

The Minutes of Fenny Compton Parish Council Meeting – 16th January 2017

The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 16th January 2017 commencing at 7.45pm.

Present: Miss Deborah Lea in the Chair, Jon Dutton, Michael Guest, Derek Carless, Sam Parkes, Neil Andrew, Ian Hartwell & Parish Clerk Catherine Lambert.

1. **Apologies:** Councillor Christopher Williams.
2. **Minutes of the last meeting:** Derek Carless, seconded by Sam Parkes, proposed acceptance of the Minutes to the Parish Council Meeting held on the 12th December 2016.
3. **Declaration of Interests:** Sam Parkes declared a personal interest in item 5(h).
4. **Open Forum:** None.
5. **Matters Arising:**
 - a) **Defibrillator:** Sam Parkes reported that she had contacted Mike Davies as Chair to the Village Hall Committee to ask whether it would be acceptable to locate the defibrillator on the outside of the Village Hall. He asked for more details before putting the proposal to the Village Hall Committee. Sam had investigated the different boxes available to house the defibrillator. The main difference between the designs is whether you want a heater to ensure the battery does not get too cold. There is not usually a problem with an unheated box. If the box is heated it will need an electrical supply, to be installed by an electrician and a contribution to the electricity costs. If the box is unheated it does not need electric but the batteries will need to be checked regularly. Training will also be needed. The boxes can be locked, and the combination number will be given to the ambulance service who will pass this on in an emergency. Deborah Lea, seconded by Michael Guest, proposed that the Parish Council purchase an unheated cabinet which agreed by all. Sam Parkes will now obtain costings. SP
 - b) **Speed Survey:** Jon Dutton had obtained a quote to carry out a traffic survey in Brook Street by the County Council for £252.09 plus VAT. As part of the Neighbourhood Plan a comprehensive traffic survey will be undertaken. There have been no further reports of traffic travelling the wrong way in Brook Street. It was agreed to keep monitoring the situation but not to carry out a survey at present. JD
 - c) **War Memorial:** Deborah Lea reported that when the War Memorial was cleaned in the autumn the paving around the Memorial was found to be loose. Deborah suggested that the renovation of this area could be a project to mark the 100th anniversary of the end of World War One. DL
 - d) **Tree work:** Andrew Saunders has carried out the work in Squire Place. The Clerk had informed Helen-Hide Wright of the Council's decision and she was disappointed with the outcome.
 - e) **Land Registry:** Michael Guest reported that he had received a letter from Aplins setting out the estimated costs of registering each parcel of land which was approximately £500 per application. This included the solicitor's fees of approximately £420 a survey fee of £50 and a small cost for the valuation of the land. It was agreed to register the Village Green and the War Memorial and that Michael Guest should find a valuer and confirm with the solicitors that the Parish Council wants to proceed. This was proposed by Ian Hartwell, seconded by Neil Andrew and agreed by all. MG
 - f) **Highways:** The issue Ian Hartwell reported is still outstanding. Helen Hide Wright has emailed Severn Trent Water and the Highways Department directly to follow up on her concerns regarding the drains on Mill Lane, she copied the Clerk into her correspondence. The drain on the corner of Northend Road was reported by Councillor Williams and the Clerk asked for an update. Patch Byrne informed the Clerk that he had a report back from the jetting crew that the pipe that crosses the road adjacent to no 3 Northend Rd has collapsed and can't be cleared, he will need to raise a defect to have investigative excavations carried out to determine what is needed. Unfortunately there will not be a quick resolution to this, but he will ask that it is treated as urgent. Councillor Williams reported that Patch visited Fenny Compton last week and has made yet another complaint to Severn Trent that the water running down Mill Lane and water that is leaking in the High CL/IH

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Street opposite Cotters Croft has still not been attended to. He is threatening to issue a legal requirement for this work to be carried out. Patch also informed him that he has progressed the work opposite Manor Court to be treated as an urgent matter. This will require road closures that have to be advertised before commencement of any road works. He has also reported the pot hole in High Street opposite the Co-op and requested an urgent repair. The Clerk will report the pot holes on Bridge Street, Avon Dassett Road, the pavement outside the Co-op and in the adjacent road.

- g) **Street lighting:** The Clerk has asked about the replacement lanterns which were due to be installed at the beginning of December. Annette Mackie replied that she had spoken with their contractor and they are due to fit both lanterns tomorrow in Manor Court and The Slade. They had encountered problems with their lantern supplier as they have been inundated/struggling with high volume of orders, hence the delay. Derek Carless reported that the streetlight on the Avon Dassett Road by Rectory Farm Court and further up the hill on the right are out. The Clerk will report this. The Clerk will also inform Councillor Williams that the streetlight before the railway bridge has been hit. CL
- h) **1 The Willows, High Street:** Patch is continuing to request Severn Trent Water make repairs.
- i) **Waylands Farm Footpath diversion:** The Clerk has still not received a copy of this diversion she will email Councillor Williams to ask for a copy. CL/Cllr
CW
- j) **Property Marking Pack:** It was agreed to organise a property marking event in the Village Hall on Saturday 11th February 10am -12 noon. Derek agreed to book the hall and Deborah will advertise the event in the Chronicle. DC/DL
- k) **Mike Davies Documentation:** The Clerk had received confirmation from the web team that they have closed Mike Davies email account. She has contacted them again to include a new email address for Neil Andrew. Jon Dutton and Derek Carless are still to put up the signs for the playing field. CL/JD/DC
- l) **Website:** The Clerk had not received any further information from the web team regarding the new system. CL
- m) **Anthony Curtis:** The Clerk has responded to the information request and Mr Curtis thanked the Council for their reply. Jon Dutton had compiled a document highlighting the role of the Parish Councillor. It was agreed to put this in the Chronicle and on the website. JD/DL/CL
- n) **Warwickshire Minerals Plan:** Michael Guest reported that none of the proposals affect Fenny Compton.
- o) **Fenny Compton Water Ltd:** The Clerk had received a letter from the Water Company and will be discussed under item 7(h).
- p) **New Councillor Documentation:** Neil Andrew had returned his DPI form to the Clerk who has taken copies and is to take these to the District Council's Monitoring Officer shortly. CL
- q) **Diary Dates:** The Clerk has sent the agreed diary dates to the Village Hall for booking the hall and has put the list on the website.
- r) **Bowling Club:** This will be discussed at the next meeting.

6. Correspondence:

- a) **Danny Gurney:** Request for street lighting at the corner of the A423 and Wharf Road. The Parish Council considered the request and cannot support the request at this situation.
- b) **Citizens Advice:** Annual Review and request for funding. The Parish Council did not support this request.
- c) **The Fenny Compton Water Co Ltd:** Regarding the water treatment plant. This item was discussed under item 7(h).
- d) **CPRE Warwickshire:** Asking if the Parish Council would like to become a member. Circulate to Parish Councillors..
- e) **Warwickshire County Council:** Interim senior staffing arrangements at Warwickshire County Council.
- f) **Stratford on Avon District Council:** Dementia Cafes and services within Stratford District. Send to Ian Hartwell.
- g) **WALC:** The Government has decided not to introduce the referendum principles to Parish Councils of any size.
- h) **Stratford on Avon District Council:** Parish & Partner Briefing - Review of 2016.

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- i) **WALC:** Warwickshire's new living Well with Dementia website.
- j) **WALC:** Draft Public Service Ombudsman Bill.
- k) **WALC:** Legal Topic Notes on Local Councils Documents and Records and policing your area.
- l) **WALC:** External Auditors Update to apply from 2017- 2018. After this audit round at the end of this financial year, Grant Thornton will no longer be the external auditors and most Parish Councils will not need an external audit from 2017-18 onwards - but Parish Council's will need to ensure that the financial information required by the Transparency Code is available easily on a website. The Government are likely to be making spot checks after this point to ensure that small councils are complying.
- m) **WALC:** Filming and Reporting of Meetings - a reminder.
- n) **Sarah Phillips:** Request for information on copies of the village map.
- o) **Will Benbow, Savills:** A draft of the allotment lease. Jon Dutton reported that this is subject to their client's final instructions and so might be subject to minor or further amendment, a peppercorn rent will be charged over a period of 125 years. Jon agreed to look at the contract again in more detail. JD
- p) **WALC:** A few items for you to consider at the start of the New Year. Circulate to all Councillors.
- q) **WALC:** Nominations for Attendance at a Royal Garden Party at Buckingham Palace on Tuesday 16 May 2017.
- r) **WALC:** Commemorations for 100 years since the end of World War One and a new number 105 to report power cuts. Send to Deborah Lea. DL
- s) **Warwickshire County Council:** January Cyber Scam Update.
- t) **RoSPA Playsafety:** Outdoor Routine Playground Inspection Training Course - Holiday Inn Telford on 1st February 2017.
- u) **WALC:** Western Power Distribution Stakeholder workshop.
- v) **Warwickshire County Council:** Warwickshire Fire and Rescue draft Integrated Risk Management Plan.
- w) **Warwickshire County Council:** Warwickshire Police and Crime Panel - Independent Member Vacancy.
- x) **Warwickshire County Council:** News and event update from Stratford District, Warwickshire CAVA.
- y) **WALC: Audit Arrangements 2017-2022.** On 30th November 2016 SAAA announced the conclusion of its procurement process and the award of limited assurance review contracts for five years to the successful external audit firms. Responsibilities under the new contracts will relate to accounts for the financial year beginning on 1st April 2017. Commencing with the audit covering the year 1st April 2017 to 31st March 2018, all WALC local councils will be working with PKF Littlejohn LLP as their external auditors. The new appointments only become effective for the five year period in relation to accounts for the financial year beginning on 1st April 2017. All matters relating to the financial year 2016-17, including the Annual Return for the year 2016-17, should still be sent to Grant Thornton.
- z) **Warwickshire County Council:** Warm and Well Opportunities.
- aa) **Warwickshire County Council:** Early Years Funding Formula Consultation. Send to Sam Parkes. SP
- bb) **Southam and District Lions Club:** Request for funding. The Parish council did not support this request.
- cc) **WALC:** The next Area Committee Meeting is to take place on 25th January. The main item of the Agenda is Sustainability of Village Organisations.
- dd) **Stratford on Avon District Council:** Confirmation that the Parish Council's area application for Fenny Compton Neighbourhood Plan Area has been agreed by Stratford-on-Avon District Council.
- ee) **Fenny Compton Tots and Toddler Group:** A card from the children to say thank you for the donation to their funds.

7. Planning:

- a) **Notice of Decision. Refusal 16/03041/FUL:** Retrospective application for the erection of close boarded timber fence at north eastern boundary. Hornbeam House, 1 Brook Street,

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Fenny Compton.

- b) **Notice of Decision. Permission with Conditions 16/03367/FUL:** Provision of first floor balcony to rear. 11 Grants Close, Fenny Compton.
- c) **Notice of Decision. Consent Granted with Conditions 16/02914/LBC:** Removal of existing C20 stud division walls, false beam and joisted ceiling from C17 dining room, together with C20 stud division wall from first floor. The Red House, Church Street, Fenny Compton.
- d) **Notice of Decision. Permission with Conditions 16/03512/FUL:** Proposed temporary permission (2 years) for the siting of demountable structure for use as a classroom and storage area and 2.5m screening fence in connection with existing training use (extension of 14/01631/FUL) (retrospective). Apple Construction Training Ltd, Unit 2 and 4, Station Fields, Fenny Compton.
- e) **Planning Appeal – Informal Hearing 16/00990/OUT:** Land Off Station Road. An Informal Hearing for the appeal will take place on the 28 February 2017 at the Council Offices, Stratford on Avon.
- f) **Planning Application 16/03403/OUT:** Residential development and means of access for up to 39 houses. Land West of, Avon Dassett Road, Fenny Compton. Mr N Parkin. Fenny Compton Parish Council OBJECTS to the application for the following reasons
 1. Policy AS.10 (Countryside and Villages) of the adopted Core Strategy establishes that, within the rural part of the district, residential development should comprise small-scale schemes located within the physical confines of a settlement. This proposal is a large-scale scheme that extends the physical confines of the village.
 2. Similarly policy CS.15 (Distribution of Development) establishes that, for Local Service Villages such as Fenny Compton, residential development should comprise small-scale schemes located within the physical confines of the village. This proposal is a large-scale scheme that extends the physical confines of the village.
 3. When considered against the number of homes for which outline planning already exists in the village, the proposed development is well in excess of the number of homes allocated to Fenny Compton under policy CS.16 (Housing Development).
 4. Given the close proximity of the development to the Scheduled Ancient Monument of Gredenton Hill Camp, the development does not meet the requirement that "proposals will be high quality, sensitively designed and integrated with the historic context. The design and layout of development proposals will be informed by an understanding of the significance of the historic asset and environment" as required by policy CS.8 (Historic Environment).
 5. Given the proposal's location within the Ironstone Hill Fringe, defined as a Special Landscape Area, the proposal does not respect the current and historic relationship of our settlement within the landscape, as required by policy CS.12 (Special Landscape Areas).
 6. The proposal is not a sustainable addition to the village, given the additional strain it will put on local services such as roads and the already-stretched doctors surgery.
 7. The location of the entrance to the site is already problematic, at the bottom of a hill where the speed limit changes from 60mph to 20mph, and with no public footpath along a series of bends. The addition of this development with the associated increase in both motorised and pedestrian journeys along this section of Avon Dassett Road, would present an unacceptable increase in risk for new and existing users.
- g) **Planning Application 16/03828/FUL & 16/03829/LBC:** First floor addition above previously approved ground floor cloakroom to form an ensuite. The Red house, Church Street, Fenny Compton. Mrs Fiona Meyrick. No Representation.
- h) **Planning Application 16/03981/FUL:** Erection of a building to contain a water treatment plant for a public water supply. Land South of Buttercup Barn, Avon Dassett Road, Fenny Compton. Fenny Compton Water Co. Nigel Leck attended the meeting to discuss the application. The works will be completed by 1st March 2017. Fenny Compton Parish Council supports this planning application as Fenny Compton Water Company provides a valuable service to the local community.
- i) **Planning Application 17/00109/S106A:** Variation of S106 agreement attached to 13/01346/OUT (Outline planning permission, with all matters reserved except access, for the erection of 13 residential dwellings (following demolition of existing dwelling) with associated access, and the provision of allotments) to amend affordable housing

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provisions. No Representation.

- j) **Richard and Jayne Millward:** Letter regarding the possible resubmission of 16/01743/OUT the erection of a dwelling adjacent to Studlands, Wharf Road, asking for an informal meeting with the Parish Council. The Parish Council responded that If Mr and Mrs Millward want to reapply then the Council will consider the application. The Council gave a neutral response of no representation not a response of no comment. The Parish Council confirmed that they can only comment on formal applications when they are received.

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

Councillor Williams sent the following report:

The Conservative Group at the County Council has published their budget proposals. Overall it is proposed that in the future Warwickshire invests so that the economy is vibrant and the proceeds will ensure that the most vulnerable citizens are safe. This is the new model of care and is reflected in the continued investment in communities and the third sector. It forms the beginning of a new conversation with residents to fund local solutions. Where specialist services are still required they will ensure delivery is carried out in a cost effective manner.

Among the Budget proposals are:

- (i) 40 additional Children's Social Workers plus additional support capacity to reduce caseloads and provide greater support for the most vulnerable children.
- (ii) Invest in the education system for the most vulnerable learners
- (iii) Protect the elderly by investing in extra care housing and raising the levy for Adult Social Care to fund additional demand.
- (iv) Generate additional capital to invest in the infrastructure of Warwickshire County.
- (iv) There are no proposals for reducing the number of Fire Stations or the number of personnel who work in the Fire Service.
- (v) Council Tax will be increased by just under 2% but there might be an additional 2% levy for Adult Social Care similar to that carried out last year.
- (vi) Continue with the £2 million a year allocation for Members to use on local highway priorities that can make a real difference to communities.

The County Council will debate the Budget setting process on 2nd February and Councillor Williams will report the outcome of the debate at the next meeting.

At a meeting of the Cabinet in January the proposal by NHS Warwickshire to introduce certain restructuring agendas was rejected principally because the NHS had not consulted Warwickshire before introducing their proposals which included closing the George Eliot Hospital in Nuneaton as well as other significant cost saving measures that would have a significant impact upon all residents of Warwickshire.

It has been a relatively quiet time of year as far as the District Council is concerned. Next week the Cabinet is due to debate the consultation regarding the retention, or disposal of telephone boxes by BT. The District Council has agreed to support either the removal or retention of the phone box when requested by a Parish Council. This is a consultative process and the District Council has no authority to demand either the removal or the retention of the boxes. However, in previous years when BT has carried out similar processes BT recognised and respected the views of the District Council.

At a full meeting of the District Council in December a motion was passed regretting the decision by Oxfordshire County Council to support the recommendation by the Health Service in Oxfordshire to relocate the Maternity Unit at the Horton Hospital in Banbury to the John Radcliffe Hospital in Oxford. This recommendation emphasised the impact of this decision whereby those patients living in Warwickshire who use the Horton Hospital will put undue pressure on existing services in Warwickshire. This decision to relocate to the John Radcliffe Hospital was carried out without any consultation with neighbouring authorities.

The District Council, unlike the County Council, is not subject to the same financial pressures. Unlike last year where the District Council was given dispensation to raise the Council Tax by more than 2% due to their low tax base, this year this dispensation has not been given and everything else being equal, it is anticipated that the Council Tax will be kept to under 2%. There are no plans to cut any existing services although there will be savings by efficiencies over the

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next year.

9. Finance:

- a) **Budget 2017/18 to be approved:** Resolution: The Parish Council agreed their budget for 2017/18. This was proposed by Ian Hartwell seconded by Neil Andrew and agreed by all.
- b) **Precept 2017/18 to be approved:** Resolution: The Parish Council agreed a precept request of £18,680, which when added to the Council Tax Reduction Grant of £600 (a reduction from £750 last year) meets the total budget of £19,280. This is an increase of 2% on the precept request of £18,300 last year, partly due to the reduction of the Council Tax Reduction Grant by £150. The approval of the precept was proposed by Michael Guest seconded by Sam Parkes and agreed by all.
- c) **Neighbourhood Plan Funding:** Michael Guest proposed to reallocate the earmarked funds for the Parish Plan to the Neighbourhood Plan this was seconded by Jon Dutton and agreed by all.
- d) **Grass Mowing Contract 2017:** MFM Services had quoted for the contract to mow the playing field £45 per mow, the play equipment area at £47 per mow and the pavilion at £46 per mow. This is an increase of £1 on each area compared to the quote from last year. Derek Carless, seconded by Jon Dutton, proposed the acceptance of this quote which was agreed by all. CL
- e) **Replacement Pavilion Doors:** Jon Dutton had obtained three quotes for the replacement of the pavilion doors. One company requested that they are paid by BACS. The Clerk had asked WALC who said that this was acceptable as long as it was minuted and proposed and seconded by Parish Councillors. The quotes were for 3 doors to the pavilion with high security locks. The lowest quotation was for £2960 by Value Doors UK. It was agreed that the doors needed to be replaced. Derek Carless, seconded by Sam Parkes, proposed the acceptance of the quote by Value Doors UK, which was agreed by all. The funds would be made available from reserves and the company paid by the BAC's system following installation. JD
- f) **Pavilion Electricity:** The Clerk had received the December invoice for £9.83 and the January invoice for £14.44 this will be taken from the credit accrued.
- g) **Cheque signatories:** The Clerk had received confirmation that the change to the cheque signatories had been completed.
- h) **Village Violin School:** The Violin School has been successful in obtaining a grant from the County Council for the purchase of 7 new violins, and this will be administered through the Parish Council again. The Clerk completed the necessary documentation.
- i) **Mrs Pogmore:** With regret, the Clerk had to report the death of Margaret Pogmore the internal auditor to the Parish Council. The Clerk will contact WALC to ask for any potential contact details. CL
- j) **Fixed Term Deposit:** The three month deposit matured today. It was agreed to reinvest £10,000 for a further three month term. CL
- k) **Southern Electric:** The Clerk had not received the invoice for November, she telephoned SSE to let them know as the December invoice showed this as arrears. The balance will be paid at this meeting.

Bank Balances 16 January 2017

Commutated sum on deposit	£3,056.31
Deposit Account	£29248.03
Higher interest fixed term deposit	£0.00
Current Account	£109.38
Partial Withdrawal High Interest Deposit	£10443.80

Transfers

17/01/17: Business Call to Current Account	£1800.00
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Interest Income included in Bank Balances

Business Call Account	£0.69
Commutated Sum	£0.15
Higher Interest Fixed Term Deposit	£19.32

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Cheques paid since the last meeting

1956: British Telecommunications Plc: Telephone and Broadband. £136.84

Cheques requiring payment

1957: Andrew Saunders: Tree work in Squire Place. £500.00

1958: SSE: Streetlighting November and December 2016. £379.25

1959: The National Allotment Society: Membership Renewal. £66.00

S/O: Catherine Lambert: 2 months' salary. £680.45

Payments Received

Internal Transfer: Field Gate Lane Commuted Sum – Withdrawal for 2015/16 £677.08

Costs and interest.

Michael Guest, seconded by Sam Parkes, proposed acceptance of the financial statement, which was agreed.

10. **Updates:**

- a) **Flood Prevention:** Michael Guest thanked Councillor Williams for the £500 grant awarded by Warwickshire County Council which will be spent on the groups insurance. Exploratory digging work is due to start shortly for the second attenuation scheme. There is a proposal from the consultants to further explore the attenuation scheme in Halls Yard to see if any expansion of the existing facility is feasible. Michael commented that the existing attenuation scheme is working well, he would not agree to extend the apparatus involving more excavation as he did not think there was a need. The present proposals are to complete an additional attenuation scheme, individual property protection and extend the existing scheme. The progress of the scheme is very frustrating. There is no business proposal as yet. MG
- b) **Playing Field:** Jon Dutton reported that there are chairs stored in the pavilion and it was agreed to keep them. Jon had also raised the issue of increased communication with the Colts football group suggesting that he attend their meeting, however the Chair to the Colts said that there was no need. JD
- c) **Play Equipment:** Jon Dutton reported three items to be considered following the play inspection report. One was the loose fixing on the multi-play which Jon has tightened, the other two were the swings and the see-saw which need addressing. The Clerk will find the contact details for Wicksteed Playgrounds. JD
- d) **Business Continuity Action Plan:** The Clerk is continuing to implement the recommendations. CL
- e) **Neighbourhood plan:** Derek Carless reported that Neighbourhood Plan Area has been approved by the District Council. The steering group had their first meeting with 8 members attending. Derek Carless was elected to lead the group and Hilary Birkbeck was elected as Vice Chair. Different people offered to lead on different aspects of the plan. The next six months work will be focused on the surveys and consultation. The next meeting of the steering group will take place on the 6th February, the main items on the Agenda are the survey design and the street champions. DC

11. **Items for future discussion:**

- a) Neil Andrew asked whether when the planning application for detailed planning for the Compton Buildings site is received the Parish Council can request that no construction traffic travels through the village. Can it be a condition of planning?

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