

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 18th September 2017 commencing at 7:45pm.

Present: Jon Dutton in the Chair, Derek Carless, Michael Guest, Ian Hartwell, Sam Parkes, Councillor Bob Stevens and Parish Clerk Lisa Andersson.

Acceptance of Apologies: Councillor Chris Williams, Deborah Lea, Neil Andrew.

1. **Minutes of The Previous Meeting:** Derek Carless, seconded by Michael Guest, proposed acceptance of the Minutes of the Parish Council Meeting held on the 17th July 2017.
2. **Declaration of Interests:** Sam Parkes declared a personal interest in item 7 (f)
3. **Dispensations:** None
4. **Open Forum:** A resident enquired about a camper van parked near Berry Meadow that is being used as a residence. It was agreed that as this is private land, the Parish Council has no right to intervene.
5. **Matters Arising:**
 - a) *Pavilion Tidy up Day:* Neil confirmed the skip has been removed. CL
 - b) *Defibrillator:* Sam Parkes reported that no-one had used the defibrillator and that training was still to be organised. SP
 - c) *Land Registry:* Michael Guest chased it up last week and is awaiting a response from the solicitor. MG
 - d) *Highways:* The broken kerb stones on High Street and Church Street had been reported and duly mended by Patch. The damaged post on Church Street was reported to Highways, but not yet repaired. There is no update on Mill Lane works. There are loose inlays in the tarmac near the Doctors Surgery that need reporting. LA
 - e) *Street Lighting:* Church Street is reported as working. There is a streetlight on Northend Road, and there has been a request to have it renumbered which has been passed onto Annette. We are awaiting a quote for the repair. Light outside 19 Station Road is not working. Clerk to follow up. LA
 - f) *1 The Willows, High Street:* Derek met Brian in August. On the day of inspection there were no puddles found. The pothole was pointed out. There was no definitive response from Brian, so the matter is still unresolved. A complaint was laid by Sam Parkes (as a resident) to Severn Trent, and they promised to investigate. At this point no feedback has been received, but Sam Parkes will continue to follow up. DC
 - g) *Website:* New Clerk to receive website training. Neighbourhood Plan and Allotments Association items have been added to the website. Cllr Stevens needs to forward a photo in the correct format in order for this to be placed on the website. LA
 - h) *Bowling Club:* Jon Dutton arranged a meeting, which was postponed. This needs rescheduling. JD
 - i) *Auto Enrolment for Pensions:* Jon Dutton to follow up. JD
 - j) *Bear and Ragged Staff:* Repair work is ongoing.
 - k) *HS2:* Parish Council to formulate a plan regarding the Grant. Add to agenda for next meeting. LA
 - l) *Empty Homes:* No update from Empty Homes.
 - m) *CPRE:* Remove from agenda. LA
 - n) *Street Naming:* We have submitted our preferred name. Awaiting feedback. Remove from agenda. LA
 - o) *Grass Verge Parking:* Item has resolved itself. Remove from agenda. LA

- p) *High Street 20mph Signs*: We believe the overgrown vegetation has been cut back.
- q) *List of Councillors Responsibilities*: Has been updated on the website.
- r) *Training Events*: Clerk requested to go on further WALC Clerks Toolkit training courses. Council agreed that it was worthwhile and permission was granted.
- s) *Consultation on Site Allocations Plan*: Derek has responded.
- t) *Review of the Code of Conduct*: Marginal changes noted. We will continue to use the district council code of conduct.
- u) *BT Pole*: Jon Dutton had attempted to contact BT without success. JD
- v) *Mr Ecclestone*: Overgrown tree on verge. Andrew Sanders quoted £90 to do the work. Proposal to accept quotation by Ian Hartwell. Seconded by Michael Guest. Clerk to organise work to be done. LA
- w) *Mary Hughes*: The overgrown hedge will be cut back by the resident responsible. Parish Council will monitor the situation.

6. Correspondence:

- a) *Robert Purse*: Details of Fenny Compton Allotments Association details to be put on the website. LA
- b) *Warwickshire County Council*: Aqueous have applied for the WCC County Councillors' Grant Fund.
- c) *WALC*: Contact details for the police who are working on rural crime in this area. This can be circulated amongst Parish Council. Do we have a contact for Neighbourhood Watch? LA
- d) *Resident*: Huge concern over Toddler Playground. This was reported to the relevant authorities and is being monitored. Various proposals were made regarding how to solve the issue regarding misuse of the area, and will be looked into. IH
- e) *Education Transport*: Home to School Consultation. Sam Parkes agreed to look at this. SP
- f) *WALC*: Government consultation on Broadband. Noted.
- g) *Jacci Gooding*: Concerns about car park where allotments are planned to be, but it has been confirmed that this is not the case. Jon Dutton to advise resident. JD
- h) *WALC*: NALC have updated Legal Topic Note 54 regarding the protection of commons and village greens. Derek Carless will look into this issue. DC
- i) *WALC*: Training for Cemetery Management. Sam Parkes offered to go on the training if it was at a suitable time. If not, the Parish Clerk should attend. LA
- j) *Bob Stevens*: Community Transport/Highways Grant – to go on the agenda for June/July next year, as this year's grant closes in October, but the Parish Council could apply next year. Bob Stevens was asked whether double yellow lines were included in the Grant. Bob reverted that they were not. Clerk to follow up and see if Highways could include this in future budgets. LA
- k) *WALC*: Training – New data protection legislation. Clerk to register the Parish Council's interest. LA
- l) *WALC*: Stratford District Council are proposing a different way of administering the Section 106 spend by Parish Councils. Michael Guest will look at this. MG
- m) *Sarah Grant*: Footpath problem. This was reported by the resident via the online system.
- n) *Chris Revitt*: Church Street damage to pavement and post. This has been reported and will be repaired.
- o) *WALC*: Warwickshire Rights of Way new online system. Information noted.

- p) *WALC*: Grant Funding Available for Transparency Fund. Councils can apply for the website and the cost of Clerk's time for updating the website. Derek Carless to investigate. DC
- q) *WALC*: Member Training – Community Safety Workshop – No interest.
- r) *WALC*: *WALC* Stratford Committee – no need for councillors to go this time.
- s) *WALC*: Big Lottery – Awards for All. Add to next meetings' agenda. LA
- t) *WALC*: New Government Litter Strategy. Noted.
- u) *Warwickshire County Council*: Notification of a Temporary Closure – High Street, Fenny Compton. Jon Dutton to look into this. JD
- v) *Warwickshire County Council*: NHS Survey: Local views needed for local pharmacies. Sam Parkes will look into this issue. SP
- w) *Caroline Fielder*: Comments regarding the last meeting. Jon Dutton read the letter out to the meeting as requested. The resident's comments are duly noted.
- x) *Mrs Jean Scowen*: Empty homes report. The Parish Clerk is to reply to Mrs Scowen's letter. LA
- y) *CPRE*: Newsletter. Michael Guest will look at this. MG
- z) *Dassett School*: Request to cut back hedge by school car park. Ian Hartwell will go and trim it back. IH

7. Planning:

- a) **Planning Application 17/02010/FUL**: Repositioning of fence along side and rear boundary to include covered storage area, with planting strip in front. 2 Field Gate Lane, Fenny Compton. Mrs Linda Feltham. No representation. Planning permission granted with conditions.
- b) **Planning Application 17/01544/OUT**: Outline Application with all matters reserved for one dwelling. Studfield, Station Fields, Fenny Compton. Mr and Mrs Millward. No representation.
- c) **Planning Application Consultation 17/02362/FUL**: Land next to The Lankett. Erection of four residential dwellings and associated infrastructure. The layout has been changed and is now acceptable. No representation.
- d) **Planning Application 17/02239/FUL**: Single storey rear extension. Brooklands, Memorial Road, Fenny Compton. Mrs Patricia McLelland. No representation.
- e) **Planning Permission with Conditions 17/01392/FUL**: Full application for the demolition of existing workshop and the construction of new B1 (Light industrial) building containing two commercial units and associated works.
- f) **Planning Application 17/02653/DEM31**: Prior notification of proposed demolition of purpose-built manufacturing complex including Compton's Prefabricated Concrete Garages and the adjoining premises of Ontime Automotive at Station Road, Fenny Compton. Homes and Communities Agency. No representation.
- g) **Planning Application 17/02617/FUL**: Proposed single storey link between house and barn. Conversion of barn into two storey living accommodation. Replacing existing barn roof with new roof, increasing ridge height by 1.200 metres. The Post House, Bridge Street, Fenny Compton. Mr Williams Stevens. Councillors to respond.
- h) **Stratford District Council**: Service changes – the notification process will be changing and becoming digital. Decisions will no longer be posted to the Parish Council, they will be sent via email.

8. **Adoption of Housing Needs Survey**: Adopted. Proposed by Sam Parkes, seconded by Ian Hartwell.

9. **Traffic and Speeding:** There was strong representation by the village in the Neighbourhood Plan survey on the issue of speeding, particularly in the 20mph zone. As this is not for the Neighbourhood Plan to deal with it has been raised with the Parish Council. There is some interest in a community speed watch. The costs are minimal (around £200) and equipment can be shared between neighbouring communities. There would need to be a group of 6 volunteers to run the initiative. It has been requested that the Parish Clerk investigate the efficacy of this system in surrounding areas to see if it is worthwhile pursuing. This issue is to be added to next meetings' agenda in order to assign a member of the Parish Council who will be prepared to drive this initiative. LA

10. **County and District Councillors Report:**

Jon Dutton read out District Councillor Chris Williams' report:

Administration - Since the last meeting the composition of the Cabinet has changed. Cllr Tony Jefferson has joined the Cabinet with responsibility for Social Services. Cllr Jefferson is an experienced councillor having previously been Chair of the Scrutiny Committee. Cllr Maurice Howse has been appointed Chair in his place.

Policy - The Council is actively involved in Housing Activity in Rural Areas. The approach to delivering homes for local people in rural areas is endorsed and the focus continues to evaluate those communities that have yet to meet the standard set by the District Council. A number of parishes continue to be fearful about housing being imposed upon them and they are adopting and 'wait and see' approach as the Core Strategy beds down

Fenny Compton is recognised as being supportive of affordable housing. An example is Thompsons Field which was developed using policy COM.1 which responded to a survey establishing local housing needs. The recent Housing Needs Survey you have completed as part of the Neighbourhood Plan planning is an example that Fenny Compton is keeping in line with the policies currently adopted

Housing is an important issue with the District Council.

County Councillor Bob Stevens gave the following report:

General. August was an exceptionally quiet month both locally and nationally The County Council is still not sure what the budget allocation will be for next year or whether Business rates will replace the central Government grant. We are still struggling to find the required spending savings to meet the already known reduction. The consultation on children's centres is but one example of where unpalatable measures need to be taken. (See next Paragraph).

Children's Centres In order to meet its savings target (£20 million over the next 3 years) the Council has carried out a review of all its services for children. Children's centres were introduced some 10 years ago as part of a programme to assist young mothers to return to work and to look after the health of their under 5 year old children. Since then with the introduction of 30 hours free nursery provision and the sure start programme together with the transfer of Public Health services to local authorities, the role of Children's centres has changed and needs a fundamental review. A consultation document was produced at the end of June and has been circulated for consultation which has now closed. The response as you might expect has been high (over 1000) and Children's department are looking at all of these and will be reviewing their proposals accordingly. As a result of the high response the final decision has been delayed until mid-November when recommendations will go to the cabinet.

Highway Matters: The recent months have seen massive disruption to our roads in

the Feldon Division; particularly in and around Southam. This is likely to continue for some time as improvement to village infrastructure is made to accommodate the large number of new houses approved by the planners. I have spoken to the Highways department about closing roads already earmarked as diversions and although they can control routine work to an extent, emergencies cannot be planned. I fear there is more disruption to come even before HS2 gets underway. I meet regularly with Patch Byrne and his line manager to discuss highway problems in the Feldon Division.

Flooding: We have our next meeting on October 19th when I hope to see some real progress. The scheme proposed is quite costly and is dependent on both grants from the environment agency and WCC's flood alleviation budget. A business plan is being prepared and once approved for a grant by the environment agency will progress. I understand that land ownership could present a delay.

Schools: Southam College.as an academy is no longer under WCC control, but GCSE and A level results were again very good and above the national average. In early August major works have taken place improving the changing rooms in the sports hall.

Grants: There is still time to suggest schemes for the County Council Delegated Highways scheme and the smaller Community grants scheme. The clerk should have details. WCC also has some used computers for small village organisations. In the past these have proved very successful;

Community Forum: Last weeks' Feldon community forum was addressed by the police and crime commissioner (Philip Seccombe) who outlined his priorities and role to policing in Warwickshire. Speeding continues to be the major problem for our Community police team which, once again is reorganising!

11. Finance:

a) **Donations for Local Organisations:** Peter Hughes requested a grant in order to repair the churchyard walls. The Parish Council has rejected this request as the funds requested were not available, and reserves have already been depleted by other expenditure.

b) The External Audit has been finalised and the results have been published on the Parish Council Website and on the Village Notice Board.

c) Insurance: Aon (our current service provider) have notified us of their intention to no longer provide cover for parish councils. The broker have made recommendations on a replacement. We believe that a number of parish councils use Zurich. Michael Guest has offered to investigate the best options. MG

d) Pavilion Electric: Clerk has had Ian Hartwell authorised to handle any issues with Utility Warehouse. IH

e) Lloyds Bank: Documentation signed to amend authorisation for new Parish Clerk to deal with bank matters.

Bank Balances 18th September 2017

Commuted Sum On Deposit	£3,057.33
Deposit Account	£21,236.68
Current Account	£0.00
Partial Withdrawal High Interest Deposit	£10,443.80

Transfers

09/09/17: Business Call to Current Account	£2,150.00
--	-----------

19/09/17: Business Call to Current Account £2,500.00

Interest Income Included In Bank Balances

	July	August
Business Call Account	£0.13	£0.13
Commuted Sum	£1.09	£0.97

Cheques Paid Since Last Meeting

1) 2007: Frank Mann Farmers: Mowing the Playing Field July 2017	£330.00
2) 2008: Grant Thornton U.K. LLP: External Audit Fee	£240.00
3) 2009: SSE: Street Lighting Electricity July 2017	£193.22
4) 2010: Utility Warehouse: Pavilion Electric	£8.60
5) 2011: M Jones: Grass Cutting and Landscape Maintenance	£1330.00
6) 2012: WALC: Clerk Training	£25.00

Cheques Requiring Payment

1) 2013: Frank Mann Farmers: Mowing Playing Field August 2017	£386.40
2) 2014: SSE: Street Lighting Electricity August 2017	£205.96
3) 2015: Utility Warehouse: Pavilion Electric	£10.67
4) 2016: Fenny Compton Parochial Church Council: Donation Churchyard	£350.00
5) 2017: Fenny Compton Scout Group: Donation	£400.00
6) 2018: John Wickenden: Neighbourhood Plan Survey	£26.00
7) 2019: Lisa Andersson: Mileage and Parking to attend training	£16.80
8) 2020: Catherine Lambert: Fee for use of Clerks home April to September 2017	£100.00
9) S/O: Catherine Lambert: 2 months' salary	£680.45
10) S/O: Lisa Andersson: Monthly salary	£300.54

Payments Received

1) Burial Fee: Mrs. Gough	£205.00
---------------------------	---------

Michael Guest, seconded by Sam Parkes, proposed acceptance of the financial statement, which was **agreed**.

12. Updates:

a) **Flood Prevention:** Michael Guest reported that it is unlikely that there will be sheep or cattle at The Grange in the future, the workload is likely to increase significantly. Therefore it was decided that it was necessary to get a quotation to complete this work. A quotation was received from Michael Mann for clearing and strimming the whole area for the remainder of this year at a cost of £245 plus VAT. The total amount quoted for next year – including one complete cut and 4 strims will be £475 plus VAT. Michael Guest proposed that we accept the quotation, seconded by Ian Hartwell.

We can use the funds from the Flood Attenuation Grant to pay for this expense. The issue of the attenuation pond required near the Avon Dasset Road remains a work in progress in spite of all the efforts from Michael Guest.

b) **Playing Field:** Jon Dutton and Ian Harrison replaced the 2 Toddler Swing seats. A request has been made for a quotation to replace the large swings that collapsed

(both metal and wood). It has been noted that the middle post of the fence around the Toddlers Play Area is no longer stable. Simon Bradley needs to look at it. LA
 There was an incident at the swings in the playground, and the swing collapsed. A teenager was hurt during the incident and Jon Dutton has spoken to the mother of the teenager. The damage to the swings was reported to the police when it was originally discovered as the cause was unknown.

Someone associated with the Colts posted on FB that there are some chips on the windows of the pavilion. Someone suggested that it may have been vandalism, but that it was noted that there are other possibilities of how this may have occurred. The windows don't currently pose a safety issue, but will be closely monitored. IH

c) **Play Equipment Inspection:** The Clerk has organised for the inspection to be done by RoSPA. This will take place during September.

d) **Neighbourhood Plan:** Derek Carless noted that this was progressing. The focus is currently on the environmental issues. Business survey is being worked on, and will go out in December. Early in the New Year work will be done to raise the profile of the Neighbourhood Plan before the main survey goes out around Easter time. There will be couple of open sessions at the Village Hall, recruiting of street champions, and signage will go up.

e) **Allotments:** Jon Dutton noted that Allotment group has now been formed, they have made themselves into a company limited by guarantee. The constitution and tenancy agreements have been developed and circulated for information. The Parish Council would not be responsible for any of their debts. The lease noted that if the Allotment group violated the terms of the lease and the landlord took action, that the Parish Council would cover his costs. Jon Dutton requested the Parish Council to agree that the appropriate people go ahead and sign the lease. This was proposed by Sam Parkes, and seconded by Ian Hartwell. The Parish Clerk would need to witness this agreement. This was proposed by Sam Parkes, and seconded by Ian Hartwell.

The next issues to look at are fencing requirements and the location of the water. The developer will put water to the site, free of charge, and also provide electricity to the site. Some quotes have been requested for the fencing, and possible grants for this are being investigated. Once the lease has been signed we have 6 months to get this organised. The potential cost of the fencing is between £2000 and £2500. This should be budgeted for in the next financial budget.

13. **Items to Publicise:**

It was agreed that the Council should publicise the School Transport issue, and High Street Closure.

14. **Items for Future Discussion:**

Ideas for village proposal.

Derek Carless offered his apologies for the next meeting, as he will be away.

The meeting closed at 9:45pm.