



THE TOWN COUNCIL
OF
ROYAL LEAMINGTON SPA
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ROBERT NASH ACIS DMS
Clerk to the Town Council

Our Ref: RN/

Your Ref:

4th July, 2014

Dear Councillor,

A meeting of the **POLICY AND RESOURCES COMMITTEE** will be held in Meeting Room 5A, Town Hall, Parade, Royal Leamington Spa on **THURSDAY 10th JULY, 2014 at 6.30 pm.**

The business will be as set out below.

Yours faithfully,

CLERK TO THE TOWN COUNCIL

To Councillors: Mrs S.E. Boad, J. Clarke, W.L. Gifford, D.A. Greenwood, J. Knight, S. Lytton, A. Morrison and A. Wilkinson

(All other Members of the Town Council – Agenda for information only)

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

Members of the Committee are invited to declare any interest they may have in items identified for discussion at the Meeting.

3. **PUBLIC FORUM**

To receive representations from members of the public in accordance with the Council's Standing Orders.

4. **MINUTES**

To consider and approve the Minutes of the Meeting held on 12TH June 2014 (Report No. 4)

5. **MATTERS ARISING FROM THE MINUTES**

- (i) **Christmas Lights Working Party (Minute 8)**

Town Clerk to report orally on implementing graphic display via website.



6. INVITATION TO PRESS

To note that the Editor of the Courier is unable to attend this meeting as previously arranged and that his attendance is now confirmed as the meeting of Council on 18th September 2014.

7. BUDGET MONITORING REPORT

To consider the attached Report (Report No 7)

8. TOWN COUNCIL OBJECTIVES

To consider the attached Report (Report No. 8 to follow)

9. TRANSITION TOWN LEAMINGTON

To consider progress in relation to the dissolution of Transition Town Leamington. Town Clerk to report orally.

10. APPOINTMENT OF TOWN MAYOR – PROTOCOL

To consider amending the process for the formal appointment of the Mayor at the Annual Meeting of the Town Council

11. WAR MEMORIAL

To approve the action of the Town Clerk in adding a further name to the War Memorial

12. COMMUNITY GOVERNANCE REVIEW – DRAFT RECOMMENDATIONS

To note progress in determining the implementation of the recommendations of the Community Governance Review.

13. ACCOUNTS

To approve a schedule of accounts arising for payment.

MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON 12 JUNE 2014 AT THE TOWN HALL, ROYAL LEAMINGTON SPA

Present: Councillors Sarah Boad, Judith Clarke, Bill Gifford, John Knight, Simon Lytton, Ann Morrison, Yvonne Moore (substituting for Cllr David Greenwood) and Alan Wilkinson

An apology for absence was received from Councillor David Greenwood.

Cllr Amanda Stevens was in attendance as an observer.

1. APPOINTMENT OF CHAIR FOR THE YEAR 2014/15

RESOLVED that Councillor Ann Morrison is appointed Chair of the Policy and Resources Committee for the municipal year 2014-15.

2. APPOINTMENT OF VICE-CHAIR FOR THE YEAR 2014/15

RESOLVED that Councillor Judith Clarke is appointed Vice-Chair of the Policy and Resources Committee for the municipal year 2014-15.

3. DECLARATIONS OF INTEREST

The following non-pecuniary declarations of interest were made:

Cllr Bill Gifford declared a non-pecuniary interest in the District Local Plan and World War I Commemorative sculpture, as a member of Warwick District Council.

Cllr Alan Wilkinson declared a non-pecuniary interest in the District Local Plan, and World War I commemorative sculpture as a member of Warwick District Council and a pecuniary interest in the Reimbursement of Councillor Expenses

4. PUBLIC FORUM

There were no members of the public present.

5. WORLD WAR 1 COMMEMORATIVE SCULPTURE

The Chairman welcomed Mr Jon Holmes, Green Space Development Officer – Warwick District Council, and invited him to outline the proposal set out in Report No. 6.

Mr Holmes explained that the proposed sculpture was intended to be approximately 6 feet in height and would be mounted one foot above ground level. It was intended to allow the structure to weather so that it would develop a realistic appearance similar to the barbed wire placed along the trenches during World War I.

The sculpture, which was expected to cost £1,500, was supported with a grant from Warwick District Council and additional funding to meet the costs of landscaping and ongoing maintenance would be provided from within the Council's grant maintenance budgets.

The proposal, submitted by the Leamington History Group, had also been subject of consultation with the local branch of the Royal British Legion which

had suggested that a memorial plaque bearing the legend "Lest we forget" be placed at the foot of the sculpture.

The Committee welcomed the proposal and complimented the officer on the design. However, concern was expressed that this project had been developed without any prior consultation with the Town Council and that the application for funding to the District Council had not been supported by a local Ward District Councillor, as stipulated in the application form. The failure to collaborate on this Project had meant that the possibility of a funding contribution from the Town Council was now excluded.

It was indicated that the District Council hoped to provide further sculptures within the Jephson Gardens as part of a sculpture trail which would provide an opportunity for collaboration with the Town Council in the future.

RESOLVED

- (i) that the proposed sculpture, at the Jephson Gardens, to commemorate the anniversary of the commencement of World War I is welcomed; and
- (ii) that the District Council is advised of the Town Council's interest in participating in future such projects at an early stage in the planning and preparation.

Mr Holmes was thanked for his attendance and left the meeting.

In accordance with the Council's Code of Conduct, Councillors Bill Gifford and Alan Wilkinson had declared non-pecuniary interests in the above item of business, remained in the meeting and took part in the discussion and voting thereon.

6. MINUTES

The Minutes of the Meeting of the Policy and Resources having been circulated were considered.

RESOLVED that the Minutes of the Meeting of the Policy and Resources Committee held on 8 May 2014 are confirmed and signed as a correct record.

7. MATTERS ARISING FROM THE MINUTES

- (i) Adoption of Telephone Boxes – Clarendon Avenue
The Town Clerk reported that the contract for acquisition of two telephone boxes at Clarendon Avenue had now been signed and the telephone equipment removed by BT on 11 June 2014. It was noted at the last meeting that the Committee had agreed to the establishment of a working party to consider options for the re-use of these boxes.

RESOLVED that the working party comprises the Town Clerk and Councillors Sarah Boad and Ann Morrison.

8. CHRISTMAS LIGHTS WORKING PARTY

Consideration was given to a report (Report No. 9) setting out the discussions of the meeting of the Christmas Lights Working Party on 30 January 2014. Councillor Stevens referred to the rotating display of sponsors which had been

projected onto the buildings during the switch-on ceremony in 2013. She suggested that this would be a suitable illustration to include on the Town Council's website to help publicise the Council's involvement and contribution to this project.

RESOLVED

- (i) that the report is received and Councillors Stevens and Greenwood are thanked for their involvement; and
- (ii) that the Town Clerk investigates the practicality of placing the promotional illustrations on the Town Council website.

9. DISTRICT LOCAL PLAN

The Committee was advised of the consultation being undertaken by Warwick District Council in relation to the adoption of the District Local Plan which would relate to the period 2011-19. The discussion on this item was preceded by a brief presentation by the Town Clerk based on information provided by the District Planning Authority. Having considered the draft Plan and following discussion, it was

RESOLVED that the following response is made to Warwick District Council in respect of the draft District Local Plan:

Policy H6 -Houses in Multiple Occupation and student Accommodation

General – The proposed Policy is endorsed as a means of exercising greater planning control on the numbers and location of Houses in Multiple Occupation. (HIMO)

The Council is concerned that the quality of design and standard of amenity afforded to the occupants of HIMO's is not comparable with that expected of modern accommodation. It is therefore requested that consideration is given to a review of the current National Building Regulations to ensure that the size and design of accommodation within HIMO's is improved to a standard comparable with other units of accommodation, particularly modern dwellings.

The increasing number of HIMO's also results in a concentration of letting signage which has an adverse and unwelcome impact on the street scene of Leamington Spa. It is suggested that a policy statement is considered with the objective of exercising control on the proliferation and location of such signage.

Policy TC9 -Retail and Town Centres

The establishment of a Restaurant and Café quarter at Livery Street has taken place without any prior consultation with the Town Council on the principle of change of use of this area. The Council would wish to be consulted on the formation of such policies at an earlier stage in future.

Policy TC10 – Area Action plans

The preparation of an Area Action Plan for Royal Leamington Spa is strongly supported. The Town Council has endorsed the Area Action Plan approach in preference to a Neighbourhood Plan under the Localism Act 2012 and welcomes the opportunity to be directly involved in the preparation of such. It is hoped that the process of developing a Town Centre Action Plan can be commenced in the near future and will not be delayed to await the formal adoption of the District Local Plan.

Policy TC17- Local Shopping Centres

The Policy to protect retail activity in the Local Shopping Centres through the limitation of changes of use is supported.

Transport -Policy TR1

The Council is very supportive of the policy that places the provision of improvements to the highway infrastructure and public transport at the forefront of future development in the District.

The Council strongly urges that this is provided for within future large scale developments and is also implemented **before** completion and occupancy where this will lead to an increase in the volume of vehicular and pedestrian movement.

Policy DS18 -Regeneration of Lillington

The Council recognises the unique position of Lillington and parts of the Crown Ward and welcomes the objective of encouraging regeneration of this area through the allocation of land currently within the Green Belt for housing and enhancing employment opportunities. It is important that the social characteristics of the area are recognised within any future housing provision by ensuring sufficient numbers of affordable homes and a mix of housing types.

Policy DS 17 Supporting Canal-side Regeneration and Enhancement

The Council welcomes the proposed Canal-side Development Plan and the opportunity to contribute to the development of policies aimed at enhancing and conserving this important resource.

Climate Change and Conservation Area Policies --Policy CC1 and HE2

The Council recognises the importance of incorporating the impact of climate change and sustainable energy use within all new development in the District. Of equal importance however is the co-existence of new energy conservation and efficiency technologies with the requirements relating to Listed Buildings and Conservation Areas. It is hoped that these sometimes conflicting objectives can be harmonised within a

policy which encourages use of energy conservation measures by those living within houses of architectural significance.

In accordance with the Council's Code of Conduct, Councillors Bill Gifford and Alan Wilkinson had declared non-pecuniary interests in the above item of business, remained in the meeting and took part in the discussion and voting thereon.

10. REIMBURSEMENT OF COUNCILLOR EXPENSES

The Town Clerk reported that the Mayor had recently been accompanied by two members of Council to the 50th anniversary celebrations of the twinning agreement between the twin towns of Bruhl and Sceaux. Whilst the expenses of the Mayor were fully reimbursed by the Town Council, other members did not benefit similarly and on this occasion two Councillors had incurred airfares of approximately £117 each. It was noted that there had been no previous Committee resolution authorising expenditure of this nature.

RESOLVED that expenses of the two Members of Council attending the twinning celebrations are not reimbursed on this occasion.

11. REPAIRS TO CIVIC REGALIA

The Town Clerk reported that it was necessary to undertake repair work to the Mayor's Day Badge, a quotation for which was in the sum of £530. He advised that the work necessary to repair this item was of a specialist nature and therefore the quotation had been obtained from the Council's favoured contractor Messrs Thomas Fattorini Ltd.

RESOLVED that expenditure in the sum of £530, be incurred from the Civic budget to meet the cost of repairing the Mayoral Day Badge.

12. ACCOUNTS

Consideration was given to a schedule of accounts arising for payment since the last meeting.

RESOLVED that the schedule of accounts is approved for payment.

The meeting commenced at 6.30pm and ended at 8.10pm

Chairman

Date

