

Alderminster Parish Council

Annual meeting of the Parish Council

Wednesday 18th May 2022
Alderminster Village Hall 7.30 pm

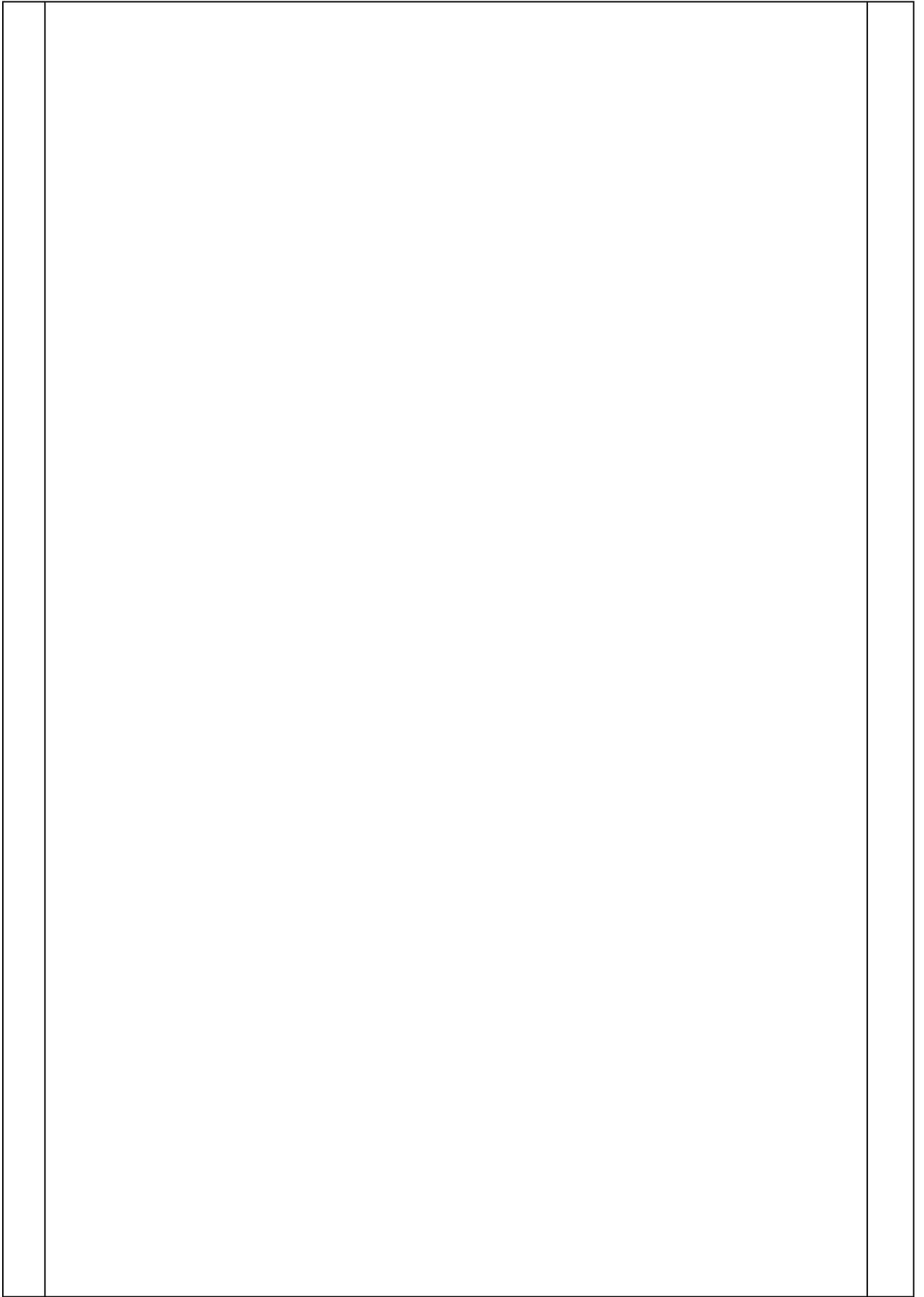
Present: Cllr Lesley Casley
Cllr David Curtis
Cllr Karen Jones
Cllr Mark Meadows
Cllr John Melville
Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Penny-Anne O'Donnell

1	Election of Chairman: There were no nominations for the post of Chairman. Cllr Jones offered to chair the meeting and this was agreed to by the Council.
2	Election of Vice-Chairman: There were no nominations for the post of Vice-Chairman.
3	Apologies: Apologies for absence were received from Cllr Chris Mason-Bailey, Cllr Ian Sloan and Cllr Izzi Seccombe.
4	Declaration of interests: There were no declarations of interest.
5	Declaration of acceptance of office: As no Chairman was elected, the declaration was not signed.
6	Minutes of the previous meetings: The minutes of the meetings of the 16 th March and the 27 th April 2022 were unanimously agreed as an accurate record and were signed by the acting Chairman.
7	Annual Governance and Accountability Return Part 2: <ul style="list-style-type: none">a) The Council received and approved the internal auditor's report.b) The Council approved the Annual Governance Statement which was signed by the acting Chairman.c) The Council approved the Accounting Statements which were signed by the acting Chairman.d) The Council certified that it was exempt from submitting an Annual Governance and Accountability Return to the external auditor.

	<p>It was noted that all the above documents, together with the Notice of Public Rights and publication of unaudited Annual Governance and Accountability Return would be posted on the Parish Council's website by the 1st July 2022.</p>	
8	<p>Insurance: It was unanimously resolved to renew the Council's insurance with Zurich Insurers at the cost of £300 per annum.</p>	
9	<p>Grant Application: After discussion, it was unanimously agreed to award a grant of £300 to MEGA for their Jubilee Jazz Night.</p>	
10	<p>Review of Financial Regulations: The Council reviewed their Financial Regulations and agreed that no amendments were necessary.</p>	
11	<p>Review of Standing Orders: The Council reviewed their Standing Orders and agreed that no amendments were necessary.</p>	
12	<p>Councillors' reports and items for future agendas: A query was raised about mobile phone signals in parts of the village. The clerk was asked to contact WRCC to see if other rural villages experienced similar problems with mobile phone signals and what solutions, if any, were available. The clerk reported that so far about 20% of the Housing Surveys had been returned to WRCC; a very good return. Cllr Jones reported on her fourth and final meeting with Adrian Harding regarding the public open space on The Old Stour. John Careford had now been appointed head of Planning and Planning Policy and would have overall responsibility for all matters within the remit of planning. The scheduled on site meeting between Barwood and representatives of Stratford District Council regarding sign off of the public open space had not taken place. The public open space remains uncertified and will now be transferred to a management company. A costed maintenance scheme needs to be put in place before transfer. Cllr Jones also reported on changes to self-build policy. It is proposed that large site-specific allocations should be phased. Drainage must be dealt with at the full application stage; it can no longer be dealt with as a reserved matter. Self-build sites must be marketed as such for twenty four months, after which they may be marketed as general housing if they remain unsold. Cllr Jones felt that the quantum of the commuted sum should also be factored in at the outline planning stage. She would raise this point at the meeting Cllr Fielding had arranged with Cllr Darren Pemberton to discuss general issues of self-build. Cllr Jones, Cllr Curtis and the clerk would attend this meeting. Cllr Meadows had noticed that a culvert on New Road was beginning to collapse. The clerk would contact Highways about this. Cllr Meadows would organise the survey of the culvert agreed to by Highways.</p>	
13	<p>Planning applications: There were no planning applications to be considered.</p> <p>The results of the following planning applications were noted:</p> <ul style="list-style-type: none"> i) 22/00507/COUQ Hill Farm, Alderminster: prior approval granted for proposed change of use of agricultural barn to single residential dwelling. 	

	<p>ii) 22/00521/VARY Land adjacent to Tithe Bungalow, Alderminster: permission granted for variation of condition 2 of planning permission 17/03486/FUL to allow for two rooflights in the north east roof plane of the garage.</p> <p>iii) 22/00745/FUL Dormer House, Alderminster: permission granted for new entrance porch, fenestration changes, front entrance wall and gates, new log store to garage and replacement garage doors.</p> <p>14 Accounts for payments and finance matters: The following payments were approved and authorised:</p> <ul style="list-style-type: none"> i) WALC (annual subscription) - £237.00 ii) HSBC (bank charges March) - £8.00 iii) WALC (clerk course) - £30.00 iv) Clerk's salary (March) - £** v) HMRC (income tax) - £** vi) HSBC (bank charges April) - £8.00 vii) Clerk's salary (April) - £** viii) HMRC (income tax) - £** ix) Mrs E Neal (internal audit) - £120.00 x) Stratford District Council (bin emptying) - £136.25 <p>The supporting documentation was signed by the acting Chairman.</p> <p>15 Correspondence: There was no correspondence other than that noted in previous items.</p> <p>16 Dates of forthcoming meetings: The following dates were set for forthcoming meetings: 27th July 2022 21st September 2022 16th November 2022 18th January 2023 15th March 2023 17th May 2023</p> <p>The meeting closed at 8.50 pm.</p>	
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