

13th October 2026

Dear Councillors,

Members are hereby summoned to attend an Ordinary meeting of the **Full Council**, to be held in the Tacon Room at Burton Green Village Hall, Red Lane on **Monday 19th October at 7:30pm**. If you are unable to attend, please send your apologies to the Clerk in writing before the meeting.

Helen du Bois

Clerk/RFO to Burton Green Parish Council

Members of the public and press are welcome to attend. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

AGENDA

1. Apologies for absence

2. Declarations of Interest:

- Councillors are reminded of the need to update their register of interests.
- To declare any interests in items on the Agenda and their nature.
- To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.

3. To approve the minutes of the Ordinary meeting held on 21st September 2026

4. To consider any matters arising from the minutes of the previous meetings that are not included on this agenda

5. Community reports:

5.1. County Councillor, Lapworth & West Kenilworth: Cllr Stevens

5.2. District Councillors, Kenilworth Abbey & Arden: Cllr Hales, Cllr Aizlewood, Cllr Armstrong

5.3. Community reports: University of Warwick, Burton Green Primary School, Village Hall Committee, Residents Association, HS2 Working Group

6. Public participation:

Residents are invited to give their views and raise questions to the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman.

- Individual members of the public are permitted to speak for no more than **3 minutes**
- Council members cannot pass a resolution on matters raised during the public participation session
- Members of the public may not take part in any other part of the meeting without requesting the permission of the Chairman

- 7. To receive an update from the Finance Committee meeting on 19th October 2026 and consider any recommendations.**
- 8. To receive an update from the lead Councillors of the following CIL project working groups:**
 - Roads, pavements and traffic safety
 - Public transport
 - Recreation and green space
- 9. To consider the following planning application:**
[W/26/1182](#)
Description: Demolition of an existing outbuilding and erection of a single-storey outbuilding
Location: The Thistle Estate, Red Lane, Burton Green, Kenilworth, CV8 1PB
Comments by 20/10/26
- 10. To consider whether the Council remains eligible to use the General Power of Competence in accordance with the Localism Act 2011 s1-6**
- 11. To consider adding members to the Finance & General Purposes, and Planning Committees**
- 12. To appoint the following Council representatives:**
 - Health & Safety Councillor
 - Burton Green Primary School representative
 - Community Speed Watch representative
- 13. To review and approve the following policies:**
 - Equality Policy (updated)
 - Dignity at Work Policy (new)
 - Vexatious Complaints Policy
 - Anti-Fraud, Theft and Corruption Policy
- 14. HS2/BBV matters: To note the works carried out during the recent diversion of the Greenway near Broadwell Woods**
- 15. Biodiversity matters:**
 - 15.1. To discuss what actions the Council could consider to protect green spaces in the Parish**
 - 15.2. To receive an update on the wildflower verge on Red Lane**
- 16. WALC AGM 24th November 2026: to agree the Council's voting representative**

17. Correspondence/communications: to discuss communications received but not mentioned on other parts of the agenda and comment if appropriate

18. Councillor's reports and items for future agenda:

Councillors are requested to use this opportunity to report minor matters of information or action not included elsewhere on the agenda and to raise items for future agendas.

Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

19. Date of next Council meeting: 16th November 2026 at 7:30pm, Burton Green Village Hall

20. Close

END

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat and other practices when making decisions at the meeting.