

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 10th December 2018 commencing at 7:45pm.

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

1. **Acceptance of Apologies:** Cllr Chris Williams.
2. **Minutes of The Previous Meeting:** Michael Guest, seconded by Neil Andrew, proposed acceptance of the Minutes of the Parish Council Meeting held on the 19th November 2018.
3. **Declaration of Interests:** Sam Parkes and Jon Dutton declared an interest in item 13 e).
4. **Dispensations:** None.
5. **Open Forum:** No members of the public present.
6. **Matters Arising:**
 - a) **Defibrillator:** No current updates.
 - b) **Traffic and Speeding:** Neil Andrew has now received the forms for residents who are interested in doing the training for Community Speed Watch, and the Clerk has been asked to print off copies for people to complete.
Action: Clerk to print off forms for Neil Andrew.
 - c) **Emergency Plan:** The draft copy of the Emergency Plan has been circulated amongst the PC for feedback.
 - d) **Defibrillator at Doctors Surgery:** Both the doctors surgery, and Sam Parkes are looking into available grants to pay for the case that will enable the defibrillator at the doctors surgery to be made accessible for the village to use.
 - e) **Indolighting:** A formal quote and confirmation of warranty has been requested from Indolighting and eon (installation) in order for the PC to proceed with putting together a plan for replacing the existing street lighting. The current apparatus needs replacing as they are considered “beyond repair”. Replacing them with LED lighting, would also bring down the running costs in the long term.
Action: The Clerk to request a formal quotation and confirmation of warranty from the service providers.
 - f) **Resident:** Highways have notified the resident that their hedge (alongside the road as you leave the village) needs cutting back but to our knowledge has not been done as yet.
Action: Clerk to follow up on this with Highways.
 - g) **Resident:** Kissing gate in bad state of repair. The Kissing Gate has been removed.
 - h) **Resident: Bench of Avon Dasset Road needs repairing:** The Clerk has asked a service provider to repair the bench. It was agreed that a cap of £100 should be put on this repair.
 - i) **Resident:** Village Hall Light. The Chair is going to meet with a member of the VH committee about this issue.
 - j) **Fenny Compton Village Violin School:** A cheque for a £100 grant has been made out to the Violin School and shall be delivered.

k) **Zurich:** The Clerk had passed on further correspondence on the matter of tree maintenance to the PC. It was suggested that the trees need checking every 3 to 5 years, depending on the risk category the tree fell under. Our current service provider cannot perform these checks.

Action: Michael Guest to forward contact details of his tree feller to the Clerk.

Action: Clerk to check which trees we are responsible for.

It was noted that some of the trees outside the school needed seeing to.

Action: Sam Parkes said she would check on these.

7. **Correspondence:**

a) **Resident:** Loose man hole on Avon Dassett Road. Highways have been out to check this issue and cannot locate the man hole in question.

Action: Clerk to request more details from the resident.

b) **Ian Hartwell:** Slat in wooden fence near under 8's play area is broken.

Action: Clerk to request service provider to take a look at this.

8. **Planning:**

a) **Appeal Against Enforcement Notice: Planning Inspectorate Reference No: APP/J3720/C/18/3207050:** Without planning permission the erection of a close boarded timber fence measuring approximately 2.5m in height adjacent to the highway used by vehicular traffic. Hornbeam House, 1 Brook Street. No objections.

b) **Application(s) reference: 18/03328/COUQ:** Convert agricultural building to a dwelling. Waylands Farm, Wharf Road. Object.

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 due to illness.

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.

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

Bank Balances 10th December 2018

Commutated Sum on Deposit	£1,934.25
Deposit Account	£32,146.98
High Interest fixed term deposit	£0.00
Current Account	£3,130.93
Partial Withdrawal High Interest Deposit	£10,000.00

Transfers

Business to Call Account	£2,500.00
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Interest Income Included In Bank Balances

	December
Business Call Account	£0.00
Commutated Sum	£0.00
Partial Withdrawal High Interest Deposit	£90.00

Cheques Paid Since Last Meeting

Royal British Legion Donation	£50.00
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Cheques Requiring Payment

1) 2151 SSE: Street lighting	£208.49
2) 2152 Fenny Compton Village Violin School donation	£100.00
3) 2153 Smart n Tidy: Tidy war memorial	£154.00
4) 2154 SDC: NP Expense	£1,824.00
5) 2155 Derek Carless: Printing of flyers	£64.75
6) 2156 Lisa Andersson: Clerk's Expenses	£73.93
7) 2157 WCC: Staff pension contribution	£93.47
8) 2158 Water Plus Ltd: Pavilion Water	£8.80
9) S/O Staff Salary	£314.67

Payments Received

SDC: Grass verge contribution	£204.08
Burial: Mrs. Virginia Cryer	£205.00

c) Budget Preparation: It was agreed that the amounts budgeted for tree work and street lighting replacements should be increased. This was due to the fact that the PC may have to outlay additional spend on tree maintenance in the future, in order to meet with the recommended safety standards. The PC are also attempting to reduce the ongoing expense of maintaining street lighting. Budget to be finalised in January 2019.

d) SSE Renewal: The Clerk provided the PC with 3 quotations for renewing the street lighting electricity. Based on these quotations, it was decided to move the contract from SSE to eon. This will be a 36 month contract, and will lock in our budget for street lighting electricity for the next 3 years. The acceptance of eon's quotation for 36 months was proposed by Michael Guest, seconded by Derek Carless, and agreed by all.

e) Staff Increase: Subsequent to a good appraisal, the Clerk has been given a small increase. This motion was proposed by Neil Andrew and seconded by Sam Parkes and agreed by all.

Ian Hartwell, seconded by Sam Parkes, proposed acceptance of the financial statement, which was **agreed by all**.

11. **Vacancy:** The Parish Council has received an application from a resident wishing to be co-opted onto the council. This will be noted on the January agenda, and discussed at the January meeting.
12. **Diary Dates for 2019:** The Clerk presented the PC with the proposed diary dates for 2019, taking into account the election timetable. It was noted that the proposed date for April fell on the Easter Bank Holiday, and would need amending.
Action: Clerk to amend the Proposed Diary Dates for 2019 and forward via email onto the councillors for approval.
13. **Updates:**
 - a) **Flood Prevention:** No further updates.
 - b) **Playing Field/Play Equipment:** No further update on the proposal from the café owner.

Cllrs' Dutton and Hartwell will set up a date in the near future to meet at the playing fields to go over the RoSPA report in more detail.

The Chair will contact the previous cricket club members to discuss the removal of the old disused cricket equipment.

Someone has cleared the trees behind the pavilion. No one was aware of who had undertaken this work.

One of the dog bins in the park is damaged. The lid needs replacing.

Action: The Clerk to action the replacement of the lid.

c) **Neighbourhood Development Plan:** The NP steering group met with the consultant, and have received a template and some suggestions on how to proceed with writing the NP. The first draft of the NP are due to be submitted by the end of January. The business survey had a very poor response, and may not be included in the final document. The young person survey is still outstanding.

d) **Allotments:** The concerns about access have been resolved as far as the Allotments Group is concerned.

e) **Highways:** Severn Trent have found a small leak in the vicinity of the pot hole near the Co-Op, and have fixed it. Time will tell if this will solve this ongoing problem. It was reported that the road closure signs on Mill Lane have not as yet been removed.

Highways have requested that the resident cut back their hedges along the road leading out of Fenny Compton (in the direction of Compton Buildings).

Action: Clerk to remind Highways that they need to remove the signs on Mill Lane.

f) **Street Lighting:** The number 1 Manor Court lamp needs replacing. The PC decided to replace this lantern with the 27W LED mini lantern, as this was both brighter and cheaper. The replacement of this was proposed by Derek Carless, and seconded by Neil Andrew.

The Wharf Road light is still not functioning.

Action: The Clerk to follow up on this with the service provider.

g) **GDPR:** Sam Parkes is currently looking for a suitable GDPR policy. This will be forwarded on to the PC once she has a draft copy ready. The Clerk has received the shredder, and shredding of sensitive, unnecessary documentation has begun. This is a big job and may take some time to complete.

14. **Fenny Compton Parish Risk Assessment:** Safety check lists for the playground were received and shall be filed for records purposes.

15. **Items to Publicise:**

a) Forms to register for Speedwatch are available.

b) A reminder that the motorway between Northend and the B4100 will be closed from the 17th to the 21st December 2018.

16. **Items for Future Discussion:**

a) Budget

17. **Date of Next Meeting:** 21st January 2019.

The meeting closed at 9:12pm.

Appendix 1 -

District Councillor Bob Stevens' report:

Fenny Compton Parish Council WCC report December 2018

General

The local government settlement promised for last week has been postponed. Ongoing uncertainties over Brexit were used as an excuse. Preparations for this year's budget are being made using last year's assumptions. It is expected that a 2% rise in Council Tax will be proposed (plus the 2% allowed for Adult care). Other pressures are around children's services and the fire service - the result of the fire service inspection will be considered at this week's Overview and scrutiny meeting. Other departments of the County Council are managing within their reduced budget.

Senior staff reorganisation continues to prove disruptive across the organisation as I mentioned in last month's report there are 6 senior officers leaving the council before Easter next year and replacements have been advertised. The chief finance officer has added his name to the list adding further uncertainties to the Budget.

There is a Full council meeting on Thursday. Items on the agenda include a request from the Police and crime commissioner to join the fire and rescue authority under the 2017 crime act so that collaboration between Emergency services can be considered. The remainder of the agenda appears to be related to Highway improvements across the county that are funded by Developer contribution. Locally CIL's and S106 obligations are controlled by the SDC at the planning stage and the parish council should get involved as early as possible in the planning cycle for any major development.

HS2

HS2 continues to be disruptive across this part of the District. HS2 are still unclear of dates, but works associated with the tunnel Boring machine (TBM) to be located near Ufton are being explained in local drop in sessions. The effect of the Wormleighton part of the project is still unclear.

Community forum

December's Community forum at Southam Primary School will discuss Policing, HS2 and the review of the bus services. The date is December 19th 18:30 for 19:00.

Bob Stevens