



PARISH COUNCIL OF CLAVERDON

Minutes for Council Meeting 3rd April 2018

Present: Councillors S. Lawton (Chairman): M. Wilcox: H Spiers: P. Bicknell: K Meeson: N Dargan.
7 Members of The Public.

Apologies for absence.

David Middleton due to a prior engagement & Peter Richards who is on holiday.

Declarations of Interest

There were no declarations of interest.

1 Minutes of the last Meeting.

- 1.1 On the proposal of The Chairman the minutes of the Council Meeting held on 6th March 2018 were taken as read, approved and later signed as representing a correct record.

2 County Council Matters

- 2.1 General Report. County Councillor John Horner gave an update following the Chair & Clerks meeting. Claverdon is seen as a low crime area by the Police. However, despite the recent changes undertaken within the Police force, Claverdon will retain the current Police presence along with extra road patrols. The recent Road Traffic survey results showed lower vehicle speeds than previously recorded in the Village. The Police will consider average speed cameras but the costs, excluding recovery from fines, remain at circa £24k per annum. County Councillor Horner advised he was in discussion with the Chief Inspector about additional PCSO's/CSO's potentially being employees of a parish. The estimated cost is £22k per annum.

There are plans to have an emergency stop over site for Gipsy Travellers at Southam. This is vital so that the Police can redirect Travellers from unauthorised locations.

Consideration was being given under the MRN (Major Roads Network) to include the A435, A3400 & A4189 (Claverdon to Henley Road) in the MRN network. County Councillor Horner is addressing the assertion that this may result in more traffic to these roads. The Meeting noted the traffic calming pads at The Butts and chicane arrangements installed to reduce speed in other areas of the county. More needs to be known about the MRN and the Transport Investment Strategy.

The Chairman raised local concerns about the frequency of vans cruising the area, acting suspiciously, and despite calls to the Police, nothing appears to be done. County Councillor John Horner advised that the details gathered do go onto a database, but the Police can only act when a crime has been committed. The Chairman recommended a Police patrol when these incidents are reported to deter their activities. The Chairman & Councillor Wilcox did not support the Police assessment that Claverdon was a low crime area as it was not reflected in the amount the residents pay for local policing. Alternatively, those in high crime areas should therefore pay more. County Councillor Horner undertook to make that point at the next Clerks & Chairs' meeting.

- 2.2 February CPC Meeting. State of the Foot Path on Henley Road between the Crown & Kington Lane. Requests by residents for the appropriate agency to maintain the footpath highlighted following the recent serious RTA. County Councillor Horner will chase for a response from Highway Maintenance Dept.
- 2.3 January CPC Meeting. Update on potential costs of Road Traffic Survey - £8000. Response awaited, however County Councillor Horner is scheduled to have a meeting with Highways.

3 District Council Matters

- 3.1 The Report received from Peter Richards was circulated prior to the Meeting and content noted by the Meeting.

4 Public Input

- 4.1 A member of the public asked who was responsible for large potholes that emerge next to the road edge. County Councillor Horner advised that it was The County Council and they should be reported on the website. The details have been reported and nothing has yet been done. The hole is located where

Common Lane joins the Shrewley Road. Councillor Bicknell recommended that the appropriate website be shown in the Parish Magazine.

- 4.2 Andy Wilson & Paul Johnson attended the meeting to highlight the existence of the WhatsApp group who share information on suspicious activities and use the Neighbourhood Watch scheme within Claverdon. The Local Community Support Officer is aware of the group. There are examples of where residents work together, crime is then reduced. There are also opportunities, such as linking CCTV cameras together to aid information gathering and pooling financial resources to implement ways of legally protecting themselves. Both wanted the Parish Council to have an awareness of the WhatsApp group activities and sought feedback from the Meeting. Councillor Dargan, as a member of the group advised that their activities had elicited Police support in the past.
- County Councillor Horner suggested active dialogue with the Police for additional uniform presence and that he was looking into the effectiveness of the PCSO's/CSO's deployed at New Street Station. If there was local investment in additional presence, which was being discussed with other Parishes, then the cost approximately of an additional constable across parishes would be £24k per annum. The District Council should be consulted on CCTV as it is their responsibility and there is a process to follow. Councillor Meeson recommended googling "Independent Advisory Group" and following the guidance provided. Councillor Spiers recommended that Andy & Paul contact Les Edwards – Claverdon & District Neighbourhood Watch and seek to attend his meeting. The Chairman supported their aims and requested that future Parish Council agendas include an item for Policing.

5 **Planning.**

5.1 **Update on previously considered applications.**

- 5.1.1 The Old Vicarage - T1 - Silver Birch - Fell T2 - Scots Pine – Fell. Approved 6th March 2018
- 5.1.2 Rose Cottage, Star Lane – 17/03491/FUL. Single storey side extension permission granted with conditions on 15th March 2018
- 5.1.3 CPC Recreation Ground Tree – 18/00371/TREE - T2 (T31A) - alder – Fell. Approved 23rd March 2018
- 5.1.4 The Old Butchers Shop, The Green – 18/00205/FUL & 18/00205/LBC. The Application has been withdrawn.

5.2 **Applications Responded to Inter-meeting**

- 5.2.1 **Barn Cottage Kington Lane** – 18/00592/FUL Proposed detached garage and store. After consideration by Councillors, a response of No Representation was submitted.
- 5.2.2 **Essex House Lye Green** – 18/00539/FUL Proposed new access/ driveway into the property from Common Lane. After consideration by Councillors, a response of No Representation was submitted.
- 5.2.3 **The Hollies** - 18/0411/FUL - Rear/side extension and raising of roof to create two storey dwelling. After consideration by Councillors, a response of No Objection was submitted.

5.3 **Applications for Discussion at this meeting.**

- 5.3.1 **15 Park Close Claverdon** – 18/00816/FUL. Proposed rendering to the front, rear elevations and parts of the side elevations of dwelling (following approval of scheme 17/02276/FUL). After consideration by the Councillors, a decision was made to submit a response of No Representation.
- 5.3.2 **Heart of England Farms** – 18/00746/FUL. Demolition of existing game bird rearing building. Erection of new building on same site to be used in connection with hatchery operations including incubators and storage of packaging. After consideration by the Councillors at the meeting, it was decided to object to the proposed development on various grounds under CS10. The Chairman requested the Parish Clerk draft the objection for Councillors review before responding.
- 5.3.3 **11 High Croft Claverdon** – 18/00819/FUL. Construction of a single storey, flat roof, orangery to the rear. After consideration by the Councillors, a decision was made to submit a response of No Representation.

5.4 **Other Planning Issues**

- 5.4.1 Earth works at the old Spiers Haulage Yard. A Stop Order on any further removal of soil was successfully placed on the site. Enforcement are awaiting a retrospective Planning Application. Councillor Meeson was supported in his request that the ground be reinstated as they had taken away what was natural to the site.
- 5.4.2 St Michael's Road – The wall has been lowered.

- 6 Neighbourhood Plan**
All the comments on the consultation document had been received and recorded for consideration. The outcome of the Cabinet Meeting scheduled for 9th April is awaited.
- 7 CLASP**
The article placed in the March Parish Magazine asking Parishioners to write to the appropriate authorities with their concerns over speeding through the Village has resulted in action and we would like to thank all those who highlighted their concerns in this way.
- 8 Recreation Field**
- 8.1 Update on the progress of the Planning Application reference: 17/03245/FUL amendment. The changes were minor, and approval is expected for the amended plans. Once approval is received a tender process will commence and hopefully by June, indicative costs of will be known. Sourcing of funding continues.
 - 8.2 The Parish Clerk is to contact STWA about a man hole cover which requires attention.
- 9 Footpaths /Bridlepaths**
- 9.1 Footpath from Valley Farm towards Holywell - State of ground following inappropriate use by off road vehicles & 4X4's. In receipt of emails from R Gunningham in respect of the classification of the lane. The Parish Clerk established that there was no evidence that the lane was a BOAT Lane. Councillor Bicknell re. confirmed from definitive plans that that part of the lane falling within SDC boundary was designated as a footpath and the part falling with Warwick DC was designated as an un-adopted road. A "No through Road for Vehicles" is required at the Holywell entrance to the lane.
- 10 Yarningale Common**
- 10.1 No details have been received as to the location where 2 dogs, in separate incidents, sustained serious injuries whilst on The Common.
- 11 Dorothea Mitchell Hall**
- 11.1 External light for ramp walkway is in hand.
 - 11.1.1 Councillor Spires confirmed that the Trustees did not object to 2 filing cabinets to be kept at DM Hall to store Parish Records
 - 11.1.2 Booking for use of DM Hall remain low and Maintenance are getting quotes for a replacement boiler. The Chairman highlighted the potential for any future CIL Levy funds being considered for such items.
- 12 General Other matters including any arising from Earlier Meetings and not already covered.**
- 12.1.1 Councillor Spiers raised the matter of the Nursery Play Area and the lack of ideas from sources already consulted. Councillor Meeson recommended a request for ideas from Mothers be placed in the Parish Magazine and Councillor Bicknell suggested dialogue be re. opened with the school Head
 - 12.2 Councillor Spiers advised the Meeting that the Head of Claverdon School was retiring in the summer and that the Deputy Head was appointed to the role and requested that this was highlighted in the June issue of the Parish Magazine.
 - 12.3 The Easement for Hobbs Hole Cottage was accepted along with the Terms of Business submitted by Moore Tibbets.
- 13 Post Received**
The Chairman acknowledged Rachel Gunningham's email.
- 13.1 **Public Sector Executive On Line**
Weekly Newsletter W/C 4th March - includes comment headlined Councils hit back at government over 'unhelpful and misguided' planning laws. (Circulated by e-mail).
 - 13.2 **Councillor J. Horner**
March County Council report. (Circulated by e-mail).
 - 13.3 **Rachel Gunningham**

e-mails expressing concern regarding the reported cases of dogs being hurt by unidentified source on Yarningale Common, adding that she is in the habit of removing litter etc. when noticed, and commenting that she does not find the frequency with which 'Off Roaders' drive along the Hobbs Hole Lane objectionable and therefore queries the need for taking action to stop them. (Circulated by e-mail).

13.4 John Ward

Comment further to The Council meeting confirming that the Ceanothus hedge has been cut back to help visibility and that where the injuries to dogs that have been reported have taken place is being checked out. (Circulated by e-mail).

13.5 WCC Chairman

Invitation to attend County Church Service to celebrate the Commonwealth on 8th April. Councillor & 1 guest. (circulated by email)

13.6 John Crossling - WALC

Consultation on revisions to National planning Policy Framework(Circulated by e-mail).

13.7 SDC Democratic Services,

Invitation to attend Member Briefing on Planning Development Requirements on Thursday 12th April 5 - 7 p.m. in The Council Chamber. Circulated by e-mail with request to let The Clerk know if intend to attend, as Group Registration is required.

13.8 Alcester North SNT

Burglary Residential. Kington Lane, Claverdon. Window of premises broken and entry gained. Items stolen between 8.15am and 6.30pm on Tuesday 6th March. 0272 06/03/2018

13.9 Alcester North SNT

Burglary Business. Henley Road, Claverdon. Stihl Saw stolen from locked Tool cabinet. Saw has bright pink paint on it. Stolen between 10th & 13th March. 0170 18/03/2018

13.10 Cllr John Horner

Request to attend his meeting at Henley in Arden Fire station on 29th March at 2pm

13.11 Alcester North SNT

Vehicle Crime – Theft from Oakdene, number plates stolen from Corsa, theft from car in pub car park where window was smashed, & white van last 3 digits OKJ seen driving around area - reported as suspicious.

13.12 Email from R Gunningham

Traffic experienced as a result of neighbours building work

14 Finance

14.1 To authorise payments due to date and approve the account projection to end April 2018. Councillor Wilcox

Sought clarification of the amount paid to Accounting Data Services of £186. The Parish Clerk confirmed that this covered £25 plus VAT for the work done re. Pension Regulator ad £130 plus vat for 17-18 Payroll Services. The narrative was amended accordingly.

Date	Item	Cheque No	Current Account		Deposit Accounts	Total
			Deposits	Debits		
1 Apr 18	Balance		£23,553.74		£36,365.19	£59,918.93
	Payments for Approval					
3 Apr 18	Accounting Data Services - Pensions Regulator Enrolment & Payroll services 17-18	2173		£186.00		(£186.00)
3 Apr 18	R. C. Lees - March Salary and Admin Exp.	2176		£724.92		(£724.92)
	Item	Amount				
	Salary	£586.00				
	Allowance	£18.00				
	Postage	£1.65				
	Travel including 26.4 Vehicle Miles	£11.88				
	Time Logged Working on N.P. 21 Hours July 17 to March 18	£252.00				
	HP Instant Ink - Ink supply for Printer	£13.99				
	Lever Arch File for Finance year 18/19	£3.00				
	Folders for Neighbourhood Plan	£6.00				
	Less Tax Paid to H.M.R.C. (Cheque No. 2175)	-£167.60				
	Total	£724.92				
3 Apr 18	M.G. Key - March Salary	2174		£242.40		(£242.40)
3 Apr 18	HMRC - March PAYE for R Lees and M Key	2175		£228.20		(£228.20)
6 Apr 18	Opus Energy - Electricity Bill to 21st March	DDI		£15.95		(£15.95)
15 Apr 18	Severn Trent - Water supply to Pavilion	DDI		£26.43		(£26.43)
Receipts and/or Transfers						
Date	Item	Cheque No	Current Account		Deposit Accounts	Total
			Deposits	Debits		
30 Apr 18	Balance		£22,129.84		£36,365.19	£58,495.03

14.2 Bank Account Reconciliations sign off – The Responsible Finance Officer signed off the Reconciliation for the current account.

14.3 Internal Audit – to receive and approve the Internal Audit Report for 17/18 Audit Year. The Meeting accepted the findings of the Internal Audit paper attached.

15 Meeting Dates

15.1 Dates agreed to end of the year are: May 8th (Annual Parish Meeting at 6:30 p.m. followed by Council Meeting): June 5th: July 2nd : September 4th: October 2nd: November 6th: December 4th: January 8th: February 9th: March 2019.