



PARISH COUNCIL OF CLAVERDON

Minutes of Council Meeting 10th October 2017

Present: Councillors S. Lawton (Chairman) : M. Wilcox : N. Dargan : H. Spiers : K. Meeson :
D Middleton
County Councillor J. Horner
District Councillor P. Richards
One member of the Public

Apologies for absence.

Apologies, for being unable to attend, were received from Councillors P Bicknell and D Middleton

Declarations of Interest

No Declarations of Interest were made at this meeting.

1 Minutes of the last Meeting.

1.1 On the proposal of The Chairman and seconded by Councillor Wilcox, the minutes of the Council Meeting held on 5th September were approved, with all in favour, and later signed as being a correct record.

2 County Council Matters

- 2.1.1 Councillor Horner was not in attendance at the meeting, but earlier prepared a written report, which was circulated to councillors.
- 2.1.2 Councillor Spiers noted that she had been made aware of a Manhole Cover apparently having become loose and creating noise when traffic passes over it and requested that it be brought to the attention of WCC Highways for attention. Clerk to pass the information on.

3 District Council Matters

- 3.1 Giving a general report on current activity within the District Council, Councillor Richards noted :-
- 3.1.1 The Community Infrastructure Levy report is now completed and is likely to allow Parish Councils to apply for grant money for a range of projects, including such as Neighbourhood Plans etc. It is expected to go through Cabinet at the November meeting and hopefully will be in place by the end of the current financial year.
- 3.1.2 It is proving difficult to make progress with The Transport Strategy and SDC is liaising with WCC to get things moving.
- 3.1.3 The District Council is making a bid for a £10m grant from the Housing Infrastructure Fund. It is hoped to get forward funding, although it is anticipated that the scheme will be over-subscribed. An Affordable Housing Working Group is to be set up in the hope that this will improve progress. The aim is not only to build more, but generate more income to support the ongoing requirements.
- 3.1.4 There is a new policy for monitory and concessionary grants for home care. this should be getting more funding.
- 3.1.5 There is to be business rate relief available and anyone interested in following this up should get in touch with Councillor Richards.
- 3.2 On the matter of the Dorothea Mitchell Hall, there is a small group of residents complaining, apparently wanting the hall to close. Councillor Richards is working with the D. M. Hall committee to resolve the matter.

4 Public Input

No issues raised under this heading.

5 Planning.

- 5.1 Update on previously considered applications.
- 5.1.1 The Pines 17/02334/TREE – T1 Cedar remove lowest limb, cut back garden side by up to 20%, thin by 15% and remove dead wood, to balance crown.
- 5.1.1.1 CPC returned a response of No representation
- 5.1.1.2 Application approved 13th September.
- 5.1.2 White Lions, 7 Glebe Road 17/01996/FUL – Replacement porch, demolition of existing garage/dormer and construction of replacement two storey side extension; demolition of existing rear extension.
- 5.1.2.1 Following circulation of the application, a response of 'No representation' was submitted.

- 5.1.2.2 *Application approved 13th September.*
- 5.1.3 *Claverdon Leys, 17/02271/FUL – Erection of two storey extension to dwelling house.*
- 5.1.3.1 *Response of 'No representation' agreed at The Council meeting 5th September.*
- 5.1.3.2 *Application approved 18th September.*
- 5.1.4 *15 Park lose 17/02276/FUL – Single storey extension to the side; alteration to roof of existing garage, insertion of window, addition of porch; alterations to front boundary wall/piers.*
- 5.1.4.1 *Response of 'No representation' agreed at council meeting of 5th September.*
- 5.1.4.2 *Planning permission granted 19th September.*
- 5.1.5 *Kington Grange Farm, Kington Lane 17/02221/FUL – Change use of brick built agricultural threshing barn to a residential dwelling with associated internal and external works.*
- 5.1.5.1 *Response of 'No objection' agreed following circulation of details to Councillors.*
- 5.1.5.2 *Application granted 21st September*
- 5.1.6 *Heart of England Farms 17/01073/FUL – Retrospective application for placing of netting over existing Byre enclosures.*
- 5.1.6.1 *CPC returned response of 'No representation'.*
- 5.1.6.2 *Application approved 25th September.*

5.2 *Applications for Discussion at this meeting.*

- 5.2.1 *Mistletoe Cottage 17/02766/TREE - T1 Christmas Tree - Fell : T2 Conifer - Fell*
- 5.2.1.1 *Response of 'No objection' agreed.*
- 5.2.2 *Fobello, Station Road, 17/02781/FUL – Replace existing single storey garage with 2 storey side extension and alterations to appearance of dwelling – Variation of materials under approved scheme 17/00809/FUL*
- 5.2.2.1 *Response of 'No representation' agreed.*

6 Recreation Field

- 6.1 *Pavilion refurbishment and extension.*
- 6.1.1 *A Planning Application is to be submitted for the alterations to the pavilion, for which there is a charge of £152.00. Invoice from the Architect, to cover this, is listed for payment.*
- 6.1.1.1 *Giving an update on the current situation, The Chairman said that a build specification is being worked up against which competitive quotations can be obtained, hopefully within the next month, and that Cricket and Football Clubs are actively seeking grants from their respective Controlling Boards.*
- 6.1.1.2 *Councillor Wilcox suggested that it would be timely to hold a full public meeting to give them the opportunity to discuss the project. It was agreed that this would be worthwhile.*
- 6.1.2 *A large bill board has been mounted on the pavilion advertising 'Jump In Spring Boards' which seems to be being interpreted as indicating that the pavilion refurbishment is being sponsored by the company. This has not been authorised and it was agreed that without plausible explanation it should be removed. The Chairman said that he would deal with the matter.*

7 Footpaths/Bridlepaths

- 7.1 *Hercules Lane*
- 7.1.1 *Strimming has been completed on the Common Lane end of the bridlepath. Invoice for this is included for payment in the Finance section.*
- 7.1.2 *Roadside Planters.*
- 7.1.2.1 *The roadside planters at The Village boundary were again filled by the Claverdon Gardening Group at the beginning of the summer. Invoice for plants used has been received and listed for settlement.*
- 7.2 *Hedge at Hercules Farm.*
- 7.2.1 *It was noted that the hedge is spreading over the pavement. Clerk to write requesting it to be cut back.*

8 Yarningale Common

- 8.1 *Grass Mowing*
- 8.1.1 *Mowing was carried out 22nd and 23rd September.*

9 General Other matters including any arising from Earlier Meetings and not already covered.

- 9.1 *Defibrillator*
- 9.1.1 *Arrangements have been made to mount the cabinet for the defibrillator unit at The Crown, but it still awaits completion. Sarah Duck is now holding the Defibrillator and is having it serviced – new batteries and pads being required.*

- 9.1.2 *There has been no response from the request in the Parish Magazine for volunteers to be trained in its use. It will be repeated in the next issue. Councillor Wilcox suggested that an open session for anyone to attend may bring in some people. This is to be investigated.*
- 9.2 *Dorothea Mitchell Hall*
Councillor Spiers gave an update on the current situation with The Hall, noting
- 9.2.1 *Following the resignation of all but The Chairman of the former Trustees the committee is encouraging new members to come on. Because of the present position it is felt that it is necessary to delay the constitutionally dictated December GM until January to give more time to form a representative quorum of members and to hold a meeting in December with the local residents, whose complaints about activities at the hall led to the current situation. It is hoped that by this meeting, a way forward can be agreed that will secure the future of the hall to fulfil its rightful purpose, which can be taken forward to the later timed AGM.*
- 9.2.2 *In respect of day to day ongoing administration, it has been agreed to put a 'kick rail' against the fence with Oakwood House to prevent further incidents of vehicles damaging the fence whilst parking and discussions are being held regarding safeguarding the house from damage from the large oak tree in the Hall grounds and which overhangs this next-door property.*
- 9.3 *Parish Clerk*
- 9.3.1 *By the closing date for applications for the post of Parish Clerk, a total of nine applications had been received, four of which from within The Village and five from further afield.*
- 9.3.2 *Discussing the best way forward from here, it was agreed that The Chairman and R.F.O. would make a short list of three to present to the whole council to consider.*

10 General Post Received

10.1 Alcester North SNT

Weekly update and Prompt W/C 24th September. One Claverdon item noted - Theft. in Station Road, Claverdon. Copper wiring taken from skip on private land. Offenders may have been in a white transit van that was seen in the area. Daytime Monday 18th September. (Circulated by e-mail.)

10.2 Warwickshire CPC

Warwickshire Crime and Police Commissioner's September Update (Circulated by e-mail.)

10.3 Fields in Trust

Fields in Trust September Update. (Circulated by e-mail.)

10.4 Alcester North SNT

Weekly update and Prompt W/C 17th September. One Claverdon item noted - Detached garage in Lye Green broken in to and ladies 'bike stolen. (Circulated by e-mail.)

10.5 NALC

Local Councils Review Autumn edition. Available in Hard Copy form only and available on request from The Clerk. (Circulated by e-mail.)

10.6 Warwickshire Community and Voluntary Action (CAVA)

Notification of new Health and Wellbeing initiatives in the community - register via Eventbrite: <https://sd-can-oct-2017.eventbrite.co.uk>, alternatively for more information please contact Jane Holdsworth, WCAVA's Stratford District Locality Manager on 01926 413611 or by email: jholdsworth@wcava.org.uk (Circulated by e-mail.)

10.7 Alcester North SNT

Weekly update and Prompt W/C 10th September. Two Claverdon items noted - Suspicious circumstances, when three people were noted walking on Driveways in High Croft and then left in white van : Farm buildings entered in Manor Lane with Saddles, Chainsaws, Strimmers and a Quad Bike stolen. (Circulated by e-mail.)

10.8 WCC Localities and Communities

September Cyber Scam Update. (Circulated by e-mail.)

10.9 Alcester North SNT

Notification (with posters) of WM Police Knife Surrender Initiative lasting until 15th October during which time Knives can be anonymously surrendered at a 10 police stations around The County. (Circulated by e-mail, posters put up in The Village and on The Website).

10.10 Stratford District Community Action Network

General invitation to visit the new Health and Wellbeing Information Centre at Stratford Hospital to learn about the new health and wellbeing initiatives in The County. (Circulated by e-mail.)

10.11 WALC

Notification of Annual General Meeting to be held on 1st November at 7:30 p.m. in the Shire Hall, Market Place Warwick with invitation to Councillors to attend. Attendance needs to be booked in advance so that papers can be sent to attendees. Please advise the clerk if intending to attend. Copy of the Annual report is available, in hard copy form only and is available on request from the clerk. (Circulated by e-mail.)

10.12 Warwickshire Community and Voluntary Action (CAVA)

Latest round up of events, activities and information and notifications of AGM to be held 29th September. (Circulated by e-mail.)

10.13 WCC Public Health

Press release regarding Stoptober Campaign assisting Warwickshire Smokers in giving up. (Circulated by e-mail.)

10.14 Arden Community Forum

Notification that a new date for the Arden Forum will shortly be finalised, and circulation of the results of the September poll to set Studley Neighbourhood Team Priorities. (Circulated by e-mail.)

10.15 WALC

Circulation of Minutes of September Joint Parish and Town Councils Liaison Meeting and invitation to attend the next meeting to be held January 23rd. Intending attendees should book Parking by 30th December, if this is required. (Circulated by e-mail.)

10.16 Alcester North SNT

Weekly update and Prompt W/C 1st October. One Claverdon Note - Vehicle stopped by a police patrol and two occupants found to be in possession of a small quantity of Herbal Cannabis. Cautioned for being in possession of a Class B Drug. (Circulated by e-mail.)

10.17 WALC

Circulation of Legal Topic Note No. 70 - The Local environment. Some interesting information about abandoned vehicles, selling and maintaining vehicles on the Highway and lighting. (Received in Hard Copy only and available from The Clerk on request).

10.18 WALC

Invitation to attend training on Preparation of Council budgets, considering three Ps - **People** who make the **Plans** and **Precepts**.

10.19 SDC Corporate Communications

October edition of Parish and Partners Briefing. (Circulated by e-mail).

10.20 CPRE

Summer edition of 'Outlook' including critical article regarding the Stratford South West Relief Road. Also, invitation to attend CPRE Annual meeting to be held 10th November 2017 in the Lord Leicester Hospital, Warwick. (received in Hard Copy Form only. Hard copy available from The Clerk on request).

11 Finance

11.1 On the proposal of The Chairman payments due to date, as below were approved together with the account projection to end October.

Date	Item	Cheque No	Current Account	Debits	Deposit Accounts	Total
			Deposits			
30 Sep 17	Projected Balance		£30,489.25		£36,274.65	£66,763.90
	Payments Approved					
03 Oct 17	Bainbridge and Co. - Planning Application Fees for Pavilion	2122		£192.50		-£192.50
03 Oct 17	M. Wilcox for Stratford Herald - Advertisement	2123		£160.94		-£160.94
03 Oct 17	Claverdon Garden Group - Summer filling of Kerbside Planters	2124		£102.09		-£102.09
03 Oct 17	Grant Thornton UK - Annual Audit	2125		£240.00		-£240.00
03 Oct 17	R. C. Lees - September Salary and Admin Costs	2126		£459.60		-£459.60
	<i>Item</i>	<i>Amount</i>				
	Salary	£586.00				
	Office Allowance	£18.00				
	Postage	£2.38				
	Travel including 34.7 Vehicle Miles	£16.02				
	Less Tax Paid to H.M.R.C. (Cheque No. 2127)	-£162.80				
	Total	£459.60				
03 Oct 17	H.M.R.C. - September PAYE	2127		£162.80		-£162.80
03 Oct 17	HSRP Associates - Strimming upper section of Hercules Lane. Paid by R. C. Lees as HSRP do not accept cheques.	2128		£360.00		-£360.00
03 Oct 17	Thomas Fox Landscaping - September Verges and Lye Green Mowing	2129		£432.00		-£432.00
06 Oct 17	Opus Energy - Pavilion Electricity Bill to 20th September	DDI		£19.45		-£19.45
10 Oct 17	P.E and K,J Dicken - Work on Yarningale Common in July and September	2130		£267.48		-£267.48
10 Oct 17	CPRE - Annual Subscription	2131		£36.00		-£36.00
16 Oct 17	Water Plus - Pavilion Water Supply	DDI		£33.54		-£33.54
01 Oct 17	Weston Power Distribution - Wayleave Payment for Power Cable Lines	BACS	£279.13			£279.13
31 Oct 17	Interest on Reserve and Deposit Accounts				£12.02	£12.02
31 Oct 17	Balance		£28,301.98		£36,286.67	£64,588.65

12 Meeting Dates

12.1 Dates agreed to end of the year are : November 7th : December 5th : January 9th : February 6th : March 6th