

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 16TH October 2017 commencing at 7:45pm.

Present: Jon Dutton in the Chair, Neil Andrew, Michael Guest, Ian Hartwell, Sam Parkes, Cllr Bob Stevens, Cllr Chris Williams and Parish Clerk Lisa Andersson.

1. **Acceptance of Apologies:** Derek Carless.
2. **Minutes of The Previous Meeting:** Michael Guest, seconded by Sam Parkes, proposed acceptance of the Minutes of the Parish Council Meeting held on the 18th September 2017.
3. **Declaration of Interests:** Sam Parkes declared a personal interest in item 7 (e)
4. **Dispensations:** None
5. **Open Forum:** No residents in attendance.
6. **Matters Arising:**
 - a) *Defibrillator:* The school has agreed that we can hold a training session in the school hall during late November. Date to be decided.
Action: Sam Parkes to finalise date and advertise training.
 - b) *Land Registry:* Not aware of any competing claims on the Memorial. There was also a request for The Dean and Chapter of the Cathedral Church of Christ in Oxford of King Henry VIII. This was sourced via the internet and will be forwarded.
 - c) *Highways:* The damaged post on Church Street was reported to Highways, but not yet repaired. There are loose inlays in the tarmac near the Doctors Surgery that have been reported. The paving and hole on the corner of High Street and Memorial Road will be repaired during the week of half term holidays. The issue on Mill Lane will be repaired on January 8th. There is a possibility that the road will need closing in order to repair it. No new issues were reported.
Should we require new yellow lines we would need to approach WCC and it is an expensive and lengthy process, and would therefore not be something we would pursue.
 - d) *Street Lighting:* There is a streetlight out on Northend Road, and there has been a request to have it renumbered which has been passed onto Annette. We have received a quote for the repair (£890 excluding VAT). The acceptance of the quotation was proposed by Ian Hartwell and seconded by Neil Andrew.
Action: Clerk to authorise the repair.
Light outside 19 Station Road is not working.
Action: Clerk to follow up.
 - e) 1 *The Willows, High Street:* Severn Trent have reverted to say that they cannot find a leak, and therefore have closed the enquiry.
Action: Derek Carless to continue to follow up with Brian.
 - f) *Website:* Clerk not been able to update website in last week, as she has been denied access until her training on the 31st October. The Clerk was therefore

unable to post the Agenda on the website, but it was posted on all 3 notice boards. Once the Clerk has attended training, Cllr Stevens photo will be added to the website.

Action: Clerk to add Agenda and Cllr Stevens photo to website once training has been done.

g) *Bowling Club*: Jon Dutton met with the bowling club to inspect the facilities. It was found that the cladding on the pavilion needs replacing, there is a cracked window that needs replacing, as well as some paving that needs repairing/replacing.

Action: Jon Dutton to be given a list of what would need purchasing to make these repairs, and the members of the Bowling Club would provide the required labour. This is anticipated to be done in early Spring.

h) *Auto Enrolment for Pensions*: No progress.

Action: Jon Dutton to prepare correspondence.

i) *Bear and Ragged Staff*: No progress.

Action: Michael Guest to follow up.

j) *Empty Homes*: No update from Empty Homes.

k) *HS2 Grant*: Parish Council agreed that this Grant should be utilised if possible.

Action: Michael Guest to source relevant documentation and follow up.

l) *S106 Grant*: Clarification required regarding how these Grants can be utilised. It is assumed it would need to be for a specific project that would relate to a need occurring due to a new development. It is doubtful that we would be receiving any S106 money from the development currently marketed as Willow Brook. We would need to ensure that we put in an application for S106 grant for Compton Buildings proposed development. This Grant money would not be made available until the last house is occupied, but we would need to decide what project we would like funding for – the refurbishment of the sports pavilion was suggested as a good project.

Action: Clerk to forward any Grants correspondence to Michael Guest in future.

m) *Road Renaming*: The developers have confirmed that the road in the new development has been named Ridge Way, as requested, but the PC has noted that development was still being marketed as Willow Brook.

n) *Field Gate Lane and Thompsons Field Hedges*: A Councillor had been in touch with Orbit regarding the hedges along Station Road. Orbit inspected the hedges and agreed to cut them back, but have not given a date.

o) *BT Pole*: Jon Dutton noted that BT have remarked a single pole close to Manor Court.

v) *Mr Ecclestone*: Overgrown tree on verge. Andrew Sanders quoted £90 to do the work. This work has been completed.

w) *Mary Hughes*: The overgrown hedge has not yet been cut back by the resident.

x) *Aqueous Grant application*: The rules have been changed for the Grant system, and the Cllr needs to understand the new regulations. A response was due to WCC by Wednesday, and this has been duly sent.

y) *Misuse of Playground*: This was reported to the relevant authorities who will be monitoring the area more closely.

z) *Home to School Consultation*: Ongoing.

aa) *Car Park Where Allotments are to be*: The location of the car park does not overlap with the site of the proposed allotments. Confirmation required from Jacqui Gooding.

Action: Jon Dutton to follow up.

ab) *Local Views for Local Pharmacies*: No update.

Action: Sam Parkes to investigate.

ac) CPRE: No comment.

ad) Dasset School: The hedge has been trimmed back.

ae) *Traffic and Speeding*: The Clerk reported back on her investigation into community Speed Watch. We would need to ascertain how much interest there was from the residents, as we would require at least 6 volunteers to make it work.

Action: Clerk to forward information to Ian Hartwell, Neil Andrew and Derek Carless.

af) *Lottery Funding*: All funding and grant opportunities to be followed up.

ag) *Fenny Compton Parish Risk Assessment*: The Business Continuity Plan has been done and been tested. The inspections of the equipment and facilities in the village need to be done. We need to set up a rota for documented weekly checks to playground equipment.

Action: Clerk to acquire a list suitable for checking playground equipment.

7. Correspondence:

a) *Annette Mackie*: Quotation to replace faulty streetlight on Northend Road. The Parish Council have agreed to accept this quotation. (see 6d above).

b) *John Crossling*: Latest LAIS information sheet.

Action: Clerk to forward on to Parish Council.

c) *John Crossling*: GDPR – a new legal briefing from NALC.

Action: Clerk to circulate to Parish Council.

d) John Crossling: For parishes directly affected by HS2.

Action: Clerk to forward to Michael Guest.

e) *John Crossling*: Training event “the Three Ps” – no one available to attend.

f) *Parish Council Website*: Final countdown for website funding.

Action: Clerk to forward to Derek Carless.

g) *John Crossling*: Neighbourhood planning Grants.

Action: Clerk to forward to Michael Guest.

h) *Deborah Lea*: Resignation letter. The relevant authorities have been notified and the Vacancy Notices have been placed on the Parish noticeboards. If no request for a bye election has been made by the 1st November, we will proceed to co-opt a new Parish Councillor.

i) *John Crossling*: Budget Capping/Disqualification criteria Consultations.

Action: Clerk to forward to Jon Dutton.

j) *Resident*: A complaint has been received regarding large trucks parking on the pavement at the new development on Station Road. This has been brought to the attention of Stratford District Councils Enforcement Team, and they are managing the issue.

k) *Graham Raspin*: Vacancy on your Parish Council. Graham Raspin will notify the PC if there is a request for a bye election.

l) *Resident*: Tree lopping. A letter was received regarding a large oak tree outside 1 Squire Place that required trimming back. The PC noted that this was a Highways issue.

Action: Clerk to report this issue to Highways.

8. Planning:

a) **Application(s) reference: 17/01544/OUT**: Outline application with all matters reserved for one dwelling. Studfield, Station Fields. Mr & Mrs Millward. **Notice of Decision: Outline permission is granted.**

b) **Application(s) reference: 16/02489/REM**: Land next to The Lankett, Mill Lane. Appeal by SES LTD (Residential). Application for approval of Reserved Matters (Access, Appearance, Landscaping, Layout and Scale) of outline planning permission 14/00124/OUT. Appeal by way of Written Representations.

c) **Notice of Decision**: Certificate of Lawful Proposed Use of Development. Estee Design Limited, 15 Meadow Way. Mr & Mrs Bradley. The proposal can be classed as permitted development as it accords with Part 1 Class A of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (effective from 15th April 2015).

d) **Retrospective application for importing and depositing topsoil to raise the soil levels above bedrock, to assist with land husbandry.** Folly Fields Farm, Landbroke Road, Bishops Itchington.

e) **Application(s) reference: 17/0223/FUL:** Erection of single and two storey extensions to rear and side of existing semi-detached dwelling. 2 Church Street. Mr Tom Lawson. No representation.

f) **Application(s) reference: 17/02848/FUL:** Single storey rear extension with pitched roof to create new garden room. Blacksmiths Cottage, High Street. Mr & Mrs Greg Southgate. No representation.

9. **County and District Councillors Report:** See Appendix 1 and 2 for Cllr Bob Stevens and Cllr Chris Williams' reports.

10. **Budget:**

The Clerk requested that Cllrs forward details (including budget) for any proposed projects they wish to pursue next year in order to prepare the Budget for 2018/19. Cllr noted that Parish Council are not governed by the 2% increase.

Action: All Cllrs to forward proposed project plans to the Clerk.

11. **Finance:**

a) Reinvestment of Commuted Sum: It has been noted that Lloyds Bank will not allow us to reinvest as the amount is less than £10k. Therefore it was decided that the money be transferred to the Business Account, but that separate records be maintained for it, so as to track the amount.

b) Insurance: The Clerk gave Michael Guest all relevant information regarding the current insurance cover. Cllr noted that this issue could only be concluded in a few months' time, and that there would not be any update until such time.

Action: Michael Guest to investigate best insurance cover.

c) Lloyds Bank: The signatories and address, as well as the Clerk's details have been amended. Online banking is almost finalised.

d) New Bank Signatory: A new signatory is required for the PC's Lloyds Bank accounts. Ian Hartwell agreed to take on the responsibility.

Bank Balances 18th September 2017

Commutated Sum On Deposit	£3,057.49
Deposit Account	£25,578.62
Current Account	£0.00
Partial Withdrawal High Interest Deposit	£10,443.80

Transfers

06/10/17: Business Call to Current Account	£2,800.00
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Interest Income Included In Bank Balances

	September
Business Call Account	£0.14
Commutated Sum	£1.05

Cheques Paid Since Last Meeting

1) 2021: Royal British Legion: Donation for Poppy Wreath	£50.00
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2) 2022: WALC: Clerk's Toolkit Training	£25.00
3) 2023: BT: Sept Invoice	£142.14
4) 2024: RoSPA (Play Safety Ltd): Playground Inspection	£121.80

Cheques Requiring Payment

1) 2025: SSE: September 2017 Invoice	£205.96
2) 2026: Frank Mann Farmers: Mowing Playing Field Sept	£274.80
3) 2027: M. Jones: Grass cutting and landscaping Sept	£485.00
4) 2028: Lisa Andersson: Travel to attend training	£26.40
5) 2029: Frank Mann Farmers: Strimming Attenuation Pond	£294.00
6) 2030: Andrew Saunders: Tree Work Memorial Road	£90.00
7) 2031: Utility Warehouse: Pavilion electric	£7.35
8) S/O: Lisa Andersson: Salary	£300.54

Payments Received

1) Precept: 6 months	£9640.00
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Michael Guest, seconded by Neil Andrew, proposed acceptance of the financial statement, which was **agreed**.

12. Updates:

a) **Flood Prevention:** Apparatus has been strimmed and cut. Brian Peers' contact will use his digger to expand the stream leading into the apparatus, and possibly the stream leading out of the apparatus, in order to increase the holding capacity.

b) **Playing Field:** One quote has been received to replace the swing. Another quote is required (and has been requested).

Simon Bradley will take a look at the fence which needs repairing.

Action: Clerk to follow up with Simon Bradley.

c) **Play Equipment Inspection:** RoSPA have finalised and submitted their report.

Action: Jon Dutton and Ian Hartwell to read report and notify PC of recommendations made.

d) **Neighbourhood Plan:** Proceeding slowly. Response to the first questionnaire was disappointing. Next questionnaire is crucial to determining the direction taken, hence the importance of improving publicity of this issue.

e) **Allotments:** There has been no response to the request to sign the lease. There have been two quotations received for fencing, and possible grants are being pursued.

13. **Items to Publicise:** It was decided to publicise Speed Watch, the Highways issue with the hole in the paving on the corner of Memorial and High Street, and Mill Lane's proposed repair on 8th January 2018.

14. **Items for Future Discussion:** Grants.

The meeting closed at 9:21pm.