



PARISH OF CLAVERDON

Minutes of the Annual Parish Meeting of 8th May 2018

Present :- *M Wilcox (Chairman for the Annual Parish Meeting) : H. Spiers : D Middleton : K Meeson
13 Members of The Public, including Speakers.*

Part of the Meeting - County Councillor J. Horner: Councillors P Bicknell: N Dargan

Apologies:- *Councillor S. Lawton & District Councillor P Richards submitted apologies, as they were obliged to attend a Council Group AGM .*

1 Parish Council Report for the year ending 31 March 2018.

1.1 Councillor Lawton was unable to attend the Annual Parish Meeting and appointed Councillor Wilcox as The Chairman of the Meeting in his absence.

2 Parish Council Financial Report for the year ending 31 March 2018 presented by the Chairman.

- 2.1 A copy of The Council accounts for the year ended 31st March 2018, is attached at **Appendix 2** of the minutes and the Chairman highlighted the main points: -
- 2.2 There was a budget for Play Areas Grants & Fundraising in the year, but the activity had been delayed as the planning application for the Recreation Ground Pavilion had only just been approved. Therefore, there was no income during the year.
- 2.3 The Recreation Ground income exceeded the budget as there had been a delay in the payment by one club of the 16/17 season fees of £250 and a payment of £190 towards tree work on a tree that spanned the boundary with a neighbour of the Recreation Field.
- 2.4 The budgeted income for VAT Recoverable had not been achieved as the VAT return for 16/17 year had been filed in early April 18 along with the 17/18 VAT return. The money has now been received.
- 2.5 The Clerk's salary exceeded the original budget because of the appointment of a new Clerk who worked reduced hours from January to March with Robert Lees.
- 2.6 Work done at the Recreation Field exceeded budget because there were 2 payments for hedge cutting during the year, with one being budgeted, and barking was required to address muddy areas.
- 2.7 An asbestos survey had to be conducted as part of the planning application process for £495 which was not predicted when compiling the budget.
- 2.8 Two mowing cuts were budgeted at Yarningale Common, with only one being achieved during the year.
- 2.9 General Maintenance fell below budget at Yarningale Common during the year, however foot path clearing, and maintenance was conducted along with tree felling & surgery.
- 2.10 Mowing of verges and other village areas was achieved and the budget for this year has been lowered.
- 2.11 The Neighbourhood Plan costs were lower than expected, however the income received was also lower than budgeted. Though the income of £3510 exceeds the costs incurred during the year, there are further costs in 18/19 to offset the grant received.
- 2.12 The Chairman concluded his report and asked if there were any questions. No questions were asked and due to The County Councillor Horner being delayed, the Meeting moved to the speakers for The Village Groups & Organisations at item 4 of the Agenda.

3 County Council Report

- 3.1 County Councillor John Horner presented his annual report after the contributions made by The Village Groups & Organisations.
- 3.2 Councillor Horner said that his full report had been published in the last Parish Magazine and covered the following
- 3.3 Warwickshire is ranked in the top 5 of 143 local areas in the country for sustainability and in the top 5 most equal places for wellbeing and that he personally felt lucky to live here. Though this is good news, it also means that Warwickshire and therefore Claverdon are net contributors of funds to the District Council, the County Council & nationally. The Government savings aspiration has meant that since 2010, the Central

Government support grant is reduced each year. This has led to increases in taxes. The tax this year has been increased by 3% for general activities and 2% to fund social care for all ages.

- 3.4 Arden Division's wealth means that Claverdon tend to be at the back of the queue for Council support services. Councillor Horner has therefore been researching how Parish Council's can fund services specifically for the benefit of their residents. The research presently covers meetings with Police over additional uniformed presence in the Division, and feedback from the Chief Constable on public funding average speed cameras of the type on trial in Hockley Heath.
- 3.5 Councillor Horner continues to apply pressure on County Council Officers over the lack of double and single yellow line enforcement in villages. However, success has been achieved in securing additional traffic enforcement with the increase in the number of mobile units in the area.
- 3.6 There has been a meeting with Redditch Borough Council and Worcestershire County Council to explore ways of alleviating the traffic heading for M40 junction 15 and Leamington. Those Councils are saying that they have no money to allocate to any measures to alleviate the traffic and have no duty to do so beyond a certain area of development. The effort to secure designation of the A3400 & A4189 as Major Road Network (MRN) was not achieved, with just the A435 being accepted as an MRN. Funds are only released for traffic mitigation if the road is designated as an MRN.
- 3.7 There were 94 gritting runs this year, when the expected number is 55 and more holes to fill and drains to unblock due to the bad weather. Some areas are not included on the gritting run and Councillor Horner recommends that where gritting additional areas would make a difference, they should be detailed to him.
- 3.8 Questions were invited from the floor. A resident asked what action is going to be taken to resolve the speeding through The Village. Councillor Horner said that the Police will agree to cameras where there is accident history and have to agree to average speed cameras. The PCC is looking at the results from existing average speed cameras. Councillor Middleton recognised that the ones at Hockley Heath had had an amazing effect. The costs and effectiveness of ANPR were discussed along with signs and fences at village entrances. However, cameras are the most effective as drivers slow when they are seen. The resident asked the question again and for clarity asked if it was down to money or awaiting another serious accident. Councillor Horner advised that Councils need to customise. Councillor Dargan concluded that options in respect of funding and or self-funding would need to be considered alongside the best option/s to address speeding.
- 3.9 Councillor Wilcox highlighted 3 posts installed on Langley Road as a safety measure which are now either missing or broken. Councillor Horner recommended using The Council reporting system to get resolved.

4 Village Groups and Organisations Reports

- 4.1 **Gardening Club.** Chris Duckworth presented to the meeting as the recently appointed Chairman of the Gardening Club. There is now a monthly article in the Paris Magazine written by Chris and this gives the details of the forthcoming expert speakers and the topics they will cover. Chris paid tribute to other members of the Group who have organised speakers 12 months ahead. The Group have the Autumn Show in September and a market in November as forthcoming events. Chris is looking for a new name for the November event as the previous name conflicts with another organisation who objected. Chris said he would welcome proposals to name the market event and attributed the success of these events to the hard work done by the Group. The Group are always looking for new ideas and have proposed the following -
 - 4.1.1 Proposal to place a planter by the notice board at the junction of Langley Rd & St Michael's Rd. The Chairman asked about the size and location of the planter and the proposal to maintain the planting. Chris confirmed that the Group believed a square planter would be appropriate and that the Group would maintain the planter and asked if the Parish Council would pay for the plants. The Councillors agreed that in principle, it was a good idea, but if the Group could prepare a planter proposal with planting costs, this could be progressed via the Parish Council Meeting
 - 4.1.2 Proposal to plant daffodils in the verge at approaches to The Village. The Chairman requested the Parish Clerk contact Birmingham City Council to see if they have any spare daffodil bulbs this year. The Councillors agreed to the planting request.
- 4.2 **Claverdon Primary School** update was given by Kate Gover – Headmistress.
 - 4.2.1 The current pupil roll has been steadily increasing with 9 transfers from other schools already this year. The role is currently at 196 pupils and the projection for the Reception Class in September is 25 to 30 pupils.
 - 4.2.2 The Ofsted inspection conducted in February rated the school as "Good".

- 4.2.3 The ownership of the defunct Boys Club field off Breach Lane passed to an umbrella charity for Boys Club last year, called Ambition. Ambition are the legal owners of the field but have not provided insurance for all users. The School have secured insurance for their use of the field. If other users use the field without their own insurance, it is at their own risk.
- 4.2.4 The school were recently visited by Warwickshire County Councillor Hayfield and Chris Malone the Warwickshire County Council Head of Education. They spoke with the children and it was a welcome visit.
- 4.2.5 The school is very grateful to County Councillor Horner for his support in securing a Smart Start grant which was used to refurbish the Reception outdoor play area and held Woodland Tales sessions for Stepping Stones & Claverdon Village Nursery children.
- 4.2.6 The school had to be closed for 3 days over winter because of the icy road conditions on Langley Road even though the main road was gritted and clear. A request for support from the Parish Council to extend the gritting route would enable the school to remain open.
- 4.2.7 The school is concerned about the lack of communication on the building work in the field adjacent to the school as the work appears to have stalled.
- 4.2.8 The school welcomes Hazel Spiers as a member of the Governing Body for the school.
- 4.2.9 Kate Gover advised that she is to retire at the end of the summer term and is pleased to announce that the Deputy Head, Dan Powell is to take her position. Councillor Spiers expressed the thanks of Claverdon Parish Council for her dedication and effort over the years.
- 4.3 **Tennis Club.** the Annual Review was presented by Sarah Duck.
- 4.3.1 The club holds many tennis and social events throughout the year and is a very friendly club. There is a Great British Tennis Weekend event being held on Sunday 13th May. The event is free and to lay and meet the coaches.
- 4.3.2 Tournaments are held throughout April to October and these cater for all abilities
- 4.3.3 There are currently 3 ladies teams, 3 men's teams and an "A" team.
- 4.3.4 In November there is an annual quiz night which raised £400. This was used to develop the club.
- 4.3.5 There was a Club Clean UP event – this included the weeding of the Courts
- 4.3.6 The rejuvenation of the court surface has been incredibly successful and saved the club money when compared to the cost of a new surface.
- 4.3.7 There are currently 106 members including juvenile members and more are very welcome.
- 4.4 **Claverdon Neighbourhood Watch** annual review was given by Les Edwards
- 4.4.1 The Neighbourhood Watch is an organisation made up of people who are interested in working together alongside the Police to reduce crime and make the place in which they live a safer place. They do this by keeping an eye on their street or neighbourhood and reporting anything they see that seems out of place or suspicious.
- 4.4.2 Changing nature of Neighbourhood Watch: In the 80s & 90's there were monthly meetings where information would pass between coordinators and police and paper documents would be distributed to households. Now, almost everything is instant and online where coordinators and the public can call the police on the non-emergency 101 phone number to report on suspicious activities or incidents & access the police website for specific information or register to receive crime-related bulletins from the police. Not everyone can use online technology, so a monthly Newsletter is placed in the Claverdon's Parish magazine. This contains the most recent news on local incidents plus general warnings and relevant advice. Les Edwards' telephone number is shown inside the back cover of the Parish magazine should anyone have concerns or if they need advice on anything related to crime or policing.
- 4.4.3 In 2015, fifteen Claverdon Community Speed Watch volunteers successfully completed police speed gun training and I acquired equipment and hi viz jackets with financial assistance from Claverdon Parish Council, Stratford District Council and Stratford District Neighbourhood Watch. We carried out some successful speed monitoring sessions and passed on the details of speeders for police to follow up. I have since loaned the equipment to Wolverton for their own Community Speed Watch scheme and got the gun recalibration funded by Stratford District Neighbourhood Watch. Once I fully retire from work, I will look to recommence local monitoring. In the meantime, the police continue to carry out their own sporadic speed checks in Claverdon.
- 4.4.4 Current Situation: Police numbers have dropped, but various community communication schemes are in place that attempt to reduce crime in the area which include the Neighbourhood Watch web-based Our

- Watch system, the police Community Messaging Service, my email distribution list of interested contacts, Paul Johnson's WhatsApp network & the CLOGS email/phone network
- 4.4.5 The area's Neighbourhood Watch scheme is registered on the official Our Watch website:
<https://www.ourwatch.org.uk/scheme/1219/claverdon-area/>
- 4.4.6 Les Edwards' coordinator area covers Breach Lane and the section of Langley Road from St Michaels Road to Church Road. Les is also registered as Beat Chairman for the entire Claverdon Area, including Preston Bagot, Yarningale, Gannaway, Pinley and Lye Green. Post code CV35 8xx.
- 4.4.7 Ideas/Plans Going Forward: A few people have registered the particular geographical area they look out for in the Our Watch system. The ideal scenario would be for everyone in all the community schemes to also register. This would then enable us to see which areas are not covered.
Les is also registered for the police Community Messaging Service communication scheme. This means email messages are sent directly from the police on incidents and warnings. Some of the incidents are reported in the monthly parish magazine newsletter. If everyone in all the community schemes were to also register for the CMS scheme they would get the same email messages without delay.
There has been a meeting with Paul Johnson and two concerned Kington Lane residents to look at other ways we could reduce crime in the area. The two key proposals are:
1. To get high visibility vests or jackets for local volunteers - especially dog walkers - to wear with logos emphasising that this as an active Neighbourhood Watch area. There is funding for this from Stratford District Neighbourhood Watch
 2. To erect four ANPR cameras to record vehicles crossing all entrances and exits to the village. They would program a 'white list' into the software to register registration numbers of all residents and anyone that is a regular visitor. The system would then monitor all other vehicles and record when and where they entered and left this area. It can monitor speeds of cars on a general basis, so we could produce reports to the Council (to request traffic lights, speed changes etc.) and also highlight repeat offenders (to report to the police). Monetary support for this scheme would probably need to come from council coffers plus parishioner levies and fund-raising activities.
- 4.4.8 Councillor Spiers asked if the Police reports could be added to the "Claverdon Matters Facebook page. Les Edwards advised that this could be done.
- 4.4.9 In response to a question from a member of the public, Les Edwards advised that there were 30, possibly 50 people involved in the Neighbourhood Watch.
- 4.5 **Community Shop** – The Annual report was presented by Barry Cleverdon
- 4.5.1 The Annual Meeting for the Community Shop will be held on 14th May and will be the 10th AGM for the shop.
- 4.5.2 Whilst the current building was being constructed, the shop operated out of a portacabin. Lord Digby Jones visited for the opening and he described the shop as the future Totem Pole of The Village. With the landmark of 10 years in business and how the shop has supported The Village, Barry felt that the shop had achieved the status that Lord Digby Jones attributed to it all those years ago – the Village Totem Pole.
- 4.5.3 There are 40 volunteers who without their dedication the shop could not operate.
- 4.5.4 The shop has turnover of £120k per annum and the profits from the shop funded the sliding door which replaced the previously difficult hinged door. This cost £8k
- 4.5.5 Sainsburys helped in the original set up of the shop and purchases mainly still come from them. A few months ago an exercise looked at purchasing from a wholesaler. The minimum purchase quantities made it too difficult to purchase on this basis without there being waste from exceeding sell by dates. Purchasing on a retail basis the quantities that are consumed remains the most appropriate basis for the shop.
- 4.5.6 Barry thanked Trish and the volunteers for all their hard work & dedication, that enabled everything to happen. Without this, there would not be a sustainable shop to service and support the Claverdon community.
- 4.6 **Claverdon WI** - The report from Linda Pielow who was unable to attend was read by The Chairman.
- 4.6.1 There is a government directive this year to help to alleviate loneliness within the community. In our small way the WI helps with that, and in Claverdon WI we have been doing that for 95 years.
- 4.6.2 The Claverdon WI now have 32 members and continue to meet once a month. It is all the other things the WI do together through the months that help to keep the group busy and connected with each other.
- 4.6.3 There are outings, walks with lunch at a pub afterwards, speakers, quizzes, competitions and 'Knit and Natter' mornings.

- 4.6.4 There is also a serious side which makes everyone think about and debate various issues, helping to keep the old grey matter alive.
- 4.6.5 In this day and age, as with any voluntary organisation, it is increasingly difficult to maintain a committee and chair person who will give up their time, but here in Claverdon the groups are managing to carry on 'carrying on' that is the Parish Councillors, DM Trustees, Monday Club, Sports Clubs, the Community Shop, the Gardening Group, and the WI, and this makes Claverdon the village that it is.

5 **Neighbourhood Plan**

- 5.1 The current position with the progress of the Neighbourhood Plan is that over 30 responses were received on the Neighbourhood Plan Pre-submission document from residents and major organisation and authorities who had to be consulted
- 5.2 The last response being received from SDC on 9th April 2018. This was an extensive response with some 74 observations listed
- 5.3 The responses have been submitted to Neil Peace of Avon Planning Services who is the appointed consultant for the Neighbourhood Plan
 - 5.4 Neil Pearce will advise a meeting date when he has reviewed the responses and is able to make recommendations for the Neighbourhood Plan Committee to consider
 - 5.5 The Neighbourhood Plan Committee are looking to have meeting before the end of May to significantly advance the document to the next stage

6 **General Questions from the Floor** – no general questions were raised from the floor.

With no further questions, The Chairman concluded the Meeting at 7.40pm

Following the Annual Parish Meeting, District Councillor Peter Richards submitted his report for 17/18 and asked that it be included with the Minutes. The report from Councillor Richards is attached **at Appendix 1** the Minutes

APPENDIX 1 – District Council Report for Parish Council Annual Meeting – 2018. Cllr Peter Richards – Ward Member for Snitterfield

The 2017/18 Council year has been an eventful one with huge amounts of work undertaken by members and officers and significant progress made on various policies and the implementation of those policies.

To get the year underway the Council were given the go ahead by the Planning Inspectorate to adopt our Community Infrastructure Levy policy which is now considered and applied to all planning applications across the district. The Levy allows the Council to collect a level of funding that will be used to provide and improve on the existing infrastructure across the district. That funding stream is available to Parish Councils, particularly those with an adopted Neighbourhood Plan, to apply to specific infrastructure projects within their Parishes. I would encourage you all to advise me of such projects and I can champion those, on your behalf, through the process.

Very soon after CIL adoption the Council agreed to a series of infrastructure projects, ranging from transport, tourism, enterprise and regeneration, with the view to drawing up business cases for each project and applying for funding to deliver on those projects. Since then five projects have progressed and indeed we expect the delivery of a bike hire scheme in the town and provision of electrification for car charging across the main market towns in the district.

In the summer, National Government announced a funding pot under the title Housing and Infrastructure Fund, which would provide Councils a level of funding to unlock housing sites through the delivery of necessary infrastructure. Despite advice suggesting we shouldn't apply, I am pleased to say that the Council were successful in receiving £13.48m of funding in the first phase and have been shortlisted for a further £40m of funding in the second phase. These are the highest levels of funding ever received by this Council and will be used towards much needed infrastructure in the District.

Towards the end of 2017 the final draft Transport Strategy was made public, with due considerations having been given to the consultation responses received from the public. The strategy was presented to full Council in April and after a healthy debate it was endorsed, having removed reference to the Eastern Relief Road. The County Council have since adopted the plan and we now turn our focus to the delivery of the policies contained within.

At the same meeting the Council members unanimously agreed to the progression and delivery of a Wholly Owned Housing company. This has provided the Council Cabinet with the authority to establish a housing company that will deliver not only much needed housing and affordable housing to for residents but a steady income stream to the Council that will be used to improve the services provided whilst maintaining the current level of council tax.

More recently the Council has undergone a significant change in its leadership. At the AGM on 16th May a new Leader was appointed following the resignation of Cllr Chris Saint. The new Leader is Cllr Tony Jefferson and he is accompanied by Cllr Mark Cargill as his deputy.

With this change comes further change to our Cabinet. Personally, I will continue to be a Cabinet member, however my remit has changed. I am now responsible for the Health, Wellbeing and Housing portfolio which enables me to continue with a large portion of my existing remit, with the addition of the Health and Wellbeing Strategy.

Infrastructure will now be overseen by Cllr Mark Cargill along with Transformation and Corporate Strategy.

Services for the Community is continued by Cllr Mike Brain,

Business, Tourism and ICT will be taken over by Cllr Maurice Howse,

Resources and Property remains with Cllr Lynda Organ,

Planning and Building Services has been handed back to Cllr Daren Pemberton, and;

Governance and Democracy has been presented to Cllr Stephen Thirlwell.

So, a significant change to the make-up of our Leadership Group. It is the new Leaders intention to maintain some continuity during the transition phase before making further positive change as we move into the later part of the year and into the next Council term.

APPENDIX 2

Claverdon Parish Council Accounts for the Year to 31 March 2018

	Budget	Actual	
Income			
<i>Precept</i>	£25,000.00	£25,000.00	
<i>Play Areas Grants and Fundraising</i>	£15,000.00	£0.00	
<i>Recreation Field</i>	£750.00	£1,190.00	Non-budgeted contribution to tree felling-£190, plus £250 paid in the yr. relating to 16/17 Season - £250
<i>Bank Interest</i>	£75.00	£148.13	
<i>Miscellaneous Grant towards Neighbourhood Plan</i>	£4,000.00	£20.00	£20 refund on new Printer
<i>Verges mowing reclaim from SDC</i>	£800.00	£3,510.00	The amount spent for the year below is £2771.57
<i>Rent and Easements</i>	£285.00	£1,245.59	Wayleave receipts
<i>VAT Reclaimed</i>	£2,800.00	£279.13	VAT reclaimed April 18 for 17/18 & 16/17 Finance year
<i>VAT Reclaimed</i>	£2,800.00	£0.00	
Total	£48,710.00	£31,392.85	
Expenditure			
<i>Administration</i>			
<i>Clerk's Salary</i>	£7,030.00	£7,447.22	Assistant Clerk Costs. Jan-March 18. £787.80
<i>Clerk's & Admin Expenses</i>	£1,100.00	£970.98	
Total	£8,130.00	£8,418.20	
<i>Recreation Field</i>			
<i>Mowing</i>	£1,600.00	£1,500.00	
<i>Other Field work</i>	£600.00	£1,135.00	Dead wooding oak tree, Hedge Cutting X2 +, barking muddy areas
<i>General Maintenance & Utilities</i>	£1,100.00	£1,688.08	Asbestos Survey at Pavilion - £495.00
<i>Play areas - New equipment / Refurbishing</i>	£30,000.00	£0.00	
Total	£33,300.00	£4,323.08	
<i>Yarningale Common</i>			
<i>Mowing</i>	£2,000.00	£950.00	Budget was for 2 cuts during the year - only 1 was achieved
<i>General Maintenance</i>	£3,600.00	£1,927.48	Tree felling & surgery £975, Footpath clearing & maint £952.48.

Total	£5,600.00	£2,877.48	
Other Village Areas			
<i>Verges Mowing</i>	£5,000.00	£3,846.09	This is for the mowing of the verges and mowing Lye Green
<i>Trees, Footpaths and Gritting, Village and Lye Green Maintenance</i>	£2,000.00	£351.00	
<i>Tattle Bank</i>		£300.00	Removal of a tree
Total	£7,000.00	£4,497.09	
Miscellaneous and Professional			
<i>Professional Costs</i>	£1,025.00	£982.43	This is for Audit Fees, Legal Charges, Bank Charges & Insurance
<i>Neighbourhood Plan Costs</i>	£4,000.00	£2,771.57	
<i>General other costs</i>	£2,420.00	£2,893.16	Notice Boards, Communications, Subscriptions, training, meeting room hire, & 2 Defibrillator Cabinets £1300
<i>VAT Paid</i>	£7,500.00	£2,054.06	
Total	£14,945.00	£8,701.22	
Total Expenditure	£68,975.00	£28,817.07	
Surplus / Deficit	-£20,265.00	£2,575.78	
<i>Contingency</i>	£9,350.00		
<i>Surplus/Deficit if using all Contingency</i>	-£29,615.00		

