

Alderminster Parish Council

Ordinary Meeting of the Parish Council

Wednesday 17th January 2018
Alderminster Village Hall 7.30 pm

Present: Cllr Geoff Smith (Chairman)
Cllr Mark Meadows (Vice Chairman)
Cllr Karen Jones
Cllr John Melville
Cllr Sherry McGinn
Cllr James Dignan
Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: three members of the public

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| 1 | Apologies: Apologies for absence were received from Cllr Izzi Seccombe and Cllr Penny Anne O'Donnell. |
| 2 | Declaration of interests There were no declarations of interest. |
| 3 | Questions from the public: A member of the public commented on the state of the grass verges on the main road opposite Nos 12 and 13. The Council believed this was a result of work being undertaken by the Alscot Estate who would make good any damage caused once the work was completed. The Chairman offered to speak to the estate about this matter. |
| 4 | Minutes of the previous meetings: It was agreed that the minutes of the meeting of the 15 th November 2017 should be amended to conclude the last sentence in Item 14 with the words "at this stage". The minutes of the meeting of the 15 th November 2017 were then agreed as an accurate record and signed by the Chairman. |
| 5 | Matters arising from the minutes of the previous meeting: On behalf of the Village Hall, Cllr Meadows expressed his thanks to the Parish Council for their donation for the new cooker. |
| 6 | Report from the District Councillor or County Councillor: There were no reports to be made. The Chairman varied the order of the agenda to discuss item 16: Planning applications |
| 16 | Planning Applications: i) 17/03486/FUL Tithe Bungalow: full planning application for erection of two story dwelling (resubmission of previously approved outline consent 15/03839/OUT. |

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| | <p>No representation was made in respect of this application</p> <p>ii) 17/03315/LBC The Old Rectory, Wimpstone: replacement of existing roof lantern, introducing double glazing to replace single glazing.</p> <p>No representation was made in respect of this application.</p> <p>iii) 17/03496/AMD Yew Tree House: insertion of roof light in south western elevation.</p> <p>Notification of approval of non material change to planning permission 16/01197/FUL</p> <p>iv) 17/03486/AMD Tithe Bungalow: change of site address and change of description to include new access onto Shipston Road.</p> <p>No representation was made in respect of this application.</p> <p>v) 17/01968/FUL Half Way House: Appeal APP/J3720/D/17/3191210 – appeal against decision of Stratford District Council to refuse permission for first floor side and two storey rear extension.</p> <p>It was resolved to maintain the original objection submitted.</p> <p>And to receive the results of the following planning applications:</p> <p>i) 17/02735/FUL 13 Alderminster: permission granted for proposed extension and new driveway access.</p> <p>ii) 17/02976/FUL Barcheston Cottage, Wimpstone: permission granted for repositioning of front door.</p> <p>iii) 17/03496/AMD Yew Tree House: approval granted of non material change to planning permission 16/01197/FUL</p> | |
| 7 | <p>S106 Traffic calming:</p> <p>After discussion, it was resolved to request Warwickshire County Council to create a buffer zone on the approach to the village by replacing the existing 30mph with a 40 mph sign, and removing the speed visor from its current position and placing it on the brow of the hill. The clerk confirmed that the funds provided for traffic calming measures under the s106 agreement were to be used on the A3400 only.</p> | |
| 8 | <p>S106 bus stop enhancement programme:</p> <p>The Council considered the estimates provided by Warwickshire County Council and resolved to request the following:</p> <p>a) A bus shelter at the bus stop on the Shipston Road opposite the church. The shelter to be the same specification as that on the other side of the road. Ideally, the shelter to be positioned on the side of the utility pole closest to the utility station, though the council accepted that this location would depend on the outcome of the utilities search.</p> <p>b) To create a footpath from the existing footpath across the grass verge to the existing bus shelter on the church side of the A3400.</p> <p>c) A bus shelter at the bus stop on the Shipston Road opposite Tithe Farm.</p> <p>d) Provision of an area of hard standing for the unmarked bus stop on the Shipston Road (opposite Nos 9 and 10) in order to improve the waiting environment.</p> | |
| 9 | <p>Neighbourhood Plan:</p> <p>The Chairman said that his commitments prevented him from leading the Neighbourhood Plan Steering Group and he hoped a volunteer would come forward to fulfil that role. The Council approved the draft statement prepared to that effect and agreed that the Chairman and clerk would add the finishing details to the document before publishing it on the website and circulating it to residents.</p> | |

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| 10 | <p>Defibrillator and first aid training: Cllr Meadows confirmed advice previously given to the Council, namely that no training was necessary in the use of the defibrillator. The machine itself gave all instructions necessary. Where the first aid training was concerned, Cllr Meadows would contact the resident who made the query and ascertain whether his intention was that the Parish Council would organise a training programme, or whether this would be organised by a community group who could apply to the Parish Council for a grant for funding.</p> | |
| 11 | <p>Recording of footpaths and bridleways: The Definitive Map for Warwickshire contains entries of all known footpaths and bridleways in the county. Entry on the definitive map ensures that these footpaths will remain open to the public in perpetuity. There may be other footpaths known to local users, which do not feature on the Definitive Map. The last opportunity for recording these will be in 2026. It was agreed that this item would be discussed further at the next meeting in March. In the meantime a short article would be placed in Village Voices, inviting residents who knew of any such paths or bridleways to contact the Parish Council.</p> | |
| 12 | <p>Litter bin on Blue Lane: The Council agreed that it would in principle be prepared to pay for a new litter bin to be installed in the lay by at the top of the hill on the boundary with Loxley, if Loxley Parish Council would pay for the annual emptying cost. The clerk was asked to contact Loxley Parish Council with this request.</p> | |
| 13 | <p>Maintenance issues: The missing speed visor outside Barwood Homes had now been replaced, though the clerk was asked to check whether it had been properly calibrated. BT Outreach had effected some repairs to the telephone box. No progress had yet been made with the hedge cutting. The clerk had been informed that Warwickshire County Council was experiencing difficulties with their contractors. The clerk was asked to contact WCC to see if they could release the funds set aside for this work with a view to the Parish Council undertaking the work itself. A contractor had been found who was willing to clean the bus shelter at an annual cost of £50.00 The clerk was asked to obtain costs for a grit bin to be installed at the top of New Road, on the junction to the Banbury Road.</p> | |
| 14 | <p>Grant to Parochial Council: The Council considered the application for a grant of £240 towards the cost of electricity supply for the church floodlighting and resolved to grant the request.</p> | |
| 15 | <p>Royal Garden Party: Cllr Sherry McGinn was nominated to enter the lottery for attendance at the Royal Garden Party.</p> | |
| 17 | <p>Review of Standing Orders: The Council reviewed the standing orders and agreed to an addition to “4. Motions for a meeting that required written notice to be given to the Proper Office”, namely “members making reports to Council shall provide the clerk with a written copy of the report prior to the meeting.”</p> | |

- 18 **Accounts for payments and finance matters:**
- a) The Council considered the draft precept and resolved to request the sum of £10,351 in precept from Stratford District Council.
 - b) The Council had taken advice from HSBC with regards to security measures relating to online banking. No further safeguards other than those already in place could be made. The Council was satisfied that every care had been taken to minimise risks.
 - c) The financial regulations were reviewed and all amendments were agreed. The amended financial regulations would be published on the website.
 - d) the following payments were approved and authorised:
 - i) Village Hall - £1,200 (grant for new cooker)
 - ii) Clerk's salary (November) - £**
 - iii) HMRC (income tax) - £**
 - iv) Clerk's salary (December) - £**
 - v) HMRC (income tax) - £**
 - vi) WALC (councillor training course) - £30.00
 - vii) Alderminster Parochial Council (grant) - £750.00
 - viii) WALC (clerk training course) - £15.00
 - ix) Quinton PC (contribution to SLCC subscription) - £40.00
- The Chairman and Vice Chairman signed the supporting documents.

- 19 **Correspondence:**
- Warwick County Records Office had asked the clerk whether some of the archive material relating to Alderminster Parish Council could be destroyed, or whether the council would like to have it returned. The Council requested the return of the material.

- 20 **Councillors' reports and items for future agenda:**
- The drain serving the old main road runs across the field towards the river. Cllr Meadows reported a blockage in this drain which he suspected was located in the field. The clerk was asked to ascertain whether this would be the responsibility of Severn Trent, the Highways Authority or the landowner.

- 21 **Close of meeting:**
- The meeting closed at 9.15 pm.
- Date of next meeting Wednesday 21st March 2018

