Minutes of an Ordinary Meeting Of Fenny Compton Parish Council Held at Fenny Compton Village Hall, Fenny Compton on Monday 18th September 2023 At 7.45pm

PRESENT: Parish Councillors: Jon Dutton in the Chair, Emma Briscoe, Martin Birch and Samantha Parkes

IN ATTENDANCE: Parish Clerk Lydia Cox, Councillors Natalie Gist and Councillor Christopher Kettle (County Council)

2023_09_01: Apologies

Apologies were received from Parish Councillors Roly Whear and David Johnson and were accepted

2023_09_02: Acceptance of Minutes of Previous Meeting

The Minutes of the Ordinary meeting held on 17th July 2023 (already circulated) were considered and the minutes were **agreed** (Proposed by Councillor Parkes and seconded by Councillor Birch)

2023_09_03: Declarations of Interest

No declarations of interest were made

2023_09_04: Requests for Dispensation

None received

2023_09_05: Open Forum

There were seven members of the public in attendance

(i) Fenny Compton Colts – Temporary toilet solution

The weekly cost for one toilet is £27, this includes cleaning. This does not include insurance.

Clerk to check whether could be included in parish council insurance?

Colts apply for funding from council – Clerk to send application form

Resolution under the Local Government (Miscellaneous Provisions) Act 1976, s. 19, to provide recreational facilities

(ii) Fenny Compton Bowls Club – Fire safety inspection

Draft assessment has been completed. The pavilion has been categorised as medium risk. Various measures are needed to be compliant. Firstly, a second exit with emergency lighting. There is an existing door that can be changed to a fire door. Further work needed to establish costs. Also, new fire extinguishers, training, and signage c.£200.

Electrician will be needed for emergency lighting - Suggest to use the same as before

Bowls Club Licence Agreement – Bowls club committee agreed to sign. Clerk will update the document with relevant dates

Alan Payne has offered to do the annual risk assessment going forward

(iii) The residents of Ridge Way want to discuss what is required to become adopted

Residents have lived there for five years. It is currently a private road, managed by maintenance company. Residents wish it to be adopted as a public highway. This is due to financial reasons, (don't have to pay to a management company), social reasons (all 13 houses would like to do it and want to be integrated into the village) and access reasons (allotments, future development)

Residents recognise that this would increase costs for streetlights, grass cutting maintenance, flood maintenance, etc

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Councillor Kettle – Where adoption has taken place in past, it is when the agreement has been made at the outset with the developer. Residents would need to explain why the County Council should pick up the liability

Chair - Residents to write to Parish Council and pass that to County Council

Members of the public left the meeting at 20.30

2023_09_06: Matters Arising from Previous Minutes

- (i) Play Area/ Sports Pavilion Refurbishment: No further updates
- (ii) Upper Lighthorne Primary Healthcare: there have been four registrations of interest in the practice
- (iii) Flooding on Station Road: Councillor Whear has been in touch with the flooding team at County Council. Parish council are happy for Councillor Whear to continue with these discussions
- (iv) Defibrillator Training: Search and Rescue are not willing to do it. Councillor Parkes still looking for alternative
- (v) Memorial Bench and Trees: Placing benches near Highways is proving to be financially prohibitive. Therefore discussions are taking place with private landowners instead. One tree will be planted to replace the one that failed near the Bear and Ragged Staff
- (vi) Trees at Squire Place: Andrew Saunders has cut back trees and bushes to the right of Squire Place over the summer. Clerk has requested further work near the electrical sub-station
- (vii) Bowls club licence agreement: Discussed within Open Forum
- (viii) Issues with Broadband Contractors: Complaints have been forwarded to Councillor Kettle

2023_09_07: Review of new councillor applications

None received

2023_09_08: District Councillor and County Councillor Reports

Councillors Gist and Rock submitted a report which can be found in Appendix C

Councillor Kettle submitted a report which can be found in Appendix D

2023_09_09: Correspondence

The following correspondence was received prior to the meeting:

- Residents correspondence
 - Path opposite the surgery hedge row covering
 - Resident has cut back hedgerow
 - Stones on the path opposite the pub
 - Debris from the recent flooding has been cleared
 - o Trees at Thompson Field
 - \circ ~ Tree survey suggested that no work was needed
 - Wasps nest in the playing field
 - The wasps nests have been removed by Neil Cousins between meetings at a cost of £160. There were three in total
 - Noise from clay pigeon shooting events
 - Clerk has contacted SDC on behalf of the resident
 - o Complaints about the wildflower meadow at Fieldgate Lane

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- Current contractor is unable to do the work needed. Councillors agreed to a quote from Edge2Edge Garden Services for £350 plus skip hire to remove cuttings
- **Resolution** under the Open spaces act 1906, ss. 9 and 10, to maintain land for open spaces
- Suggestion of speed camera along Station Road
- Discussed previously and agreed this is not an option
- Self-Build and Custom Housebuilding Regulations 2016 Notice of Consultation on the introduction of Local Connection Eligibility Test for the Self-Build and Custom Housebuilding Register
 - Notice is hereby given that Stratford-on-Avon District Council is undertaking public consultation on the creation of a two-part Self-Build and Custom Housebuilding Register through the introduction of a local connection eligibility test
 - Since 2016 the Council has maintained a combined Self-Build and Custom Housebuilding Register. This
 provides the Council with data to better understand the demand for this type of housing in the area
 and plan for future needs
 - The Self-build and Custom Housebuilding Act 2015 (the Act) and Planning Practice Guidance states that Local Authorities that maintain a Register can implement a local connection test. This would mean the register would include two separate parts:
 - Part 1: entries with a local connection
 - Part 2: entries with no local connection
 - The Act places a duty on the Council to grant enough 'development permissions of serviced plots of land' to meet the demand shown in Part 1 of the Register (but not specifically for those on the register). The entries on Part 1 together with the entries on Part 2 give the Council an indication of the overall interest in self-build and custom housebuilding
 - The Council is inviting views on its proposals to split the Register into Parts 1 and 2 and the nature of the local eligibility criteria to join Part 1. Further information (including a list of the proposed eligibility criteria) is available on the Council's website at www.stratford.gov.uk/scbregister
 - This consultation commences on Monday 24th July 2023. All comments must be received by the District Council by 5.00pm on Friday 11th August 2023
 - Chair responded to the consultation between meetings
- South Warwickshire Local Plan Publication of Issues & Options consultation Representations and Second Call for Sites
 - The South Warwickshire Local Plan website has been updated following the Issues and Options consultation which ran between 9th January and 13th March 2023
 - The representations received to the consultation have now been published and can be viewed at: <u>https://southwarwickshire.oc2.uk/document/124</u>
 - Consultation responses are currently being analysed. Once this process is complete, the Councils will publish their response and a summary of key issues through a Consultation Statement which will be available to view on the website
 - In addition, a second Call for Sites was undertaken concurrently with the Issues and Options consultation and these submissions have also been published on the South Warwickshire Local Plan interactive map alongside the earlier Call for Sites 1. Please note: these sites are presented for information at this stage and have not yet been assessed as to their suitability for inclusion within the plan nor are they endorsed. The interactive map can be viewed at:

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https://soadc.maps.arcgis.com/apps/webappviewer/index.html?id=c9f9579706974081a054de1b14 a66130

- The Councils are now looking at the suitability of sites for inclusion within the Plan and are undertaking a Housing and Economic Land Availability Assessment (HELAA) in order to begin to assess their suitability. A revised timetable for the South Warwickshire Local Plan is expected to be issued in Autumn 2023 which will set out the next stages
- Polling Station Review No change, will continue to be Village Hall

2023_09_10: Planning

(i) The following applications have been received for consideration since the last meeting:

| | <u>Reference</u> | Consultation Expiry Date | Address | Proposal | | |
|---|------------------|-----------------------------|---------------------------------------|--|--|--|
| | 23/01760/FUL | 29 Aug 2023 | The Paddock, Mill Lane, Fenny Compton | Erection of close board fencing (and entrance gates) | | |
| Between meetings councillors responded with 'No representation' but with the same comments as the | | | | | | |

Between meetings councillors responded with 'No representation' but with the same comments as the previous application regarding worries about the excessive height of the fence

(ii) The following decisions have been received since the last meeting:

| Reference | Decision Date | <u>Status</u> | Address | Proposal |
|---------------|---------------|-----------------------|---|--|
| 23/01513/TREE | 17 Jul 2023 | No objection | 16 Cotters Croft, Fenny Compton, CV47 2XS | T1 - willow - pollard to a new height. Cut down to 2-3 metres |
| 23/01298/FUL | 28 Jul 2023 | Permission Granted | 1 Church Street, Fenny Compton, CV47 2YE | Two storey side extension to create utility room, shower room, storage and master bedroom. Single storey rear extension to create living space. Addition of porch to front elevation |

(iii) 22/02138/OUT: Land Off (North), Station Road, Fenny Compton

Outline planning application for 12 self/custom build dwellings with all matters for approval except for the appearance, landscaping, layout and scale of individual self/custom build plots This application was considered at a Planning Committee Meeting on 16 August 2023 which the Parish Council attended and spoke to confirm the previous submission to object to the plans The application was REFUSED by the committee

(iv) Further Updates

- a. Compton Locks
 - i. Bus stop request
 - ii. Speed Limit along Station Road

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2023_09_11: Financial Administration

(i) Councillors **approved** the following payments (Proposed by Councillor Briscoe and seconded by Councillor Parkes):

| AUG_23_1_SO & SEP_23_1_SO | Lydia Cox (Aug & Sep Salary and expenses) | (1,006.05) |
|---------------------------|--|------------|
| AUG_23_2_SO & SEP_23_2_SO | SDC (Aug & Sep Pension Contrbution) | (166.53) |
| AUG_23_3_DD & SEP_23_3_DD | Utility Warehouse (Electricity) | (59.34) |
| AUG_23_4_DD & SEP_23_4_DD | Yu Energy (Street Lighting) | (392.05) |
| AUG_23_5_DD & SEP_23_5_DD | WaterPlus (Sports pavilion) | (25.66) |
| AUG_23_6 | WCC (Streetlight maintenance) | (140.40) |
| AUG_23_7 & SEP_23_7 | Michael Mann (Playing field grass cut x 2) | (679.20) |
| AUG_23_8 & SEP_23_6 | NRC Pest Control | (160.00) |
| AUG_23_9 | Andrew Saunders (Squire Place tree works) | (530.00) |
| AUG_23_10 | Mick Jones (Village grass cut & maintenance) | (680.00) |
| AUG_23_11 | Reimburse R Whear for Pollyfilla | (6.25) |
| SEP_23_8 | Michael Mann (Flood attenuation pool cut) | (339.60) |
| SEP_23_9 | Moore (External Audit Fees) | (252.00) |

Current Account

(4,437.08)

- (ii) Councillors noted the bank balances and bank reconciliations (Appendix A & B) and agreed them
- (iii) Clerk Salary During the summer break the Chair and Vice-Chair undertook the Clerk's annual review and agreed a pay rise
- (iv) External Audit Audit is now complete. Relevant paperwork will be displayed on noticeboards and website

2023_09_12: Updates

- (i) Compton Locks Integration Leaflets for shared ownership have started to be disseminated to new residents. Currently don't have a contact for those renting – Cllr Gist asked to help
- (ii) Flood Prevention Report from Alan Payne

9 properties have now had their measures installed in Phase 1 which will finish over the next few weeks and Whitehouse will move to another scheme they are delivering for us. They will be working on our other scheme for 4-6 weeks so there will be a gap of at least this time period in the programme to Phase 2

4 properties are part of Phase 2 due to legal agreement delays (which are near resolution) and we then have 6 properties which are listed and we are chasing the bespoke heritage door contractor for an update. There is also an ongoing design query with RAB regarding wall sealant and whether it is appropriate to use on some of the properties where there may be unintended damp consequences

Memorial Road and The Ridge Way: CCTV surveying works and a Sonde survey were undertaken by Amelio Group LTD on behalf of the County Council on the 17th and 18th August to determine the location and condition of the drainage network. The survey report, photographs and footage have been received and the team will spend time reviewing before coming up with an action plan moving forward

- (iii) Trees No further updates
- (iv) Playing Field and Play Equipment Fence around play area has been removed. Councillor Whear to remove the gates

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- (v) Highways No further updates
- (vi) Traffic No updates
- (vii) Grass cutting tender Clerk has completed a first draft of a tender document and has asked for feedback from councillors by the end of the week
- (viii) Future Strategy No further updates
- (ix) Risk Assessments Annual review is now due. Councillor Birch to take on review of street lighting and benches. Councillor Parkes and Briscoe to look at salt bins

2023_09_13: Items to Publicise

- (i) Open Forum Colts and Adoption of Highway
- (ii) External audit
- (iii) Wildflower meadow
- (iv) Welcome to Compton Locks residents

2023_09_14: Future Discussion

Policy reviews

2023_09_15: Date of next meeting

The next meeting is the Ordinary Meeting scheduled for Monday 16th October

MEETING CLOSED 21.50

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Appendix A

August Financial Administration

| August I maneial Administration | | | |
|---|--|--|------------|
| Balances: (See attached bank red | conciliation) | | £ |
| Traffic Management Flood Relief Grant Over 8's Play Area NP Plan Projects Allotments Defibrilator Other 30 Day Notice (Allocated Reserve Cotters Croft PC Balance | | 2,135.82 2,023.36 140.56 86.33 500.00 956.68 112.51 3,074.58 6,930.42 | 5,955.26 |
| 12 Month Partial Withdrawal (H | igh interest deposit): | | 10,005.00 |
| Deposit Account (Unallocated Reserves) | | | 14,568.27 |
| Current Account | | | 3,247.92 |
| Total Balances (See Bank Recond | 33,776.45 | | |
| Less Payments (See agenda item AUG_23_1_SO & SEP_23_1_SO AUG_23_2_SO & SEP_23_2_SO AUG_23_3_DD & SEP_23_3_DD AUG_23_4_DD & SEP_23_4_DD AUG_23_5_DD & SEP_23_5_DD AUG_23_6 AUG_23_7 & SEP_23_7 AUG_23_8 & SEP_23_6 AUG_23_9 AUG_23_10 AUG_23_11 SEP_23_8 SEP_23_9 | Lydia Cox (Aug & Sep Salary and expenses) SDC (Aug & Sep Pension Contrbution) | (1,006.05) (166.53) (59.34) (392.05) (25.66) (140.40) (679.20) (160.00) (530.00) (680.00) (680.00) (6.25) (339.60) (252.00) | |
| Current Account | | | (4,437.08) |
| | | | |

Total Balances carried forward

29,339.37

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| Appendix B | | | | | |
|---|----------|-----------------------|-----------|--|--|
| August Bank Reconciliation | | | | | |
| Bank Balances | | £ | | | |
| 30 Day Notice (Allocated Reserves) 12 Month Partial Withdrawal | | 5,955.26 10,005.00 | | | |
| Deposit Account (Unallocated Reserves) | | 14,568.27 | | | |
| Current Account | 3,336.04 | | | | |
| Less payments outstanding | | | | | |
| SDC (Pension Contrbution) | (111.77) | | | | |
| WaterPlus Refund | 23.65 | | | | |
| Current Account | | 3,247.92 | | | |
| Total Bank | | - | 33,776.45 | | |
| Cash Book Balance b/f Less payments between meetings: | | 33,597.41 | | | |
| Add receipts since last meeting: Wayleave Payment Bank Interest | | 150.00 29.04 | | | |
| Total Cash Book | | - | 33,776.45 | | |

Appendix C – District Councillor Report

COUNCIL PLAN & ORGANISATION The new Council Plan will be coming out to public consultation on 21 September. This date may move a little. Please let us have your views as it is the plan for our District for the next four years. It is intended that the plan is formally adopted in December.

COMMUNITY SAFETY We should like to remind residents that there is a Community Safety Team at Stratford DC to support residents across the District. They work closely with the Neighbourhood Safety Teams in Warwickshire Police. Please find attached a Community Safety Guide outlining the different areas of help and support available, along with contact details.

SUICIDE PREVENTION Natalie attended the Coventry and Warwickshire Suicide Prevention Conference last week. She has prepared a list of some of the organisations who were in attendance and are able to offer help and support, which is attached here.

THE GREEN BUS We are aware that many parents and children have been affected by the sudden withdrawal of the school bus services by The Green Bus. All of the residents affected who have been in contact with us have now made alternate arrangements. Please let us know if you are still having difficulties and we shall endeavour to assist.

HS2 AND ROAD CLOSURES The road closures continue. We have also had reports of heavy good vehicles travelling on village roads. Contractors should only be travelling on formal diversions, so please report persistent issues to HS2

Signed___

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so the message can be repeated. It is helpful if you are able to take the registration number of the offending vehicle as this makes it easier for HS2 to follow up.

Again, for your ease of reference, should you need it, the HS2 Helpdesk Team may be contacted on 08081 434 434 or emailed atS2enquiries@hs2.org.uk. Any changes will be on <u>www.hs2inwarwickshire.co.uk</u>

Cllr Natalie Gist <u>Natalie.Gist@stratford-dc.gov.uk</u> Cllr Nigel Rock <u>nigel.rock@stratford-dc.gov.uk</u>

Appendix D – County Councillor Report

Division issues

Harbury Crossroads Warwickshire Highways have confirmed that, after a delay caused by concerns from SDC about noise and vibrations, piling has now re-commenced. However the time table has slipped considerably and I am working with officers to get the contractor to find a way to make up for lost time.

I still have funding for further road related schemes in my delegated highways budget. But whilst these are discretionary grants, any proposal is subject to professional scrutiny by the Highways teams and schemes that do not accord with normal highway protocols will not be accepted.

The delivery timetable is not acceptable and, whilst works are scheduled, the lack of visibility of a timescale is not helpful.

HS2 The seemingly endless road closures of the B4451 for HS2 surveys, more surveys and resurfacing are almost over. There will be a few more night time closures to allow "Dorothy" to removed from the tunnel to a new site in North Warwickshire.

Further, longer term road closures are being put in place on the Warwickshire/ Northants border to allow for the excavation of the track, the building of bridges and the adoption of the current off-line new highway.

Whilst phases on Banbury and Wormleighton Road will be relatively short 4-6 weeks, the building of the Stoneton Lane overbridge is likely to result in the closure of the Stoneton lane for some 18-24 months as this required the existing road to be removed, the track to be excavated and then the overbridge to be built. This cannot be done off line.

Hi speed broadband There has been a reduction in the number of complaints received but WCC will be pursuing those sub-contractors who have not fulfilled their obligations to reinstate properly

Councillor Grant Fund The deadline for any second applications will be later in the year, but there should be some £1500 available for 2nd round projects.

School buildings and RAAC - Statement from the Chief executive

1. WCC maintained schools: of these, one school has been impacted - Outwoods Primary School in Atherstone. We invested £170k of WCC capital over the summer in mitigations and had agreed these with DfE but unfortunately their advice changed this wheel, requiring parts of the school to be closed. Through close collaboration between the school and our teams, we have accelerated the additional mitigations required by DfE so that the school will reopen fully on Monday with some temporary mitigations. We have a confirmed position on the rest of the maintained school estate with no other schools affected.

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2. Academy schools in the County: Myton and Aylesford Schools in Warwick have been affected. Other academies may be identified through ongoing DfE surveys, but we cannot advise on the progress of these as they are not overseen by WCC. Both academies have longer mitigation periods. We are offering all help and support to the schools, including potential temporary solutions.

School transport The new school year has brought up a number of new school transport issues which I am seeking to resolve. It is challenging in that there is no statutory obligation to provide home to school transport particularly when parents select out of catchment area schools for their children.

West Midlands Combined Authority (Twitter and Facebook) Warwickshire County Council is now unlikely to apply to join the WMCA before the next WMCA election.

General issues

Withdrawal of Green Bus service (Twitter and Facebook)

Warwickshire County Council has moved to reassure the families of young people eligible for free transport to their schools, who have been affected by the withdrawal of The Green Bus Service, that an alternative service will be found. Read more: <u>https://www.warwickshire.gov.uk/news/article/4468/withdrawal-of-the-green-bus-service-update-30-08-23</u>

Ridleys Coaches (Twitter and Facebook) Please continue to follow Ridleys Coaches Limited for updates on new routes and bookings. <u>https://facebook.com/ridleyscoaches?ref=embed_page</u>

Supporting SEND transitions in Warwickshire (Twitter and Facebook) Warwickshire County Council has worked closely with parents, carers and professionals to create a one-stop-shop for advice and guidance to support smooth transitions back to school for children and young people with SEND.

Read more: <u>https://www.warwickshire.gov.uk/news/article/4464/new-one-stop-shop-to-support-transitions-for-children-and-young-people-in-warwickshire-</u>

Support for students in prison (Twitter and Facebook) A Kineton-based business which supports prisoner rehabilitation is expanding its reach and growing its influence following support from Coventry & Warwickshire CDA. Read more: <u>https://www.warwickshire.gov.uk/news/article/4461/cda-support-helps-dwrm-to-help-more-students-in-prison</u>

Local history water displays @ Libraries (Twitter and Facebook) Selected libraries in Warwickshire will be hosting displays that highlight historic water scenes from the last 100 years.

Find out more: <u>https://www.warwickshire.gov.uk/news/article/4462/local-history-water-displays-are-coming-to-a-library-near-you-</u>

Energy efficiency at Wembrook Community Centre (Twitter and Facebook) The immediate future of a much-loved community centre that brings residents together in Nuneaton Wembrook has been secured thanks to funding from Warwickshire County Council.

Read more: <u>https://www.warwickshire.gov.uk/news/article/4460/a-warmer-and-more-energy-efficient-future-at-wembrook-community-centre</u>

Stratford's Burton Farm recycling centre closure (Twitter and Facebook) Stratford residents are advised that their local household waste recycling centre, Burton Farm, will be closed for a few weeks following an incident involving a

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farm vehicle.

Read more: <u>https://www.warwickshire.gov.uk/news/article/4470/stratford-s-burton-farm-recycling-centre-forced-to-temporarily-close</u>

Driving for Better Business (Twitter and Facebook) Warwickshire Road Safety Partnership is partnering with Driving for Better Business (DfBB) to promote the free scheme to businesses across Warwickshire who employ or manage drivers.

Find out more: https://www.warwickshire.gov.uk/news/article/4469/driving-for-better-business

Social worker recruitment (Twitter and Facebook) Are you #ChildFriendly?

The County Council is looking for experienced social workers to help make Warwickshire even more child friendly. Learn more at <u>http://warwickshire.gov.uk/workforus</u> #ChildFriendlyWarwickshire #WorkforWarwickshire

Back to school advice (Twitter and Facebook) If your child is moving to a new school this September, talk about what it might be like, including changing classrooms, learning new subjects, meeting new friends – whilst offering reassurance that everyone will be feeling the same.