

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016

The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 21st March 2016 commencing at 7.45pm.

Present: Miss Deborah Lea in the Chair, Mike Davies, Jon Dutton, Michael Guest, Ian Hartwell, Derek Carless, Samantha Parkes, Councillor Christopher Williams & Parish Clerk Catherine Lambert.

1. **Apologies:** Councillor Williams arrived at 8.15pm.
2. **Minutes of the last meeting:** Derek Carless corrected that there were two streetlights out on the Avon Dassett Road not one, subject to this amendment, Michael Guest, seconded by Sam Parkes, proposed acceptance of the Minutes to the Parish Council Meeting held on the 15th February 2016.
3. **Declaration of Interests:** Deborah Lea declared a personal interest in item 6(e).
4. **Open Forum:** None.
5. **Matters Arising:**
 - a) **Risk Assessment:** Jon Dutton reported that the draft business continuity plan had been circulated. Mike Davies had suggested some alterations, subject to these the Parish Council approved the document. Jon will now reformat the document to match the risk assessment. Thanks were given to Jon for his work on this project. JD
 - b) **Defibrillator:** Sam Parkes reported that funds are still in the first responder account, it was agreed to enquire whether these funds could be transferred to the Parish Council to be held towards the cost of this project. SP
 - c) **Neighbourhood Development Plan:** Derek Carless has passed the folder to Sam Parkes. Matthew Neale had asked if the Parish Council were proposing to proceed with a neighbourhood plan, the Clerk informed him that the Parish Council are currently reviewing the information he provided and that as soon as a decision is made she will inform him accordingly. SP
 - d) **Allotment Provision:** Jon Dutton had nothing further to report. JD
 - e) **Land Registry:** Mike Davies had nothing further to report. MD
 - f) **Highways:** The Clerk had reported the issues raised by Sandra Brookes, damage to the wooden post at the green on the Avon Dassett Road and the report of blocked drains by Helen Hide Wright. Michael Guest responded to the issue of the drains: the drain outside the surgery is not blocked, the flooding was caused due to field water run off and is a capacity issue: the drain on Mill Lane has been reported already. It was agreed that it was not a good idea for anyone to report blocked drains to WCC as the Parish Council would never know whether any item had been reported or not. Any concerns should be reported to the Clerk. The Clerk will report a blocked culvert under the barn and behind the Reading Room to Paul Rimen at Warwickshire County Council. Patch Byrne confirmed that he has looked around the village and that he will be raising a defect to have the gullies mentioned jetted. He had looked at the potholes by the Co-Op which have now been filled. The potholes at the junction of Bridge Street are so shallow they would not retain any infill, they will need to be monitored and infilled as soon as they will. He will address the other issues shortly. CL
 - g) **Street lighting:** The Clerk has reported the streetlight on the Avon Dassett Road, opposite the end of the Slade which is defective. She will now report the other streetlight which is out in this area. Derek Carless reported that a resident had asked about a light on Manor Court which is out. The Clerk advised that this is a matter for the residents to report to the housing association themselves. Derek had contacted Orbit Housing and they have agreed to carry out repairs as a priority. CL
 - h) **Police Report:** Nothing to report.
 - i) **Standing Orders:** Mike Davies is still in the process of updating the Standing Orders. MD
 - j) **Empty homes:** The Clerk will ask for an update for the next meeting. CL
 - k) **War Memorial:** No update as yet.
 - l) **Tree work:** The Clerk had informed Wendy Maries of the action the Parish Council is to take.
 - m) **War Memorial Committee:** Deborah Lea met with Jenny Cranfield and has supplied all

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016

the documents she requested.

- n) **Emergency Plan:** Michael Guest reported that the emergency plan has been returned from the County Council who have made a few changes. The final document will be circulated to Parish Councillors but as it contains confidential information will not be published. MG
- o) **Bench in Bus Shelter:** Simon Bradley has carried out the fixing of the bench. The Chair reported that she had subsequently received a number of complaints regarding broken glass and litter in the bus shelter. This is becoming an issue as Mick Jones has problems with clearing the broken glass and children wait in the shelter to catch the school bus. A large litter bin is located at the entrance to the bus shelter, so there is no excuse for dropping the litter or glass bottles. Michael Guest asked if the police could go to talk to the individuals congregating in the shelter in the evenings to stress that they should not misuse the area. Councillor Williams reported that he had already requested the presence of the police to talk to the youths. An officer had been out: the report was that the youths were local, she had spoken with them and they denied that they were responsible for the glass and litter. The officer is going to revisit the site and will contact the parents if the problem does not improve. The Parish Council agreed to monitor the situation.
- p) **Councillor Training:** Derek Carless is unable to attend on the 2nd July, however, Sam Parkes can. The Clerk will book a place on the course. CL
- q) **New Audit Regulations:** The Clerk had circulated the document. Mike Davies, seconded by Michael Guest, proposed that the Parish Council does not opt out of the new audit arrangements which was agreed by all.
- r) **Financial Regulation:** Mike Davies agreed to investigate this further. MD
- s) **Brenda Parsons.** The Clerk had responded to the correspondence sent by Brenda Parsons and had received no reply.
- t) **School Gardening Club:** Deborah Lea had forwarded the contact details for the Village Hall Trustees. Mike Davies reported that the Trustees would be very happy for the School Gardening Club to undertake a project at the hall.
- u) **Doctor's meeting:** Sam Parkes attended the meeting and reported that it was an interesting meeting and well attended. Some services are being put out to tender - the surgery may link up with other local surgeries to make a federation to tender for some of these services i.e. for blood testing. It is important to use the facilities offered by the surgery or we might be in danger of losing them, for example, residents should keep getting their prescriptions from the surgery as it will help with funding. More information is available on the surgery website. The Chair had visited the Doctors Surgery and said that if they were in need of the Parish Council's support for this vital village facility then they would be welcome to meet with the Council to discuss this further.

6. Correspondence:

- a) **WALC:** Audit procedures for 2017-18 onwards.
- b) **WALC:** Queens 90th Birthday Beacons Celebration. As there will be a beacon on the Burton Dassett Hills the Parish Council decided not to promote any other activity.
- c) **WALC:** Newsletter. Circulate to all Councillors.
- d) **Coventry & Warwickshire Re-investment Trust:** Start Up & Commercial Loans. The Clerk will put details on the website. CL
- e) **Warwickshire County Council:** Proposed diversion of Footpath SM143. The Parish Council had consulted with Brian Peers of the Footpath Group. The Parish Council agreed not to make any representation. CL
- f) **Stratford-on-Avon District Council:** Hi-5 Children's Activity Sessions. The Parish Council agreed to two events to be held in the summer at the playing field. CL
- g) **Warwickshire County Council:** Aviva Women's Cycle Tour - 16th June 2016. Warwickshire is due to host Stage 2 of the Aviva Women's Cycle Tour on Thursday 16th June this year and it will be passing through this parish. Pass to Mike Davies.
- h) **Ben Twomey:** Police & Crime Commissioner Candidate Introduction.
- i) **Western Power Distribution:** Work is required to the hedge on the playing field to obtain minimum safe clearances to maintain the safety and integrity of the electricity network. The Parish Council has no objection to this work being carried out.
- j) **Warwickshire County Council:** Transport Highways Update - Issue 16 Spring 2016.

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016

Pass to Mike Davies.

- k) **Warwickshire County Council:** Leaflet on Mercia Community Action. From mid November 2015 Community Payback within Warwickshire will be delivered through the newly created Mercia Community Action (MCA), a Community Interest Company.
- l) **Helen Hide Wright:** Concerns regarding blocked drains, which has been forwarded to the Highways Department.
- m) **Warwickshire County Council:** WCC Localities & Partnerships Team Satisfaction Survey
- n) **Warwickshire County Council:** Citizens Academy - Warwickshire Police - Recruiting now!
- o) **Healthwatch Warwickshire:** Healthwatch Warwickshire would like to invite you to their Annual Conference on Wednesday 22nd June 2016 in Leamington Spa.
- p) **Canal and River Trust:** Invitation to Canal & River Trust South East Waterway Forum - Spring 2016.

7. **Planning:**

- a) **Notice of Decision. Permission with Conditions 15/04476/FUL & 15/04478/LBC:** Construction of raised ground floor orangery including external steps with lower ground floor cellar room under. Two storey side extension. Single storey extension to side elevation including removal of circular window. Addition of portico and entrance steps on north east elevation. The Red House, Church Street, Fenny Compton.
- b) **Planning Ref 16/00072/COUNTYSDC:** Retrospective application for the importation of approximately 2000 tonnes of blue clay to allow the creation of equestrian exercise area. Waylands Farm, Wharf Road, Fenny Compton. Warwickshire County Council in accordance with their delegated powers, confirm that the Local Planning Authority raises no objection to this proposal, subject to the following comments. Suitable provision of an alternative route for the public footpath according to WCC footpaths. The equestrian exercise area shall be restricted to private use only. Note: Planning permission for a change of the use of the land from agricultural to equestrian should be sought with Stratford upon Avon District Council if this has not been done. The principle of the change of use from agricultural to equestrian in this location within the countryside is considered acceptable subject to the impact on the character of the landscape.
- c) **Notice of Decision. Consent Granted with Conditions 15/04382/FUL & 15/04383/LBC:** Loft conversion and insertion of two dormers to rear elevation. The Hollies, Church Street, Fenny Compton.
- d) **Notice of Decision. Consent with Conditions 16/00141/TREE:** G1: Conifer: remove. Claraden Cottage, Bridge Street, Fenny Compton.
- e) **Notice of Decision. Outline Permission 15/03708/OUT:** Erection of a new dwelling. Studfield, Station Fields, Fenny Compton.
- f) **Notice of Decision. Permission with Conditions 16/00229/FUL:** Siting of proposed dwelling on scrubland to the West of Applegarth, Church Street, Fenny Compton. (resubmission of 15/01925/FUL).
- g) **Planning Appeal 15/03354/FUL:** Construction of a detached dwelling house including a new access. Contone House, Bridge Street, Fenny Compton. The appeal is being dealt with by way of written representations.
- h) **Notification under General Permitted Development Order 16/00512/TEL28:** Installation of a DSLAM cabinet 1300mm by 800mm by 450mm. Electronic Communications Apparatus PCP002, Bridge Street, Fenny Compton.
- i) **Planning Application 16/00334/FUL:** Remove rear conservatory and replace with masonry construction extension. 17 Cotters Croft, Fenny Compton. Mr and Mrs P Luker. No Representation.
- j) **Planning Application 16/00341/FUL:** Construction of a garden wall in stone in keeping with the house wall. From the edge of house wall facing the road to join existing stone wall at driveway entrance. To the height of the existing driveway wall height. Hornbeam House, 1 Brook Street, Fenny Compton. Mrs Kaja Holmboe. No Representation.
- k) **Agenda for East Area Planning Committee:** Application 15/01025/FUL – Land Rear of School Hill Farm House, Church Street, Fenny Compton will be discussed at the meeting to be held on Wednesday 30th March 2016. Jon Dutton agreed to attend.
- l) **Mike Zuliani:** Ref Planning Application 15/01025/FUL and recent flooding in Fenny

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016

Compton. Details of the recent flooding around Church Street. For information.

- m) **Paul Grant:** 15/01025/FUL Land Rear Of School Hill Farm House Church Street. Mr Grant confirmed that even though there was widespread flooding around the village, there was no flooding on this site as shown in the photographs provided. For information.

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

Councillor Williams gave the following report.

The Draft Core Strategy has been approved and supported by the Government Inspector. Stratford on Avon District Council have decided to replace the Chief Executive with two other officers jointly running the Council which will lead to cost savings.

9. **Finance:**

- a) **Commuted Sum Reimbursement 2015/16:** The Parish Council agreed to withdraw the cost of mowing and landscape maintenance from the Commuted Sums together with the interest earned for the financial year 2015/16. This was proposed by Mike Davies, seconded by Derek Carless and agreed by all.
- b) **Unmetered Streetlight Electricity Supply:** The Clerk has received the Southern Electric invoice for street lighting which now appears to be on a monthly basis. The Clerk telephoned Southern Electric to ask for a quarterly bill which at the time the quote was accepted was indicated to be an option. However they now say that it must be on a monthly basis. The quote did not include Climate Change Levy which will slightly increase the cost to the Parish Council.
- c) **Parish Council documentation:** Nothing further to report.
- d) **Village Violin School:** The WCC Grant for the Village Violin School has been received.
- e) **Pavilion Electricity:** The Clerk has now received two large invoices for February and March. The Clerk telephoned the Utility Warehouse and gave them the meter readings which were significantly lower than the estimated usage. They said that the Council would have to pay the two invoices and any monies from the over usage would be credited to the account. It was recommended that the Parish Council report the actual meter readings at the end of each month to ensure that the invoice accurately reflects the actual usage. The Council did not agree to pay the two invoices and Jon Dutton agreed to speak to the Utility Warehouse to resolve the situation.
- f) **VAT:** The Clerk has made a claim for refund of the Parish Councils VAT expenditure.
- g) **External Audit:** The Clerk has received a letter from Grant Thornton, the requested submission date for the external audit is 17 June 2016. The Parish Council will need to approve the Annual Return at the May meeting.

JD

Bank Balances 21st March 2016

Commuted sum on deposit	£3,731.84
Deposit Account	£12,350.65
Higher interest fixed term deposit	£15,000.00
Current Account	£914.67
Partial Withdrawal High Interest Deposit	£11,155.55

Transfers

21/03/16: Business Call to Current Account	£650.00
22/03/16: Business Call to Current Account	£1500.00

Interest Income included in Bank Balances

Business Call Account	£0.64
Commuted Sum	£0.15

Cheques paid since the last meeting

1890: Presto Classical: Village Violin School Digital Piano.	£719.00
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Cheques requiring payment

1891: BT Payment Services Ltd: Telephone and Broadband.	£125.60
1892: Simon Bradley: Securing the bench in the bus shelter.	£50.00
1893: M Jones: Grass cutting and Landscape Maintenance.	£515.00

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016

1894: SSE: Streetlighting February 2016.	£180.91
1895: Catherine Lambert: Annual Payment for the use of the Clerk's home.	£200.00
S/O: Catherine Lambert: 2 months salary.	£659.20

Payments Received

1: Village Violin School: WCC Councillors Grant Fund.	£719.00
2: HMRC: VAT Refund.	£718.56

Jon Dutton, seconded by Derek Carless, proposed acceptance of the financial statement, which was agreed.

10. **Updates:**

- a) **Flood Prevention:** Michael Guest reported that the village was very lucky last Wednesday when heavy rainfall was experienced. The Hall Yard flood alleviation system was overwhelmed and water filled Dog Lane. The biggest issue was the field water run off in Memorial Road and opposite the Doctor's Surgery. Warwickshire County Council have still done nothing. The consultant's report stated that Fenny Compton is vulnerable to flooding but there is still no business plan and no timetable for any works planned. Michael Guest will be contacting Warwickshire County Council to ask what they are going to do about it.
- b) **Playing Field:** Jon Dutton reported that he had received a quote from Simon Bradley, to supply and fit a upvc window in the pavilion, to supply and fit new glass in the broken window around the back of the pavilion, to replace the broken/ missing pales in the children's play area and to replace the spring on the gate of the children's play area at a cost of £645. Jon confirmed that the main cost is the new upvc window at £300. Ian Hartwell, seconded by Mike Davies proposed acceptance of this quote which was agreed by all. It was confirmed that Dave Miller had roped of the cricket square, so that any children may practice on it.
- c) **Play Equipment:** Nothing to report.
- d) **Superfast Broadband:** Nothing to report.

MG

11. **Any Other Business:**

- a) Ian Hartwell reported that the litter bin outside the Co-Op is missing the top. The Clerk will report this to the District Council.
- b) Mike Davies reported that Stratford on Avon District Council have decided to be a non-constituent member of the West Midlands Authority.
- c) Deborah Lea had been asked by the school to inform the Parish Council that they are having a farmers market on the 21st May on the school field.

CL

The Minutes of Fenny Compton Parish Council Meeting – 21st March 2016