

The Minutes of Fenny Compton Parish Council Meeting – 24th April 2017

The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 24th April 2017 commencing at 8.17pm.

Present: Miss Deborah Lea in the Chair, Jon Dutton, Ian Hartwell, Derek Carless, Sam Parkes, Neil Andrew, Councillor Christopher Williams & Parish Clerk Catherine Lambert.

1. **Apologies:** Michael Guest.
2. **Minutes of the last meeting:** Under item 6(J) the Clerk was to contact the Highways Department regarding relocating the salt bin to Thompson's Field, subject to this amendment Derek Carless, seconded by Neil Andrew, proposed acceptance of the Minutes to the Parish Council Meeting held on the 20th March 2017. Ian Hartwell, seconded by Derek Carless, proposed acceptance of the Minutes to the Parish Council Meeting held on the 11th April 2017.
3. **Declaration of Interests:** Sam Parkes declared a personal interest in item 5(f). Neil Andrew declared a prejudicial interest in item 7(f) and took no part in this item at the meeting.
4. **Open Forum:** None.
5. **Matters Arising:**
 - a) **Pavilion Tidy up Day:** It was agreed to hold a tidy up day at the pavilion on Saturday 3rd June 2017. The Clerk will provide litter picking equipment and Neil Andrew will order a skip. NA/CL
 - b) **Defibrillator:** Sam Parkes reported that she has now received the defibrillator and cabinet. She has met with members of the Village Hall Committee to agree a location for the defibrillator. Derek Carless agreed to help install the equipment in the agreed location. SP/DC
 - c) **Land Registry:** The Chair is to sign further documentation. DL
 - d) **Highways:** The road repairs on Bridge Street and the Avon Dasset Road have been completed. Road resurfacing is be carried out in this area at the beginning of May. The pot hole by the bridge has been repaired. The Clerk had reported the broken post on the Avon Dasset Road Green, unfortunately the Highways Department informed her that the Green is not public highway, as such it or any apparatus within or on it would not be their responsibility. The drainage work at Grants Close has been completed, and following recent heavy rainfall there has been no reports of any flooding. Derek Carless reported that the lights on the signs at the top of Brook Street are no longer working. The Clerk has passed these concerns on to the Highways Department who has passed them on to street lighting. Councillor Williams informed that Parish Council that the lighting under the railway bridge will be completed in the next 13 weeks. Neil Andrew reported that there is an area on the footpath in Brook Street which has dropped and has not been marked for repair. The Clerk will report this. CL
 - e) **Street lighting:** The lantern on streetlight no 5 on the Avon Dasset Road has been replaced. Annette Mackie confirmed that the renumbering of the columns in Field Gate Lane and Meadow Way is complete. Also, the lantern repair in Field Gate Lane has been serviced and repaired. Regarding the concrete column in Church Street, she has been advised that the power supply has been removed by unknown person(s) and continues to investigate the matter. All excavations in the highway require all contractors to apply for a work permit from the Street Works Section before excavating the highway but Annette confirmed that no permit was applied or issued for Church Street, Fenny Compton. She is presently waiting to hear from Western Power Distribution and EON if they had any instructions to attend and remove the power supply from this particular lighting column. CL
 - f) **1 The Willows, High Street:** Councillor Williams informed the Council that the Highways Team had investigated this issue again and confirmed that it is a blocked drain which is the responsibility of Severn Trent Water. Severn Trent Water continue to dispute this. Neil Andrew agreed to draft a letter to send to Severn Trent Water. NA
 - g) **Waylands Farm Footpath diversion:** Councillor Williams agreed to investigate this matter. Cllr CW
 - h) **Mike Davies Documentation:** The new email address for Neil Andrew is now active. The Clerk has updated the website to show this. Jon Dutton and Derek Carless have still to install the sign. JD/DC
 - i) **Website:** The Clerk has visited the web team at Stratford to update the log in key code. She now accesses the new system, but the format has not changed as yet. Page 927

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- j) **Bowling Club:** The Chair has not contacted the Bowling Club yet. DL
- k) **Auto Enrolment for Pensions:** Jon Dutton to action in April. JD
- l) **Grass Verges:** Ian Hartwell had raised the issue of damaged verges by Berry Meadow and the Bowling Club on High Street, Councillor Williams will investigate further. Cllr CW
- m) **Tree work:** The Clerk had forwarded the correspondence from last month regarding 14 Field Gate Lane to Andrew Saunders. He responded that he had looked at the area. There are 2 maple trees that border the property, one has had some branches cut off and both trees are relatively healthy. The Parish Council agreed to respond to the owners that no action will be taken at this time. CL
- n) **Bear and Ragged Staff:** Repair work is ongoing.
- o) **Salt Bins:** The Clerk asked the Highways regarding the relocation of the salt bin on Church Street to Thompson's Field and unfortunately they would not support a grit bin at this location. It was agreed to place the salt bin which has been removed to the small area next to the cherry tree at the bottom of Church Street in the autumn when the bins are due to be filled. DC
- p) **Sport England Capital Grant:** Michael Guest had informed the Council that there is no deadline for these grant applications. They will not accept applications which are predominantly football or cricket related. Multi-sport applications are acceptable. It was agreed to discuss this further at the next meeting. MG
- q) **Clerk Resignation:** Sam Parkes had written an advert which is to be put in the Chronicle. The Clerk will put this on the website and the noticeboards. The Clerk will also send a copy to WALC. CL
- r) **Ian Hartwell issues:** It was agreed to include the concerns regarding dog fouling in the article for the Chronicle. Councillor Williams informed the meeting that the police are aware of the anti-social behaviour in the bus shelters and are calling in on 2 or 3 nights a week. DL
- s) **HS2 Grant funding:** Bob Stevens raised the issue at the last meeting. Councillor Williams reported that Fenny Compton is within the catchment area and there will be a training event in May to help apply for funding. Councillor Williams will send details of this event to the Clerk and she will circulate to the Parish Councillors. Cllr CW/CL

6. Correspondence:

- a) **Fenny Compton Bowls Club:** Details of a proposed sponsorship fund raising scheme. Councillor Williams will investigate the issue of advertising in the conservation area and Jon Dutton agreed to look at the condition of the pavilion. Cllr CW/JD
- b) **Warwickshire County Council:** WCC Flood Risk Management Newsletter and 2017 Warwickshire Flood Summit. Passed to Michael Guest.
- c) **Councillor Chris Williams:** Councillor Williams had received a complaint from a resident that regularly walks along the High Street regarding the overgrown hedge onto the road near the surgery. Councillor Williams had spoken to the landowner who agreed to cut the hedge back but after the bird nesting season.
- d) **WALC:** In partnership with the Woodlands Trust, if the Council signs up as a charter branch they will be able to apply for grants of up to £1500 for local projects such as a community orchard.
- e) **Stratford on Avon District Council:** Parish & Partners - March 2017 issue.
- f) **Warwickshire County Council:** A letter from the Secretary of State promoting the Great Get Together in honour of Jo Cox.
- g) **WALC:** Latest news update on housing related support.
- h) **WALC:** Information on Post Offices and Local Government Ombudsman.
- i) **Robert Purse:** Highlighting concerns regarding parking on the corner of High Street and Brook Street. Also a copy of an email sent to the Editor of the Chronicle asking what the Parish and District Council are planning to do regarding traffic management in the village after the building development at Compton Buildings is complete. Councillor Williams agreed to ask the County Road Safety team to investigate the problem and ask for their recommendations to address these concerns. However this will take place after the elections on May 4th Derek Carless also highlighted the role of the Neighbourhood Plan which will be surveying traffic speeds and traffic management. Cllr CW
- j) **NHS South Warwickshire Clinical Commissioning Group:** Details of a GP Survey
- k) **WALC:** Consultation on Localism.
- l) **WALC:** 4 Revised Legal Topic Notes.

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- m) **Stratford on Avon District Council:** Survey on Contacting the Stratford District Council Planning Service. The Clerk will complete this. CL
- n) **WALC:** Warwickshire Wildlife would again like help from local communities with a survey of plants and butterflies in Churchyards. Send details to Ian Hartwell. IH
- o) **WALC:** Details of the Channel 4 TV Village of the year 2017.
- p) **WALC:** Latest newsletter of the Armed Forces Covenant.
- q) **Warwickshire County Council:** Details of the road surface dressing programme in Fenny Compton.
- r) **WALC:** Details of the updated WALC Events Programme 2017.
- s) **Local Council Review:** Newsletter.
- t) **Morag Haymes Stratford on Avon District Council:** Code of Conduct Review timetable.
- u) **Warwickshire County Council:** Your Warwickshire Newsletter.
- v) **WALC:** On Tuesday 27th June 2017 Stratford-on-Avon District Council will be hosting a Rural Housing Enabling Event at Ettington Village Hall.
- w) **Dave Miller:** Highlighting his concerns regarding the overhanging trees at the bottom of his garden which backs on to the playing fields. He was advised that the Parish Council were 'monitoring' the situation however he is now requesting that the Council take immediate action to resolve this for them. The Parish Council confirmed that any resident is able to remove any overhanging branches into their property up to the edge of their boundary at their own cost. The Parish Council did not agree to take any action at present as the trees do not give any cause for concern regarding their condition.

7. **Planning:**

- a) **Notice of Decision. Consent with Conditions 17/00462/TREE:** T1 – Scots Pine: Reduce back 2 no. laterals in the lower canopy, where they extend towards the property, by approximately 30%, pruning back to nearest target growth points. The Rick House, Bridge Street, Fenny Compton.
- b) **Notice of Decision. Consent with Conditions 17/00609/TREE:** T1 – Horse Chestnut – Fell. The Grove, Avon Dassett Road, Fenny Compton.
- c) **Planning Application Withdrawn 15/00097/S106A:** Proposed variation to s106 agreement (planning permission ref 13/02734/OUT) to amend the formula for the NHS contributions. Banbury Compton Limited, Station Works, Fenny Compton.
- d) **Planning Appeal Decision 16/00990/OUT:** Outline application for the construction of up to 25 dwellings (35% affordable) with all matters reserved except for access. Land off Station Road, Fenny Compton. The appeal is dismissed.
- e) **Planning Application 17/00843/LBC:** Installation of secondary windows. Contone House, Bridge Street, Fenny Compton. Mrs C Lambert. No Representation.
- f) **Planning Application 17/00917/FUL with Amendment Details:** Two storey rear extension with pitched roof. 12 Brook Street, Fenny Compton. Ms Sarah Phillips. No Representation.

8.

County and District Councillor's Report:

Councillor Williams gave his report at the APM: Orbit are selling their garages at Berry Meadow for land for housing. They want possession of the garages back and then they will be selling the garages as one lot.

9. **Finance:**

- a) **External Audit:** The Clerk has received the Annual Return from Grant Thornton and the date to return all documentation is the 9th June 2017. CL
- b) **Commuted Sum Reimbursement 2016/17:** The Parish Council agreed to withdraw the cost of mowing and landscape maintenance from the Commuted Sums together with the interest earned for the financial year 2016/17. The amount for each commuted sum is as follows: Field Gate Lane £671.78, Cotters Croft £.693.53. Jon Dutton, seconded by Sam Parkes, proposed the withdrawal from the commuted sums for the amounts stated which was agreed by all.
- c) **Replacement Pavilion Doors:** Jon Dutton reported that the doors had been installed and he had been unable to transfer the funds electronically therefore the balance was paid by Jon Dutton who was reimbursed with a cheque. JD
- d) **Village Violin School:** The Clerk had contacted Veronique Matarasso asking for a receipt from Presto Classical.

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- e) **Internal Auditor:** The Internal Audit will be carried out on the 5th May by Bill Robinson. CL
- f) **Fixed Term Deposit:** The Clerk has telephoned many times to organise this. The letter was sent but they do not seem to have recorded it. CL
- g) **War Memorial:** It was agreed to discuss this at the next meeting. MG
- h) **Bowling Club Rates:** The Parish Council is eligible for a 100% Small Business Rate Relief Scheme on the Bowling Club Rates. The Clerk will complete the application. CL

Bank Balances 24 April 2017

Commutated sum on deposit	£3,056.69
Deposit Account	£21,981.33
Higher interest fixed term deposit	£0.00
Current Account	£322.16
Partial Withdrawal High Interest Deposit	£10,443.80

Transfers

07/04/17: Business Call to Current Account.	£3000.00
24/04/17: Business Call to Current Account.	£1700.00

Interest Income included in Bank Balances

Business Call Account	£1.05
Commutated Sum	£0.12

Cheques paid since the last meeting

1974: British Telecommunications plc: Telephone and Broadband.	£122.72
1975: Jon Dutton: Reimbursement for payment to Value Doors – Pavilion Doors.	£2960.00

Cheques requiring payment

1976: Severn Trent Water Ltd: Pavilion Water.	£34.03
1977: Stratford-on-Avon District Council: Collecting Recycling Bin from Bowling Club For 32014, 2015 & 2016.	£150.00
1978: Warwickshire County Council: Streetlight repairs to one lantern.	£322.07
1979: SSE: Street lighting Electricity: February and March 2017.	£404.66
1980: The Utility Warehouse: Pavilion Electric	£6.58
1981: WALC: Annual Subscription.	£272.86
1982: Stratford-on-Avon District Council: Website Costs.	£425.77
1983: CPRE: Annual Membership.	£36.00
1984: Cheque Cancelled – incorrect amount written, replacement cheque 1985.	
1985: Derek Carless: Neighbourhood Plan Survey £50 voucher.	£50.99

Payments Received

1: HMRC – VAT Refund.	£880.58
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Neil Andrew, seconded by Sam Parkes, proposed acceptance of the financial statement, which was agreed.

10. **Updates:**

- a) **Flood Prevention:** Michael Guest will report back at the next meeting. MG
- b) **Playing Field:** Jon Dutton reported that following the incident with the mowing contractor and the gate padlock he has bought a new combination lock. The Clerk has informed the contractor of the new number. Jon agreed to write to the Colts highlighting the need not to change the combination without the Parish Council's knowledge. The Parish Council thanked Jon for organising the replacement of the pavilion doors. JD
- c) **Play Equipment:** Jon Dutton reported that Wicksteed have responded and they have said that it is not their see-saw. Jon will investigate the cost of a replacement. JD
- d) **Business Continuity Action Plan:** Nothing further to report. CL
- e) **Neighbourhood plan:** A report was given at the Annual Parish Meeting. DC
- f) **Allotments:** Jon Dutton reported that he had not received any further communication from the legal team at the Allotment Society. Jon had replied to Will Benbow with a couple of questions about the lease which he has not received a response to. Jon has also contacted the insurance company who have not responded. There will be a meeting of the allotment group on Wednesday. JD

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11. **Items for future discussion:**

- a) Ian Hartwell informed that Parish Council that the Aviva Women's Cycle Tour will be in the Parish on the 9th June.