

Alderminster Parish Council

Ordinary Meeting of the Parish Council

Wednesday 18th March 2020
Alderminster Village Hall 7.30 pm

Present: Cllr Karen Jones (Chairman)

Cllr Mark Meadows

Cllr Sherry McGinn

Cllr Michael White

Mrs M Norman (Parish Clerk and Responsible Financial Officer)

There were no members of the public present.

1	Apologies: Apologies for absence were received from Cllr James Dignan, Cllr John Melville, Cllr Penny-Anne O'Donnell and Cllr Izzie Seccombe and were accepted by the Council.
2	Declaration of interests There were no declarations of interests.
3	Questions from the public: There were no questions from members of the public.
4	Minutes of the previous meetings: The minutes of the meeting of the 15 th January 2020 were agreed as an accurate record and signed by the Chairman.
5	Shipston Area Flood Action Group: Owing to the COVID 19 virus, the clerk had advised Mr Geoff Smith not to attend the meeting. Mr Smith would attend the next meeting of the Parish Council and present his report then.
6	Caffeine and Machine: The presentation from Caffeine and Machine was also deferred. Mr Dan Macken had sent in a report on Caffeine and Machine's proposals in relation to their planning application. A copy of the report is attached (see Appendix A).
7	District and County Councillors' reports: There were no reports to be made.
8	Any matters from the Chairman: The Chairman said the Parish Council's priority now would be to deal with the COVID 19 virus. All other non essential business would be deferred till a later date. The Chairman had already begun contacting volunteers who would help with shopping, problems of social isolation, or looking after pets. All volunteers were associated either with the Church, Village Hall

	<p>Committee, or the Parish Council, so anyone in need could feel confident in asking for help. A leaflet was being prepared for distribution to all houses in the parish, giving contact details for all the above. These would be delivered by the end of the week.</p>
9	<p>Domain name change: It was agreed that this item would be deferred to a later meeting. The clerk was asked to write to the relevant Government department requesting time to deal with this.</p>
10	<p>Delegated powers: It was unanimously resolved to delegate power to the Clerk to comment on planning applications between meetings where necessary.</p>
11	<p>Clerk's updates: The clerk had been informed that Warwickshire County Council would jet the culvert at the south end of The Old Stour. Several communications regarding the COVID 19 virus had been received from the County Council. These would be posted on the website. The clerk had also received a letter of thanks from the Village Hall Committee for the grant for the drainage repair works.</p>
12	<p>Planning applications:</p> <ul style="list-style-type: none"> i) 20/00700/COUM Eversfield, Alderminster: change of use of ground floor from A1 retail to a single flat; associated building works. It was resolved to make no comments with regards to this application.
13	<p>Accounts for payments and finance matters: The following payments were approved and authorised:</p> <ul style="list-style-type: none"> i) Village Hall (hire of hall) - £80.00 ii) Ettington First Responders (donation) - £250.00 iii) Clerk's salary - £** iv) HMRC (income tax) - £** v) Village Hall (grant for drainage repairs) - £270.90 <p>The Chairman and Cllr Meadows signed the supporting documents.</p>
14	<p>Correspondence: There was no correspondence other than that noted under previous items.</p>
15	<p>Councillors' reports and items for future agenda: None.</p>
16	<p>Close of meeting: The meeting closed at 7.55pm.</p> <p>Date of next meeting to be announced later.</p>
	<p>Appendix A</p>

Statement from Caffeine and Machine:

Dear Alderminster Parish Council

Last week I requested that Caffeine and Machine be included in this week's Parish Council meeting so that I could attend and provide an overview, in person, of the upcoming retrospective planning application that Caffeine and Machine will be submitting over the coming weeks. In the light of the global situation in which we find ourselves, I fully understand the need for a brief meeting this evening, and so I have been asked by the clerk to provide a written statement, rather than attend in person.

The overview and background of our planning application is as follows:

In February 2018 we took over ownership of what was The Houndshill pub and opened it as Caffeine and Machine on the 27th October 2018. The established use of the site at the time was considered to be as a licensed freehouse and restaurant with B&B accommodation.

Our intention has always been to continue with the established use, but "themed" around the automotive culture and community. The response by customers has been beyond our expectations with many arriving to see the vehicles in the car park and to use the site as a place to assemble, rather than simply use the bar and restaurant. In addition, we have laid on special events and themed days, which have proved to be very popular. Our planning consultant has advised that this has moved away from the established use of the premises to the degree that planning permission is probably now required.

We recognise that traffic and highway safety are very important and we take these issues very seriously. From an early date we have had a traffic management plan in place, and marshals on hand to control parking and flows within the site. We have taken decisive action to stop cars parking on the highway verges so far as possible, and have introduced car park charges to limit arrivals on busy days.

Further, we have commissioned a transportation planning consultancy to advise on traffic matters, and they in turn sought advice from the County Highway Authority. Unfortunately, the advice from the County Highway Authority took much longer than we hoped and it also required us to undertake a road safety audit. That work has now been undertaken, and the outcome is that we need to change the direction of traffic flow within the site and to construct a new entrance further to the west of the existing exit towards Houndshill Cottage. The purpose of this is to maximise forwards visibility of cars turning into the site, and visibility for drivers leaving the site. The change of the flow of traffic within the site will necessitate alterations to the car parking layout and we will be taking steps to further minimise the prospect of vehicles queuing on the Banbury road.

As part of the proposals to rearrange the car parking, we will be carrying out tree and shrub planting to break down the visual impact of the hard surfacing and parked cars. We will also undertake planting elsewhere within the site, including extensive tree and shrub planting close to Houndshill Cottage. Furthermore, we are hoping to undertake land drainage works to the overspill parking area in order to increase the time it is available to use over the course of the year, and thereby enable more cars to park so that drivers do not park up on highway verges away from the site.

All of the above are subject to us gaining planning permission.

The planning application we will be making is likely to be for the following description of development:

Retrospective application for the change of use of land and buildings from licensed bar and restaurant, with B&B and living accommodation, to mixed use as a coffee house, licensed bar and restaurant with B&B and living accommodation, and place of assembly and leisure including function, event and display areas, and ancillary uses; and

Operational development involving:

- i) erection of "tipi" to provide bar, eating and function space;*
- ii) formation of additional car parking including overspill parking area;*
- iii) formation of parking and display plinths;*
- iv) formation of new vehicular access; and*
- v) all other associated works.*

We had intended to hold an "open house" for residents on Tuesday 31st March between 5 – 7 pm, but with the COVID 19 pandemic, we are not sure if that will be possible. Further, we had intended to attend the meeting of Ettington Parish Council on the 8th April, but once again we are not sure if that will take place.

Please let me know if any clarification is needed.

Kind regards,

Dan Macken
Caffeine and Machine.

