proposals to close Fieldgate Post Office in High Street; it sees no justification for any such proposals and supports the campaign to keep the Post Office open ‘.

15. NEXT MEETING

The next scheduled meeting of the Town Council is 11 September 2008.

BRIEFINGrom: Norman Vincett [mailto:Norman.Vincett@warwickdc.gov.uk]

Sent: 28 February 2008 09:33

To: cllrcockburn@warwickshire.gov.uk

Cc: KTC01

Subject: RE: Connect 2 This would be most useful. Our next TC is 10 April and might be a good time. If this date is acceptable to Stuart, I shall arrange for it to be included in the agenda. Thank you for your help in this matter. From: cllrcockburn@warwickshire.gov.uk [mailto:cllrcockburn@warwickshire.gov.uk]

Sent: Thu 28/02/2008 09:02

To: Norman Vincett

Subject: Fw: Connect 2

Norman,

you will see below that I have asked if Stuart Ikeringill who is Head of Countrywide Services at WCC if he could come along to KTC and give a presentation on the Connect 2 Sustrans bid and the affect it will have locally. As you see he is more than happy to oblige. What do you think?

Regards,

Alan. 2702 08:56 -----

Alan,

No problem. Please advise date / time / venue and myself or someone from the project team will come along.

Regards.

Stuart Ikeringill

Countryside Recreation Manager

Countryside Recreation

01926 476949 22 02 08 Stuart,

having spoken yesterday about the above and forthcoming works on the Kenilworth to Berkswell Greenway, the Kenilworth Town Council would appreciate it if someone like yourself could come to one of their meetings and explain what is going to happen. Would it be possible? Regards,Alan.

**A briefing by representatives from Warwickshire County Council on the
CONNECT 2 proposals**

I plan to come along, subject to my wife having to have a spell in hospital. If I can't make it, **Keith Higginson** will attend.

Regards

Edward Healey sus trans sustrans

Stuart Ikeringill

Countryside Recreation Manager

Countryside Recreation

01926 476949

(Estimated 30 minutes duration including questions and answers session).

STONELEIGH & A JPC INVITED BY LETTER