

ALDERMINSTER PARISH COUNCIL

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Clerk: Sarah Furniss

Present: (Councillors) A. Jenkins, K Jones, M. Meadows, J. Melville (Chairman) and G. Smith (Vice Chairman)

In Attendance: Sarah Furniss, Clerk and one member of the public.

Minutes of the Meeting held on 16 March 2016

1.	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE Cllr Dignan had offered his apologies due to work commitments
2.	TO ACCEPT APOLOGIES FOR ABSENCE Cllr Dignan's apologies were accepted
3.	TO RECEIVE DECLARATIONS OF INTEREST FROM COUNCILLORS ON ITEMS ON THE AGENDA None declared.
4.	TO RECEIVE WRITTEN REQUESTS FOR DISPENSATIONS FOR DPI's (if any) None received.
5.	TO GRANT ANY REQUESTS FOR DISPENSATIONS (as appropriate) Not applicable
6.	TO APPROVE MINUTES of 9 February 2016 It was resolved that the minutes be accepted as a true record.
7.	PUBLIC PARTICIPATION Gill Hudspith commented on Item 16 in support of accepting the offer of Barwood Homes.
8	REPORT FROM DISTRICT/COUNTY COUNCILLOR Neither Cllrs I Seccombe or P Seccombe were available to cover this item.
9	Resignation of Cllr H Bowler a) Replacement PC Representative for Village Hall Committee It was clarified that meetings of the Village Hall Committee are quarterly and that all organisations using the Village Hall are asked to nominate a representative for the Committee. It was resolved that Cllr Jones will represent the Parish Council. b) Update on Casual Vacancy Process The statutory notice of vacancy has been made and parishioners have until 24 March 2016 to request an election. If nine or fewer requests are received then there will be no requirement for an election and the vacancy can be recruited to by Co-option.
10	Finance Report – Appendix - 1 It was resolved that the payments listed be authorised. Payment of annual increment will be deferred until an appraisal has been undertaken with award being backdated to 1 April 2016 as appropriate. It was resolved that Cllrs Melville, Smith and Jones will undertake the appraisal and that the Clerk will obtain the WALC/NALC appraisal documentation.

Signed as a true record: Cllr J Melville, 18 May 2016

11	<p>Clerk's Report – Appendix – 2</p> <p>.2 Warwickshire County Council Highways Department</p> <p>Concern was expressed regarding the failure of the gulley pots to drain away surface water which may have contributed to the recent flooding. Cllr Smith will contact Jeff Morris to request a further meeting regarding this and any other outstanding Highways issues. Cllr Meadows suggested that it would be useful to ask what the hourly capacity of gulley pots should be and that this be tested.</p> <p>.4 Website Development: There was discussion regarding linking development of the website contemporaneously with development of the Neighbourhood Plan and it was agreed that the Councillors will meet informally to consider what they wish to achieve from upgraded website. The matter will remain on the Clerk's report as an Aide Memoire.</p>
12	<p>Correspondence Report – Appendix -3</p> <p>The Correspondence was noted.</p> <p>It was further noted that the Parish Council has not been consulted (as have other Parishes) on the proposed instalment of an anaerobic digester at Whitehall Farm (this being close to the boundary of Alderminster PC). It was agreed that the Clerk contact Cllr P Secombe to seek guidance on what appropriate action should be undertaken to ensure that the PC's input can be ensured when a planning application is submitted.</p>
13	<p>Audit Appendix -4</p> <p>It was resolved that Bill Robinson be appointed to undertake the audit in line with 2014/15 and that the Council will not opt out of the nationally agreed external audit process.</p>
14	<p>Pension Regulations - Appendix 5</p> <p>It was resolved that the Clerk proceed as outlined in Appendix 5.</p>
15	<p>Unity Bank To agree:</p> <p>It was resolved that:</p> <p>a) The Clerk and Cllr Geoff Smith will be the two people nominated to generate electronic payments on the accounts;</p> <p>b) Cllrs John Melville, James Dignan and Mark Meadows (together with any future coopted or elected Members) will be authorisers of electronic payments and signatories to the accounts;</p> <p>c) Cllr Karen Jones will undertake quarterly checking of Bank Reconciliation (as prepared by the Clerk).</p>
16	<p>Land North of Shipston Road, Alderminster - Offer of Open Space – Appendix 6</p> <p>There was lengthy discussion regarding the pros and cons of accepting the offer of the Open Spaces with a number of queries being generated around finances, insurance, maintenance, repair and what the alternative models of ownership/maintenance might be and the impact this might have on protection of the open space in the longer term.</p> <p>It was resolved that a meeting be requested with Barwood Homes with this being progressed by Cllr Melville with as many Councillors as possible attending. Cllrs were asked to e-mail agenda items/questions (in addition to the items raised in Appendix 6) for the meeting to Cllr Melville.</p> <p>- Other Matters</p> <p>There was discussion regarding the validity of the Transport and Construction Management Plans which Outline Planning Approval had been subject to and this is being followed up.</p>
17	<p>OTHER PLANNING</p> <p>a) To receive any new planning applications</p>

	<p>b) To receive any outcomes 15/04475/FUL Alderminster Kennels and Cattery, CV37 8NX Granted 15/03981/REM Land North of Alderminster Granted</p> <p>Noted.</p>
18	<p>Church Clock and Lighting</p> <p>Cllr Melville informed the meeting that he had contacted the Parochial Church Council to establish whether any support was needed from the Parish Council in order to get the clock repaired. Cllr Jones agreed to follow this up.</p> <p>A query was raised regarding the legitimacy of the S137 payments made by the Parish Council for lighting up the clock if it isn't working. The Clerk will establish whether or not this is permissible</p>
19	<p>Village Voices</p> <p>Cllr Melville confirmed that production of Village Voices is ongoing and that submissions for the next edition should be submitted to him by 18 March 2016. Thanks are due to a number of volunteers to enable the ongoing publication of this valued newsletter.</p>
20	<p>Flooding</p> <p>There was discussion regarding the frequency (last flooded in 2007/1998) and impact of flooding on residents of Alderminster (3 in Alderminster and 6 at Alderminster Farm in previous years). Barwood Homes have stated they have a high level of confidence that future rainfall will be contained on the site of the future housing development.</p> <p>It was agreed that the Parish Council does not have a responsibility to individual householders.</p> <p>It was resolved that details of Shipston Community Flood Action Group , Floodline and Environment agency will be put on website and that Warwickshire Highways should be informed of the imminent housing development (adjacent to where flood was) and SDC be copied in on the communication.</p>
21	<p>Traffic/Speed Management</p> <p>Cllr Smith informed the meeting that a group of nine volunteers were briefed today by the Police Safety Ambassadors and it is anticipated that training will be completed and the group ready to undertake Speed Monitoring in the summer.</p>
22	<p>Clerk's Terms and Conditions of Employment There was agreement that this is a confidential item.</p>
23	<p>Neighbourhood Plan</p> <p>There was discussion regarding the importance of ensuring residents understand the value of a Neighbourhood Plan and are informed of the launch date. Potential opportunities for awareness raising included Village Voices, website, flyers, existing community groups, film nights, village breakfast and recognition that local business should be involved. Cllr Smith confirmed that the the NP can include a number of chapters including (but not exclusively), transport, employment, housing and social/recreational issues. The launch will be both informative and consultative and Cllr Jones suggested that it might be useful for flyers to have space for questions/comments on the reverse.</p>
24	<p>PLANNED DATES FOR FUTURE MEETINGS & CLOSURE OF MEETING</p> <p>To confirm dates for future meetings;</p> <p>20 April 2016 – Parish Meeting including launch of Neighbourhood Plan 18 May 2016 Annual Meeting 19 July 2016 Ordinary Meeting</p>