

MINUTES OF THE ORDINARY MEETING OF THE FULL COUNCIL

21st September 2026, at Burton Green Village Hall, Burton Green

Present: Councillors Aizlewood (Chairman), Marshall (Vice Chair), Deeley, Larsen, Murulana, Paine, Pittaway, Taylor, Wall and Webster.

The Clerk (Helen du Bois) attended the meeting remotely.

Others: Cllr Mark Stevens (WCC), Cllr Richard Lloyd (Berkswell Parish Council)

Public: One

1. Apologies for absence

Cllr Aizlewood notified the Council that Cllr Hatton had resigned. Councillors expressed thanks for the time and effort Cllr Hatton has given the Council over the past 6 years.

2. Declarations of Interests

None.

3. To consider applications for the Councillor vacancy

The Council had received a written application for the Councillor vacancy from Makatu Murulana; their application was approved and Cllr Murulana was welcomed on to the Council.

Cllr Murulana signed the Declaration of Acceptance of Office and was provided with the form to submit their Register of Interests to WDC within 30 days.

4. Discussion with Cllr Richard Lloyd regarding HS2 Bringing into Use applications

Cllr Richard Lloyd (Berkswell Parish Council) spoke with Councillors about legal advice he's obtained regarding future HS2 Bringing in Use planning applications; Cllrs discussed the best approach to use when considering the Bringing into Use application for the Cromwell Lane underpass.

Cllrs Taylor and Webster suggested meeting with Cllr Lloyd at a later date to continue the discussion.

ACTION: Cllrs Taylor and Webster to meet with Cllr Lloyd.

5. To approve the minutes of the Ordinary meeting held on 20th July and the extra Ordinary meeting held on 1st September 2026

The minutes from both meetings were signed without amendment.

6. To consider any matters arising from the minutes of the previous meeting that are not included on the agenda.

WCC Highways have confirmed that the current 30mph limit on Red Lane is a Permanent Traffic Order and will remain in place.

7. Community reports:

7.1. 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-august-2026/>

Cllr Stevens highlighted the following:

- Burton Green Village Hall Committee have been awarded a County Councillor's Community Grant of £5000 towards an air conditioning installation program.
- Local Government Reform in Warwickshire has been temporarily paused whilst the Government reviews the plans. The Government has confirmed that the May 2027 local elections will go ahead.

7.2. 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-september-2026/>

7.3. Community reports:

University of Warwick: no update.

Burton Green Primary School: no update

Village Hall Committee:

- The Committee is seeking quotes to install air conditioning in both the main hall and the Tacon Room.
- Planning approval has been granted for the outdoor space; the groundworks are scheduled to take place over the winter.
- There are several new events scheduled at the hall including Burton Green Live (13.11.26), a fashion show (22.10.26) and a Christmas grotto (29.11.26)

Residents Association: no update

HS2 Working Group: The group are waiting 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).

8. Public participation

A member of the public made the following comments:

- Repairs have been carried out on some of the potholes on Hob Lane; new potholes have been reported to SMBC.
- Burton Green Primary School are considering installing some play equipment at the front of the school, could CIL funding be put towards this?
- The deadline for public comments on W/26/1027 has been extended for another 21 days.

9. To receive an update from the Finance Committee meeting on 21st September 2026 and consider any recommendations

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

10. To note the 2025-26 External Audit Report and Conclusion of Audit from Moore

The Council has received the External Auditor Report and Certificate for year ending 31st March 2026.

The report states that the information provided to Moore is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

ACTION: The Clerk to display the Notice of Conclusion of Audit 2025-26 and the External Auditor Report and Certificate 2025-26 on the website and the Burrow Hill Park noticeboard.

11. Planning: to consider recommendations from the Planning Committee for the following planning applications:

It was **resolved** to approve the recommendations from members of the Planning Committee for the following planning applications:

11.1. [W/26/0747](#)

Description: Proposed conversion of existing garage & car port into habitable space, proposed first floor extension above the existing garage & carport to form front gable, proposed single storey front and side extension and alterations to fenestration. Bricks to match existing, addition of silicon render and millboard boards for character, roof tiles to match existing.

Location: 22 Hodgetts Lane, Burton Green, Kenilworth, CV8 1PJ

BGPC comment: NEUTRAL

11.2. [W/26/0950](#)

Description: Erection of a proposed first floor extension to the front and proposed 2 storey rear extensions.

Location: Oaklands, 71 Hob Lane, Burton Green, Kenilworth, CV8 1QB

BGPC comment: NEUTRAL

11.3. [W/26/0802](#)

Description: Demolition of lean to structure to side of house. Erection of a two storey side extension. Installation of a gate to front of house. Installation of a pitch glazed canopy to rear of house. Installation of solar panels.

Location: Tudor Lodge, 7 Hob Lane, Burton Green, Kenilworth, CV8 1QB

BGPC comment: NEUTRAL

11.4. [W/26/1247/HS2](#)

Description: Plans and Specifications submission under Schedule 17 to the High Speed Rail (London - West Midlands) Act 2017 for works comprising:

Structures: Maintenance access stairs (including emergency egress);

Earthworks: Engineering and landscape earthworks to form a cutting, ecological pond, land drainage with associated headwalls, GSM-R compound platform, and maintenance access;

Noise screens: Noise barriers beside the cutting and railway; and

Fencing: Boundary fencing and security fencing..

Location: Kenilworth Cutting, Kenilworth Road, Kenilworth

BGPC comment: NEUTRAL

11.5. [W/26/1269](#)

Description: Reserved matters application pursuant to condition 1 of planning permission W/23/0195 for details of access, appearance, landscaping, layout and scale for the erection of a 28,923 sqm (GIA) building to house teaching, lecture, collaboration and research spaces with ground floor ancillary café (use class F1(a)) with associated sub station, servicing access, public realm, and landscaping.

Address: Land at Gibbet Hill Road and Westwood Heath Road, Coventry

BGPC comment: **NEUTRAL** with the following comments:

Burton Green Parish Council supports this application in principle. However, the Council is concerned that the building may not be fully compliant with approaches to achieve Net Zero efficiency standards and that insufficient information has been provided about the risk of overheating during increasingly frequent periods of extreme summer temperatures.

We request a planning condition requiring a detailed overheating assessment to be approved before construction of the external façade. Any necessary mitigation, such as appropriate glazing, external shading, ventilation or other passive measures, should be incorporated into the development, with reliance on energy-intensive mechanical cooling kept to a minimum.

12. To consider when to review/update the Burton Green Neighbourhood Plan

It was noted that the Burton Green Neighbourhood Development Plan will reach its five year adoption anniversary in March 2027, at which point a review would normally be carried out. However, it was **agreed** that the review should not be carried out until the new South Warwickshire Local Plan has been finalised.

A query was raised as to whether the August 2026 National Planning Policy Framework required Neighbourhood Development Plans to be renewed after five years.

A query was raised whether the Council would still be entitled to 25% of CIL receipts if the Burton Green Neighbourhood Development Plan was older than five years.

ACTION: The Clerk to follow up both queries.

13. To review the results of the CIL Spending Survey and consider the next steps

Councillors had been provided with the results of the CIL Spending Survey.

It was **agreed** that that the main priority areas for those residents who completed the survey appeared to be:

- Roads, pavements and traffic safety
- Public Transport
- Recreation and green space

It was **agreed** to set up working groups to investigate the three priority areas; the groups would be responsible for considering what actions the Council might be able to take and report back to Councillors with more details.

The following Cllrs **agreed** to join the working groups (Lead Cllr in **bold**):

- Roads, pavements and traffic safety: **Cllr Paine** and Cllr Webster
- Public Transport: **Cllr Marshall** and Cllr Taylor
- Recreation and green space: **Cllr Wall**, Cllr Deeley and Cllr Murulana

It was noted that there had been a low number of responses to the survey from the Westwood Park and Burrow Hill locations and Cllrs discussed if any steps could be taken to help residents in these areas feel more connected to Burton Green.

14. HS2/BBV matters: to consider if Burton Green would benefit from retaining any temporary HS2 infrastructure

Chris Cresswell (WCC, Communications and Engagement Lead, Strategic Planning and Regeneration) had recently asked if the Council wished to retain any of the temporary HS2 infrastructure in Burton Green.

It was **resolved** to request that the following temporary infrastructure be retained:

- Traffic lights at the Red Lane/Cromwell Lane T junction
- Pedestrian crossing on Hob Lane
- Pedestrian crossing on Red Lane by the village hall
- Temporary path from Red Lane to the Greenway (passing the village hall)

ACTION: Cllr Deeley to share the above list with Chris Cresswell (WCC).

Cllr Aizlewood asked whether Cllrs were happy with HS2's proposed footpath routes:

- Hodgetts Lane path to the Greenway: a new route crossing the old village hall site
- Cromwell Lane paths to the Greenway: a reinstated eastern path and a new western path

Cllrs **agreed** that the proposed paths were acceptable. It was also **agreed** that the paths should all be multi-user shared routes if possible, particularly the route that will lead from the village hall to Cromwell Lane and Blackwaste Wood.

15. Housing/development matters: to review correspondence re: loss of hedgerow at the William Davis plot in Westwood Park and consider any action

The Council had been contacted by a resident regarding the lack of hedgerow outside the new properties on the Westwood Heath edge of the William Davis Homes plot. The original hedgerow had been removed by Crest Nicholson and landscaping plans to replace it with instant hedgerow were changed when the land was sold on to William Davis Homes. The new landscape plan results in the properties there having no privacy from the Westwood Heath Road.

It was **agreed** that the Council would contact the landowner to enquire whether new hedging could be planted on the land between the timber rail fencing and the pavement. Cllrs Deeley and Wall volunteered to speak with the residents and to the landowner sales office.

Cllr Webster offered to source hedgerow whips/trees if required.

ACTIONS:

The Clerk to identify landowner of the grass adjacent to the pavement.

Cllrs Deeley and Wall to contact residents and the landowner.

16. Biodiversity matters: to consider the quote for maintenance work requires at the wildflower verge on Red Lane

Cllr Webster explained that there had been significant growth of elm and brambles on the Red Lane verge this summer, and it was felt that this (coupled with another hot and dry summer) resulted in limited wildflower growth this year.

Cllr Webster had been given a recommendation to excavate the top layer of ground to reduce the elm/brambles and enable better seeding for next year. It was noted that the terms of the original consent agreement with WCC for the wildflower project forbids digging/excavating on the verge, so a discussion would need to be held with WCC before any such work could take place.

It was **agreed** that the Council would carry out the usual cut & collect of the verge this autumn, whilst also contacting WCC for advice on what we can do to tackle the elm/brambles. A quote of £390.00 from Parker Owen for the cut and collect was approved.

ACTIONS:

Cllr Webster to contact Becky Davis (Climate Change Adaptation Office WDC) for advice on tackling the elm/brambles in the verge

The Clerk to instruct Parker Owen to carry out the cut and collect at the verge.

17. To consider any road safety matters

It was **agreed** that once the Cromwell Bridge re-opens and normal traffic levels have resumed, the Council will contact Warwickshire Police to request speed enforcement visits to Red Lane.

ACTION: Cllr Webster to contact Warwickshire Police to request the visit.

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

None.

19. Councillor's reports and items for future agenda

Cllr Webster requested an agenda item to discuss how the Council could be more proactive to make it harder to develop on green spaces.

20. Date of the next Council meeting

The next meeting will be held on Monday 19th October 2026 at Burton Green Village Hall.

21. Close

The meeting closed at 9.25pm.

Signed: _____ Date: _____
Cllr Aizlewood, Chairman