# Kenilworth Town Council

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02 September 2022

**NOTICE IS HEREBY GIVEN** that a **TOWN COUNCIL MEETING** will be held at **7.00 pm on THURSDAY, 08 September 2022** in the **COUNCIL CHAMBER AT JUBILEE HOUSE** when your attendance is requested.

Town Clerk

**DECLARATIONS OF INTEREST**

**Members are reminded of the utmost importance of making declarations of interest in respect of any of the items appearing on the Agenda below. Declarations should be entered on the form to be circulated with the attendance book, and should be made orally immediately before the item is discussed. Particular care should be taken to ensure that any beneficial or disclosable pecuniary interest has been identified under the provisions of Section 31 of the Localism Act 2011. If the interest is not registered, formal notification of it must be made within 28 days. Members are reminded of the need to also declare predetermination of any matter.**

## AGENDA

1. DECLARATIONS OF INTEREST

2. MAYOR'S QUESTIONS

3. PUBLIC QUESTION TIME

   Before the business of the meeting, the public may ask questions in accordance with the following conditions (SO 3.11):

   (1). The total time to be no longer than 20 minutes.

   (2). Electors of the Town of Kenilworth may submit one question relating to the business of Kenilworth Town Council.

   (3). Questions to be submitted to the Mayor at the start of the meeting.

   (4). Any questions not dealt with will stand until the next Council meeting.

   (5). The answer to questions may be verbal by one or more members of Council.

(6). If answers cannot be given, the matter may be investigated and an answer given in writing later.

4. COMMUNICATIONS AND ANNOUNCEMENTS

**Forthcoming Events**
Kenilworth Half Marathon – Sunday 11 September from 9am
theKenilworthCentre AGM takes place on 28 September at 7.30pm
Eco Fayre will be held at St John's Church on 1 October from 10am to 2pm
Kenilworth u3a open afternoon on 8 October 2-4.30pm at Kenilworth Methodist Church
Running Out of Time – a COP26 relay run from Glasgow to Egypt will be coming through Kenilworth on 4 October 16.35pm at Kenilworth Castle

To note the retirement on 09 September of Peter Hallam, Locality Officer (County Highways) Warwickshire County Council. Peter has provided years of service to Kenilworth and the local community, particularly on matters relating to Highways.
Michael Newman will be the new Locality Officer for Kenilworth.

Summary of recent Mayoral Engagements.

5. APOLOGIES

6. MEMORIALS AND PETITIONS

7. MINUTES

To receive the Minutes of the Town Council held on 28 July 2022 **(Enclosure 1),**

8. MATTERS ARISING

(1) TOWN ENTRY SIGNAGE (TC.731, 795)

To receive an update on the progress of the replacement signage following the recent approved spend of additional costs.

(2) STANDING ORDERS/POLICIES (TC 11, 45,71,94,124, 153, 184, 813 )

(i) To consider and agree the revised Community Infrastructure Policy at **Enclosure 2**

(ii) To receive a brief update on progress in relation to formulation of a policy for Flag Flying.

(3) RESPONSE FROM WDC/WCC TO MOTION (TC.818)

To consider any response received regarding the Motion debated and Resolution passed on 28 July 2022 regarding devolved responsibilities.

9. STANDING MATTERS

(1). HS2 LTD

A general update report on any relevant aspects of HS2.

(2). UPDATING OF THE TOWN COUNCIL COMMUNITY EMERGENCY PLAN AND FLOOD INCIDENT REPORTING REQUIREMENTS TO WDC.

(i) General Points and Updates.

Councillor R Dickson to introduce the updated Plan and highlight the main differences from the previous version. Councillors will be reminded of the need to keep a copy safe at hand and to make sure that KTC emergency sandbags and other items (torches etc) are regularly checked.

To consider a proposal that KTC establishes a Significant Business Risk Register (which would include Community Emergencies) which it reviews at least 4 times every year.

(ii) Flood Incident Reporting to WDC.

The review of any report(s) rendered or now required under the advisory reporting arrangements requested by WDC.

(3) PROJECT WORKING GROUP

(i) To receive a written update report on the BLEF Project from Councillor J Kennedy.

(ii) To receive a written update from Councillor J Kennedy on the Wayfinding Project (both at **Enclosure 3)**

(4) CYCLING DELIVERY WORKING GROUP

To receive a verbal report from the Working Group.

(5) CLIMATE WORKING GROUP

To receive a written report **(Enclosure 4** ).

(6) TOURISM WORKING GROUP

(i) To receive a written report from the Working Group. **(Enclosure 5)**

(ii) To consider and approve spending of up to £2000 to reprint the 3 Trail Leaflets (5000 each) and 1000 Visit Kenilworth leaflets, to be spent from the Working Group Initiatives Budget.

(7) TOWN CENTRE WORKING GROUP

To receive a written report from the Working Group (**Enclosure 6**).

(8) ABBEY FIELDS MANAGEMENT PLAN

To receive a verbal update from Councillor K Dickson.

(9) UPDATE REPORT FROM WARWICK DISTRICT COUNCILLORS

To receive an update on the recent work of WDC from Councillor A Dearing (Copy at **Enclosure 7).**

(10) UPDATE REPORT FROM WARWICKSHIRE COUNTY COUNCILLORS

To receive a written report on the recent work of WCC from Councillor J Cooke. (Copy at **Enclosure 8).**

(11) CIL TASK & FINISH /WORKING GROUP

(i) To receive an update report from the CIL Working Group at **Enclosure 9.**

(ii) To consider and agree by Resolution that the CIL Task & Finish Group be designated as a Working Group, to reflect that the role of the group has changed, in that they scrutinise proposals and bring forward KTC initiatives, and are also likely to be tasked with a role to co-ordinate the larger projects

(iii) To approve a proposal presented by Councillor A Milton, to authorise spending of up to £5,000 from CIL funds on a scoping exercise to explore options and costings for the Skatepark.

10. NEW MATTERS AND CORRESPONDENCE

(1) FAIRTRADE REPORT

To note the report at **Enclosure 10**

(2) KENILWORTH SCHOOL

To note the Briefing for Members and any ensuing action points.
To further note that the Group Leaders have recently received a tour of the site.

(3) UPDATES RE LEISURE PROVISION UPGRADES

To discuss a suggestion that this item becomes a Standing Item on all Town Council meeting Agendas coupled with the Abbey Fields Management Plan item, and that WDC be asked to provide a regular report to be published as an Enclosure in advance of each meeting.

(4) SOUTH WARWICKSHIRE LOCAL PLAN – SETTLEMENT DESIGN ANALYSIS

To confirm that the two emails from the SWLP Team received by the Town Council have been reviewed and actioned by Members, and appropriate responses submitted as requested.

(5) K2L SECTION 1 – PROPOSED CYCLE ROUTE

(i) To note that Warwickshire County Council is proposing to develop a new cycle route along the Kenilworth Road in Leamington Spa. Together with a signed on-road section along Binswood Road and Beauchamp Road, this will provide a connection between the town centre and north Leamington and become the first section of a proposed longer route to Kenilworth known as 'K2L'. The proposal is part of a wider Active Travel programme, which aims to make it easier for people to walk, wheel or cycle for everyday journeys. Details of the proposed cycle route, including drawings and a feedback form can be found online here.
(ii) To decide whether Kenilworth Town Council wishes to submit comments (to tpu@warwickshire.gov.uk by the deadline of 30 September 2022).

11. OFFICER'S REPORTS

12. COMMITTEE REPORTS

13. STATEMENTS OF EXPENDITURE FOR THE 2022 - 2023 FINANCIAL YEAR

To approve by Resolution, the Statements of Expenditure inclusive of Petty Cash Expenditure, for the months of July and August (Months 4 and 5) including trial balance and income and expenditure breakdown (Copy attached at **Enclosure 11**).

14. NOTICE OF MOTIONS

Councillor R Barry to move that:

This Council NOTES that:

a) In February 2022, members made comments on the Abbey Fields Management Plan about the need for a detailed plan for biodiversity and water quality in the Abbey Pool and Finham Brook. When it became clear that the lake water quality was deteriorating, with fish deaths and algal blooms, these points were reiterated at the Town Council meeting on Thursday 28th July and publicised by the press.
b) On 23rd July Cllr Kennedy contacted Jon Holmes at WDC to inform him that dead fish had been seen in the lake and asking for urgent action.
c) WDC Cllr Grainger and WDC Jon Holmes were contacted by Cllr Barry on Tuesday 9th August detailing the urgent situation developing at Abbey Fields with respect to the drought affected 'lake'. This communication requested that WDC look to act and also to inform the public of what is being done.
d) Several replies were received during the week as the situation developed from Jon Holmes including the reassurance that "we will do our very best".
e) Cllr John Dearing's phone call to the Environment Agency on Wednesday 10th August about the need to issue warnings about potentially toxic algae suggested that everything was in-hand.
f) Despite WDC officers' best efforts and their working with the Environment Agency and Severn Trent, the effects of the drought across the region meant that no actions were considered practical and a press release to this effect was issued on Friday 12th August.
g) A number of members of the public then took actions from the 12th August to aerate the water and to remove any dead fish.
h) As heatwaves and droughts in Central England become more frequent and more persistent as a result of climate change, it is a reasonable assumption that this situation with the Abbey Pool is not a one-off and is likely to occur in summers to come.

This Council therefore RESOLVES to

Write to the Chief Executive of WDC to call on them, (in light of the distressing events during the second heatwave), to publish a report which includes a plan of action to ensure that this does not reoccur in future summers. This plan should ensure the long-term sustainability of the lake as a public amenity with natural clean water and a catalyst for biodiversity in Abbey Fields. As any identified actions will be required over the forthcoming winter months, the letter should state that Kenilworth Town Council requests that this report be produced in a timely manner separate from the Abbey Fields' Management Plan.

15. NEXT MEETING

To note that the next Meeting of the Town Council will be held in Jubilee House on **Thursday 20th October 2022** at 7.00pm.