

## The Minutes of Fenny Compton Parish Council Meeting – 15<sup>th</sup> June 2015

### **The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 15<sup>th</sup> June 2015 commencing at 7.45pm.**

**Present:** Miss Deborah Lea in the Chair, Mike Davies, Jon Dutton, Michael Guest Ian Hartwell & Parish Clerk Catherine Lambert.

1. **Apologies:** Councillor Williams.
2. **Minutes of the last meeting:** Jon Dutton, seconded by Michael Guest, proposed acceptance of the Minutes to the Parish Council Meeting held on the 12<sup>th</sup> May 2015.  
Jon Dutton, seconded by Ian Hartwell, proposed acceptance of the Minutes to the Annual Parish Council Meeting held on the 18<sup>th</sup> May 2015.  
Michael Guest, seconded by Jon Dutton, proposed acceptance of the Minutes to the Parish Council Meeting held on the 18<sup>th</sup> May 2015.
3. **Declaration of Interests:** Deborah Lea declared a personal interest in item 7(f) as she is a neighbour and friend to the applicant. Deborah Lea also declared a personal interest in item 9(a) as she is a member of Fenny Compton Parochial Church Council.
4. **Open Forum:** None.
5. **Matters Arising:**
  - a) **Transparency Code for Parish Councils:** The Parish Council went through the document compiled by WALC to ascertain what the responsibilities of the Council are. The Clerk will implement these requirements in due course. CL
  - b) **Election Results:** The Clerk has forwarded all the documentation requested by the Monitoring Officer for the newly elected Parish Councillors to the District Council within the 28 days' timescale.
  - c) **Farmers Market:** Mike Davies reported that still to talk to WALC on this subject. MD
  - d) **Allotment Provision:** Jon Dutton had nothing further to report at this time.
  - e) **Land Registry:** The Clerk has found documentation to show that the Cemetery is already registered with the Land Registry. It was agreed to write to Wright Hassall Solicitors asking for the return of the original documentation. The bowling green is now the only area that the Council can prove is in their ownership and is not registered with the Land Registry. It was agreed for the Clerk to contact the County Council to ask if they have any documentation regarding the ownership of the Avon Dasset Green. The Clerk will ask Councillor Williams for his help with this issue. Mike Davies agreed to talk to the Council's solicitors regarding the ownership of the War Memorial. CL/MD
  - f) **Highways:** The pot holes the Clerk had reported have been infilled. Brian Peers had shown the Clerk the man-hole by the school which still had water in after a dry spell of weather, suggesting that it is not solely a capacity issue and could indicate a blockage. Patch Byrne has already organised for this to be jetted. Aqueous agreed to continue to monitor the situation after the jetting work has been carried out. A resident had emailed the Clerk regarding the suitability of the road surface for horses when the Slade is resurfaced. The Clerk had passed on these concerns to Patch who answered their queries directly. The Clerk had been made aware of an incident between a horse and carriage and an On-time lorry last week resulting in the demolition of two street signs for Brook Street and Bridge Street located outside of Manor Court. The Clerk had contacted the District Council to make repairs. Mike Davies reported that on Station Road on the left hand side as you exit the village the delimit sign is obscured by the overgrown hedge. The Clerk will ask Mick Jones to cut the hedge back. CL
  - g) **Street lighting:** The Clerk reported that the light opposite the Doctor's surgery is no longer on in the day. However, other members of the Parish Council had seen it on at other times. It is thought that it may be a problem with the light sensor. The Clerk will report this to the street lighting department. The Clerk has received a list of alternative suppliers from E-On and passed them to Michael Guest. CL/MG
  - h) **Police Report:** Nothing to report.
  - i) **Standing Orders:** Mike Davies is still in the process of updating the Standing Orders. MD

## The Minutes of Fenny Compton Parish Council Meeting – 15<sup>th</sup> June 2015

- j) **Email addresses:** Mike Davies reported that the alterations to the Parish Council emails is still outstanding. MD
- k) **Documents that must legally appear on Councils' Websites.** The Clerk is still implementing the changes required. The Clerk gave Mike Guest the new Annual Return to scan. CL/MG
- l) **Empty homes:** Sheree Johansen gave reports on the two properties of concern to the Parish Council. Following her letter to the owner of Cranmore, Sheree has also managed to have a conversation with him regarding the state of the property and the impact on neighbouring properties and the community. He advised her that as a result of her letter, he has been out and purchased a new front window and new copings for the side of the property. He is also having a new front sill machined and will be arranging for these jobs to be completed shortly. Sheree has diarised this for 8 weeks' time and will re-visit the property to see if the improvements have been made. A letter was sent to the owner of Wharf Cottage following her recent visit to the property. The owner has now been in contact and explained the reasons for the property remaining empty and in a poor state of repair. Due to health issues he has previously been unable to undertake any works to the house but has now confirmed that he will shortly start some repair works to the property. He is hoping to replace the windows and do some rendering, which should make a considerable improvement to the appearance of the property. He is also hoping that the property will be re-occupied when the works have been completed. As before, Sheree has diarised this for 3 months and will re-visit to check on progress and update the Parish Council accordingly.
- m) **Freedom of Information – "Datasets":** This new legislation relates to documents held electronically. The Council will need to go through the publication list to see if they need to add anything to it. Mike Davies reported that this is still to be done. MD
- n) **WALC:** Legal Topic Notes Updates on Legal Proceedings, Staff Pensions and Section 137. Mike Davies is to look at this documentation. MD
- o) **Grants Close Grasscutting:** The central grassed area at Grants Close has now been mown by the Housing Association Orbit.
- p) **Neighbourhood Plan:** Ken Priddis is to attend the Parish Council's meeting in July to explain what is involved with regards to Neighbourhood Plans. Matthew Neal from the District Council had emailed the Clerk hoping that the information he provided back in April was of help to the Parish Council in kick-starting discussions relating to the potential merits of perusing a Neighbourhood Plan. He is now in a position where he can resume evening meetings, and enquired if the Parish Council would still benefit from a meeting. The Parish Council agreed to ask Matthew if he could also attend the July meeting. CL

### 6. Correspondence:

- a) **Warwickshire County Council:** Broadband Connection Voucher Scheme.
- b) **Warwickshire County Council:** Transport and Highways Update - Issue 13 Summer 2015.
- c) **Stratford on Avon District Council:** Request to use the Playing Field for the TUFFS scheme in the School Summer Holidays. Tuesday 28<sup>th</sup> July 2-5pm and Tuesday 5<sup>th</sup> August 2-5pm. The Parish Council were happy to approve this request and the Clerk will respond accordingly enquiring if they would like the use of the pavilion. CL
- d) **WALC:** Armed forces day.
- e) **Local Council Review:** Passed to Mike Davies.

### 7. Planning:

- a) **Dead/Dangerous Tree Notification 15/01812/DDT:** T1: Leyland cypress – fell. Kits Close, Avon Dasset Road, Fenny Compton. Andrew Saunders.
- b) **Planning Consent with Conditions 15/01209/TREE:** T1: Black Poplar: Reduce / pollard or fell. Fenny Compton Lodge, The Slade, Fenny Compton. Mr J Polk.
- c) **Stratford on Avon District Council: 15/01025/FUL** - Land rear of School Hill Farm House, Church Street, Fenny Compton. Forwarding a document received from the applicant/agent on the above application in response to comments received. The Chair had responded to the District Council to confirm that she would like to comment on Mr Smith's letter regarding Fenny Compton Parish Council. Mr Smith did contact the Chair

## The Minutes of Fenny Compton Parish Council Meeting – 15<sup>th</sup> June 2015

of the Council and leave two voicemail messages on the same day. The Chair did try to contact him on her return but failed to get any answer, so she left a message asking him to contact her to arrange a mutually convenient time to arrange a meeting. Mr Smith did not contact the Chair again.

- d) **Stratford on Avon District Council:** Agenda for Planning Committee (East), Wednesday, 17th June 2015. This meeting will include Application No. 15/01025/FUL - Land Rear of School Hill Farm House, Church Street, Fenny Compton. The Parish Council were unable to attend this meeting.
- e) **Planning Application 15/01702/REM:** Application for approval of reserved matters relating to access, appearance, landscaping, layout and scale for the erection of a new dwelling pursuant to outline planning permission 13/02768/OUT. Paddock House, Adjacent To Hillview, Northend Road, Fenny Compton. Mr & Mrs P Steele. No Representation.
- f) **Planning Application 15/01997/TREE:** T1: Purple Plum: reduce selected limbs by 30%. T2: Leylandii: fell. Kits Close, Avon Dasset Road, Fenny Compton. Mrs Veronique Matarasso. No Representation.

### 8. **County and District Councillor's Report:**

Councillor Williams had already given his apologies for this meeting.

Cllr CW

### 9. **Finance:**

- a) **Donations to Local Organisations:** Mike Davies, seconded by Michael Guest, proposed the donations of £350 to the Parochial Church Council, for the upkeep of the Churchyard and £500 to the Fenny Compton Over 60's Club, which was agreed by all.
- b) **Clerk's Appraisal:** It was agreed to set a date in July for the Clerk's Appraisal.
- c) **External Audit:** The Clerk had sent all the relevant documentation to the External Auditor who has issued a receipt.
- d) **Financial Regulations:** Mike Davies reported he still needs to circulate the finalised document.
- e) **Insurance Renewal:** The Clerk had contacted Aon regarding the amount of cover on certain items. The Clerk has asked for a quote to include the second garage on the playing field. The Clerk will also ask for a quote to increase the declared value for street furniture.
- f) **Fixed Rate High Interest Accounts:** The Cotters Croft Commuted Sum account is due to mature on the 22<sup>nd</sup> July 2015 it was agreed to reinvest this amount, minus the agreed withdrawal for 2014/15, for a further 12 months. The short term fixed rate deposit for £15,000 is also due to mature on the 20<sup>th</sup> July 2015. Mike Davies, seconded by Jon Dutton, proposed to reinvest both fixed rate accounts, which was agreed by all.

DL/MD/CL

MD

CL

CL

### Bank Balances 15<sup>th</sup> June 2015

Commutated sum on deposit	£4,252.45
Deposit Account	£16525.51
Higher interest fixed term deposit	£15,000.00
Current Account	£248.00
Partial Withdrawal High Interest Deposit	£11560.04

### Transfers

16/06/15: Business Call to Current Account	£810.00
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### Interest Income included in Bank Balances

Business Call Account	£0.90
Commutated Sum	£0.19

### Cheques paid since the last meeting

None

## The Minutes of Fenny Compton Parish Council Meeting – 15<sup>th</sup> June 2015

### Cheques requiring payment

1843: MFM Services: Mowing the playing field and play area.	£224.00
1844: John Perry: Aqueous Digger work at the Slade.	£80.00
1845: M Jones: Grasscutting and Landscape Maintenance.	£430.00
1846: Petty Cash.	£75.00

### Payments Received

None

Jon Dutton, seconded by Ian Hartwell, proposed acceptance of the financial statement, which was agreed.

### 10. **Updates:**

- a) **Flood Prevention:** Michael Guest had nothing further to report.
- b) **Playing Field:** Ian Hartwell reported that the grass areas outside the pavilion and behind the football post are growing long. Jon Dutton agreed to cut this area. JD
- c) **Play Equipment:** Ian Hartwell also reported that the under 8's play area fence needs repairing. Mike Davies agreed to talk to Dave Miller regarding this issue. MD
- d) **Superfast Broadband:** Mike Davies reported that he and Keith Hicks are to attend a meeting on superfast broadband on the 18<sup>th</sup> June 2015 at Stratford on Avon. MD

### 11. **Any Other Business:**

- a) Following the recent uncontested Parish Council Election in May the Council has vacancies for two Parish Councillors. It was agreed to wait until the next edition of the Chronicle in September to advertise these vacancies.