

Fenny Compton Parish Council

Minutes of an Ordinary Meeting Of Fenny Compton Parish Council Held by Zoom On Monday 15th June 2020 At 7.45pm

PRESENT: Parish Councillors: Jon Dutton in the Chair, Derek Carless, Michael Guest, Alan Payne, Sam Parkes and Roly Whear

IN ATTENDANCE: Parish Clerks Ian Wilson & Lydia Cox, Cllr Nigel Rock (Stratford District Council (SDC)) and Cllr Bob Stevens (Warwickshire County Council (WCC))

1 Apologies

None

2 Acceptance of Minutes of Previous Meeting

The Minutes of the Ordinary meeting on 18th May 2020 (already circulated) were considered and the minutes were **agreed**

3 Declarations of Interest

Alan Payne declared an interest in any discussions around HS2

4 Requests for Dispensation

There had been no requests for dispensation

5 Open Forum

There were no members of the public in attendance

6 Matters Arising from Previous Minutes

(i) Grass Cutting – The clerk reported that he had been in contact with the grass cutting manager at Orbit again and was still waiting for confirmation of how much Orbit would be prepared to contribute towards cutting the grass at Grants Close and Berry Meadow

(ii) Standing Orders –The clerk has circulated a scheme of delegation, to cover planning and finance during COVID-19. The delegated authority is standard for WALC and advises that the day to day business can be delegated to the clerk (with appropriate signatories) with formal approval at the following parish council meeting. It was recommended to adopt this scheme and review within six months.

A protocol on virtual meetings with advice from WALC has been circulated

(iii) Business Rate Support (Bowls Pavilion) - The Parish Council are not eligible due to receiving the precept, although it was noted that the Bowls Club may be entitled to one of the SDC grants due to loss of income

(iv) CLLR Rock explained that SDC have announced that there will be a 20 month delay to the adoption of the Site Allocations Plan, which is part of the Local Development Scheme. CLLR Rock would keep the parish council

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updated.

CLLR Rock left the room

- (v) It was agreed that there would be no further correspondence regarding Knightcote Road Solar Farm

CLLR Rock returned

- (vi) Clerk has received a notice from SDC to advertise the Parish Councillor vacancy. This will be added to the website and noticeboards

7 Correspondence

The meeting noted the following correspondence:

SDC Planners – Application 20/01148/FUL, extension for comments
Zurich Insurance – 2020/21 renewal, accounts query to provide confirmation of payment
Anthony Thornton – Unsafe Trees Squires Place
WCC – Test and Trace Coventry, Warwickshire and Solihull
WALC – Closed Village Halls, Legionella Testing
WALC – May Update and Newsletter (Includes COVID-19 updates from NALC, SDC and WCC)
WALC – Survey on Rural Broadband
SDC – Parish Newsletter
WCC (Localities) – COVID 19 Updates
Dave Millar- Request for funds for Playing Fields tennis court

- (i) Clerk noted that SDC agreed an extension to application 20/01148/FUL to enable discussion at the parish council meeting
- (ii) Clerk is in correspondence with Zurich Insurance. Cheque has been sent but not yet received. It will be resent if necessary
- (iii) Clerk has received an email regarding a damage to a car in Squire Place due to falling branches from tree. Councillors agreed that this should be pursued by the owner through their insurance company
- (iv) Correspondence received regarding testing of Legionella at the Village Hall due to closure for long period of time. This has been forwarded to the Village Hall team
- (v) Email received asking whether Parish Council would be prepared to fund a set of removable posts that would better enable the tennis court net to be put up in summer and taken down in the winter. The cost would be approximately £250 - £300.
The Parish Council authorised up to £300 to be spent but to ensure that when the posts are not in place the metal post holders are safe

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8 Planning

The following applications have been received for consideration since the last meeting -

<u>Reference</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>
20/01202/FUL	18/06/2020	3 Station Road Fenny Compton CV47 2YW	Front single storey extension with side and rear two-storey extensions with a loft conversion
20/01148/FUL	15/06/2020	Craftscreen Station Fields Fenny Compton Southam CV47 2XD	Seven external lights around perimeter of building (retrospective application)

- i) 20/01202/FUL: The Parish Council made no representation for this applications but noted the following - This application contains a proposal for front development. It is requested that the planning officers look very closely at this element to ensure that the proposal is both in line with SDC policy and that there is no detrimental effect to the street scene in Station Road
- ii) 20/01148/FUL: The Parish Council made no representation for this application

There haven't been any decisions received since the last meeting

Other matters

Derek Carless noted that a house in the village had recently had new windows fitted that did not seem to be in keeping with other similar houses in the vicinity. It was agreed that Derek would look into whether there were any planning rules on the subject

9 Reports from WCC and SDC representatives

CLLR Stevens reported on behalf of WCC. The main topic was COVID-19, and that Warwickshire is following the national trend of falling number of cases. It was noted that the area does not have a PPE shortage issue, with 8-14 day's supply. Warwickshire has also been selected to take part in the early roll out of the Government's new Test and Trace Programme.

Going forwards, new working parties will be formed to look at the way ahead post COVID, in particular adult social care will be a focus.

Applications are now open for a new Community Grant.

It was noted that the Highways Grant is being reorganised into a new streamlined process

CLLR Rock submitted a report on behalf of SDC which can be found in Appendix B

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10 Financial Administration

The meeting noted the bank balances and bank reconciliations (attached) and agreed the following payments:

Ian Wilson (Salary and Expenses May)	£ 379.51
Mick Jones (Handyman – Grass Cutting etc.)	£ 590.00
E-ON (June 2020 – Streetlights May)	£ 221.76
Michael Mann (Grass cutting – Playing Fields)	£ 284.40
Michael Mann (Actuation Pool)	£ 96.00
WaterPlus (Playing Fields Water)	£ 41.90
WALC Annual Subscription	Awaiting Invoice
Total	£1,613.57

The meeting received and noted the latest budget report for May 2020 (attached).

A 3 monthly check of the financial statements, bank reconciliations and receipts will be undertaken by Michael Guest at the beginning of July. Clerk will provide the relevant documents

11 Updates

- (i) Flood Prevention – Alan Payne reported that general maintenance had taken place throughout the month with clearance in the watercourse and the culverts downstream of the surgery which has reduced water levels and improved flow.

Thanks to Ben Marsh who has undertaken some maintenance on the surface water pumping station at the Willowbrook development. It appears that the pump controls were not installed correctly and it is likely that the pumps were not working during the heavy rainfall and flooding at the end of last year. This has now been corrected but suggests that Lagan Homes did not test or maintain the system which is of concern. It has also come to light that part of the October 2013 planning condition was that WCC would spend £26,000 on offsite flood mitigation works. There has been no response from the planning department to date to find out why this hasn't happened. Bob Stevens and Nigel Rock offered to investigate further.

A Flooding Advice leaflet has been drafted for residents and will be circulated once complete

- (ii) Trees – The clerk had asked the tree surgeon to quote for the medium priority work identified in the tree survey, plus additional trees in Squire Place. The quote is due this week.

It was agreed that in the first instance new trees would be planted in place of those that need to be felled, and at a later date look into possible new areas of planting. Derek Carless will research which trees would be suitable

- (iii) Playing Field – Roly Whear reported that repairs have been made to the

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runway for the zip wire.

A weekly inspection of the play equipment needs to be undertaken. Clerk will send a copy of the report that needs to be completed.

The safety tape to prevent people using the play area had been removed.

This has now been replaced but further reminders will be sent that the play area is still closed. It was asked whether the zip wire could be dismantled until the play area can be opened again.

Roly Whear reported that the garages are structurally sound but will look into how they should be disposed of

- (iv) Neighbourhood Plan – Michael Guest reported that guidance would be received in two weeks as to how to proceed with six week consultation of the draft plan
- (v) Allotments – Jon Dutton is in contact with the solicitors to register the lease. The original Parish Council signatories need to attend the solicitor's offices in person. This is currently outstanding due to COVID-19
- (vi) Highways – WCC jobs to clear pathways and trim hedges in the village and at the Wharf remain outstanding so the clerk was asked to contact WCC to remind them to undertake this work as previously discussed
- (vii) Street lighting – Repairs previously identified still remain outstanding
- (viii) Traffic Calming – Clerk reported that payment for the survey has now been sent to WCC
- (ix) Emergency Planning – Forms for on-line banking have been signed and are now with Lloyds

12 Items to Publicise

- (i) Reminder to residents regarding closure of playground
- (ii) Coventry and Warwickshire Test and Trace programme

13 Future Discussion

Nothing identified at this meeting

14 Date of next meeting

The next meeting planned is an Ordinary Meeting scheduled for Monday 20th July. The Parish Council is meeting virtually in line with COVID-19 legislation.

MEETING CLOSED 21.15

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Appendix A

May Financial Administration

Balances:

30 day notice (Committed on deposit)		£910.57
12 month partial withdrawal (High interest deposit):		
Cotters Croft £9750		
PC Balance £250		
		£10000
Deposit	£20881.52*	
Traffic Mgt	£ 2135.82	
Flood Relief Grant	£ 2510.00	
WCC Flood Attenuation Grant	£ 1133.76	
Over 8's Play Area	£ 604.23	
NP Plan Projects	£ 1207.51	
Defibrillator	£ 2023.26	
WCC Violin Grant	£ 0.00	
Deposit Account		£30496.10*
Current Account		£ 532.07
Total Balances (See bank reconciliation)		£41938.74
Less payments (see agenda 9 (a))	(£1613.71)	
Total Balances carried forward		£40325.03

***Transfer £1500 from deposit to current account to cover payments**

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End of May Bank Reconciliation

Bank Balances

30 Day Notice	£ 910.57
12 Month Partial Withdrawal	£10000.00
Deposit Account	£30496.10

Current Account	£3807.83
Less cheques o/s	
Zurich Insurance	£1227.06
Ian Wilson	£ 372.10
WCC	£ 500.00
Mick Jones	£ 520.00
E-ON	£ 214.61
Michael Mann	£ 432.00
Jon Dutton	£ 9.99

£ 532.07

Total Bank **£41938.74**

Cash book balance b/f	£41937.54
Less payments between meetings:	
Add receipts between meetings:	
Bank interest	£1.20

Cash book balance **£41938.74**

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Appendix B

From Your District Councillor for Napton and Fenny Compton

With the reopening of “non-essential” shops from 18 June, Town, District and County Councils have been working on plans to provide extra space in Stratford upon Avon to enable shoppers to comply with the required 2m social distancing arrangements. This involves wider pavements, more space for cyclists and a number of traffic changes such as one way systems. In future it is intended to consider whether similar changes might be helpful for market towns. At the moment the Stratford scheme incorporates industrial barriers and fencing that seems quite inappropriate for heritage towns. I hope that further changes for Stratford and elsewhere will evolve into something more suitable. Presently, we are awaiting further news from government surrounding the reopening of areas such as pubs and restaurants.

The Council has announced modest [grant](#) fund for Businesses significantly affected by Covid 19. There is a tight deadline for applications which must be before 26 June. The target businesses are those that :

- are suppliers reliant on the retail hospitality and leisure industry who were not included within the original scheme
- have a Rateable Value greater than £15k but are outside of the retail, leisure and hospitality sectors
- have a Rateable Value marginally greater than £51k but could be considered as a small business
- are a Small Business who are not eligible for Small Business Rate Relief as they occupy a second property with a combined value below £15k
- are a business unique to the tourism sector within the Stratford District.

There are three recovery groups being set up by the District Council to address the challenges of the post-covid world: ‘Economic Recovery’, ‘Community’ and ‘Council Recovery’ Groups. The first meeting of the ‘Council Recovery’ Group has been held and work will concentrate upon the financial consequences to the Council from Covid, a revised budget and longer term issues for the Council such as remote meetings and maximising homeworking. The other groups are being convened at the time of writing.

Following the first full Council meeting (held remotely with reduced numbers) which agreed a protocol for remote meetings and the first (remote) scrutiny committee, a calendar of meetings has been re-established. For the foreseeable future all of these meetings will be held by video conferencing, as gatherings of more than 2 people indoors are still prohibited. The first Planning meeting is now scheduled for 17 June. As these meetings routinely involve a significant degree of public participation, initially there will be a restricted number of cases coming before the planning committees, although in fact there is something of a backlog to be processed in coming weeks.

I am told the latest figures of laboratory confirmed cases in Stratford District show we have 369, which indicates that the Covid infection rate has stabilised in our area. New cases are being reported in low single figures each week. There is no cause complacency though with the UK being the worst affected country in Europe.

One of the meetings that was held was to progress the Supplementary Planning Guidance (SPD) for the Climate Emergency. Among other things, this document aims to enable better influence in planning for low carbon energy and environmental measures. Some of these controls were lost as a result of central government action in 2015, for example, preventing Stratford applying a 10% renewables rule in new developments. This was a policy I was instrumental in bringing into being many years ago and there now is hope that something like it can be reintroduced.

Nigel Rock
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