# Kenilworth Town Council

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21 February 2025

**NOTICE IS HEREBY GIVEN** that a **TOWN COUNCIL MEETING** will be held at **7.00 pm on THURSDAY, 27 FEBRUARY 2025** 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.**

## CIVILITY & RESPECT

**Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. The use of aggressive or abusive language (including raising of voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff is totally unacceptable.**

## 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 (ref SO 3.10):

   (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

To note that the Residents Group ROCK (Residents of Central Kenilworth) has now ended.

**Summary of recent Mayoral Engagements undertaken by the Town Mayor and Deputy Mayor from 9 January 2025**.

| | |
|---|---|
| Kenilworth Rotary Club Meeting | 13/01/2025 |
| Charity Murder Mystery | 18/01/2025 |
| Warwick Uni Winter Graduation | 22/01/2025 |
| Waverley - Chinese New Year | 23/01/2025 |
| Swan Youth Orchestra Concert | 02/02/2025 |
| Community Network Event | 10/02/2025 |
| Compton Verney Exhibition | 13/02/2025 |
| Whitnash Civic Dinner | 21/02/2025 |

To note that Warwick District Council are inviting nominations for Freedom of the District and Aldermen / Alderwomen
https://www.warwickdc.gov.uk/info/20007/your_council/1989/freedom_of_the_district_award

5. APOLOGIES

6. MEMORIALS AND PETITIONS

7. MINUTES

To receive the Minutes of the Town Council held on 16 January 2025 **(Enclosure 1).**

8. MATTERS ARISING

(1) DEVOLVED RESPONSIBILITIES (TC.115, TC.136, TC.164, TC.196, TC.233 TC.267, TC.305, TC.342, TC.373 TC.407 and TC.440)

To receive a verbal update from the Task and Finish Group.

(2) PEDESTRIAN SAFETY AND TRAFFIC ISSUES ON ROADS NEAR KENILWORTH SCHOOL (TC.116, TC.138, TC.166, TC.198, TC.235, TC.269, TC.307, TC.344, TC.375 TC.409 and TC.441)

To receive an update from the Task and Finish Group - Cllrs J. Kennedy, R Dickson, A. Insley, Z. Leventhal and M. Stevens. (Update at **Enclosure 2**)

(3) TOWN COUNCIL ACCESSIBILITY GROUP (TC.122, TC.142, TC.240, TC 272, TC.309, TC.346, TC.377, TC.411 and TC.442)

To receive a written update from the Task and Finish Group **(Enclosure 3).**

(4) CASTLE AND CROSSING (TC.276, TC.314, TC.348, TC.379 and TC.412)

To receive an update from the Task & Finish Group. (**Enclosure 4**) and to approve the proposals set out in the report at Item 23 (a-e).

(5) AUGMENTED REALITY PROJECT (TC.321, TC.349, TC.380 and TC.413)

To receive an update from the Task and Finish Group. (**Enclosure 5**)

(6) PUBLIC SPEAKING AT TOWN COUNCIL MEETINGS (TC.296, TC.350, TC.381 and TC.414)

To receive a verbal update from the Task and Finish Group.

(7) CHERRY ORCHARD (TC.37, TC.71, TC.98, TC.135,TC.383 and TC.416)

To receive a written update on the current position. (**Enclosure 6)**

(8) 450th ANNIVERSARY OF ELIZABETH 1 VISIT TO KENILWORTH (TC.320, TC.384 and TC.417)

To receive a written update from Councillor J Kennedy.( **Enclosure 7)**

(9) DIGITAL NOTICEBOARD

(i) To note and consider the update report attached at **Enclosure 8.**

(ii) To put forward and approve a recommendation that the Task and Finish Group prepare and draft a detailed tender document to cover all aspects of the project, and host a briefing for Members on 27 March at 6.30pm to allow for questions and costing queries.

(10) CASTLE GREEN

To receive an update from the Task and Finish Group on progress regarding the various options available.

(11) REVIEW OF CHARGES

To discuss and approve the recommendations (Amended policies at **Enclosure 9)** following a review of the following charges:

(a) Castle Pass – administration charge
(b) Hire of the Council Chamber

(12) DEVOLUTION WHITE PAPER

To note the current situation, and the letter submitted to the Minister for Housing, Communities and Local Government and the response received (**Enclosure 10)**.

9. STANDING MATTERS

(1) BBV (Balfour Beatty Vinci) working in partnership with HS2

An update on any relevant aspects of HS2 and contact with BBV.

(2). FLOOD INCIDENT REPORTING REQUIREMENTS TO WDC

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

(3) COMMITTEES AND WORKING GROUPS

To receive any updates on the work being undertaken by the Committees and Working Groups.

(i) Climate Emergency Working Group

(ii) Community Infrastructure Levy (CIL) Working Group

To consider the following applications and decide upon by resolution:

Town Development Working Group – Workshop (£5,000)(**Enclosure 11**)
Castle Crossing Task & Finish Group – detailed plans (up to £3,000) and
Castle Crossing Task & Finish Group – actual crossing (£80,000) (**Enclosure 12**)

(iii) Cycling Working Group

(iv) Business & Visitor Economy Working Group (**Enclosure 13**)

(v) Town Development Working Group (**Enclosure 14)**

(4) UPDATE REPORT FROM WARWICK DISTRICT COUNCILLORS

To receive an update on the recent work of WDC from Councillor L Cron (Copy at **Enclosure 15**)

(5) UPDATE REPORT FROM WARWICKSHIRE COUNTY COUNCILLORS

To receive a written report on the recent work of WCC from WCC Councillor Cooke. (Copy at **Enclosure 16**)

10. NEW MATTERS AND CORRESPONDENCE

(1) DRAFT CALENDAR

To receive the updated draft calendar for the forthcoming civic year (**Enclosure 17**)

(2) PUBLIC SPACE PROTECTION ORDERS

To note that Warwick District Council is reviewing its Public Spaces Protection Orders (PSPOs) and considering options for creating new ones.

The current Warwick District Public Spaces Protection Orders include:

- dog control and dog fouling
- dog exclusion areas
- intoxicating substances zone

As part of the PSPO consultation, members of the public are encouraged to complete an online survey which is available on the https://www.warwickdc.gov.uk/info/20112/community_safety/1587/public_spaces_protection_ordersWarwick District Council website until 9 March.

(3) COVENTRY LOCAL PLAN REVIEW - CONSULTATION

To note that the Town Council have been invited to participate in the Coventry Local Plan – Regulation 19 Consultation. This consultation is open from 20 January 2025 to 3 March 2025 at 23:59. The link to the consultation is below.
Participate in this consultation

(4) SOUTH WARWICKSHIRE LOCAL PLAN – RESPONSE TO CONSULTATION

To note that the deadline for responses to the SWLP Consultation is 7 March 2025 and to delegate the drafting of a response to the Task and Finish Group (to cover the Kenilworth Town Council priorities and sites specific to Kenilworth).

(5) EAR MARKED RESERVES MOVEMENTS

To review and approve the recommended movements and adjustments to the Ear Marked Reserves (**Enclosure 18)**

(6) KMAT REPORT

To receive an update report from Councillor Marsh. (**Enclosure 19**)

(7) PROPOSED ROADHUMP AND SEGREGATED CYCLE TRACK – GLASSHOUSE LANE/HEYVILLE CROFT PRIORITY JUNCTION

To note that Warwickshire County Council are proposing to introduce a raised junction with priority crossing for pedestrians and cyclists on Heyville Croft at its junction with D7069 Glasshouse Lane, Kenilworth to provide a continuous crossing facility for pedestrians and cyclists. It is also proposed to install a segregated cycle track on D7069 Glasshouse Lane which will run adjacent to newly located footways and carriageway as part of the realignment of Glasshouse Lane.

To delegate to the Planning Committee the drafting of a response by the deadline of 3 March 2025. Documents relating to the proposal can be found here - https://www.warwickshire.gov.uk/news/article/5942/glasshouse-lane-heyville-croft-kenilworth-proposed-road-hump-raised-junction-with-priority-crossing-and-segregated-cycle-track

(8) PURCHASE OF DIGITAL DISPLAY SCREENS

To note that the Town Council is eligible for grant funding which can be used to purchase Digital Display screens for use at, and for promoting, events.

To Approve by Resolution, a spend of up to £7,000 as the initial outlay for purchase of appropriate items (delegated to the Clerk to identify), with the grant of £6,500 to be received shortly afterwards.

11. OFFICER'S REPORTS

(i) PROGRESS REPORT/UPDATE ON KENILWORTH LEISURE CENTRE REDEVELOPMENTS

To receive a report from WDC officers at **Enclosure 20.**

(ii) REPORT FROM WDC SITE DELIVERY OFFICER

To receive an update report from WDC Site Delivery Officer for Kenilworth.

(iii) REPORT FROM SAFER NEIGHBOURHOOD TEAM

To receive a report / recent statistics from the Kenilworth Safer Neighbourhood Team. (**Enclosure 21**)

12. COMMITTEE REPORTS

To receive the minutes of the Finance & General Services Committee held on 6 February 2025 (**Enclosure 22**)

13. STATEMENTS OF EXPENDITURE FOR THE 2024 - 2025 FINANCIAL YEAR

To approve by Resolution, the Statements of Expenditure inclusive of Petty Cash Expenditure, for the months of January (Month 10) including trial balance and income and expenditure breakdown (Copy attached at **Enclosure 23**).

14. NOTICE OF MOTIONS

15. NEXT MEETING

To note that the next Meeting of the Town Council will be held in Jubilee House on **Thursday 10 April 2025** at 7.00pm.