

The minutes of the Parish Council Meeting held at the Village Hall, Fenny Compton on 20th May 2019 commencing at 7:45pm.

Present: Jon Dutton in the Chair, Michael Guest, Derek Carless, Sam Parkes, Roly Whear, Alan Payne, Cllr Bob Stevens, Cllr Nigel Rock and Parish Clerk Lisa Andersson.

1. **Acceptance of Apologies:** Cllr Nigel Rock sent apologies as he was going to be late arriving.
2. **Minutes of The Previous Meeting:** Alan Payne, seconded by Derek Carless, proposed acceptance of the Minutes of the Parish Council Meeting held on the 15th April 2019, and Sam Parkes, seconded by Roly Whear proposed acceptance of the Minutes of the Annual Meeting of the Parish on 15th April 2019.
3. **Declaration of Interests:** Alan Payne declared an interest in anything related to HS2. Michael Guest declared an interest in The Grange Planning application, as the house is in close proximity to his own house.
4. **Dispensations:** None.
5. **Open Forum:** Greg Southgate presented on behalf of Fenny In Flower, as he had not been given the opportunity to present at the Annual Meeting of the Parish the previous month. It was reported that the planning for Fenny In Flower was going well, almost one mile of bunting had been made, and more was still to be made before the event on the weekend of the 21st to 23rd June 2019. There is a question and answer session planned for Friday 21st June. The planters for the various entrances to the village are now in situ, and have been planted up, and the plants are doing well. The PC thanked Mr. Southgate for this update.
6. **Matters Arising:**
 - a) **Traffic and Speeding:** No current update. This responsibility will be reassigned to a new councillor in due course.
 - b) **Defibrillator at Doctors Surgery:** The application for Lottery Funding has been completed and we now await a response.
 - c) **Resident: Bench on The Slade needs repairing:** It has been reported that the bench on The Slade is in serious disrepair and is not considered worth repairing. It was decided that as the bench should then perhaps be considered unsafe, and would need removing.
Action: Clerk to ask if service provider could remove and get rid of the old bench.
 It was suggested that it is advertised on social media that the bench is to be removed, and see if any resident would like to donate a new bench. A discussion then ensued regarding the placement of a new bench if one is donated, as some felt that The Slade is not necessarily the right place to put another bench.
 - d) **Zurich (tree issues):** The report has been received from the tree specialist, and is to be forwarded onto a contractor for feedback and advice on costing out any work that requires doing. There were 11 high risk issues noted. These will be dealt with first.
Action: Clerk to forward report to our service provider to quote on the tree work that requires doing.
 - e) **Slade Green:** The green has as yet, not been reinstated to how it was prior to Western Power digging up the green to lay cabling.
Action: Clerk to contact Western Power to insist they send someone to complete the work.
 - f) **FCPCC:** A reply had been received from the FCPCC stating that historically the PC had given a grant to contribute towards the upkeep of the churchyard. The PC took

advice from WALC, which states that the PC can only legally provide a grant towards this if the churchyard had been adopted by the PC. As it has not, then the PC are legally not able to contribute towards the upkeep.

Action: Clerk to send a response via email.

g) Noisy Manhole Cover: There have been no new complaints.

7. Correspondence:

a) **PCC Road Safety Fund:** Open for applications. Various road safety options were put forward. The time scale given to complete the application, if full costing are required, is too short to be achievable.

Action: Clerk to find out if the application needs to be completely costed out before one can apply for the grant.

b) **HS2:** Automatic Updates. Useful for the Clerk to sign up for the updates.

Action: Clerk to sign up for updates.

c) **Neil Andrew:** Update on training dates for Speed Watch. There has not been any feedback from the co-ordinator. Cllr Stevens noted that our contact has moved to a different position, and a replacement is yet to be found for the position.

d) **David Dalby:** Complaint. Possible breach of purdah rules as a candidate was introduced to the PC at a meeting by a district councillor. The Clerk had provided an adequate response to the monitoring officer.

8. Planning:

a) **Application(s) reference: 19/01299/FUL:** Alterations to rear elevation to change doors and windows. Meadow Barn, Avon Dassett Road. No representation.

b) **Application(s) reference: 18/03676/OUT, Planning Inspectorate Ref Number: APP/J3720/W/19/3225779:** Outline application with all matters reserved for a new dwelling and access. Appeal. Wayland Farm Cottage, Station Fields. No action required.

c) **Application(s) reference: 19/01174/FUL:** New extensions to the existing residential property to create an additional bedroom and bathroom on the first floor; a new dining room; and a new entrance area on the ground floor. 13 Northend Road. No representation.

d) **Application(s) reference: 19/01151/VARY:** Variation of condition 2 of planning permission 17/02617/FUL dated 17 November 2017 to allow the addition of two roof lights to south elevation of Barn and the reinstatement 3 no. infilled arrow slits to barn walls. The Post House, Bridge Street. No representation.

e) **Application(s) reference: 19/00992/TREE:** T1 – Pear – Fell; T2 – Ash - Fell. Burton Cottage, High Street. Already responded no representation.

f) **Application(s) reference: 19/00883/FUL:** Application for full planning permission comprising the conversion of existing agricultural buildings to provide two residential dwellings. The Grange, The Slade. No objection with note requesting sufficient surface water drainage and sewage.

9. County and District Councillors Report:

See Appendix 1 for Cllr Bob Stevens' report and Appendix 2 for Cllr Nigel Rocks' report. 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 20 May 2019

Commuted Sum on Deposit	£1,934.76
Deposit Account	£31,879.60
High Interest fixed term deposit	£0.00
Current Account	£5,814.59
Partial Withdrawal High Interest Deposit	£10,000.00

Transfers

Business to Call Account	£4,000.00
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Interest Income Included In Bank Balances

	May
Business Call Account	£0.08
Commuted Sum	£1.26

Cheques Paid Since Last Meeting

2201 Utility Warehouse	£13.75
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Cheques Requiring Payment

1) 2202 Lisa Andersson: Clerks' Expenses	£60.49
2) 2203 Sacha Barnes Ltd: Tree Survey	£1980.00
3) 2204 Zurich Municipal: Insurance Renewal	£1193.60
4) 2205 E.On: Street Light Electricity	£215.14
5) 2206 WALC: Training	£30.00
6) 2207 MW Jones: Grass cutting and Landscaping	£550.00
7) 2208 Frank Mann Farmers: Grass cutting	£278.00
8) 2209 WCC Pension Fund: Pension Contributions	£97.85
9) S/O Staff Salary	£313.47

Payments Received

SDC: 6 Months Precept	£12,020.00
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Derek Carless, seconded by Ian Hartwel, proposed acceptance of the financial statement, which was **agreed by all**.

c) Internal Audit: The Clerk noted that the internal audit had been completed and the report from the internal auditor was now awaited.

d) Approval of Fenny Compton Parish Council Annual Accounts 2018/19: Following the completion of the Internal Audit the Parish Council approved the Financial Accounts 2018/19. This was proposed by Sam Parkes and seconded by Ian Hartwell, and agreed by all.

e) External Audit – Approval of Annual Return: The Clerk presented and discussed the figures entered into the Statement of Accounts.

f) Approval of Annual Governance Statement 2018/19: Resolution: Proposed by Michael Guest and seconded by Roly Whear, and agreed by all the Parish Council, the Chair approved and signed the Annual Governance Statement.

g) Approval of Annual Account Statements 2018/19: Resolution: Proposed by Sam Parkes and seconded by Derek Carless, and agreed by all the Parish Council, the

Chair approved and signed the Statement of Accounts. The Clerk will now forward the relevant documents onto PKF Littlejohn – the external auditors, put the annual return documents onto the website and complete the notice for the Notice of Public Rights and advertise this on the website, as well as on the noticeboards.

h) Insurance Renewal: The cheque for renewal of the PC's insurance cover for the year is payable this month. The PC are now entering year 2 of a three year contract with Zurich Municipal.

i) Burial Ground Fees: The Parish Council reviewed the existing Burial Ground Fees, and decided not to increase the fees for the time being. This was proposed by Ian Hartwell and seconded by Alan Payne, and agreed by all.

j) Commuted Sum Reimbursement: After reconciling the two commuted sums for the audit, the Clerk noted that there was still an outstanding amount of £148.31 to be transferred from the Fieldgate Lane commuted sum for the year 2017/18, and an amount of £698.76 from the Cotters Croft commuted sum for the year 2018/19 to be adjusted. For the past year, the amount that needs to be transferred from the Fieldgate Lane commute sum is £876.38, and for Cotters Croft commuted sum for 2018/19 the amount required to be transferred is £614.17. This will be done once this investment matures again in November. The acceptance of these amounts for transfer was proposed by Michael Guest, seconded by Roly Whear, and agreed by all.

11. **Councillor Responsibilities:** A new list of responsibilities will soon be available on the website.

12. **Updates:**

a) **Flood Prevention:** Michael Guest has handed this role over to Alan Payne. The pole in the drain on High Street near the school has been reported, and Highways have received feedback from the Senior Drainage Engineer and hopefully this problem will be rectified shortly.

Alan Payne has made contract with Kevin Blount, and is chasing up an update on the Flood Relief Plans for the village.

b) **Playing Field/Play Equipment:** The dog bin lid has still not been repaired by Street Scene.

Action: Clerk to contact Street Scene and complain that this issue has still not been rectified.

One of the top brackets on a swing has broken. Cllr Hartwell has removed the broken item as well as the swing next to it (to be on the safe side), and we shall find out if it is repairable. It might be time to start looking at replacing some of the equipment.

Funding would be required to do this.

The proposal for the possible café at the sports pavilion states that they would renovate the pavilion once the PC has had the asbestos removed. They would be prepared to pay £500 per month rental – this would need to be discussed further. It is unclear if the changing rooms would be part of the renovation. If the PC looked for a grant to renovate the building ourselves, it is estimated that it would cost in the region of £100k. It was suggested that perhaps we await the outcome of the Neighbourhood Plan to help to guide the PC as to what the village would like to have happening at the sports fields. Parking and access to the field/pavilion would need to be considered too. The Chair shall try to get some quotes on replacing the roof, so that this can help guide the process.

Action: Clerk to contact Severn Trent to try to clarify the access issue. The Chair to get roofing quotes and liaise with the café proposer.

c) **Neighbourhood Development Plan:** A meeting was planned for the 22nd May, which will hopefully help move things forward as progress is currently quite slow. Cllr Parkes confirmed that the school did not want the peace garden and the school allotment included in the green spaces.

The money that has not been spent on the current grant will need to be given back, and then the NP will need to reapply for the funding for the next financial year.

d) **Allotments:** The Allotment Association has been set up as a company limited by guarantee. This protects the association from liabilities. If it is not set up this way, then it would need to be run by the PC. Given that the association is already set up, it was thought that it was better to leave things as is.

e) **Highways:** The pavements on High Street have been marked up for fixing. One small patch of pavement has already been fixed.

f) **Street Lighting:** The light closest to the Wharf is still not functioning in spite of the Clerk continuing to follow up with the service provider. The light lens on number 1 High Street fell off. As the lens has a crack in it, it cannot be used. As the apparatus is outdated, the lens cannot simply be replaced, so a new apparatus will be required at a cost of approximately £350 plus VAT. The new pole and apparatus on Dog Lane will cost approximately £1700 plus VAT. The concrete columns being replaced on Bridge Street – Clerk to give the service provider the go ahead.

A complaint had been received from the resident opposite where the new street light on Dog Lane is going. The resident was concerned about how bright the light would be. The Clerk enquired with the service provider if there was something that could be done to shield the resident from the light. The feedback was that they could put on a shield once the lighting is in place if it is still deemed necessary. The shield would cost £140. The Chair has been liaising with the resident providing feedback.

Action: Clerk to action the new street light on Dog Lane and the replacement ones on Bridge Street.

g) **GDPR:** No current updates.

h) **Traffic:** Cllr Carless will contact Neil Andrew to do a proper hand over in order to assume the role co-ordinating any traffic issues.

13. **Fenny Compton Parish Council Risk Assessment:** This issue was deferred to next month.

14. **Fenny Compton Parish Council Continuity Plan:** This issue was deferred to next month.

15. **Items to Publicise:**

a) The bench on The Slade.

b) Tree survey completed.

c) Presentation from Fenny In Flower.

16. **Items for Future Discussion:**

a) Risk Assessment and Continuity Plan

17. **Date of Next Meeting:** 17th June 2019.

The meeting closed at 22:18.

Appendix 1 -

County Councillor Bob Stevens' report:

Fenny Compton Parish Council WCC report May 2019

Since my last report in March the County Council's activities continue to be curtailed by the indecision over Brexit and the subsequent delay in passing any other legislation. At the same time there has been a significant change in the management structure as the new Chief Executive implements her own organisation. This reorganisation has affected all officers at senior level and they are all finding their feet in the new responsibilities. The County Council AGM is tomorrow when, hopefully, departments will settle down in their new roles although the turmoil in central government is still likely to remain! I am confident that the County Council's finances are in a sound state to weather any subsequent financial storms.

HS2 is still creating disruption in our area as the early works continue. Final decision on spending is now delayed until Christmas although the main contractors are still carrying out work to enable the Ufton Tunnel to start next year. The members working group met with the regional director (Communications) HS2 last Tuesday together with representatives of the contractors working in Warwickshire. They were full of platitudes and promises to improve their communications but in the end they were told that Actions speak louder than words. I am expecting to be nominated as Chair of a HS2 board which will coordinate all activities related to HS2 which effect the County Council's responsibilities

There are a number of funds available for small grants. The Police and crime commissioner has introduced a fund (closing at the end of the month) for road safety improvements that could help towards reducing crime. I have a highway grant for minor highway improvements and I have my community grant for small village organisations, closing in July. Finally there is an EU grant available. I have sent details to the clerk.

Appendix 2 –

District Councillor Nigel Rock's Report:

142 candidates contested all 36 seats at Stratford-on-Avon District Council elections on Thursday 2 May.

ELECTION RESULT - Napton and Fenny Compton Ward

Emilia Fletcher (Conservative) 394 (37.2%)

Zoe James (Green Party) 127 (12.0%)

Nigel Rock (Liberal Democrats) 539 Elected (50.8%)

Turnout 41.20%

The current political standings of the Council's 36 seats are:

- Conservative - 20 seats

- Liberal Democrats - 11 seats
- Independent - 4 seats
- Green - 1 seat

For those with an interest in these things, the nearby and adjoining seats, now are represented by 3 Conservatives, 2 Independents, and 2 Liberal Democrats (Red Horse, Bishop's Itchington, Southam South; Harbury, Southam North; Long Itchington & Stockton, Napton & Fenny Compton.)

The Council meeting to appoint the various committees etc will occur on 22 May.

I have written to Chris Williams to thank him for his service to the Ward and wish him the best with his health.

I have been in touch with HS2 (Nisha Mejer) so that I can become more familiar and up to date with the issues here. I understand there is an HS2 liaison meeting on 21st May in Southam.

It will take me time to become more familiar in detail with the villages that lie outside my old ward after the boundary changes.

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