

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 15th April 2019 commencing at 7:45pm.

Present: Jon Dutton in the Chair, Michael Guest, Derek Carless, Sam Parkes, Roly Whear, Alan Payne, Cllr Bob Stevens, Cllr Chris Williams and Parish Clerk Lisa Andersson.

1. **Acceptance of Apologies:** Ian Hartwell.
2. **Minutes of The Previous Meeting:** Alan Payne, seconded by Roly Whear, proposed acceptance of the Minutes of the Parish Council Meeting held on the 18th March 2019.
3. **Declaration of Interests:** Roly Whear declared an interest in the allotments. Jon Dutton and Sam Parkes declared an interest in Hare Pit House Planning application, as the house neighbours their houses.
4. **Dispensations:** None.
5. **Open Forum:** None.
6. **Matters Arising:**
 - a) **Open Gardens:** The Clerk had liaised with Highways, and once Highways had received all the details about the planters placement and design, and assurances from the Parish Council that the maintenance of the planters would be the responsibility of the Fenny In Flower group, and that the public liability insurance was covered by the PC's existing insurance policy, Highways sent through an email stating that they were happy for the Fenny In Flower group to proceed.
 - b) **Traffic and Speeding:** No current update. This responsibility will be reassigned to a new councillor in due course.
 - c) **Defibrillator at Doctors Surgery:** The application for Lottery Funding has been completed and we now await a response.
New pads have been purchased for the existing defibrillator.
 - d) **Resident: Bench of Avon Dassett Road needs repairing:** The Clerk is awaiting feedback from the service provider to see if they are happy to proceed with the job.
 - e) **Resident:** A grant application was received from the Village Hall committee to pay for a replacement light outside the Village Hall. The cheque has been made out and will be given to the chairman of the Village Hall Committee.
 - f) **Zurich:** The tree specialist shall begin work on the tree survey around the 23rd of April 2019. It has been publicised on both the Facebook page, as well as on the PC's website that the work will take place – alerting villagers to the fact that someone will be around documenting the trees on land owned by the PC.
 - g) **Resident:** Noisy Manhole cover on Avon Dassett Road. The Clerk had received another phone call about this from a resident, and she informed the resident to contact BT directly to complain, as the more complaints received about the issue, the higher priority will be placed on the issue.
 - h) **Fence slat in under 8 play area:** This has been fixed.
 - i) **Slade Green:** Western Power have assured the Clerk that the green shall be reinstated to its former state shortly, and apologised for digging up the green without consulting the PC. The streetlight apparatus that was removed from the shared pole in Dog Lane shall be discarded of, as it was due to be replaced as the apparatus was now obsolete. A quotation for a new pole and apparatus has been requested.
 - j) **Bloxbury Athletic Club:** The Chairman emailed the clubs representative offering to meet them at the pavilion so that they could take a look around, but the representative had yet to respond to the email.
7. **Correspondence:**
 - a) **David Dalby: Notice of Uncontested Elections –** An email was received from

David Dalby stating that Fenny Compton's elections for Parish Councillors was uncontested. As a result of this, Fenny Compton will not need an election for councillors, as all those that stood for nomination will automatically become councillors. Congratulations to Jon Dutton, Michael Guest, Sam Parkes, Ian Hartwell, Derek Carless, Roly Whear and Alan Payne of your election.

b) **Village Hall Committee:** Invoice for Safe Storage. An invoice was received for the storage of the PC's fireproof safe in the village hall. The amount is for £5 per month and the invoice was for the next financial period. It was decided that the Clerk should go ahead and pay the invoice.

c) **Jon Dutton:** To be covered in point 12 d).

d) **FCPCC:** Grant application for the church. As the PC does not have a power to provide a grant for the church, this grant application was denied.

e) **WALC:** Annual Audit. An email was received outlining all the details for the forthcoming audit.

8. **Planning:**

a) **Application(s) reference: 17/02617/FUL: APPLICATION FOR DISCHARGE OF CONDITIONS: Reference No: DISCN/00117/19:** Material samples required. Post House, Bridge Street. No representation.

b) **Application(s) reference: 19/00803/FUL:** Removal of roof of existing garage and abutting car port and replacing it with a tiled, pitch roof. Field Gate, Mill Lane. No representation.

c) **Application(s) reference: 19/00712/FUL:** Extensions and alterations including: Remodel of internal kitchen & utility; Single storey extension & glazed link forming sun room & boot room; Two storey extension forming shower room and ensuite; Extending existing outbuilding to form new gym & garden store; New oak framed car port/store; New front entrance porch; Alterations to existing window layouts; Re-render of rear of existing property. Harefield House, High Street. No representation.

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

See Appendix 1 for Cllr Bob Stevens' report and Appendix 2 for Cllr Chris Williams' report. The inclusion of this report as an appendix does not assume that the PC agrees with all points mentioned in the report, it is merely a copy of the report given at the meeting.

10. **Finance:**

a) *Agreement of Payments/Signing of Cheques:* Payment for invoices was agreed and then presented for payment.

b) *Bank Reconciliation and Finance for the Meeting:* The various bank balances were reported on to the Parish Council as noted below

Bank Balances 18th March 2019

Commuted Sum on Deposit	£1,934.68
Deposit Account	£24,858.34
High Interest fixed term deposit	£0.00
Current Account	£3,185.20
Partial Withdrawal High Interest Deposit	£10,000.00

Transfers

Business to Call Account	£2,000.00
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Interest Income Included In Bank Balances

	April
Business Call Account	£0.08
Commuted Sum	£1.08

Cheques Paid Since Last Meeting

None

Cheques Requiring Payment

1) 2190 Lisa Andersson: Clerks' Expenses (re-issue)	£57.98
2) 2191 E.On: Street Light Electricity	£218.28
3) 2192 Water Plus Ltd: Pavilion Water	£17.29
4) 2193 SDC: NP Expense	£96.00
5) 2194 Fenny Compton Allotments Association Ltd: Grant	£450.00
6) 2195 Fenny Compton Village Hall: Grant	£140.00
7) 2196 WALC: Annual Subscription Renewal	£278.00
8) 2197 SDC: Website Domain Renewal	£425.77
9) 2198 WCC Pension Fund: Staff Pension Contribution	£93.47
10) S/O Staff Salary	£313.47

Payments Received

None.

c) Staff increase and subsequent pension fund contribution increase – new national payscales: The Parish Council agreed to increase the Clerks' salary in line with the new national payscales. This was proposed by Derek Carless, seconded by Sam Parkes, and agreed by all.

d) Annual Audit: The Clerk has begun preparing for the annual audit. Last year only an internal audit was required, but in this financial year, the PC's income and expenditure was over the £25k threshold and therefore would be subject to both internal and external audit.

Michael Guest, seconded by Derek Carless, proposed acceptance of the financial statement, which was **agreed by all**.

11. **Update Risk Assessment and Business Continuity Plan:** As both of these were still a work in progress it was agreed that this item would be discussed further at the May meeting.

12. **Updates:**

a) **Flood Prevention:** Michael Guest informed the PC that feedback was awaited on what amendments would be made to the initial plan for the new scheme. Alan Payne offered to take over the responsibility of Flood Prevention and they agreed they would meet to do an official handover.

The blocked drain near the corner of the school (Memorial Road side) is due to a BT pole located in the drain. Michael Guest will take this issue up with the relevant authorities to attempt to get this remedied.

b) **Playing Field/Play Equipment:** The Clerk is still awaiting the signs from County Council. The Clerk will hand the stickers received to Ian Hartwell, so that he can place them in pertinent areas.

The dog bin lid has still not been repaired by Street Scene.

Action: Clerk to contact Street Scene again to request this be fixed.

A proposal has been received from the person interested in utilising the Pavilion as a café. The PC looked at the proposal and had a few questions about it that Jon Dutton would revert back on.

c) **Neighbourhood Development Plan:** The data and photographs are being collated into a document. It is a time consuming process. Once the draft is complete, the draft will be submitted for the PC to provide feedback, and then it will be put to the community for comment/consultation. Once this has been done, the document will be handed to the District Council. The District Council will then forward it onto the inspector who will give recommendations on what requires amending, and once the amendments have been made, it will go to a referendum in the village.

d) **Allotments:** Permission has been received to put the fencing up, and an updated lease is awaited. The field behind the allotments will have cattle on it, and therefore the fence will have to be stock proof. The quotes received haven't specified whether this is the case.

Access will be needed to get to the hedges aligning the allotments, so that they can be trimmed. There is uncertainty as to how the fencing needs to be done, in order to take into account access to cutting the hedges, public right of way access, and fencing to keep the cattle out.

Amended quotations would be required to take into account the issues discussed. A site visit would need to be planned to show the quoting companies what is required. A short extraordinary meeting would be required to discuss the quotes once received.

Upgrading and maintaining the gate off Ridgeway was discussed, and it was decided that as the field behind the allotments was going to be used for grazing stock, then access would not be required for big farm machinery (i.e. Combine harvesters).

Hence the plans for the gate access could remain as currently planned.

e) **Highways:** No new issues have been reported.

f) **Street Lighting:** The light closest to the Wharf is still not functioning and the service provider has said they will check it again. The numbering has been done. Number 3 Northend Road has been reported as not working. The light lens on number 1 High Street is hanging off.

Action: Clerk to report the light lens at number 1 High Street.

g) **GDPR:** Sam Parkes has been working on this and will circulate her findings with the PC.

13. **Fenny Compton Parish Risk Assessment:** Safety check lists for the playground were not received as Ian Hartwell was unable to attend the meeting.

14. Items to Publicise:

- a) Tree survey.
- b) Feedback on nominations
- c) Feedback on Annual Meeting.

15. Items for Future Discussion:

- a) Risk Assessment and Continuity Plan
- b) Councillors Responsibility.
- c) Open Gardens report.

16. **Date of Next Meeting:** 20th May 2019 – Annual Parish Council Meeting.

The meeting closed at 21:51.

Appendix 1 -

County Councillor Bob Stevens' report:

This report was given during the Annual Parish Meeting, and is therefore included in those minutes.

Appendix 2 –

District Councillor Chris Williams' Report:

This report was given during the Annual Parish Meeting, and is therefore included in those minutes.