

**The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 16<sup>th</sup> July 2018 commencing at 7:45pm.**

**Present:** Jon Dutton in the Chair, Derek Carless, Michael Guest, Sam Parkes, Neil Andrew, Cllr Bob Stevens and Parish Clerk Lisa Andersson.

1. **Acceptance of Apologies:** Ian Hartwell and Cllr Chris Williams.
2. **Minutes of The Previous Meeting:** Derek Carless, seconded by Michael Guest, proposed acceptance of the Minutes of the Parish Council Meeting held on the 18<sup>th</sup> June 2018.
3. **Declaration of Interests:** Derek Carless declared an interest in 8(d) as the planning application is for the councillors' property. Sam Parkes declared an interest in 13 (e).
4. **Dispensations:** None.
5. **Open Forum:** No members of the public present.
6. **Matters Arising:**
  - a) *Defibrillator:* No further updates at present time.
  - b) *Traffic and Speeding:* The speed survey has apparently been done, and we are awaiting the results.
  - c) *Tree Squire Place:* The additional work to be undertaken at Squire Place has been organised for the end of August.
  - d) *Emergency Plan:* No keys for the Post Office have been received as yet. We have been struggling to get a template for the emergency plan.  
**Action: The Clerk promised to contact the responsible person and request the template.**
  - e) Playground incident: There is no further update on this issue.
  - f) Defibrillator at Doctors Surgery: Cllr Parkes will look at funding opportunities for the cabinet for the defibrillator.  
**Action: Sam Parkes to move ahead with grant funding options.**
  - g) Resident: Complaint regarding bushes and trees in Fieldgate Lane. This will be covered under Correspondence.
  - h) WALC: CIL Survey. This has been completed and returned by Cllr Carless.
  - i) WCC: Launch of Councillors' Grant Fund. Cllr Guest applied for a grant for £500 for flood prevention.
  - j) Michael Guest: Local Green Spaces. It was decided to apply to put the Dasset CofE Primary School's playing fields on the list. This will mean that the playing fields will not be able to be built on in future. The Neighbourhood Plan will include this in their request to their advisor. They will then be given a quote, and a grant will be

applied for to cover the cost of the process.

## 7. Correspondence:

a) Indolighting: The Clerk received feedback that the specs for the LED lighting are the same as that of our current supplier. The company they recommended to install the lighting is EON and the Clerk has been trying to contact the representative to get a quote on the cost of the installation. At this point there has been no response to telephone and email messages.

**Action: The Clerk to continue to try to get a quotation for the installation of the LED street lighting, to ascertain whether cost savings are possible by utilising a different supplier for street light apparatus replacement.**

b) Over 60's Club: Application for Grant. The application was discussed and it was decided that the Parish Council's current availability of funds was quite stretched, that given that the Over 60's Club has sufficient reserves, that we would unfortunately have to deny their request this year.

**Action: Clerk to send a response to the Over 60's Club.**

c) Resident: Complaint regarding bushes and trees in Fieldgate Lane. A quote of £300 was received to do the work, and it was agreed by the PC to go ahead with the work recommended by the tree expert. The service provider has agreed to meet with the resident to discuss the work to be done. The Parish Council noted that the insurance relating to the residents property is the residents' responsibility, as it would not be covered under the Parish Council's cover – including the cover for tree roots penetrating his foundations.

**Action: Clerk to email the resident with an update.**

d) SDC: WW1 Commemorations. A leather bound Roll of Honour to mark the 100<sup>th</sup> anniversary of the end of WW1 is being commissioned. Information and photos are being requested – where these are available. The Clerk has forwarded the request for photographs on to historians in the village, and The Clerk will provide a list of names from the Memorial.

e) RosPA: Reminder to book play equipment safety check. The Parish Council instructed the Clerk to book the appointment for September, as per previous years.

**Action: The Clerk to book the appointment.**

## 8. Planning:

a) **Application Reference (s): 18/01889/TREE:** T1 – hawthorn – Reduce in height to clear street light, T2 and T3 – Buddleia – (Woody shrub. Permission not required.) T4 and T5 – yew – Crown raise to 2 metres. Sub Station, Squire Place. No representation.

b) **Application Reference(s): 18/00815/FUL:** Extensions and alterations including: Remodel of internal Kitchen & Utility, Single storey extension & glazed link forming Sun Room & Boot Room, Two storey extension forming Shower Room and Ensuite, Extending existing outbuilding to form new Gym & Garden Store. New oak framed Car Port/Store, New front entrance Porch, Alterations to existing window layouts, Re-render of rear existing property. Harefield House, High Street. Consultation. No response required.

c) **Notice of Decision: Refusal: 18/01552/FUL:** Amendments to previously approved Out-Building Conversion (Planning Reference 15/01025/FUL) to increase the height of the steeper the roof pitch. Land Rear of School Hill Farm House, Church Street. No representation.

d) **Notice of Decision: Permission with Conditions.Reference(s): 18/00683/FUL:** Proposed conversion of former post office to form ancillary accommodation including change of use of land to domestic. Fenny Compton Post Office, High Street.

e) A resident raised concern regarding some building work being done at a residence on Brook Street, with no apparent planning permission. This has been reported by Cllr Williams to relevant enforcement officers.

f) It was noted by the Chair that the fence that was put up on Brook Street a while back without permission has not been removed as per instructions by the enforcement officer. This will again be raised with the enforcement officer.

e) **Action: Clerk to find out who the case officer is for Compton Buildings and forward onto the Chair.**

#### 9. **County and District Councillors Report:**

See Appendix 1 for Cllr Bob Stevens' report. There was no report from Cllr Chris Williams this month, as he was unable to attend the meeting.

The inclusion of this report as an appendix does not assume that the PC agrees with all points mentioned in the report, it is merely a copy of the report given at the meeting.

#### 10. **Finance:**

a) *Agreement of Payments/Signing of Cheques:* Payment for invoices was agreed and then presented for payment. It was noted that in future there will be monthly cheques requiring payment to cover the staff pension fund contributions.

b) *Bank Reconciliation and Finance for the Meeting:* The various bank balances were reported on to the Parish Council as noted below.

c) *Donations from Local Organisations:* Only one application has been received thus far, and this has been dealt with in Correspondence above.

d) *Audit:* The Parish Council has reviewed the findings of the Internal Audit Report, and the acceptance of this report was proposed by Michael Guest, and seconded by Sam Parkes, and agreed by all.

#### **Bank Balances 16<sup>th</sup> July 2018**

Commutated Sum on Deposit	£3,058.74
Deposit Account	£22,193.64
High Interest fixed term deposit	£0.00
Current Account	£2,257.29
Partial Withdrawal High Interest Deposit	£10,000.00

#### **Transfers**

Business to Call Account	£4,500.00
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<b><u>Interest Income Included In Bank Balances</u></b>	July
Business Call Account	£0.12
Commuted Sum	£0.98

**Cheques Paid Since Last Meeting**

None

**Cheques Requiring Payment**

1) 2111 Frank Mann Farmers: Mowing	£372.00
2) 2112 SSE: Street lighting	£202.25
3) 2113 Lisa Andersson: Clerk's expenses	£100.49
4) 2114 Hilary Birkbeck: N.P Expenses (re-issued)	£194.40
5) 2115 Hilary Birkbeck: N.P Expenses	£35.00
6) 2116 Hilary Birkbeck: N.P Expenses	£355.88
7) 2117 WaterPlus: Pavilion Water	£16.72
8) 2118 WCC: Staff pension contribution	£296.88
9) 2119 Utility Warehouse: Pavilion Electricity	£10.05
10) 2120 MW Jones: Landscape Maintenance	£470.00
11) S/O Staff Salary	£300.54
12) S/O Staff Salary	£296.59

**Payments Received**

Memorial Fees: Mr. Mathie £95.00

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

11. **Vacancy:** The position has been advertised on the noticeboards, and on the Facebook and PC Website. There have been no applications received. The PC have approached a few residents, but have not been successful in filling this position yet.
12. **Green Spaces:** Already covered in 6 j) above.
13. **Updates:**
  - a) **Flood Prevention:** No updates currently.
  - b) **Playing Field/Play Equipment:** There are no further updates on the proposal from the café owner. There is an issue with the plumbing in the men's toilets at the pavilion. Cllr Dutton is following up with the current users of the pavilion in this regard. The Clerk is still battling to find a company who will do a structural survey on the play equipment on the playing field. A number of leads are being followed up in this regard.  
**Action: Clerk to continue to follow up on structural survey of the playground equipment.**  
The most recently completed playground safety check lists have been received and shall be filed for record keeping purposes.

c) **Neighbourhood Development Plan:** The survey results are very impressive. The returns are equivalent to around 75% response. Tremendous thanks to those who completed the survey, and particularly to all those who helped out with the process. A quote has been received to analyse the data from the questionnaires. A quotation has also been received to write the environmental survey, and a quotation to analyse the business survey and the young person's survey (which has gone out to the children through the school) has also been received. A quote is still required from the facilitator who will help to write the plan – they will provide input at this stage. Once all quotations have been received a grant will be applied for to cover the costs to complete the process. It is hoped that the process of writing the final plan will be started in September.

d) **Allotments:** The current plan is to have the lease start on the 30<sup>th</sup> July. There has been some trouble getting Lagan offsite. This should happen soon. The documents can be signed by the Chair and vice Chair, and needs to be witnessed by The Clerk. Quotations are currently being sought out for fencing off the allotments. The levelling and ploughing will need to be done before the fencing is put in.

e) **Highways:** An update is awaited from Highways regarding the jetting that was planned to deal with the issue near the Co-Op. The ice signs need to come down, and some of the road closure signs that were recently put up need to be removed. It has been noted that there are some overgrown Wisteria etc. outside a Church Street resident's house that it blocking the pedestrian walkway. The 20mph sign on Avon Dassett Road is obscured by trees, as is the 30mph sign on Station road.  
**Action: The Clerk to notify Highways about the signs that need removing, check for an update on the High Street pothole, and report the 20mph and 30mph signs that are obscured by trees. The Clerk is also to notify the resident on Church Street that they need to cut back the plants in order to make the pavement passable for residents.**

f) **Street Lighting:** The street numbering has not been rectified yet, and the Clerk continues to email the relevant authorities to chase this up.

**Action: Clerk to remind the service provider regarding the numbering issue, and that number 2 Brook Street is still not working.**

There will potentially be a pole removed by Western Power on Dog Lane. It was agreed that a quotation should be obtained to replace this pole, so that we are prepared when/if the removal of this pole goes ahead.

**Action: Clerk to request quotation to replace the pole on Dog Lane.**

g) **GDPR:** Cllr Parkes will be looking through this issue during the next few weeks and will feed back at the next meeting.

14. **Fenny Compton Parish Risk Assessment:** No updates.

15. **Items to Publicise:**

1 Clerk on leave during August.

16. **Items for Future Discussion:**

None.

17. **Date of Next Meeting:** 17<sup>th</sup> September 2018.

The meeting closed at 8:56pm.

### **Appendix 1 -**

District Councillor Bob Stevens' report:

#### **Fenny Compton Parish Council WCC report July 2018**

The spell of hot weather together with the national confusion over our future with Europe and Brexit has led to a period of inactivity at the County Council. Junes Cabinet agenda concerned itself solely on two items with the supply of extra secondary school places required to meet the demand as a result of the extra housing across the county especially in Rugby and Warwick Districts. Primary places too are showing a short term problem as the bulge in pupil numbers moves into secondary education. Some schools are beginning to realise the effects of their decision to go to academy as County Council support decreases.

The cabinet also discussed the interface between Social services and Health. A much awaited Green Paper is expected from the government before the summer recess. As always funding of both services will prove to be the biggest area of concern.

Last month's community forum had 2 major topics. Jeff Morris (Patches line manager) gave an interesting presentation on the Process and problems in getting Highways repairs completed under the present Balfour Beatty contract and a brief presentation of flood prevention and responsibility for maintaining ditches and water courses. The first highway verge cuts have been completed and in some areas the contractor had to revisit where they had not performed satisfactorily.

Locally HS2 activities appear to have settled into a less confrontational approach. Is this the lull before the storm? Work in Wormleighton is scheduled for later this month

There is the summer County Council meeting on July 26th but I don't expect too much controversy.

**Bob Stevens**