

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 19th. March 2008 at 19.30hrs.

Present: Councillors, K.A.James (Chairman), A.W.Wolfe (Vice Chairman), J.R.Stedman, D.C.Penn, and Mrs R.M.Pane.

Also in attendance ó Mr M.J.Philpott, Clerk, and two members of the public.

1. Apologies for Absence

Apologies for absence were reported from Councillor R.A.Band and County Councillor P Barnes.

2. Disclosure of Interests

2.1 Register of Interests: Members were reminded of the need to keep their register of interests up to date.

2.2 Declaration of Interests Members were reminded that they were required to declare and disclose any personal or prejudicial interests in items on the agenda. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.

Cllr. J.R.Stedman declared a prejudicial interest in item 7.1.3 and a personal interest in item 7.4.2.

Cllr. Mrs R M Pane declared a personal interest in item 9.7.

3. Open Forum

3.1 **Have your say:** No under-18s were present

3.2 **Public Participation:** Mr S Hinsley spoke in support of his planning application for a smoking area at the Queen's Head, Iron Cross and said that he believed this was the only practicable location for it.

3.3 **Ward Members' reports:** Cllr. K A James reported that the SDC Executive had agreed to provide 240L bins for residual waste. He also reported that grants were to be made available to carry out minor remedial works to prevent flooding. The Clerk was asked to apply for funding. Cllr. James referred to enforcement action taken to clear ditches at Pitchill that was subsequently withdrawn by WCC to avoid disturbing birds. Cllr. James indicated that he thought this advice was not correct. He reported that the SDC rate increase would be 3.5 per cent but the police authority increase was set at nearly 13 per cent and the MP had asked the Minister to cap this charge.

4. Minutes

Cllr. Mrs Pane drew attention to item 7.4.1 on p 836 where the name of the applicant should have been óMr McIlwaineö. Subject to this correction the Minutes of the ordinary meeting held on Wednesday 20th. February 2008 at 19.30 hrs. were approved and signed by the Chairman.

5. Matters arising from the Minutes

5.1 Matters for consideration by Council

No matters were raised by the Councillors.

5.2 Clerk's report on actions from previous meeting for consideration by Council

5.2.1 Progress on drainage works

The Clerk's report was noted and he confirmed that he maintained regular contact with WCC but the survey data had not yet been analysed. Reference was made to a letter alleged to have been sent from Severn Trent but the Clerk assured the Council that no such letter had been received. He reported that WCC were trying to resolve matters directly with Severn Trent.

5.2.2 Lengthsman

The Clerk reported that in spite of regular requests he had not received a response from the Area Manager to the letter sent in January raising several key issues regarding the lengthsman scheme. Cllr. Stedman considered that the action taken by Bidford did not meet the criteria for establishing a lengthsman scheme and Council agreed that the Clerk should continue to press for a proper response by writing directly to the Chief Executive of the County Council.

5.2.3 Lighting in Playing Field

The Clerk referred to the solar lights in Bidford and said these were similar to those already researched; Councillors were encouraged to inspect these lights. A funding application form was still awaited from CEMEX.

5.2.4 Annual Parish Meeting

The Clerk circulated a draft Agenda for the Annual Parish Meeting and this was agreed. Council proposed that the agenda should be circulated as a flier to all residents and authority was granted to place an order with Mr Hyde to distribute these. For the Villager of the Year competition the Chairman proposed an award of £100 and this was seconded by Cllr. Stedman and agreed. Members were asked to provide ideas for an additional token to accompany the cheque.

5.2.5 Resurfacing of Footpath at The Gables.

There was nothing to report on this item.

5.2.6 Housing needs Survey

The Chairman reported that there had been a good response to the housing survey. A letter from Mr M Bright was read out and the draft response prepared by the Clerk was agreed with minor amendments.

5.2.7 Clearance of hedge protruding into Ridsdale Close growing from properties in School Avenue

It was reported that letters had been sent as instructed and that some frontagers had taken action.

6. Main Items

6.1 SDC Election Timetable

Council noted the timetable and the Clerk indicated that nomination forms were available.

7. Consideration of Reports (given by lead Councillors)

7.1 Amenity, Environment and Highways

7.1.1 Progress on orders placed for works at Churchyard, Playing Field, TOPS, and Amenity Areas.

The Clerk reported that in respect of the work required on the skateboard park an order had been placed with GTL as instructed at the last meeting.

7.1.2 Play equipment inspections including independent inspection report.

7.1.2.1 Regular inspections

The Clerk reported that the main issue was the continuing need to clear rubbish from the field. He said that Mr Reg Francis had offered to do this work and it was agreed that he should have access to TOPS to store equipment.

7.1.2.2 Independent inspection

The Clerk reported that Wicksteed had provided details of the spare parts needed to bring the equipment up to standard. The total cost was about £250 and authority was granted by Council to place an order with Wicksteed. It was agreed that GTL Services should be asked to provide a quotation to fix the new parts and repair the equipment. The Clerk also reported that he had checked the insurance schedule and could find no reference to the multi-tractor not being covered. He said that he had received a detailed explanation regarding the British and European standards from Wicksteed and would deploy this should the issue be raised by the insurers.

7.1.3 Priors Grange Allotments

It was noted that the Severn Trent inspector had visited the site again and had declared that the work was satisfactory and that connection could proceed. Mr Hackling and Mr Cook had been informed that the access would be closed for one day whilst this work was carried out.

7.1.4 Extension to Planter Contract

The Clerk reported that the supplementary work to the Planter contract had been incorporated into a quotation request sent to 3 contractors. One declined to quote and of the two quotes received GBD quoted a total of £513 and Pollard Horticulture quoted £328. It was agreed that an order should be placed with Pollard Horticulture.

The Clerk reported that Pollard Horticulture had now submitted a revised price for planting the flower beds at School Avenue and at Evesham Road. Council agreed that these were now satisfactory and approved the signing of the Supplementary Contract accordingly.

7.1.5 Street Lighting

7.1.5.1 Replacement lantern

It was reported that the lantern at Banbrook Road/School Road had been repaired free of charge and refitted by ABB.

7.1.5.2 Increase in maintenance prices

The Clerk reported that there was no formal contract with ABB. It was agreed that later in the year a formal tender process should be entered into subject to there being suitable interested contractors.

7.2 Communications

7.2.1 Awards for All

Cllr. Wolfe reported that a meeting had been held with Arrowscape and he believed they would be competent to provide an adequate website. However, he was concerned that the Council would not have independent access to update the site. Cllr. Stedman supported this concern and considered that other designers should be approached. Cllr. Wolfe said that other designers had been contacted during the bidding process. The Clerk said he had an alternative view that Arrowscape would be acting simply as a webmaster and that this role would be important during the first years of development of the site. He considered that if a professional webmaster became available in the village then this role could be transferred and it was agreed that the Clerk should contact Arrowscape to confirm that this would be possible. Cllr. Stedman agreed to provide the contact details of another designer for the Clerk to investigate prior to the next meeting.

7.3 Rights of Way

Cllr. Penn reported on the work of the P3 Co-ordinator that included painting the tops and checking all the marker posts.

7.4 Planning

7.4.1.1 The Chairman reported that consideration of application 07/03173/FUL, Abbots Salford Caravan Park clubhouse, had been deferred from the SDC planning meeting because the consultations had not been properly carried out.

7.4.1.2 Cllr. James also reported regarding the Planning Application Validation Checklist consultation and recommended councillors to view the document on the SDC website.

7.4.2 New Applications for Council's consideration

Prior to discussion Cllr. Stedman left the room having declared an interest.

Council made no representations, subject to no adverse effects on visibility, in respect of 08/00366/ADV for the re-erection of a Home sign on highways land owned by the authority at Pitchill House Nursing Home, Pitchill, WR11 8SN for Southern Cross Health Care.

Cllr. Stedman returned to the room.

Council made no representations in respect of 08/00372/FUL for a smoking shelter at Queens Head, Iron Cross, Salford Priors for Mr S Hinsley.

Council made no representations in respect of 08/00376/FUL for the erection of a conservatory to the side elevation at Pine House, Dunnington, B49 5NT for Mrs K Franks.

Council made no representations in respect of 08/00337/FUL for alteration and extension of existing house at Chapel Oak Cottage, Pitchill, WR11 8SN for James and Livvy Richards. Council requested that a condition calling for existing trees to be protected during construction should be applied.

The Council considered 08/00380/FUL being a proposed front porch, rear side conservatory, first floor rear extension and rear dormer window to second floor loft bedroom at 5 Fern Close Cottages, Rushford, WR11 8SL, for Mrs Corinne Ellis. The Parish Council objected to the proposal and considered that the development, being a mid-terrace property, would have an over-powering impact on the adjacent properties on either side due to height, mass, and scale, particularly at the two upper levels.

7.4.3 Decisions

Council noted that planning permission had been granted with conditions for applications 07/01940/LBC and 07/01929/FUL at Salford Hall Hotel for Cube Hotels Ltd; for 07/02632/LBC and 07/02410/FUL at Forest Thatch, 37 Dunnington, for Mr & Mrs Boswell; and for 07/02561/FUL at Dunnington Heath Farm for A H Hiller and Son Ltd.

Council noted that planning permission had been refused for application 07/03394/FUL at 10 School Road.

7.5 Finance

The Clerk introduced a draft price list for use of the Resource Centre, Newsletter, and Playing Field. It was agreed that the Clerk should use discretion before charging for occasional photo-copies or printing. The list was agreed by Council with some amendments and a copy of the final list is attached to the Minutes.

7.6 Staffing

Nothing to report.

8. Matters raised by Councillors

8.1 Memorial for the late Edward Clark

Cllr. J R Stedman invited Councillors to propose a suitable memorial to recognise the long service of former Clerk, Edward Clarke. The Chairman suggested that this item could be coupled with item 9.7, correspondence from the Over 60s club, and proposed that a grant of £400 to the club to run a memorial coach trip to Weston-super-Mare might be appropriate. This proposal was seconded by Cllr. Stedman and carried.

8.2 Alcester Warwickshire NHS Primary Trust

Cllr. K A James reported on the consultation regarding the trust and the potential issues arising if Evesham hospital were to be closed. The Clerk was asked to circulate the document and Councillors were requested to complete the forms and return them to the Clerk so that a joint response could be submitted.

9. Consideration of Correspondence Received

9.1 Formal request from Fete Committee to use Playing Field

Council agreed to a formal request from the Fete Committee to use the Playing Field.

9.2 Fete Committee regarding Parish Council requirements.

Council confirmed that a stand should be taken at the Village Fete to publicise the Council's activities.

9.3 Street Cleansing programme

Council noted the information provided.

9.4 Warwickshire's Best Village of the Year 2008 (Calor)

Council noted the information provided and decided not to make a formal entry.

9.5 Unmetered Supply Certificate from Central Networks

Council noted the information provided.

9.6 LCR March 2008

Council noted the information provided.

9.7 Over 60's Club request for donation.

Council agreed to make a donation of £400 as set out in item 8.1 previously.

9.8 Stop! Listen Play request for donation.

Council decided to defer this request to the new Council.

9.9 Alcester Town Council

Council noted the information provided.

9.10 Concessionary Bus Pass

Council noted the information provided.

9.11 WALC – Nominations for Royal Garden Party

Council noted the information provided.

10. Tabled Documents

Council noted the tabled documents being:

- 10.1 Stratford on Avon District Council Review ó Spring Edition
- 10.2 Enjoy England ó Celebrate St George's Day
- 10.3 Clerks & Councils Direct ó March 2008
- 10.4 Local Councils Update - March 2008
- 10.5 Standards Board of England

11. Finance

Cllr. J R Stedman asked the Clerk to investigate the situation in respect of National Insurance Contributions.

The Clerk reported that in respect of the £82.25 payment to ABB presented at the previous meeting the bank had made an error and failed to stop the cheque and had imposed a £10 charge. The Clerk had contacted the bank and they had agreed to refund both the charge and the cheque. Discussions were ongoing with ABB.

For payments and approvals see Appendix A

12. Date of Next Meeting

Annual Parish Meeting to be held on Wednesday 16th. April at 7.30pm at The Memorial Hall, Salford Priors.

Ordinary meeting to be held on Wednesday 23rd. April at 7.30pm at The Memorial Hall, Salford Priors.

13. Closure of Meeting

There being no other business the Chairman closed the meeting at 10.01pm.

Chairman:

Date:.....

APPENDIX A

11 Finance

11.1 Income transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
6354		1331.59			VAT Refund Oct ó Dec 2007
6355		0.73			Bank Interest, No.3 a/c 07.12.07
6356		0.74			Bank Interest, No.3 a/c 07.03.08
6357		67.66			Bank Interest, No.2 a/c 07.12.07
6358		64.64			Bank Interest, No.2 a/c 07.03.08
6359		185.31			Bank Interest, No.1 a/c 07.09.07
6360		170.09			Bank Interest, No.1 a/c 07.03.08
Total		1820.76			

11.2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
	dd	18.99	2.83	16.16	Plusnet Techno
8226	101958	49.56	0.00	49.56	Severn Trent Water Supply to TOPS
8227	101959	224.20	0.00	224.20	Bespoke Electrical repairs to TOPS
8228	101960	589.62	0.00	589.62	Clerk's salary March
8229	101961	54.98	8.19	46.79	Office telephone and answer machine
8230	101962	67.17	9.33	57.84	BT Payment Services Ltd.
		18.99	2.83	16.16	Plusnet dd 27.03.08
8231	101963	192.27	28.64	163.63	ABB Lighting repairs
Totals		1215.78	51.82	1163.96	

Authorisation for payment was proposed by Cllr. A.W.Wolfe, seconded by Cllr. Mrs R.M.Pane, and carried. Cheques were signed by Cllr. K.A.James and Cllr. J.R.Stedman.

11.3 Transfers for approval

Authority to transfer £1500 from No.1 account to Community account was proposed by Cllr. Mrs R.M.Pane, seconded by Cllr. A.W.Wolfe and carried.

11.4 Account Balances at 12.03.08

No.1 a/c	£19,701.16
No.2 a/c	£8,356.30
No.3 a/c	£111.77
No.4 a/c	£0.00 (account closed and balance transferred to No. 1 account)
Community a/c	£1,176.79