

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 20th November 2017 commencing at 7:45pm.

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

1. **Acceptance of Apologies:** Derek Carless, Ian Hartwell and Sam Parkes.
2. **Minutes of The Previous Meeting:** Neil Andrew, seconded by Michael Guest, proposed acceptance of the Minutes of the Parish Council Meeting held on the 16th October 2017.
3. **Declaration of Interests:** None.
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:* The War Memorial is now registered as owned by the Fenny Compton Parish Council. The fee has been paid for the land registry. The land registry need to survey the Village Green. There are no costs associated with this.
 - c) *Highways:* The damaged post on Church Street has been repaired. The loose inlays in the tarmac near the Doctors Surgery have been repaired. The paving and hole on the corner of High Street and Memorial Road has been repaired. 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. Brook Street is still awaiting repairs, but is on Highways list of repairs to be done, and is being followed up by the Clerk. The barrier on the pavement at the corner of Church and Avon Dasset Roads will be sorted out by Fenny Compton Water shortly. No new issues were reported.
Action: Clerk to follow up with Fenny Compton Water and Highways.
 - d) *Street Lighting:* Streetlight on Northend Road, has been actioned, and we have a quotation for the streetlight outside 19 Station Road - £890 plus VAT. The acceptance of this quotation was proposed by Michael Guest and seconded by Neil Andrew.
Action: Clerk to follow up on repairs.
 - e) 1 *The Willows, High Street:* Brian suggested this was a spring and not Fenny Water.
Action: Derek Carless to follow up.
 - f) *Website:* The Clerk has been for training and the website has been updated.

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

Action: Jon Dutton to prepare correspondence and investigate the details of what the PC responsibility is.

i) *Bear and Ragged Staff*: The work is progressing well and should be completed by end of the year.

j) *HS2 Grant*: Until we have a specific project to pursue we cannot proceed.

k) *S106 Grant*: The PC will have access to a grant of £50k prior to the occupation of the first home at Compton Buildings (funds would be made available based on specific projects). This is to be utilised for outdoor spaces. Possible use of these funds includes upgrading the Pavilion on the playing fields or updating the play equipment on the playing fields. Work needs to be done investigating both options, as well as whether this grant could be used in conjunction with HS2 Grants. The Parish Council would need to look for volunteers to form a working party to help look into the various options.

Action: Jon Dutton to circulate request for volunteers for working party on social media.

l) *Field Gate Lane and Thompsons Field Hedges*: Councillor has followed up, and is awaiting feedback from Orbit.

m) *A Resident*: The overgrown hedge has not yet been cut back by the resident on Bridge Street.

n) *Aqueous Grant application*: In order to be eligible for a grant the organisation needs to have a constitution, and there are currently not enough members of Aqueous to do so. It is possible that the Parish Council will be able to accept the money on behalf of Aqueous. We will await further correspondence to this effect.

Action: Clerk to forward any emails relating to this issue to Michael Guest.

o) *Misuse of Playground*: Spot inspections have been done by the relative authorities, and will be ongoing.

p) *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.

q) *Local Views for Local Pharmacies*: No update as yet.

Action: Sam Parkes to investigate.

r) CPRE: No comment.

s) *Traffic and Speeding*: Thus far there are potentially 10 to 12 volunteers who would be prepared to help with Speed Watch initiative. Cllr Williams has access to average speed data collected via satellite, and will make this available to the PC. We can also request a speed survey in the village.

Action: Cllr Williams to forward information regarding average speed to the PC.

In order for the current petition to trigger County Council to take our speeding issue further, we would need in excess of 1000 signatures. Once the petition has been completed the Cllr's will decide on which is the best way to proceed.

Action: The PC will continue to pursue the possibility of a Speed Watch team and look for volunteers to help with this.

The possibility that the development up Station Road may need to provide funding towards traffic calming needs to be looked into.

Action: Jon Dutton to check if there's any mention of this in the current documentation regarding this development.

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

u) *Fenny Compton Parish Risk Assessment*: A check list for the play equipment has been formulated and has been circulated to the PC.

Action: PC to revert with feedback and proposed amendments to the check list.

v) *Tree Squire Place*: The service providers report was read to the PC by the Clerk. The PC suggested that we look at other options and make a decision as to whether the oak tree in question presents a safety risk to property or person.

Action: Clerk to investigate other options as well as whether this presents a safety risk.

w) *Emergency Plan*: To be updated. As some existing members have resigned it was proposed that Jon Dutton and Neil Andrew become members. Jon Dutton agreed to using his residence as the venue for the meetings.

Action: Clerk to access a key to the Post Office as the Emergency Plan box is located in the PO.

x) *New Code of Conduct*. Resolved: 1) To adopt the Councillor Code of Conduct as adopted by Stratford-on-Avon District Council on 16 October 2017, so as to replace the Parish Council's existing Code of Conduct 2) To adopt the documents linked to the Code, namely: i) Guidance Document (including flowchart), ii) Declaration of Acceptance of Office Form, iii) Declaration of Personal Interests Form, iv) Parish and Town Council Councillor role description, v) Council Resources Policy, vi) Social Media Policy, vii) Gifts and Hospitality Policy.

Adoption of the new Code of Conduct was proposed by Michael Guest and seconded by Neil Andrew.

Action: Clerk to complete documentation and forward onto the relevant authority.

7. Correspondence:

a) *Claim Notification*: The PC is currently dealing with a claim to do with an alleged injury gained whilst using play equipment on the village playing field. This has been handed to our insurers to deal with.

It was recommended by the Clerk that the PC display signs on the playing field denoting usage terms and conditions of the facilities provided (eg. Equipment used at own risk).

Action: Clerk to look into signage for the playing fields.

b) *Graham Rospin: Election year*. Our next election is not until 1 April 2019 to 31

March 2020. It was suggested that we set aside £2000 to budget for this. The PC has taken this into account, but noted that there was no money in the budget to cover this, and that the election is usually run simultaneously with other elections, and therefore this becomes a shared (lesser) cost, and will be budgeted accordingly for that year.

c) *Service Provider: Repair to fence around the under 8's play area.* A quotation was received for £145 plus VAT. It was proposed that we accept this quotation by Neil Andrew and seconded by Michael Guest.

d) *A Resident: Speeding on Northend Road.* This will form part of the greater speeding initiative that the PC are looking at.

Action: Clerk to respond to the resident.

e) *Cemetery Management Course:* Course in Studley on 28th February 2018. Cost £30. It was proposed by Michael Guest and seconded by Neil Andrew that the Clerk attend this course.

Action: Clerk to book the course.

f) *John Crossling: Audit Process for 2018/9.* Cost of external audit for this period is £200. This is not mandatory but it is recommended. It was agreed that we would continue to have an external audit.

g) *Derek Carless: Salt Bin corner Church Street and Avon Dasset Road.* As this bin has been reinstated (not a new bin) the County Council will be responsible for filling it.

Action: Clerk to contact County Council and request the bin is filled.

Double yellow lines.

Action: Michael Guest to check if there are double yellow lines at the end of The Slade.

Parking in the village. It was noted that residents are parking too close to junctions, which is considered as hazardous. A photo was submitted of one such instance. The PC has no jurisdiction on this matter.

Action: Jon Dutton to report to the police.

h) *Ian Hartwell: Mole Issue on The Sports Field.* This will be monitored.

i) *A Resident: Various.* The resident wanted to raise the issue of speeding in the village. Traffic calming measures are currently being discussed.

Action: Jon Dutton to respond to the resident.

It was suggested that the PC start using further platforms within social media. The PC feel that it would be too time consuming (given its limited resources) to be on multiple platforms, but that the PC would continue to maintain a presence on Facebook and the PC website.

The resident wondered if it was possible for the PC to make the Minutes of the Parish Council meetings available sooner, as the PC currently posts these publicly (via the website and on the 3 village notice boards) after they have been signed off at the following meeting of the Parish Council. It was noted by the PC that this was indeed standard procedure, and that it was not prudent to publish draft minutes that had not yet been checked and approved by the Parish Council. As it was working within the legal requirement, and also within the norm for Parish Councils, it was decided that

the process would remain as is.

8. **Planning:**

a) **Application(s) reference: 17/03388/TREE:** T1 – Horse Chestnut – Reduce by 30%. Blacksmiths Cottage, High Street. Mr. Greg Southgate. No representation.

b) **Application(s) reference: 17/03274/TREE:** Application to trim various trees. The Dasset C of E Primary School, Memorial Road. Mr. Gavin Callard Warwickshire County Council. No representation.

c) **Application(s) reference: 17/03241/VARY:** Application to remove Condition 6 of Planning Application Permission: 17/01392/FUL (Full application for the demolition of existing workshop, and the construction of new B1 (Light Industrial) building containing two commercial units and associated works). Craftsreen, Station Fields. Mr. T and Mr. J Norman, Norman Contracts. No representation.

d) **Application(s) reference: 17/02617/FUL:** Proposed single storey link between house and barn. Conversion of barn into two storey living accommodation. Replacing existing barn roof with new rood, increasing ridge height by 1.200 metres. The Post House, Bridge Street. Mr. William Stevns. An amendment/additional information has been received for the application shown above as follows:

- Roof height of barn to remain as existing.
- Elevation of extension facing Bridge Street set back up to 600mm from existing position.

No representation.

e) **Application for Discharge of Conditions: Reference No: DISC/00349/17:** Land Rear of School Hill Farm House, Church Street. Mr. and Mrs. Booth. Related Application Reference: 15/01025/FUL. An application has been received for the discharge of condition attached to the above permission dated 4 April 2016. The planning department has introduced a new procedure where Parish Councils will be consulted when a discharge of condition application is submitted for stone samples/panels, allowing the Parish Council to make comment on the stone proposed. 4 Materials – Stone Sample available to view on website or in office. PC to check sample.

f) **Notice of Decision: Reference No: 17/02239/FUL:** Permission with Conditions. Single storey rear extension. Brooklands, Memorial Road. Mrs. Patricia McLelland.

g) **Notice of Decision: Reference No: 17/02062/LBC:** Consent Refused. Installation of a 12 panel/3KW solar PV system to the south east facing roof pitch. Rectory Barn Farm Court, Avon Dasset Road. Miss Janie MacQueen.

h) **Notice of Decision: Reference No: 17/02848/FUL:** Permission with Conditions. Single storey rear extension with pitched roof to create new garden room. Blacksmiths Cottage, High Street. Mr. and Mrs. Greg Southgate.

i) **Notice of Decision: Reference No: 17/02319/FUL:** Permission with Conditions. Single storey rear extension and single storey detached outbuilding to the rear. Perran Villa, High Street. Mr. and Mrs. Plianos.

j) Proposal at Home Farm for Two Homes: A resident submitted an outline of planning he intends to submit, looking for comments/feedback from the Parish Council. The Parish Council regrettably were unable to do so, as they can only comment on official planning permissions that have been submitted.

9. **County and District Councillors Report:** See Appendix 1 and 2 for Cllr Bob Stevens and Cllr Chris Williams' reports.
There was a discussion around housing numbers in the area relating to the Core Strategy.

10. **Finance:**

a) *Reinvestment of Commuted Sum:* An amount of £10k has been reinvested.

b) *Budget:* The Clerk suggested that the PC need to consider adding additional spend for street lighting replacements. Fenny Compton have 5 street posts that need replacing due to potential structural issues, and the bulk of the balance of the street lights are considered to be antique and will no longer be able to be repaired, as parts for these will no longer be available in the next few years. A maintenance and replacement programme needs to be considered, but this would mean increasing the Precept by a significant percentage. The PC are reluctant to increase the Precept by too much, but agreed that this issue needed attention.

The PC also needs to consider putting more into the budget for insurance premiums due to the change in service provider and having put in a few claims.

There needs to be an amount put in for staff training, as well as for fencing the allotment.

Action: Clerk to put budget proposal together and circulate to PC for agreement at Decembers' meeting of the PC.

Bank Balances 20 November 2017

Commuted Sum On Deposit	£3,057.72
Deposit Account	£36,128.88 (incl. £10,548.81)
from High Interest Account payment)	
High Interest fixed term deposit	£0.00
Current Account	£876.96
Partial Withdrawal High Interest Deposit	£0.00

Transfers

None

Interest Income Included In Bank Balances

	October	November
Business Call Account	£0.12	£0.13
Commuted Sum	£0.89	£1.45

Cheques Paid Since Last Meeting

1) 2032: WALC: Clerk's Toolkit Training	£25.00
2) 2033: Cash: Petty Cash	£75.00
3) 2034: Water Plus: Pavilion Water	£27.53
4) 2035: Frank Mann Farmers: Mowing October	£330.00
5) 2036: SSE: Streetlighting	£199.60

Cheques Requiring Payment

1) 2037: Lisa Andersson: Clerks' expenses	£93.03
2) 2038: Melvyn Smart	£175.00
3) S/O : Lisa Andersson: Clerks' salary	£300.54

Payments Received

None

Michael Guest, seconded by Neil Andrew, proposed acceptance of the financial statement, which was **agreed**.

11. Updates:

a) **Flood Prevention:** A meeting was attended by councillors, and no cost effective solution has yet been identified. The priority is to protect the west side of the village and to reduce the pressure on the junction of the two streams.

b) **Playing Field:** Two quotes have been received to replace the swing, and the insurance company has accepted one of them. They have requested that we go ahead with the replacement.

Action: Michael Guest to check if/what the insurance excess payment would be.

It was suggested that a structural assessment is done on the existing swings.

Action: Jon Dutton to organise structural assessment of swings.

c) **Neighbourhood Plan:** Derek Carless has resigned as chairman due to work responsibilities. Hillary Birkbeck has been nominated as de facto chairman. More volunteers are required in order to move the NP forward.

d) **Allotments:** An email was received from Savilles regarding signing the lease. A response was forwarded noting the readiness to sign the lease, but no lease has been forthcoming as yet. There are 23 people currently on the waiting list for allotments.

12. Items to Publicise: Vacancy on the Parish Council.

Potential refurbishment of pavilion. All feedback/ideas welcome.

Speed watch – a good response has been noted to the request for volunteers.

13. Items for Future Discussion: Casual Vacancy on the Parish Council.

Budget finalisation.

The meeting closed at 9:50pm.

Appendix 1 - County Councillor Bob Stevens' report:**Fenny Compton Parish Council Report November 2017****General**

The cabinet's decision on children's centres has been referred to the full Council for an emergency debate. The consultation response was high and a compromise solution has been agreed. As with any compromise some people are less happy than others. The decision has been to keep some of the centres open and seek alternative locations for others. This whole issue has clouded over the real *raison d'être* namely to review all our services to children and families who may be in need of them.

We still await (with baited breath?) Wednesday's budget and the effect it will have on local government. Housing and Adult care seems to be top of the agenda.

Home to School transport

The consultation on revised conditions for this has now ended and is being analysed. No changes are envisaged until 2019 but I believe the safety criteria are being too liberally interpreted.

Dassett Primary school

I visited Dassett Primary School last week and was impressed with the overall ambience and general behaviour of the pupils. Numbers are presently healthy and with the new developments should maintain their present level. You have a good school of which you can be proud.

Village Speed Limit

I am following the petition raised by a resident with interest. When I looked this morning there had been 27 signatures on line. This does not reflect any written response. My own opinion is that a topic of this nature should be introduced through the parish council.

Armed forces covenant

Most of the last month I have been occupied in my role as Armed forces Champion for the Coventry Solihull and Warwickshire armed forces community covenant. This covers all serving and retired military personnel (and reserves) as well as Cadet forces. I attended an awards ceremony at the NMA and a meeting sponsored by the army reserves and cadet organisations at Stratford. Add to this my involvement with the RBL and the poppy appeal it has kept me quite busy! But for a good cause.

Appendix 2 – District Councillor Chris Williams' report:

**Fenny Compton Parish Council – 20th November 2017
District Councillor's Report**

1. **Boundary Reviews** - There has been much confusion about the current steps that are being taken in Parliament to reduce the number of MPs from 650 to 600. It appears that the present constituency of Kenilworth and Southam could disappear if the proposals are accepted and be realigned with Rugby and Southam. If this realignment occurs Fenny Compton would have a new MP from Rugby and Southam. The composition for the new Constituency is a numerical compilation, not geographical.

This realignment of constituencies does not affect either the County or District boundaries and Fenny Compton will still be part of the Napton & Fenny Compton Ward at the District Council.

2. **Planning Updates –**

- (a) The Planning Application for mixed development at the former Compton Buildings site in Station Road is due to be considered shortly by the East Area Planning Committee. This is a two part application; the first part was for reserved matters which, in effect, was initially granted for supporting the principle of development on this site. The second part of the application is for details of the layout and type of housing. This is due to be heard before Christmas

- (b) The application to develop four houses in the Lankett was originally to be allowed but following comments by Peter Hughes that access would be compromised, the application was changed and is now subject to minor adjustment. The houses will all face the Lankett rather than being in a square. The recommendation for this application is now to Support. Having amended the new layout the Planning Officers are not inclined to support this application since they feel that the new layout represents a terracing effect rather than individual houses. I look to the Parish Council for guidance.

- (c) Policy Changes - The Core Strategy which was approved back in June 2017 provided for 15,000 new houses to be built between now and 2031. We have all heard the government statements that more houses are needed nationally and I believe that the District Council will have to have a new Core Strategy in the next three years to accommodate the government instructions. The District Council is under particular pressure from Coventry and Birmingham who has insufficient land to meet their requirements. Nothing has yet been decided but I will keep the Parish Council informed.

Cllr Chris Williams

Member for Napton & Fenny Compton Ward - SDC

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