

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017

The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 20th March 2017 commencing at 7.45pm.

Present: Miss Deborah Lea in the Chair, Jon Dutton, Michael Guest, Derek Carless, Sam Parkes, Neil Andrew & Parish Clerk Catherine Lambert. Councillor Bob Stevens of the Feldon Division of the County Council.

1. **Apologies:** Ian Hartwell and Councillor Christopher Williams.
2. **Minutes of the last meeting:** Under item 5(a) the Parish Council agreed the purchase of a defibrillator cabinet not the defibrillator itself. Subject to this amendment Neil Andrew, seconded by Sam Parkes, proposed acceptance of the Minutes to the Parish Council Meeting held on the 20th February 2017
3. **Declaration of Interests:** Sam Parkes declared a personal interest in item 5(h) and 8(i) as she is a neighbour to the applicant. Deborah Lea declared a personal interest in item 8(h) as she is friends with the applicants. Jon Dutton declared a prejudicial interest in item 8(i) as the application is submitted by his wife.
4. **Open Forum:** Councillor Bob Stevens, who is the current County Councillor for the Feldon Division, attended the meeting. Following the Boundary Commission review the number of County Council divisions has been reduced and the areas made larger. Following the May elections Fenny Compton will become part of the Feldon division. This is mainly a rural area surrounding Southam. Councillor Stevens wanted to introduce himself to the Parish Council and highlighted his background and the areas of responsibility he has held within the County Council. He was happy to answer questions. Michael Guest informed Councillor Stevens about the problems the Parish has experienced regarding flooding and the problems that have been encountered with progressing a flood alleviation scheme. The Parish Council has benefited from the help of Councillor Williams and the support of the new County Councillor would be essential.
5. **Matters Arising:**
 - a) **Defibrillator:** Sam Parkes reported that the defibrillator cabinet should be dispatched today. SP
 - b) **Land Registry:** Michael Guest reported that the Chair had signed the necessary documentation. The application for the village green is further advanced than the application for the war memorial. MG
 - c) **Highways:** The issue regarding the road surface by the Berry Meadow garages has been completed. Some of the marked repairs have been carried out. The Clerk reported the square post on the Avon Dasset Green which had been knocked down and the road surface by the railway bridge which has broken up. CL
 - d) **Street lighting:** The Clerk reported that there has been confusion with the two new lanterns the Parish Council ordered to be installed at Manor Court and opposite the end of The Slade. Annette Mackie confirmed that they have correctly fitted an LED lantern in Manor Court but wrongly fitted a new LED lantern in The Slade instead of the column opposite The Slade, LP4 on Avon Dasset Road. They have now corrected this error. Annette also confirmed that their contractor attended the two lights which are out on the Avon Dasset Road and reported that the lanterns are beyond repair and new lanterns are required. The estimated costs are £366.78 each, excluding VAT to install two new LED 19W lanterns. One of these lights was the one already marked to be replaced and which has now been completed. The Parish Council agreed to replace streetlight number 5, this was proposed by Jon Dutton, seconded by Derek Carless and agreed by all. CL
The Clerk reported that light number 3 on Church Street and the light outside 24 Field Gate Lane are not working. The Clerk has also asked for the lights in Meadow Way and Field Gate Lane to be renumbered. Annette Mackie advised that the contractor attended the light on Church Street to make repairs and report that the Western Power Distribution service that supplies power to this column has been removed. The County Council has not issued this work and will need to investigate further to find who has been excavating in the area. She has also issued instructions to make repairs in Field Gate Lane and the renumbering of the columns as requested.
Further to Mike Cunningham's email regarding SOX lanterns, Annette confirmed that she has looked at the Parish Council's lighting inventory and attached a WCC leaflet stating what existing street lights the Parish Council currently have in contrast to options and an

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017

example of comparison in energy costs. The document details approx. estimated costs of £370 for LED lantern replacements depending on type and installation; and approx. estimated costs of £1,000 for concrete column replacements as it would not be feasible to install new lanterns onto concrete columns as they would need to remove the existing concrete brackets to fit new brackets, which does affect the structural integrity of the column. The Parish Council agreed to replace the lanterns on an individual basis when they can no longer be repaired.

- e) **1 The Willows, High Street:** No further update.
- f) **Waylands Farm Footpath diversion:** Still awaiting a decision.
- g) **Mike Davies Documentation:** The Clerk is still waiting for confirmation from the web team that they have set up a new email address for Neil Andrew. Jon Dutton and Derek Carless have still to install the sign. CL/JD/DC
- h) **Website:** The District Council web team are currently moving data over onto the new system. The Clerk has been asked to visit the team to update the log in key code. CL
- i) **Bowling Club:** The Chair has not contacted the Bowling Club yet. DL
- j) **CPRE Warwickshire:** The cost of membership is £36 per year. Michael Guest, seconded by Derek Carless, proposed the membership of the Parish Council to CPRE, which was agreed by all. CL
- k) **Auto Enrolment for Pensions:** Jon Dutton to action in April. JD
- l) **Pavilion Tidy up Day:** Neil Andrew reported that the tidy up day should be on a Sunday morning, but in the better weather. It was agreed to discuss this at the next meeting. NA
- m) **Grass Verges:** At the last meeting Ian Hartwell raised the issue of damaged verges by Berry Meadow and the Bowling Club on High Street, Councillor Williams was to investigate. The Clerk has not received a response. Cllr CW

6. Correspondence:

- a) **WALC:** WALC County Training Partnership Events Programme 2017. Circulate to Parish Councillors. CL
- b) **WALC:** Consultation on the Government's White Paper on Housing. Pass to Derek Carless. DC
- c) **Penny Bloodworth, The Wharf Inn:** Concerns regarding internet speeds at the outskirts of the village. Unfortunately there is nothing the Parish Council is able to do to help with this issue.
- d) **WALC:** Keeping it Local publication - Devolution of Services. Circulate to Parish Councillors.
- e) **Susan Haywood:** Requesting the investigation of a tree which is situated at the back of her garage at 14 Field Gate Lane. She has been informed by a tree surgeon that this tree should be removed as it has forked low down on its trunk and could fall on to the garage. It was agreed to ask Andrew Saunders to investigate this issue. CL
- f) **WALC:** Warwickshire County Council Rural Growth Plan.
- g) **Warwickshire County Council:** March Cyber Scam Update.
- h) **WALC:** Revised legal topic notes. 80 - Members conduct and the registration and disclosure of interests England - amended March 2017. This had been circulated.
- i) **Bear and Ragged Staff:** The Clerk was informed that the sign had blown down. Michael Bosman had kindly offered to repair the sign and he removed it with a view to getting it repaired and put back.
- j) **Salt Bin:** Derek Carless had spoken to Tony Curtis regarding the removal of the salt bin on Church Street. It was agreed that the salt bin should be reinstated at the nearest location to the previous position. Derek Carless agreed to talk to Tony Curtis. The Clerk will also contact the Highways Department to ask if it is possible to relocate the salt bin to Thompson's Field. DC/CL
- k) **WALC:** 3 Tier Councillor Training on planning. Circulate to Parish Councillors.
- l) **NALC:** Newsletter.
- m) **WRCC:** Asking if the Parish had decided on carrying out a Neighbourhood Plan and whether this would include a new Housing Needs Survey. The Clerk confirmed that they had and gave contact details for Derek Carless.
- n) **Warwickshire County Council:** Details of the Sport England capital fund. Pass to Michael Guest. MG
- o) **Catherine Lambert:** The Clerk has formally submitted a written letter of resignation with the leaving date of the 22nd September 2017. She is willing to leave earlier if convenient to SP

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017

the Parish Council. It was agreed that Sam Parkes would draft an advert for the vacancy which would be posted on the website, the noticeboards, in the Chronicle, on Facebook and with WALC.

7. **Planning:**

- a) **Notice of Decision. Disapproval of Reserved Matters 16/02489/REM:** Application for approval of Reserved Matters (Access, Appearance, Landscaping, Layout and Scale) of outline planning permission 14/00124/OUT). Land next to the Lankett, Mill Lane.
- b) **Notice of Decision. Certificate of Lawful Proposed Use or Development 17/00168/LDP:** Removal of existing conservatory and replace with rear single storey extension. 2 Cotters Croft, Fenny Compton.
- c) **Notice of Decision. Refusal 16/03403/OUT:** Residential development and means of access for up to 39 houses. Land West of, Avon Dassett Road, Fenny Compton.
- d) **Notice of Decision. Permission 16/03952/VARY:** Remove Conditions 22, (10% on site Carbon Dioxide savings) 23 (Code level 3 for sustainable homes) and 24 (50% of dwellings to meet Lifetime Homes Standard) from application number 13/01346/OUT. Land East of High Street, Fenny Compton.
- e) **Notice of Decision. Consent with Conditions. 17/00376/TREE:** T1 – Cypress: Fell. The Rick House, Bridge Street, Fenny Compton.
- f) **Notice of Planning Appeal 16/02958/FUL:** Full Application for a dwelling, Waylands Farm, Wharf Road, Fenny Compton. Any comments need to be received by the 30th March 2017.
- g) **Planning Application 17/00535/VARY:** Application to vary condition 2 of 15/00501/FUL (Demolition of garage and workshop/store to allow erection of dwelling house in grounds of Manor Lodge). Manor Lodge, Northend Road, Fenny Compton. Protech Developments UK Ltd. No Representation.
- h) **Planning Application 17/00609/TREE:** T1 – Horse Chestnut – Fell. The Grove, Avon Dassett Road, Fenny Compton. Mr Michael Bosman. No Representation.
- i) **Planning Application 17/00278/FUL:** Erection of outbuilding in rear garden. 2 The Willows, High Street, Fenny Compton. Mrs Chandima Dutton. No Representation.

8.

County and District Councillor's Report:

Councillor Williams sent the following report:

Having settled the County Council Budget and Precept, the Council has moved into a pre-election period and is in the process of tidying up as much unfinished and routine County Council business as possible.

The District Council met on Monday 27th February 2017 to set the Budget for the next financial year. Council Tax will rise by 2% for the next year which equates approximately to 0.5p per week increase for a Band D property. It is interesting to note this year that the Police are not increasing their precept and that the County Council budget has been kept to a minimum of 3.9%. The District Council has been extremely prudent with expenditure during the past year and are no longer working with adjoining authorities in an attempt to reduce operating costs by sharing services. The trial did not reveal any worthwhile savings.

9.

Finance:

- a) **Commuted Sum Reimbursement 2016/17:** 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 2016/17. This was proposed by Jon Dutton, seconded by Derek Carless and agreed by all.
- b) **Replacement Pavilion Doors:** Jon Dutton reported that the doors are to be fixed on the 4th and 5th April. Jon agreed to go to Lloyds Bank to arrange the electronic transfer. JD
- c) **Pavilion Electricity:** The Clerk had received the March invoice for £10.01 part of this was taken the credit accrued. The balance due is £6.05.
- d) **Village Violin School:** Veronique Matarasso requested that the full funding of £700 be sent by cheque made out to Presto Classical in Leamington Spa, who will then send a receipt.
- e) **Internal Auditor:** The Clerk had asked for costings from two internal auditors. The Parish Council compared the two and agreed to appoint Bill Robinson to the position at a cost of £15 per hour plus £0.40p per mile travel. CL
- f) **Fixed Term Deposit:** The Clerk asked for two signatories to sign a letter to transfer the funds to the fixed term account. CL

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017

- g) **VAT:** The Clerk has made a claim for the refund of the Parish Council's VAT expenditure.
- h) **External Audit:** The Clerk has received information from Grant Thornton that the distribution of the Annual Return for the Audit 2016/17 has been slightly delayed but should be received by the end of March.
- i) **Bowls Club Recycling Bin:** Streetscene at the District Council emailed the Clerk, they understand that the Parish Council is responsible for paying for the emptying of the recycling bin at the Bowls Club. They advised that no payment has been received for 2014, 2015 or 2016. The Clerk asked for an invoice before paying the outstanding amount. CL
- j) **War Memorial:** War Memorial refurbishment grants are still available. The Clerk had received information of one such grant and will send it to Michael Guest who will investigate further. MG

Bank Balances 20 March 2017

Commutated sum on deposit	£3,056.57
Deposit Account	£27,099.70
Higher interest fixed term deposit	£0.00
Current Account	£721.64
Partial Withdrawal High Interest Deposit	£10,443.80

Transfers

21/03/17: Business Call to Current Account.	£3000.00
---	----------

Interest Income included in Bank Balances

Business Call Account	£1.06
Commutated Sum	£0.13

Cheques paid since the last meeting

None

Cheques requiring payment

1964: M Jones: Grasscutting and Landscape Maintenance.	£520.00
1965: Fenny Compton Village Hall: Hire of Hall for Property Marking Event.	£16.00
1966: Presto Classical: Violin School Grant.	£700.00
1967: The Utility Warehouse: Pavilion Electric.	£6.05
1968: Catherine Lambert: Annual Payment for the use of the Clerk's home.	£200.00
1969: Warwickshire County Council: Streetlight repairs two lanterns.	£733.56
1970: Catherine Lambert: Travel expenses for website training.	£23.48
1971: Catherine Lambert: Printer ink costs.	£47.99
1972: Derek Carless: Neighbourhood Plan Survey.	£17.99
1973: Sort-IT.biz Limited: Neighbourhood Plan Website.	£8.39
S/O: Catherine Lambert: 2 month's salary.	£680.45

Payments Received

None

Neil Andrew, seconded by Sam Parkes, proposed acceptance of the financial statement, which was agreed.

10. **Updates:**

- a) **Flood Prevention:** Michael Guest reported that investigation holes have been dug to establish the suitability of the soil to hold back water in a bank and the ability to hold the water in the ground. The investigation work did leave the condition of the area in a poor way. Hopefully by the next meeting more information will have been received. MG
- b) **Playing Field:** Jon Dutton reported that he had written to the Colts to leave the chairs in the pavilion. The doors are to be replaced shortly. JD
- c) **Play Equipment:** Jon Dutton reported that he had contacted Wicksteed about the repairs to the see saw and is yet to hear back. JD
- d) **Business Continuity Action Plan:** The Clerk is continuing to implement the recommendations. CL
- e) **Neighbourhood plan:** Derek Carless reported that the steering group's terms of reference and mission statement have been adopted. The first survey is to be distributed this week. DC

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017

The group's next meeting is on the 10th April and hopefully the responses will be in. The street champions will be knocking on the doors to help get responses. Five boxes for collection are available around the village and the survey can also be completed online. The next step is to carry out the analysis to use for the detailed survey in the summer.

- f) **Allotments:** Jon Dutton reported that the Legal Department at the Allotment Society had replied to some of the questions about the lease but not all. The Parish Council will need to check with the insurance company regarding some responsibilities. The lease will need to be registered with the Land Registry at a cost of approx. £60. This will need to be carried out when the lease is signed. Jon is to arrange a meeting of the Allotment Group by the next meeting.

JD

11. **Items for future discussion:**

- a) Ian Hartwell raised the following issues with the Clerk. There has been an increase in dog fouling on the sports field and areas around the village, a polite reminder in the Chronicle may help. There is also a steady increase in mole hills appearing on the sports field. Several members of the village have mentioned the use of the bus shelters and other areas by the younger population of the village to allegedly smoke cannabis, and being generally loud well into the early hours of the following morning, It might be an idea if possible to have a random police present in the village. Ian has told the members of the village to report any such behaviour to the police directly on 101. It was agreed to ask Councillor Williams if he can mention this to the Police.
- b) Councillor Bob Stevens informed the Council that HS2 grant funding is available and it is worth looking at the website for more information.

The Minutes of Fenny Compton Parish Council Meeting – 20th March 2017