

**The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 15<sup>th</sup> January 2018 commencing at 7:45pm.**

**Present:** Jon Dutton in the Chair, Derek Carless, Neil Andrew, Michael Guest, Sam Parkes, Ian Hartwell, Parish Clerk Lisa Andersson.

1. **Acceptance of Apologies:** Cllr Bob Stevens and Cllr Chris Williams.
2. **Minutes of The Previous Meeting:** Sam Parkes, seconded by Derek Carless, proposed acceptance of the Minutes of the Parish Council Meeting held on the 11<sup>th</sup> December 2017.  
Michael Guest, seconded by Neil Andrews, proposed acceptance of the Minutes of the Extraordinary Parish Council Meeting held on the 2<sup>nd</sup> January 2018.
3. **Declaration of Interests:** Sam Parkes declared an interest in 6 (c) and (e) as the pot hole and water leak are outside her residence.
4. **Dispensations:** None
5. **Open Forum:**  
None, as there were no members of the public present.
6. **Matters Arising:**
  - a) *Defibrillator:* Training has been organised for Wednesday 15<sup>th</sup> March 2018 in the evening (time to be confirmed). It will be a drop in session, allowing for members of the public to be shown how to use the defibrillator.  
**Action: Sam Parkes to do some advertising of the event.**
  - b) *Land Registry:* The PC rejected registering the flower bed in front of the Cryer's' house and the drive entrance to Jim Peers' house. The final process is being enacted. An invoice will follow shortly.
  - c) *Highways:* The work on Mill Lane will begin on January 29<sup>th</sup>, and Highways expect this to be completed within 3 days (dependant on what they find once they open up the road). They will strive to disrupt residents along Mill Lane as little as possible and will try to keep the road open. The barrier on the pavement at the corner of Church and Avon Dasset Road will be sorted out by Fenny Compton Water shortly. The Clerk has sent another email reminding them to do so. There was a pot hole reported outside The Willows, High Street. This has been reported to highways.  
**Action: Clerk to follow up with Fenny Compton Water and Highways.**
  - d) *Street Lighting:* The Clerk has requested an update on the repairs that have been requested and are still outstanding. Cotters Croft and Fieldgate Lane lights are working again. We are awaiting quotes on repairing the other 4.  
**Action: Clerk to follow up on repairs and quotes.**
  - e) 1 *The Willows, High Street:* Being dealt with under Highways. Remove from minutes.
  - f) *Auto Enrolment for Pensions:* The Chair has completed the necessary documents and aiming at a start date of 1 February. The Parish Council has agreed to contribute

the 5.5% towards the Clerks' pension as from 1<sup>st</sup> February 2018. This was proposed by Michael Guest, and seconded by Neil Andrews.

**Action: Jon Dutton to complete and send of required documentation.**

g) *Bear and Ragged Staff*: The Clerk has sent a letter to Michael Bosman thanking him for his efforts.

h) *HS2 Grant*: No further updates at this time. Remove from minutes until such time there are further updates.

i) *S106 Grant*: The Chair has ascertained that the S106 agreement could not be used for traffic calming measures – it is specifically for leisure facilities. The PC will do a survey to find out how the residents would like this money to be spent, and decide on a specific project to move forward on.

j) *Field Gate Lane and Thompsons Field Hedges*: The Cllr continues to chase up this matter.

k) *A Resident*: Remove from minutes.

l) *Aqueous Grant application*: The £400 grant has been received.

m) *Misuse of Playground*: Spot inspections continue to be done.

n) *Local Views for Local Pharmacies*: Sam Parkes noted that this was just a survey, and that there was no action to be noted, as Fenny Compton already has a pharmacy at the Doctor's Surgery, and does not need another in the village.

**Action: Clerk to remove from minutes.**

o) *Traffic and Speeding*: The Community Speedwatch initiative is moving forward, and progress reports will follow.

The PC are awaiting feedback from the County Council regarding the petition that was submitted. It was recommended that we ask County Council if they could send someone to attend PC meeting in order to brief the public and the PC on what steps could be taken in order to help curb speeding in the village.

**Action: The Clerk to contact County Council to request if it is possible for send someone to brief the Parish Council.**

p) *Lottery Funding*: No further progress.

q) *Fenny Compton Parish Risk Assessment*: The supplier has reported that the broken swing will be replaced in March.

Progress on trying to organise an inspection of the swings in the playground has been frustratingly slow. No company has been found that can do a structural inspection of the swings. Previously the swings had been taped off as a safety precaution, but the tape keeps being removed. The Cllr will check with RoSPA if they could help with this inspection. Another option would be to ask the suppliers to take the swings down until we can replace them.

**Action: Jon Dutton to contact RoSPA to see if they can do a more in depth survey, or Wickstead to see if they can remove the swings.**

r) *Tree Squire Place*: The service provider has applied for planning permission to cut back the Oak tree. This planning application has been submitted and we await the response.

**Action: Await outcome of planning application in order to know how to proceed.**

s) *Emergency Plan*: The relevant authorities are being contacted and asked if Michael Guest could have a key in order to have access to the emergency box.

t) *New Code of Conduct*: This documentation needs to be completed and submitted by mid-March 2018.

**Action: Clerk to complete documentation and forward onto the relevant authority - this can only be completed in March.**

u) *British Values*: Sam Parkes has offered to do an assembly slot at school to teach the children about local councils.

v) *Dog Waste Bins at The Wharf*: To add a new dog waste bin will cost £340 to install, and an annual charge of £105 to remove the waste. The PC currently do not have money in the budget for this additional cost.

**Action: Clerk to respond to the email notifying the business of their decision.**

w) *Repair to Post in Playground*: The service provider has not as yet been able to do the repair.

**Action: The Clerk will remind the service provider that this needs doing a.s.a.p.**

## 7. Correspondence:

a) *Irwin Mitchell Solicitors*: Playground incident. A letter has been received from the solicitor of the claimant stating that the PC had “failed to acknowledge and provide a decision on liability within the time allocated”. The Chair noted that on receipt of the original notification the matter had been handed over to the Parish Council’s insurers for them to deal with it. The Chair has followed up with the relevant service providers, and continues to do so in order to reach a satisfactory conclusion to this matter.

**Action: Jon Dutton to follow up with the insurers.**

b) *Peter Hughes*: A letter was received noting that after many years of being responsible for Parish Council Cemetery duties, Mr. Hughes feels he can no longer continue to provide his services to the PC, and that we should look for someone else to fulfil these responsibilities. It was suggested the The Clerk contact the Fenny Compton Parochial Church Council to see if they have someone they can recommend to take over this responsibility.

**Action: The Clerk to send a letter thanking Mr. Hughes for his service, and also enquire as to whom would be recommended as a replacement.**

c) *A Resident*: Silent Soldier. An email was received regarding an initiative The Royal British Legion will be rolling out in 2018 to commemorate the centenary of the end of WWI. These silhouettes tell the story of soldiers making their way home at the end of the war and can be purchased by churches, parish councils, groups and businesses to display in support of TRBL. They will cost £250 and can have a plaque with the name of their company attached to the structure. The PC noted that this would be a lovely idea, but that funds were unfortunately not currently available to be utilise on

this initiative.

d) *Rosalind Anscombe*: Confirmation you will be administering body for a County Councillor Grant Award for Aqueous. This point was confirmed in writing, and the Grant has now been received.

e) *Annette Mackie*: Parish Council Street Lighting – Obsolescent SOX lighting. This email served as a reminder that the SOX street lights will no longer be able to be maintained after 2020, and the apparatus on these street lights will need replacing.

f) *Resident Mill Lane*: There has been a request that the PC pay for someone to come and help tidy up the mud and the weeds along Mill Lane. The PC noted that a lot of the problem will be solved once the drainage issue has been resolved, and this should hopefully be done by the end of January.

g) *A Resident*: Parish Council AND Casual Vacancy. This issue was raised in a separate agenda item.

h) *Cllr Stevens*: Filling of Grit Bins. It was noted that grit bins were replenished cyclically, and are not as and when they become empty.

i) *Jeremy Wright MP*: Casual Vacancy. This issue was raised in a separate agenda item.

j) *Graham Raspin*: Vacancy on your Parish Council. This issue was raised in a separate agenda item.

k) *Cllr Stevens*: Local Government Pension Funds. Warwickshire Pension fund is pooling with 11 other similar county funds in order to save overheads and increase returns.

## 8. Planning:

a) **Notice of Decision: Permission with Conditions: Application 17/03388/TREE:** T1 horse chestnut: selective reduction of crown growing towards garden to the south east. Selective reduction of crown to the North West, where extending towards young oak tree. Selective removal of heavily diseased limbs. Selective crown thin, concentrating on denser areas of regrowth. Blacksmiths Cottage, High Street.

b) **Notice of Decision: Permission with Conditions: Application 17/03241/VARY:** Application to remove Condition 6 of Planning Permission: 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). Craftsreen, Station Works.

c) **Application(s) reference: 17/03740/FUL:** Demolish existing sun room and replace with single storey rear extension with small first floor extension above to provide En-Suite. Trotties Cottage, Dog Lane. No representation.

d) **Application(s) reference: 18/00010/TREE:** T1 – Eucalyptus – fell. Old Toft, Bridge Street. No representation.

e) **Application(s) reference: 17/02362/FUL:** Erection of four residential dwellings and associated infrastructure. Land Next To The Lankett, Mill Lane. Recommend refusing. Invitation to attend planning meeting 17/1/18. No action required.

f) **Application(s) reference: 18/00005/FUL:** Proposed first floor side extension over the existing garage and a full width single storey rear extension. We currently have Full planning permission granted under application number '14/03103/FUL' which expires on 02/01/2018. There are no changes from the original approved application. This application is to seek re-approval so work can commence once new permission is granted. 3 Meadow Way, Fenny Compton. No representation.

g) **Application(s) reference: 18/00102/TREE:** T1 - Oak - Remove lower limbs over the drive and reduce upper crown by 2-3 metres on garden side of 1 Squire Place. Electricity Sub Station, Squire Place. No representation.

h) **Notice of Decision: Permission with Conditions: Application 17/03552/TREE:** T1 – Ash – Crown and lift to above gutters. Reduce 1 lateral stem by approx. 1.5m. Canopy thin by 60%. Gredenton, Dog Lane.

i) The Chair updated the PC regarding the queries about the land between the transformer on Berry Meadows and the Doctors Surgery. Cllr Williams provided the following feedback: The Cllr had been made aware that there was work being carried out to adjust the entrance and access to the land. This land is currently used for grazing of animals owned by the landowners. The work did not present a planning issue, but the person carrying out the work has however moved the demarcation of their land to include 2 metres of land not in their ownership. The land in question is owned by Stratford District Council. This is therefore a theft issue and not a planning issue at hand. A senior officer from the properties department came and viewed the site and after having taken measurements confirmed that the owners have acquired land not in their ownership. Communication has been sent from SDC to the landowners advising them of the unauthorised work, and demanding an immediate restitution of the accurate curtilage of their land. An injunction is apparently in place to prevent this land being used for habitable purposes for the travelling community that owns this land.

#### 9. **County and District Councillors Report:**

See Appendix 1 for Cllr Bob Stevens' report and Appendix 2 for Cllr Chris Williams' report.

#### 10. **Finance:**

a) *Payments:* Cheques were signed at the meeting, as per the details below (Cheques Requiring Payment).

b) *Budget 2018/19 Approval:* Resolution: The Parish Council agreed their budget for 2018/19. This was proposed by Derek Carless seconded by Ian Hartwell and agreed by all.

c) *Precept 2018/19 Approval:* Resolution: The Parish Council agreed a Precept Request of £23,765, which when added to the Council Tax Reduction Grant of £370 (a reduction from £600 last year) meets the total budget of £24,135. This is an increase of 27% due to the reduction of the Council Tax Grant by £230, as well as

having to budget for additional spending on maintaining and repairing street lighting, as well as needing to budget for fencing for the allotments. The approval of the Precept was proposed by Neil Andrew seconded by Sam Parkes and agreed by all.

d) *Grass Mowing Contract 2018*: Frank Mann Farmers quoted £46 to mow the playing field, £48 to mow the area around the play equipment, and £47 to mow/trim around the pavilion, carpark and cricket nets. This is an increase of £1 on each area compared to the quote from last year. Michael Guest seconded by Neil Andrew proposed the acceptance of this quote, which was agreed by all.

e) **Bank Balances 15 January 2018**

Commuted Sum on Deposit	£3,057.97
Deposit Account	£24,330.32
High Interest fixed term deposit	£0.00
Current Account	£1,160.06
Partial Withdrawal High Interest Deposit	£10,000.00

**Transfers**

£1000 from Business Account to Current Account.

**Interest Income Included In Bank Balances**

	December
Business Call Account	£0.13
Commuted Sum	£1.26

**Cheques Paid Since Last Meeting**

1) 2045 Lisa Andersson – Clerks’ expenses Nov/Dec	£62.44
2) 2046 Utility Warehouse – Pavilion Elec Dec 2017	£9.10
3) S/O Lisa Andersson: S/O Clerks’ Salary	£300.54
4) 2047 WALC – Clerks’ Toolkit training	£15.00
5) 2048 SSE – Streetlighting December Invoice	£212.37

**f) Cheques Requiring Payment**

1) 2046 The National Allotment Society – Membership Renewal	£66.00
2) 2047 Lisa Andersson – Clerks’ expense Dec/Jan	£53.45

**Payments Received**

£400 from WCC for Aqueous Grant.

Ian Hartwell, seconded by Neil Andrew, proposed acceptance of the financial statement, which was **agreed**.

g) *Clerks’ Pension*: The Parish Council agreed to begin contributing 5.5% towards the Clerks’ pension starting 1 February 2018. Michael Guest seconded by Neil Andrew proposed acceptance of these monthly pension contributions.

**11. Updates:**

a) **Flood Prevention**: Drawings have been prepared for the proposed Flood Prevention Scheme. The Cllr will share this information on receipt. The drawings

have been sent out to potential contractors to try to get a more realistic costing on the project.

b&c) **Playing Field/Play Equipment:** The Mole Man had to reschedule the appointment to come and view the mole issue on the playing field. Another service provider was suggested.

d) **Neighbourhood Development Plan:** As a result of recent publicity, there have been a few people showing interest in joining this group as much needed volunteers. There will be an open meeting held at 7pm on the 21<sup>st</sup> February for those interested in finding out more about volunteering, and the work done by Neighbourhood Development Plan. This will be advertised to let people know about the upcoming meeting.

**Action: Michael Guest will advertise the event.**

e) **Allotments:** No further updates.

#### 12. **Fenny Compton Parish Risk Assessment:**

The completed Weekly Playground Safety Checklists for December were handed in by Ian Hartwell. It was noted that the steps to the slide were quite slippery in wet weather, and that perhaps anti-slip tape could be added to the ladder steps.

#### 13. **Casual Vacancy for Parish Council:**

The Chair noted that an apology would be sent to an applicant to apologise for the delay in notifying them that their application to be co-opted onto the Parish Council had not been successful. Advice was taken by various organisations as to how to proceed in a legal manner. A complaint by this applicant was made to Jeremy Wright MP. The Clerk has responded to the MP's office.

**Action: Jon Dutton to respond to the applicant in writing.**

The applicant wanted to go on record that he wishes to lay a complaint against the Parish Council with the regards to the manner in which his application was handled. The PC currently does not have a formal complaints procedure, and this needs to be remedied. WALC have sent through the NALC legal topic note on handling complaints, as well as an example of a Complaints Procedure should be laid out. The PC decided that they would use this as a base model for setting up their own Complaints Procedure. Michael Guest offered to go through this information and amend the Complaints Procedure to suit the Fenny Compton Parish Council. This would then be looked at during the next meeting of the PC and adopted as part of our standing orders.

**Action: Michael Guest to amend the example of the Complaints Procedure to suit the PC's needs.**

At 21:25 Ian Hartwell left the meeting.

#### 14. **Items to Publicise:**

- 1) Neighbourhood Development Plan open meeting.
- 2) Activity on land near Doctors Surgery – feedback.
- 3) Budget and Precept acceptance.
- 4) Replacement required to mark out the graves in the graveyard when there is an

upcoming burial.

**15. Items for Future Discussion:**

Complaints Procedure.

**16. Date of Next Meeting:** 19<sup>th</sup> February 2018.

The meeting closed at 9:36pm.

**Appendix 1 - County Councillor Bob Stevens' report:**

**Fenny Compton Parish Council January 2018 WCC report**

Since my report to your last meeting in December there has not been a lot happening at the County council. A routine full Council meeting took place in early December although there was nothing significant on the Agenda it was unusually politically charged.

The final Local Government settlement came out 2 days before the Christmas Break. The amount that Warwickshire will receive is only just in line with the predicted (planned) settlement but no allowance was made for additional responsibilities being put on County councils or the pressures which are coming to light (In particular with the fire service) as well as the higher than expected staff pay increase which is negotiated nationally and outside WCC control.. There is an option of an additional 1% on the Council tax – over and above the 1.99% already allowed and budgeted. If this is taken it is likely to be swallowed up with increased adult and children's safeguarding costs over and above the 2% from last year. We are living longer and the cost of care forever increasing. The present cost of residential care is in the region of £500 per resident per week. Some private homes charge up to £1000 per week!

We have also had 2 bouts of extremely snowy and frosty weather over December/January. The county highways have again been able to keep over 40% of the main roads open and each village should have had at least one route into and out of it gritted. Grit bins have been well used and I am asking highways to ensure they are refilled as requested.(See my e mail to Parish Clerks) We would all like to see more minor roads gritted and especially the footways. But unfortunately this is neither feasible nor affordable. In the "bad old days" we all used to clear the length of path outside our property. This does not seem to happen so much for a multitude of reasons.

2018 will again be dominated by financial savings as more and more pressures are placed on local Government without the resources to go with them Overall council tax will increase with extra Police precept and District precept added to the WCC precept and,of course, your parish precept.. Brexit will continue to have an influence on Local decisions and who knows what Mr Trump will do next. Coventry city of culture (design), will be putting out the begging bowl and I think devolution may well raise its head again. It will be interesting to see what the new team at DCLG and Housing have as their priorities and what effect on Social services spending the move to combine department of Health with Adult services. About time too!!

However I am confident that Fenny Compton will continue to be well run in a year that will see events such as a Royal Wedding, the 100th birthday of the RAF on April 1st and commemorations of the end of WW1in November to name but a few as well as, I hope progress toward flood alleviation and traffic problems in the village.

**Appendix 1 – District Councillor Chris Williams' report:****Fenny Compton Parish Council – 15th January 2018 District Councillor's Report**

Administration - The District Council is in the final stages of establishing its Council Tax rise for next year's Budget which will be set in seven weeks' time. At the moment it would appear that an increase of 1% is going to be the recommendation of the largest political group in Stratford, the Conservative Party. This recommendation is a third of the 3% allowed by government, less than the rate of inflation, representing an increase of £1.36 per year, less than 3p extra per week for a Band D property, with proportional increases for other Bands. The District Council is facing inflationary pressures of over 2% for pay and contracts. The Council recognises that family budgets are under significant financial pressures which is why it is proposing to fund the revenue gap from its reserves to minimise an increase for the 2018/19 financial year. However, it will ultimately be for Elected Members to decide on any increase at the full council meeting on Monday 26th February 2018. SDC currently receives approximately 8p for every £ of Council Tax. The County Council receives approximately 80p with the remainder going to the Police and Parish Council precepts.

Apart from the Budget discussions, there have been no decisions that directly affect Fenny Compton. I am sure that by the time of your next meeting I will have plenty to report.