BURTON GREEN PARISH COUNCIL

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MINUTES OF THE ORDINARY MEETING OF THE FULL COUNCIL

19th October 2026 at Burton Green Village Hall, Burton Green

Present: Councillors Aizlewood (Chairman), Deeley, Larsen, Pittaway, Taylor, Wall, Webster and the Clerk (Helen du Bois). Cllr Murulana joined the meeting at item 5.1

Others: Cllr Mark Stevens (WCC)

Public: Two

1. Apologies for absence
Apologies were accepted for Cllrs Marshall and Paine.

2. Declarations of Interests
None.

3. To approve the minutes of the Ordinary meeting held on 21st September 2026
An amendment was made to item 13 after which the minutes were signed.

4. To consider any matters arising from the minutes of the previous meeting that are not included on the agenda.
Cllr Wall stated that enquiries regarding the missing hedgerow at Westwood Park were in progress.

5. Community reports:

5.1. County Councillor, Lapworth & West Kenilworth: Cllr Stevens
Cllr Stevens' report had been circulated prior to the meeting, the full report can be viewed on the Council's website at:
https://burtongreenparishcouncil.gov.uk/wcc-parish-report-sept-2026/

5.2. District Councillors, Kenilworth Abbey & Arden: Cllr Hales, Cllr Aizlewood, Cllr Armstrong
Cllr Aizlewood's report had been circulated prior to the meeting, the full report can be viewed on the Council's website at:
https://burtongreenparishcouncil.gov.uk/wdc-parish-report-october-2026/
Cllr Aizlewood highlighted the changes to planning decision making, and the forthcoming consultation on Birmingham Airport's draft Master Plan.

5.3. Community reports:
University of Warwick: no update. It was **agreed** to remove this item from Community reports ongoing.

Burton Green Primary School:
- The school fair will be held on 27.11.26
- Ofsted recently visited the school, their report will be published shortly.

Village Hall Committee:
- The Committee gave their annual report at the joint meeting with the Residents Association on 12.10.26; next year's joint annual meeting will be held on 27.9.27

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– A fashion show will be held on 22.10.26 and Burton Green Live will be on 13.11.26

Residents Association:
– A community lunch was held on 16.10.27; there are plans to trial a soup & sandwich lunch.
– Burrow Hill residents have asked the RA for signs to be erected encouraging visitors to park at the Burrow Hill car park when visiting The Greenway rather than on the estate's roads.
– Residents have raised concerns about safety at the balancing pond on the Burrow Hill Estate. A RoSPA safety inspection has been carried out on the pond and the RA have contacted Cala Homes regarding the safety concerns.
– Residents have raised concerns about the behaviour/manner of a contractor erecting For Sale signs at Burrow Hill, the RA will be raising this with local estate agents.
– An overhanging hazel tree at the Jubilee verge has been managed by HS2.
– HS2 have promised to provide and plant 1000 bulbs around the village.
– Warwickshire Police hope to run a community event at the village hall providing residents with practical crime prevention ideas and recommended tradespersons.
– Santa's Sleigh will be run by the Westwood Lions this year and will visit Burton Green on 12.12.26
– Pupils from the school will be providing the design(s) for this year's Residents Association Christmas cards.

HS2 Working Group: The group continue to wait for responses to letters sent in early summer to Sir Jeremy Wright MP, Saqib Bhatti MP, Lord Hendy (Minister of State for the Department of Transport) and Robert Herga (Residents' and Construction Commissioner).

6. Public participation

A member of the public made the following comments:
– There have been a number of concrete lorries travelling past the school at speed recently. HS2 lorries are prohibited from using Hob lane, can this be extended to all heavy duty vehicles?

7. To receive an update from the Finance Committee meeting on 19th October 2026 and consider any recommendations

Cllr Larsen gave a summary of the decisions made in the meeting.

8. To receive an update from the Lead Councillors of the following CIL project working groups:

- **Roads, pavements and traffic safety**
  Cllr Webster gave a summary of the potential actions drawn up at a recent meeting of the working group.
  A suggestion was made that the Council could display 'No Parking on the Pavements' signs near the Red Lane playground.
  ACTION: The Clerk to look at costs and permissions for the signs.

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- **Public transport**
  The working group will be meeting shortly.

- **Recreation and green space**
  The working group are scheduled to meet on 21.10.26 to determine the group's aims and objectives.

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
BGPC comment: NEUTRAL

10. To consider whether the Council remains eligible to use the General Power of Competence in accordance with the Localism Act 2011 s1-6
It was **resolved** that the Council remains eligible to use the General Power of Competence adopted on 15th May 2023 when at least two thirds of members had been elected at the ordinary election held on 4th May 2023 and the Clerk held the Certificate in Local Council Administration (CiLCA).
As per NALC and SLCC guidelines, this decision will be reviewed at the relevant Annual meeting of the Council following the next ordinary election.

11. To consider adding members to the Finance & General Purposes, and Planning Committees
The following was **agreed**:
- Cllr Pittaway will join the Planning Committee
- Cllr Murulana will join the Finance & General Purposes Committee
- The Road Safety working group will be disbanded; Cllr Aizlewood will join the Roads, pavements and traffic safety CIL working group

12. To appoint the following Council representatives:
- **Health & Safety Councillor**
- **Burton Green Primary School representative**
- **Community Speed Watch representative**

The following appointments were **agreed**:
- Health & Safety Councillor: Cllr Pittaway
- Burton Green Primary School Representative: Cllr Murulana
- Burton Green Community Speed Watch Representative: Cllr Webster

13. To review and approve the following policies:
- Equality Policy
- Dignity at Work Policy
- Vexatious Complaints Policy
- Anti-Fraud, Theft and Corruption Policy

The policies were all **approved** and signed without amendment.

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ACTION: The Clerk to upload the policies to the website.

14. HS2/BBV matters: to note the works carried out during the recent diversion of The Greenway near Broadwell Woods

It was noted that the scheduled works to remove several established oak trees on The Greenway had been brought forward although it was not clear if the works had been completed at the time of this meeting. Cllr Webster recommended that the Broadwell Woods Residents Association speak with WCC's Tree Officer.

Cllr Deeley gave a summary of a recent online update meeting with BBV, attended by Cllr Deeley and Cllr Marshall. It was noted that BBV will be holding a public drop-in session on 10.2.27 to discuss the top of the tunnel, including landscape plans and planting timetable.

15. Biodiversity matters:

15.1. To discuss what actions the Council could consider to protect green spaces in the parish

Cllr Webster suggested that the Council should consider how to protect areas of green space. It was **agreed** that the Recreation and Green Space CIL working group would look into this further.

ACTION: Cllr Webster to provide the working group with information on protecting areas of green space.

15.2. To receive an update on the wildflower verge on Red Lane

It was **agreed** to consider this item at the next meeting.

16. WALC AGM 24th November 2026: to agree the Council's voting representative

It was **agreed** that the Clerk would attend the meeting and would vote on behalf of the Council.

ACTION: The Clerk to attend the meeting.

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

Cllr Aizlewood had received correspondence from a resident expressing concern about the structure of the underground reservoir off Red Lane.

ACTION: Cllr Aizlewood to request more details of the concerns.

18. Councillor's reports and items for future agenda

None

19. Date of the next Council meeting

The next meeting will be held on Monday 16th November 2026 at Burton Green Village Hall.

20. Close

The meeting closed at 8.55pm.

Signed: _____ Date: _____
Cllr Aizlewood, Chairman

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