

Fenny Compton Parish Council

Minutes of an Ordinary Meeting Of Fenny Compton Parish Council Held by Zoom On Monday 18th May 2020 At 7.45pm

PRESENT: Parish Councillors: Jon Dutton in the Chair, Derek Carless, Michael Guest, Alan Payne, Sam Parkes and Roly Whear

IN ATTENDANCE: Parish Clerk Ian Wilson, Cllr Nigel Rock (Stratford District Council (SDC)) and Lydia Cox (Prospective Parish Clerk)

1 Apologies

Cllr Bob Stevens (Warwickshire County Council) (WCC)). It was noted that Ian Hartwell had now resigned as a Parish Councillor (see item 7)

2 Acceptance of Minutes of Previous Meeting

The Minutes of the Ordinary meeting on 27th April 2020 (already circulated) were considered and the minutes were **agreed**.

3 Declarations of Interest

Alan Payne declared an interest in any discussions around HS2.

4 Requests for Dispensation

There had been no requests for dispensation

5 Open Forum

There were no members of the public in attendance

6 Matters Arising from Previous Minutes

(i) Grass Cutting – The clerk reported that he had been in contact with the grass cutting manager at Orbit and was now waiting for confirmation of how much Orbit would be prepared to contribute towards the parish council cutting the grass at Grants Close and Berry Meadow. Mick Jones is on standby to do the work as soon as an agreement is agreed and Councillors reported that the grass is looking tidy at the moment.

(ii) Standing Orders –The clerk would circulate a scheme of delegation, to cover planning and finance during COVID-19. He would also include a protocol on virtual meetings with advice from WALC.

(iii) Business Rate Support (Bowls Pavilion) - It was noted that the bowls club did not pay business rates. However, CLLR Rock explained that this didn't preclude support being claimed from SDC and the Village Hall had just claimed a grant.

7 Correspondence

The meeting noted the following correspondence:

WCC – Household Recycling Centres (Includes Booking System Details)

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WALC – Stratford Area Committee (Includes Letter from Chair)
WALC – Open Letter from Robert Jenrick MP (Culture Secretary)
SDC – Local Development Scheme Timetable
CLLR KETTLE (SDC) – Knightcote Road Solar Farm initial engagement
NALC – Information for Town and Parish Councils during COVID-19
WCC (Localities) – COVID 19 Testing arrangements
Ian Hartwell – Resignation as a Parish Councillor

- (i) CLLR Rock explained that SDC were about to discuss arrangements for informal engagement on the draft Site Allocations Plan, which is part of the Local Development Scheme. CLLR Rock would keep the parish council updated.
- (ii) Jon Dutton was arranging a meeting with the developers responsible for Knightcote Road Solar Farm and would report back to Councillors
- (iii) The clerk would notify SDC of Ian Hartwell's resignation so that a notice could be issued and then following it being advertised the parish council would either be subject to an election or could look to fill the casual vacancy. Roly Whear volunteered to take over responsibility for the playground, including risk assessments and arranging maintenance and repairs.

8 Planning

There hadn't been any applications received for consideration since the last meeting.

One decision had been received and this was noted:

- (i) Application Reference: 20/00298/FUL: Nursery House, Avon Dasset, Southam, CV47 2AE. Proposal: Change of use of 2 timber framed cabins from holiday lets to permanent dwellings. Planning Permission Refused - Decision Issued 11/05/2020

9 Reports from WCC and SDC representatives

CLLR Stevens had sent an update on behalf of WCC which had been circulated to councillors, this was noted along with the updates he had been providing to community groups during COVID-19.

CLLR Rock reported on behalf of SDC. The main item noted was that SDC had arranged an Extraordinary General Meeting for 27th May to reverse the scheme of delegation arranged at the start of COVID-19. It was noted that this would mean that SDC would hold virtual meetings to determine planning applications at committee. There was nothing to note regarding the proposed development at Compton Building Site. It was noted that SDC were providing regular updates to community groups during COVID-19 and CLLR Rock would continue to communicate these along with the economic and health impact to SDC of COVID-

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10 Financial Administration

The meeting noted the bank balances and bank reconciliations (attached) and agreed the following payments:

Ian Wilson (Salary and Expenses April)	£ 372.10
WCC (Traffic Calming)	£ 500.00
Mick Jones (Handyman – Grass Cutting etc.)	£ 520.00
E-ON (May 2020 – Streetlights April)	£ 214.61
Michael Mann (Grass cutting)	£ 432.00
Jon Dutton (Barrier Tape – Playground)	£ 9.99
Total	£1105.71

The meeting received and noted the latest budget report for April 2020 (attached).

11 Updates

- (i) Flood Prevention – Alan Payne reported limited activity during the COVID-19 lockdown. He was therefore waiting for responses from WCC and Lagan Homes. The meeting discussed whether a culvert in the village was being blocked at the Compton Buildings Site and parish council responsibilities for flood prevention and defence.
- (ii) Trees – The clerk had asked the tree surgeon to quote for the medium priority work identified in the tree survey and he had agreed to do so. The meeting discussed the saplings a local resident wanted to donate to the village and Derek Careless volunteered to identify suitable locations, to help with this he would circulate a map. Once parish councillors had identified locations, they could then communicate within the village and get local agreement for planting. It was generally agreed that where possible the council should look to replace like tree with like tree, but recognised that this wouldn't always be practicable.
- (iii) Playing Field – The meeting confirmed that the garages could be take down. If they weren't taken down they would need to be locked up and made secure. Roly Whear would investigate further.
- (iv) Neighbourhood Plan – Michael Guest reported that work to agree the plan was still on hold during COVID-19.
- (v) Allotments – These were being well used during the COVID-19 lockdown

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- (vi) Highways – Noted that BT have now replaced the manhole covers on Bridge Street. WCC jobs to clear pathways and trim hedges in the village and at the Wharf remained outstanding so the clerk was asked to contact WCC to remind them to undertake this work as previously discussed.
- (vii) Street lighting – Derek Carless reported that WCC were still carrying out emergency work only so repairs previously identified remained outstanding. It was noted that the excess on the parish council insurance exceeded the cost to repair the damaged streetlight.
- (viii) GDPR – Nothing to report.
- (ix) Traffic Calming – Jon Dutton reported that payment for the survey had now been agreed (See item 10). The meeting discussed that this may be better carried out post lockdown.
- (x) Emergency Planning – Forms for on-line banking with Lloyds were in the process of being signed.
- (xi) Clerk Vacancy – The council were delighted to have agreed to appoint Lydia Cox and would be looking to agree a start date at the beginning of June, with a month handover with Ian Wilson.

12 Items to Publicise

- (i) Parish Councillor Resignation/Vacancy
- (ii) Appointment of New Parish Clerk
- (iii) COVID-19 – Updates (including playing field advice)

13 Future Discussion

Nothing identified at this meeting

14 Date of next meeting

The next meeting planned is an Ordinary Meeting scheduled for Monday 15th June. The Parish Council is meeting virtually in line with COVID-19 legislation.

MEETING CLOSED 20:40

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Appendix A

April Financial Administration

Balances: (See attached bank reconciliation)

30 day notice (Commutated on deposit) **£910.46**

12 month partial withdrawal (High interest deposit):

Cotters Croft £9750

PC Balance £250

£10000

Deposit £11923.90

Traffic Mgt £ 2635.82

Flood Relief Grant £ 2510.00

WCC Flood Attenuation Grant £ 1133.76

Over 8's Play Area £ 604.23

NP Plan Projects £ 1207.51

Defibrilator £ 2023.26

WCC Violin Grant £ 0.00

Deposit Account **£21738.48**

Current Account £1731.92

Less payments

Utility Warehouse (Electricity) £ 11.22

Ian Wilson (Salary and Expenses Mar) £372.10

SDC (Website) £437.77

E-ON (Street lighting) £222.31

Mick Jones (Handyman) £490.00

Current Account **£198.49***

Total Balances carried forward **£32847.43**

*Transfer £3500 from Deposit Account to Current Account ahead of next payments

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April Bank Reconciliation

Bank Balances

30 Day Notice	£ 910.46
12 Month Partial Withdrawal	£10000.00
Deposit Account	£21738.45

Current Account	£3177.19
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Less cheques o/s

2267 £200.00

2268 £841.96

2269 £ 66.00

2270 £222.31

2271 £115.00

Total Bank		£34380.33
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Cash book balance b/f	£34379.33	
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Less payments since last meeting:

Add receipts since last meeting:

Bank interest	£1.00	
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Total Cash book		£34380.33
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