

## The Minutes of Fenny Compton Parish Council Meeting – 21<sup>st</sup> September 2015

### **The Minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 21<sup>st</sup> September 2015 commencing at 7.45pm.**

**Present:** Miss Deborah Lea in the Chair, Mike Davies, Jon Dutton, Michael Guest, Ian Hartwell, Councillor Christopher Williams & Parish Clerk Catherine Lambert.

1. **Apologies:** None.
2. **Minutes of the last meeting:** Michael Guest, seconded by Ian Hartwell, proposed acceptance of the Minutes to the Parish Council Meeting held on the 20<sup>th</sup> July 2015.
3. **Declaration of Interests:** Mike Davies declared a personal interest in item 10(e) as he is a member of the Village Hall Committee. Jon Dutton declared a personal interest in item 12 as he is Samantha Parkes neighbour.
4. **Open Forum:** None.
5. **Matters Arising:**
  - a) **Transparency Code for Parish Councils:** The Clerk had updated the publication scheme to reflect the newly published information on the website. The Parish Council approved this updated version.
  - b) **Farmers Market:** Mike Davies reported that he had contacted WALC who advised him to contact Alcester Town Council. In the meantime the situation with Fenny Compton Farmers Market has changed since Sarah Heron has wound up the Market. However one of the stall holders has expressed an interest in taking it over. MD
  - c) **Allotment Provision:** Jon Dutton reported that he has sent a request for information to the legal resource department at the Allotments Association. He is due to hear back shortly. JD
  - d) **Land Registry:** The Clerk has received the documentation held by Wright Hassall Solicitors. These include the Land Registry Certificates for the Parish Council owned land at Field Gate Lane, Cotters Croft and the Cemetery. Mike Davies is still to talk to solicitors regarding the war memorial. Deborah Lea, Mike Davies and Michael Guest agreed to meet to discuss where all the documents will be held. MD/DL & MG
  - e) **Highways:** The Clerk had asked for an update regarding the drain at the school. Patch replied that the pipe had roots in it which have been removed, there is some work that may need doing to the headwall, and he will be having a look in the future. The operative's suggestion to connect the two manholes together is one that he does not agree with at this time, because all it will do is place extra capacity pressure on the remaining chamber. The signs by Manor Court are to be replaced shortly. The Clerk had asked Mick Jones to cut back the hedge by the Station Road 30mph speed signs. The work to the path on Church Street has been completed. The Clerk had received concerns regarding an overgrown hedge from Brian Peers, however the exact location is unclear. CL
  - f) **Street lighting:** The Clerk had asked Annette Mackie for an update on the light opposite the Doctor's surgery. She confirmed that their contractor has attended three times this year. On the first visit it was found that the ivy growing up the wooden pole had covered the sensor; this was cut back and the problem was resolved. The last two visits by the contractor found that the lantern was not day burning on arrival as reported but whilst on-site they had inspected all wiring, the lamp and sensor; and found no fault with the lantern. Michael Guest reported that now that an up to date unmetered certificate had been obtained, he will request new quotes for the electricity supply. MG
  - g) **Police Report:** Nothing to report.
  - h) **Standing Orders:** Mike Davies is still in the process of updating the Standing Orders. MD
  - i) **Email addresses:** Mike Davies reported that the requested alterations to the Parish Council emails have been done.
  - j) **Documents that must legally appear on Councils' Websites.** The Clerk has included the new Financial Regulations on the website.
  - k) **Empty homes:** The Clerk had asked Sheree Johansen for an update. She responded confirming that she is continuing to monitor both properties. Following a few promises

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from both owners, she was disappointed to see that no improvements had been made. Sheree has written to them again asking for an update and timescales for making some improvements. The owner of Wharf Cottage had informed her that he had been in ill health but was better now and his intentions were for family members to live in the property when it has been renovated.

- l) **Freedom of Information – “Datasets”**: The Clerk has updated the publication list which was approved by the Parish Council.
- m) **WALC**: Legal Topic Notes Updates on Legal Proceedings, Staff Pensions and Section 137. Mike Davies is to look at this documentation. MD
- n) **Neighbourhood Plans**: The Clerk has organised for Matthew Neale to attend the Parish Council meeting in November.
- o) **The Dasset C of E Primary School**: Mike Davies confirmed that he had written to Ali Hine to confirm the Parish Council's decision regarding the notice for the play equipment.
- p) **Fly Tipping**: The issue of fly tipping at Berry Meadow Garages has been resolved. Michael Guest reported that a resident had expressed concern regarding fly tipping on Wharf Road. The Parish Council confirmed that if they can obtain an exact location they will report it to the appropriate authority.
- q) **Defibrillator**: Mike Davies had looked at the British Heart Foundation website for more information. There are grants available for new defibrillators. The Parish Council will need to contact the West Midlands Ambulance Service for more information. Mike Davies agreed to do this on the Parish Council's behalf. MD

### 6. Correspondence:

- a) **Warwickshire County Council**: Details of the Stratford District Digital Inclusion project where voluntary and community organisations across Stratford-on-Avon District are invited to apply for a grant, providing up to £4,000 to help communities get online.
- b) **WALC**: Information relating to Neighbourhood Plans and voting on Committees. It confirms (from the Government's perspective) that non-councillors on local council Neighbourhood Plan Committees cannot vote as the law currently stands. Only elected Councillors can vote on Committees. However Advisory Committees can be established and all members of such bodies, Councillors or not, can vote.
- c) **WALC**: Warwickshire County Council Lengthsman Scheme.
- d) **Stratford on Avon District Council**: Core Strategy Representations 13 August - 25 September 2015. Update to inform the Council about progress on the District Council's Core Strategy, and to notify the Council about a further representations period on proposed Core Strategy modifications.
- e) **Stratford on Avon District Council**: Information on the WCC Tourism Event Grant Scheme & WCC Councillor Funding.
- f) **Sarah Richardson**: Fenny Compton War Memorial – Request to investigate the inclusion of a name on the War Memorial. The Parish Council would need definite evidence that the individual was a resident of Fenny Compton and that he has an entitlement to be on the war memorial. Other details regarding his regiment etc. would be of benefit. It was agreed to accept Sarah's offer to carry out this investigative work. CL
- g) **WALC**: Newsletter. Circulated to all Parish Councillors.
- h) **Stratford on Avon District Council**: Details of the New Shop Front Grant Scheme from SDC.
- i) **WALC**: County Training Partnership Upcoming Events.
- j) **Robert Purse**: Issues relating to traffic concerns in the village. This will be discussed under item 8 on the Agenda.
- k) **Warwickshire County Council**: Nappuccino Events in Stratford-on-Avon District area. Nappuccino's are informal events to provide parents and carers information about washable nappies.
- l) **Warwickshire County Council**: Age UK - Web Wise Courses.
- m) **Mollington Parish Council**: Oxfordshire County Council are considering the removal of the subsidy on the Oxfordshire part of bus route 277, which connects the villages of Fenny Compton, Farnborough, Claydon, Mollington, Cropredy and The Bourtons. A request for a co-ordinated response to the consultation. The Chair and Vice Chair had agreed to this request on the Parish Council's behalf.

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- n) **Warwickshire County Council:** Quick survey about the Warwickshire Police and Crime Commissioner.
- o) **Warwickshire County Council:** Warwickshire Flood Summit - 23/10/2015. This was passed to Michael Guest.
- p) **Warwickshire County Council:** Transport and Highways Update - Issue 14 Autumn 2015.
- q) **Matt Whitehead:** Asking for details regarding signage erected advertising a Gypsy Carnival. The Clerk passed this correspondence to Councillor Williams.
- r) **Samantha Parkes:** Application for the vacancy for Parish Councillor. This will be discussed under item 12 of the Agenda.
- s) **Derek Carless:** Application for the vacancy for Parish Councillor. This will be discussed under item 12 of the Agenda.
- t) **Penny Amis:** Latest on SDC Core Strategy & FORSE.
- u) **Warwickshire County Council:** Tuesday 22nd September - Public Scrutiny Meeting.
- v) **Warwickshire County Council:** Warwickshire County Council Local Flood Risk Management Strategy Second Phase of Consultation. Passed to Michael Guest who felt that there was no need to respond to this document.
- w) **Healthwatch Warwickshire:** Newsletter.
- x) **Warwickshire County Council:** Temporary Road Closure – Memorial Road, Fenny Compton. The closure is required for carriageway resurfacing. The work is expected to be carried out in just one day the 11th October 2015.
- y) **Local Council Review** – Newsletter.
- z) **WALC:** Annual General Meeting – 4th November 2015.
- aa) **Fenny Compton Village Hall:** Request for a grant from the Parish Council. This will be discussed under item 10 of the Agenda.
- bb) **Stratford on Avon District Council:** Gypsy and Traveller Local Plan Implementation Options Consultation.
- cc) **Stratford on Avon District Council:** Survey of Parish/Town Councils - Contacting the SDC Planning Service. Circulate to Parish Councillors.

CL

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### Planning:

- a) **Notice of Decision. Consent with Conditions 15/01997/TREE:** T1: Purple Plum: reduce crown over the road back by 1-1.5m back to suitable growth points, reduce height and garden side of crown by approx. 1m, back to suitable growth points, to rebalance whilst maintaining natural crown shape and 10-15% crown thin. T2: Leylandii: fell. Kits Close, Avon Dasset Road, Fenny Compton.
- b) **Notice of Decision. Consent Granted with Conditions 15/02072/FUL & 15/02073/LBC:** Proposed detached building to provide 6 no. guest bedrooms. The Merrie Lion, Brook Street, Fenny Compton.
- c) **Notice of Decision. Consent Granted with Conditions 15/02153/LBC:** Repointing works to front elevation. Gredenton, Dog Lane, Fenny Compton.
- d) **Notice of Decision. Permission with Conditions 15/02513/FUL:** Demolition of existing garden retaining wall and replacement with wall incorporating piers to support a timber trellis (Retrospective). Chestnut Cottage, Rectory Farm Court, Avon Dasset Road, Fenny Compton.
- e) **Planning Application 15/02513/FUL:** Demolition of existing garden retaining wall and replacement with wall of same height as original but incorporating piers to support a timber trellis (Retrospective). Chestnut Cottage, Rectory Farm Court, Avon Dasset, Fenny Compton. Mr Richard Shore. No Representation.
- f) **Planning Application 15/02969/FUL:** Erection of small cottage (Amendment to 14/01686/FUL). Land South of, The Cottage, Mill Lane, Fenny Compton. Mr J and Mrs H Twaddle. No Representation.
- g) **Planning Application 15/01025/FUL:** Conversion and extension of barns into a single dwelling and annex. Some poorly built lean-to structures behind the barns east elevation will be demolished. (Updated Ownership Certificates). Land Rear Of School Hill Farm House, Church Street, Fenny Compton. Mrs Margaret Grant. It was agreed to respond to this application with the same response made at the last submission.
- h) **Planning Application 15/03001/TPO:** T1: Yew: reduce crown by one-third. Fenny

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Compton Lodge, The Slade, Fenny Compton. Mr John Polk. No Representation.

- i) **Planning Application 15/03028/REM:** Application for approval of reserved matters relating to layout, scale, appearance, access and landscaping for the erection of a new dwelling house with detached garage pursuant to outline planning permission 14/01411/OUT. Land To The North Side of Station Fields, Fenny Compton. Mr D Fletcher. No Representation.
- j) **Marrons Planning:** A letter from Marrons Planning on behalf of Bloor Homes Limited informing the Parish Council that they have submitted to the District Council a revised planning application for planning permission for residential development on Land Off Station Road, Fenny Compton. The application has been amended in response to the matters raised in respect of the previous application withdrawn earlier in the year.
- k) **Planning Notification Amended/Additional Details:** Siting of a proposed dwelling for local occupancy on scrubland to the west of Applegarth, Church Street, Fenny Compton. Mr A Curtis: The following information has been received. Dwelling to be for local occupancy purposes and secured by Legal Agreement.  
The Parish Council had received letters of support from Brian Peers, Lorna and Brian Aldrich and Mr & Mrs Yelloly.  
Mr Curtis had forwarded nine more letters of support from local residents and neighbours. The Parish Council agreed to support this application on the principle that the development is secured with a signed section 106 agreement.

### 8. **Traffic Management:**

The Parish Council had received a request from Robert Purse to consider a number of suggestions regarding traffic management in the Fenny Compton.

CL

The Parish Council considered each point and found that many of the suggestions had already been considered by the Highways Department and were considered not to be viable and one of the proposals had already been undertaken by the Traffic Group. The Parish Council did agree to request an inspection of the footpath in Brook Street and High Street to see if any remedial work is required.

Councillor Williams reported at the last meeting that he had received a request from residents for a traffic calming island on Northend Road near Manor Court and another on Station Road. The cost of each island would be approximately £12,000 and the Parish Council would need to match fund any grants towards this cost. The Parish Council did not agree to this request.

### 9. **County and District Councillor's Report:**

Councillor Williams gave the following report.

The Draft Core Strategy had been completed, consulted and submitted to the government inspector, who agreed to 70% of the proposals. The inspector felt that the estimate for potential housing was too low. The District Council have revised their proposals to include housing on Long Marston Airfield and more housing in Stratford and Southam, thus making the increased total number of potential housing in line with the guidance from the inspector. The Draft Core Strategy was agreed by the Council on the 20<sup>th</sup> June and is now out to consultation. The District Council still need to carry out consultation on gypsy and traveller sites. Once all this has been completed the Core Strategy will be submitted to the inspector in October who will consider the outcome in January/February 2016. Fenny Compton has met their housing allocation as a level 2 local centre village, and has not been asked to take any more housing than was originally set out.

The County Council have been involved in discussions about the make-up of local government based on the Government's devolution agenda. Warwickshire has 3 options. Firstly, to join in with a Greater Birmingham Authority with Coventry and Solihull. Secondly, to form a separate authority with Coventry and possibly Solihull. Thirdly, to create a joined up agreement with surrounding shire authorities i.e. Worcestershire, Staffordshire, Oxfordshire, Buckinghamshire or Leicestershire. All things considered the County Council voted not to proceed with Option 1, combining with Birmingham, Coventry and Solihull. The preferred option would be for a new initiative to combine with Coventry but as this seems unlikely the County are pursuing the option of combining with other shire counties which would mean that they can still maintain their independence and not be dependent upon Birmingham and other West Midland metropolitan

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authorities.

Combined Authority and Regionalisation (Stratford District Council decision) – The central government endorsement of regionalisation based on the Manchester model has not met with total support in Warwickshire. The proposal under consideration is that a combined authority based on Birmingham would have its own Mayor and be responsible for a range of issues such as Planning Policy, Finance, Care of the Aged, Education etc. Currently, Coventry and Solihull together with all the metropolitan authorities north of Birmingham have agreed to form a single metropolitan area. Stratford District, unlike Warwickshire County Council who have rejected the idea, agreed to take up a position as a Shadow Board Member on the Combined Authority. The District Council considers this to be an interim decision whilst it considers alternative proposals with other local authorities that reflect the District's rural and small town heritage as opposed to the predominately urban make-up of the West Midlands Combined Authority. The current time line indicates that the District Council will have to make up its mind by February 2016.

### 10. Finance:

- a) **Clerk's Appraisal and Salary Review:** The Clerk's Appraisal was carried out on the 20<sup>th</sup> August 2015. Deborah Lea and Mike Davies recommended that the Clerk's salary scale be increased from SCP21 to SCP22. Jon Dutton, seconded by Michael Guest, proposed that the Parish Council accept these recommendations which was agreed by all.
- b) **Insurance Renewal:** The Clerk has updated the insurance cover as agreed at the last meeting.
- c) **Fixed Rate High Interest Accounts:** The Clerk has reinvested the two fixed rate high interest accounts.
- d) **External Audit:** Grant Thornton UK LLP have concluded the Parish Council's external audit with no matters arising. The Clerk has advertised the closure of the audit. Michael Guest agreed to scan the external auditors report and the Clerk will put this on the website.
- e) **Village Hall Funding Request:** The Village Hall Committee have requested a grant of £2200.00. Jon Dutton, seconded by Michael Guest, proposed that the Parish Council should grant this request, which was agreed by all.

MG/CL

#### Bank Balances 21<sup>st</sup> September 2015

Commutated sum on deposit	£4,252.98
Deposit Account	£21,289.21
Higher interest fixed term deposit	£15,000.00
Current Account	£958.77
Partial Withdrawal High Interest Deposit	£11,155.55

#### Transfers

20/08/15: Business Call to Current Account	£850.00
21/09/15: Business Call to Current Account	£650.00
22/09/15: Business Call to Current Account	£1,000.00

#### Interest Income included in Bank Balances

	July	August
Business Call Account	£0.65	£1.37
Commutated Sum	£0.17	£0.19
Partial Withdrawal High Interest Fixed Term Deposit	£80.92	

#### Cheques paid since the last meeting

1855: MFM Services: Mowing playing field, play area and pavilion.	£284.00
1856: E-ON: Streetlighting 1/4 – 30/6.	£455.08
1857: The Utility Warehouse: Pavilion Electric.	£29.36
1858: AON UK Limited: Increased insurance cover premium.	£77.59

#### Cheques requiring payment

1859: MFM Services: Mowing the playing field and play area.	£220.00
1860: Grant Thornton UK LLP: External Audit Fee.	£120.00
1861: M Jones: Grasscutting and Landscape Maintenance.	£480.00

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1862: The Utility Warehouse: Pavilion Electric.	£28.47
1863: BT Payments Services Ltd: Telephone and Broadband.	£125.56
S/O: Catherine Lambert: 2 months' salary.	£642.56

### Payments Received

Stratford on Avon District Council: 6 months' precept.	£9475.00
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Mike Davies, seconded by Ian Hartwell, proposed acceptance of the financial statement, which was agreed.

### 11. **Updates:**

- a) **Flood Prevention:** Michael Guest reported that he had met with the flooding consultants during their visit to the village. Councillor Williams had received a copy of their report and agreed to send Michael a copy, who will then report back to the Parish Council on their findings at the next meeting. MG
- b) **Playing Field:** Mike Davies reported that he still needs to get a lock for the gate and to talk to Dave Miller regarding the fence panels. Ian Hartwell reported that the pavilion toilets are continually flushing. The water is still not being turned off. Jon Dutton agreed to turn this off on Wednesday. The water heater in the ladies toilets has been taken off the wall. The Clerk has been asked for an electricity meter reading, which Mike Davies agreed to supply. MD/JD
- c) **Play Equipment:** The Clerk has organised for the RoSPa Play inspection to take place in September. Ian Hartwell responded that this had already taken place.
- d) **Superfast Broadband:** Nothing further to report.

12. **Casual Vacancy:** The Clerk has received two applications for the two vacancies for Parish Councillor from Samantha Parkes and Derek Carless. Mike Davies, seconded by Deborah Lea proposed the co-option of both applicants to the casual vacancies, which was agreed by all. CL

### 13. **Any Other Business:**

- a) Ian Hartwell reported that the trees by the small school gate on Memorial Road need cutting back. It was agreed to ask Andrew Saunders to look at them and ask for his recommendations for any works needed. CL
- b) Mike Davies and Ian Hartwell gave their apologies for the next meeting.

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