

10th March 2026

Dear Councillors,

Members are hereby summoned to attend a meeting of the **Full Council**, to be held in the Tacon Room at Burton Green Village Hall, Red Lane on **Monday 16th March 2026** 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 23rd February 2026

4. To consider any matters arising from the minutes of the previous meeting 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 & General Purposes Committee meeting held on 16.3.26 and consider any recommendations

8. Planning:

8.1. To consider submitting comments for the Kings Hill Master Plan and Design Specification Policy consultation

8.2. To consider the following planning application:

[W/25/1758](#)

Description: Proposed creation of multipurpose hardstanding area with associated storage shed and kiosk, and pergolas to facilitate activities at the Burton Green Village Hall.

Location: Village Hall, Red Lane, Burton Green, Kenilworth, CV8 1PF

Comments by TBC

9. To appoint the Internal Controls Councillor, and additional members of the Planning Committee and Finance & General Purposes Committee

10. To consider submitting comments as a Consultee for WCC's Local Government Reorganisation consultation

11. To review and approve the following documents:

- Investment Strategy 2026-27 (draft)
- Lone Working Policy (draft)
- System of Internal Control and Internal Audit
- Risk Assessment (updated)
- Health and Safety Policy
- Publication Information
- Asset Register (updated)
- Sexual & General Harassment Policy

12. Road Safety matters: to consider any further action regarding the condition of Hob Lane

13. To receive an update on the Annual Parish Meeting

14. To consider any HS2/BBV matters

15. To consider any Housing/Development matters

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

17. 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.

18. Date of next Council meeting: 20th April 2026 at 7:30pm, Burton Green Village Hall

19. 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.