



PARISH COUNCIL OF CLAVERDON

Minutes of the Council Meeting of 2nd October 2018

Present: Councillor Lawton, Councillor Wilcox, Councillor Spiers, Councillor Bicknell & Councillor Meeson, together with 9 members of the public.

Apologies for absence. Apologies have been received from Councillor Middleton who is away, Councillor Dargan and County Councillor Horner who are unavoidably detained at separate meetings in London and District Councillor Richards who is at the Conservative Party conference.

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 4th September 2018 were taken as read, approved by the Councillors present and later signed as representing a correct record.

2 County Council Matters

- 2.1 General Report. In his absence County Councillor Horner sent a report which covered the following:-
- 2.2 Small Road Safety Projects. The Green – WCC officers refuse to sanction a design on the grounds of safety and risk. The only way that WCC will consider anything is if the Parish Council fund a design to show that the gradient into the T junction is safe. The turning into DM Hall from A4189. The project is undergoing preliminary design and then a safety audit will be conducted by WCC. County Councillor Horner will report back when a budget is developed.
- 2.3 Speeding. County Councillor Horner spoke to the Highways Speed team and they have admitted that they should resolve the issue with the actual speeds and the Police records.
- 2.4 Unsafe parking – The only recourse is to telephone 101 and report it to the Police. Currently the phone operator makes a judgement as to whether to pass the report on or ignore it. A new system is proposed which will record all calls.
- 2.5 Chairs & Clerks Meeting 26 September – County Councillor Horner kindly provided £1000 from his Councillors Grant fund towards the new Notice Board to be located by the Community Shop & Tennis Courts.

3 District Council Matters

3.1 General Report. The Chairman asked the Parish Clerk to request a written report from Councillor Richards.

4 Public Input

- 4.1 Rachel Gunningham wanted to know why The Chairman had placed on Claverdon Matters, the selling of Tattlebank and why was it not in the last minutes. The Chairman advised that the decision to sell Tattlebank, a small wood of about 10 acres off Kington Lane, was made about 2 years ago, and that any discussions that were held in the last meeting were after Rachel had left and were held in camera – in private and with the public excluded. Councillor Wilcox agreed that the matter should not have appeared on Facebook and explained how the Parish Council acquired the land and that it was an unused asset.
- 4.2 A member of the public advised that he had raised the speeding down Langley Road with the District Council. The Chairman understood how difficult it was to get any support on speeding in the Village.

5 Planning.

5.1 Update on previously considered applications.

- 5.1.1 The Pines, The Green – 18/02510/TREE. The planning permission to remove a flowering cherry, remove a leaning holly trunk & clear deadwood from a cedar was approved by SDC on 18th September 18.
- 5.1.2 Kington Grange Farm, Kington Lane – 18/02160/VARY. Variation of condition 2 of planning permission 17/02221/FUL to allow the demolition and rebuilding of the eastern elevation of the building. The planning application was approved by SDC on 21st September 2018.

5.1.3

5.2 Applications Responded to Inter-meeting

5.2.1 St Michael & All Angels Church Claverdon – 18/02774/TREE. T1 Holly Fell. The Councillors reviewed the application and after due consideration made a response of No Representation.

5.3 Applications for Discussion at this meeting.

5.3.1 Elmwood Langley Road – 18/02569/FUL. Proposed single storey side extension to enlarge the existing Kitchen/Diner. Replacement pitched roof car port. Relocation of outside toilet & new shed. After consideration by the Councillors, a decision was made to submit a response of No Representation.

5.3.2 Hope Cottage, The Green – 18/02471/TREE – T1 Beech tree Fell. After consideration by the Councillors, a decision was made to submit a response of No Representation.

5.3.3 The Old Vicarage, Church Road, Claverdon – 18/02832/TREE. Work to 12 trees including the felling of 2 Scots Pine & 1 Silver Birch tree. After consideration by the Councillors, a decision was made to submit a response of No Representation.

5.4 Other Planning Issues

5.4.1 Land off Langley Road Claverdon - 18/01410/FUL. Change in site levels to paddock (in connection with adjoining housing development). SDC provided Claverdon Parish Council with the Developer's proposals to address site drainage and reinstatement of the equestrian paddock. As the proposals do not reinstate the paddock, the Parish Council response as a Consultee is that the original objection remains and that the site must be restored to its original state. Richard Jackson was present at the meeting and said that the Company would do what they needed to do to make good, that there was concern about the amount of lorry traffic to put the soil back and the Ecologist says there is no problem in not doing so. He also advised that a Land Engineer says the banks are fine, but if not, they will rectify. Richard Jackson gave an assurance that it will be done properly. The Chairman noted that the proposed rectification work involved only a few inches of topsoil being added which was considered minimal.

Steve Day, the neighbouring property owner, highlighted that there was still a section of land to be removed close to his house and foundations. The land is clay and he had grave concerns over the stability of the land and the effect it will have on his property as no professional advice has been taken from geologists, hydrologists etc. and such a report was needed. Richard Jackson said he would get the report to Steve Day and was happy to provide it. The Chairman advised that as these documents had not been sent to Stratford District Council, they should be sent now, so that the Parish Council could also consider the content, and that it would appear sensible to put up a retaining wall. Councillor Wilcox & Councillor Meeson stated that planning permission should have been sought before any soil was removed. The Chairman concluded that the Parish Council would not remove their objection, as it is not safe to do so, the stability of the land remained in question and it was an intrusion into the greenbelt. A resident asked whether following a report showing the land structure to be safe and the neighbouring property unaffected, will the Parish Council still object to the proposed plans? The Chairman advised that if all the professional reports are sent to SDC and they agree with them, they will revert to the Parish Council asking us to reconsider our position. It is likely that the matter will be referred to a Committee Meeting scheduled for 17th October 18.

5.4.2 The Fieldings Langley Road – Update awaited from the Enforcement Officer at SDC

5.4.3 Breach Lane – Building of 3 Social Houses. Councillor Wilcox asked Richard Jackson if they were planning to reinstate the ditch along Breach Lane or replace it with a drainage pipe. Richard Jackson said they were not going to reinstate the ditch. The Chairman advised that WCC will ensure that the developer does what he should.

6 **Neighbourhood Plan**

The Steering Group met on 17th September to conclude all the changes to the draft Neighbourhood Plan. The Neighbourhood Plan Steering Group will meet again as soon as they have a final draft to review as a group at the next meeting. This is most likely to be in the next 2 weeks. Work has commenced on the Basic Conditions Statement. Once the final draft of the Neighbourhood Plan is concluded the Steering Group will commence work on the Consultation Statement. Tony Rodger asked The Chairman for timescales to complete the whole process. The Chairman estimated these to be circa 6 months, but to keep in mind that the Cabinet Meetings are only held every 2 months.

7 Policing & CLASP & CASE

- 7.1 Councillor Spiers updated the Meeting. High Viz jackets have been secured, along with the leaflets explaining the ANPR cameras which will enable CASE to do house to house visits to explain the project benefits. Councillor Bicknell requested details also be placed on all the notice boards.
- 7.2 Speeding in Claverdon. Tony Rodger had received, through a local MP, a response from WCC with their opinion on speeding on the A4189. The response places responsibility with the Police and distances itself from any action on the grounds that lighting is insufficient in Claverdon, inadequate budgets, and insufficient instances of personal injury collisions compare to other areas in The County. The Green remains an “accident waiting to happen”. The Chairman considered that should the Parish Council make available funds, then any design would be rejected by WCC and it would be wasted money. The situation could be addressed via the Police Crime Commissioner, Philip Seccombe as support is needed to secure a 30mph from Saddlebow Lane to Kington Lane. Councillor Spiers highlighted that the A 4189 was heavily congested every time there was an accident around junction 15 of the M40 and this should now be taken into consideration, along with expected increased traffic from Redditch Distribution Park.

8 Recreation Field

- 8.1 Update on the Tender Process. 2 of the 3 tenders have been received back. They remain unopened and will be opened in camera after the meeting by the Parish Clerk with Councillors present.
- 8.2 Grant Funding update. The Chairman had not received an update from Anthony Darch however at the end of the Parish Council Meeting, Anthony Darch telephoned to advise that he believed the application should be for £60k to £70k and meet with the Chairman to complete the application within the next 10 days. Councillor Spiers suggested as Henley were renovating their recreation area, it may be financially prudent to consider using the same contractors. The Chairman agreed and noted that the specialist play area companies quotes looked expensive and were well in excess of what he would have expect the costs to be. The Chairman suggested that the equipment in the under 7’s play area could be renovated and re. used to reduce costs. The Parish Clerk is reviewing a grant application with WALC for the play area and will discuss these options with Emma Foulerton and her team. A member of the public said how his granddaughter enjoyed the current under 7 facilities and believed a working party could be gathered to organise the repair. The Chairman agreed, and serious consideration will be given to this.
- 8.3 Rachel Gunningham said that she had emailed Emma Foulerton who seemed unsure of what her budget was and referred to an article in the Parish News which said £20k had been raised for the play area. The Chairman advised that the money was part of the “pot” for the refurbishment of the Recreation Ground. How it would be allocated would depend on the ultimate costs and the money for the whole project being in place before work could commence. Rachel Gunningham complained that the play area was taking too long to complete and that the money had been raised long ago.
- 8.4 Councillor Spiers requested the pedestrian gate into the Recreation Field be repaired. Councillors approved The Clerk to arrange a quote.
- 8.5 Update on the possible planning application for the enlarged play area. No update.
- 8.6 Agreement with Sports Clubs – Claverdon Football Club have paid the fee for the first half of the season but have not returned a signed contract to use the Recreation Ground despite two requests to do so or advise why there was an issue. Councillor Wilcox requested a letter be sent to the Football Club requesting the returned signed contract, or the Parish Council would deem that acceptance of the contract had been made upon the first instalment having been paid.

9 Footpaths /Bridlepaths

- 9.1 Access to the Boys Club Field off Breach Lane. A meeting was held internally at Ambition on 26th September 2018. The outcome is that Ambition would like the Parish Council and the School to provide proposals for the field and how it can best be used, before considering a meeting at the site. Ambition have verbally advised that they have no insurance in place to cover the use of the field by dog walkers and therefore do not support continued use by dog walkers. Once the Parish Council have Ambition’s position in writing, a response can be made. Considering the history of the field, the Chairman hoped that Ambition would gift the site to the Parish Council for the benefit of Claverdon residents. There are various options the Parish Council can consider, but the Chairman advised that these will only be discussed once something in writing had been received from Ambition.
- 9.2 The Map detailing the Parish Footpaths & Bridleways - The Parish Clerk and Councillor Spiers have completed the changes to the current map which was viewed at the meeting. Councillor Spiers asked whether the Parish Council would consider granting advertising space on the reverse of the map. After

consideration, the Meeting agreed to initially offer advertising space to local pubs before securing acceptable quotes for the Parish Council to consider.

10 Yarningale Common

- 10.1 A meeting was held with David Cole, an Ecologist from Warwick CC. The meeting looked at how to maintain the view from the Mill Mound, combatting the thistle infestation, benefiting the habitats at some of the 5 ponds, the mowing regime and how to restore some of the original flora to the woodland & grass areas, and some vegetation cut back to increase light to encourage regeneration of the original plant life. Some residents from Yarningale Common, present at the Meeting, and having held informal meetings with David Cole, believed this would at least provide a long term positive ecological improvement to Yarningale Common. Rachel Gunningham was concerned that “bio diversity” meant change and that as resident on Yarningale Common, she did not want to see any change. Councillor Bicknell asked those residents present if their discussions had highlighted any “alarm bells”. Confirmation was given that there were none, but that ongoing communication was important and that residents wanted to help. The Chairman requested that anyone who wanted to be on a working party should let himself or The Clerk know by email. The Meeting, having been provided with a draft 30-year contract, considered the draft contract, and are resolved, in principle, to agree the contract subject to a detailed maintenance plan being acceptable to the Parish Council.
- 10.2 Councillor Bicknell requested the railings at one of the entries to Yarningale Common mound be repaired to prevent access by horse riders.

11 Dorothea Mitchell Hall

- 11.1 County Councillor Horner provided £1000 from the Councillors Grant Fund towards the cost of the new notice board. More competitive quotes are being sought for the new notice board.

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

- 12.1 Claverdon K6 Telephone Kiosk - Network Management at WCC have been asked to provide the permits and costings for the relocation of the telephone kiosk several times. Their response is awaited. Councillor Wilcox asked whether it would not be more cost effective to refurbish the kiosk and retain it at its current site. Councillor Meeson originally thought that so too, but on investigation supports its relocation. The Chairman will speak to District Councillor Richards as to why a planning application is needed as costs need to be kept to a minimum.
- 12.2 Claverdon Village Website – The cost of hosting the website and support for queries on the new platform for the website is £120.00 plus vat for the forthcoming year. As the current website platform is unwieldy there is a plan to migrate to a new platform to update the website very shortly. The Chairman proposed the approval of the costs and this was supported by Councillors.
- 12.3 Claverdon Gardening Group – The planters are in position at the corner of St Michael’s Road ready for the plants and bulbs to be added. The Parish Council would just like to thank Steve Kellegher for donating the slabs, cement, brackets, topsoil, grass seed and all of his time putting these in place for free. His generosity and hard work are very much appreciated.
- 12.4 Any other business – Councillor Wilcox passed to The Clerk details of a petition to make entering and occupying land without consent a criminal offence. The petition required 100,000 signatures before it will be considered for debate in Parliament. Councillors agreed that details of the petition should be given in the Parish News.

13 Post Received

Meeting 02 October 2018 – Correspondence

- 13.01 **FW: Alcester Police North SNT. Latest Weekly Report. Sunday 2nd September 2018**
The latest Police report showed no incidents for Claverdon.
- 13.02 **CWS Broadband Update - September 18**
Email re. events, feedback, gigabyte event re. bringing faster broadband to rural areas.
- 13.03 **SDC Enquiry about discussed quarries or mines.**
SDC Enquiry about discussed quarries or mines following a fatality at Bishops Itchington.
- 13.04 **FW: Alcester Police North SNT. Latest Weekly Report. Sunday 9th September 2018**
Suspicious circumstances on Kington Lane involving a small black car - possibly a Corsa - on 1st September 18
Police Priorities Poll - requests to vote to secure Police involvement on issues that affect Claverdon.

- 13.05 County Councillor John Horner's September Report**
The report covers the pressing issue of Social Care, public sector budgets, the Rogue Traders Scheme and support for Careers
- 13.06 Parish & partnership Briefing - September 18 issue from SDC**
Quarterly update featuring various articles and updates from Stratford District Council
- 13.07 FW: Alcester Police North SNT. Latest Weekly Report. Sunday 16th September 2018**
Suspicious Circumstances. Langley Road, Claverdon. Noises heard at the end of private drive like someone was trying to open the set of electric gates. Shortly afterwards a vehicle was heard to drive off. No offences disclosed. 11.15pm Thursday 13th September.
- 13.08 WCC Highways - Road Closure Notice - Candie Humphries**
Temporary closure of Curlieu Lane, Norton Lindsey from A4189 Gannaway Road to Wolverton Road, to vehicular traffic commencing 8th October
- 13.09 WALC Community Grant Fund**
WALC have emailed all the details and application form for Parish Council's to apply for the Community Grant fund. A Panel review applications the first week after every quarter. The maximum grant is £8k based upon 20% funding criteria.
- 13.1 WALC Annual Report & Invitation to the AGM**
The Annual Report for the year to 31-3-18 and an invitation for 2 members of the Parish Council to attend the Annual General Meeting at Shire Hall Warwick on 17th November 2018
- 13.11 FW: Alcester Police North SNT. Latest Weekly Report. Sunday 23rd September 2018**
Suspicious Circumstances reported at St Michaels Close. White transit sized van seen driving around the area & it may have been up to no good. The last part of the registration number was similar to 'G?H'. 3.05pm Wednesday 19th September. 0325 19/09/2018

Burglary Business at Langley Road, Claverdon. Three men wearing Balaclavas seen trying to break into a container on site. A Black Mitsubishi L200 was seen to leave the area. The last three letters of the registration number was 'ZJO'. 5.15pm Tuesday 18th September. 0345 18/09/2018
- 13.12 WALC Stratford Area notice of 10-10-18 Meeting & Agenda**
Email from John Crossling attaching the minutes of the last Stratford On Avon area Committee meeting of 24/7/18 & the Agenda for the next meeting to be held at SDC Council Offices on 10/10/18
- 13.13 FW: Alcester Police North SNT. Latest Weekly Report. Sunday 30th September 2018**
Vehicle Crime. Kington Lane, Claverdon. Camouflaged Kubota 900 'Buggy' stolen. Possibly loaded onto a trailer and driven away. 10.50pm Thursday 27th September. 0457 27/09/2018

Suspicious Circumstances. High Croft, Claverdon. Man going door to door selling items. Search of area made by a member of the SNT, who located the man in Langley. The man was reported for not having a Pedlars Licence & his items seized as evidence of the offence. 5.35pm Monday 24th September. 0324 24/09/2018

Attempt Burglary Residential. Morgan Close, Norton Lindsey. Offenders tried to gain access to garden shed. Entry not gained & nothing stolen. Evening of 27th September.
- 13.14** The Chairman highlighted item 13.09 and recommended that the Councillors apply for more grants on an ongoing basis. Councillor Wilcox supported that position, not just for the Parish Council but also for Dorothea Mitchell Hall citing the example of the Councillors Grant fund, where Henley in Arden organisations had 3 applications registered.

14 Finance

14.1 The payments due to date and the expenditure projection to the end of October 2018 were considered by Councillors, The Chairman proposed acceptance of the schedule, and all Councillors supported approval.

Date	Item	Cheque No	Current Account	Debits	Deposit Accounts	Total
			Deposits			
30 Sep 18	Projected Balance		£28,866.09		£36,433.78	£65,299.87
	Payments for Approval					
6 Sep 18	First half of 18/19 Football Season Fee	BACS	£130.00			£130.00
2 Oct 18	Hall hire for Parish Council Meetings & Neighbourhood Plan Meetings	2216		£350.00		(£350.00)
19 Sep 18	Mowing the Recreation Ground for Aug 18	2217		£375.00		(£375.00)
19 Sep 18	W A L C for Clerk's Toolkit Training - Nov 18	2218		£15.00		(£15.00)
2 Oct 18	Clerk's Net salary for Sept 18	2219		£428.65		(£428.65)
2 Oct 18	Tax deduction from Clerk' Salary, July, Aug & Sept 18	2220		£321.40		(£321.40)
15 Oct 18	Water Plus - October Payment for Pavilion water charges	DD		£26.43		(£26.43)
	Item	Amount				
	Office Allowance	£18.00				
	Printing Costs	£7.99				
	Mileage in September -52 miles	£23.40				
	Total	£49.39				
2 Oct 18	CPRE Annual Subscription	2221		£36.00		(£36.00)
2 Oct 18	Clerk' Expenses for September	2222		£49.39		(£49.39)
2 Oct 18	September mowing of Yarningale Common, Lye Green & the verges	2223		£1,410.00		(£1,410.00)
2 Oct 18	P K F Littlejohn LLP. Limited Assurance Review to 31/3/18.	2224		£240.00		(£240.00)
11 Sep 18	Safe Custody Fees	DDI		£7.50		(£7.50)
2 Oct 18	Planters for St Michael's Road located by notice board.	2225		£399.98		(£399.98)
	Receipts and/or Transfers					
26 Sep 18	Fees charged for Warwick 3rd team use of Recreation Ground for 17/18 Season	BACS	£165.00			£165.00
27 Sep 18	Precept 18/19 - Precept for the Second Half of the year	BACS	£13,000.00			£13,000.00
	Interest on Reserve and Deposit Accounts					
Date	Item	Cheque No	Current Account Deposits	Debits	Deposit Accounts	Total
31 Oct 18	Balance		£38,501.74		£36,433.78	£74,935.52

14.2 Expenditure Schedule. The Councillors reviewed the expenditure to date along with the annual budget and approved the details as submitted.

14.3 Bank Reconciliation Schedule was reviewed by Councillors and approved by Councillor Spiers who signed the Bank Reconciliation form.

14.4 Councillor Wilcox advised that the £75 per week for mowing the Recreation Ground each week, compared to the income from the sports clubs was disproportionate and he did not believe the Recreation Ground was fully mown each week. It was agreed that The Clerk should receive a text each time the Recreation Ground was mown so that inspection could be undertaken, and that the charges to the Sports clubs should be reviewed over time.

15 Meeting Dates

15.1 Dates agreed to end of the year are: 6th November 2018, 4th December 2018, 8th January 2019, 5th February 2019, 5th March 2019 & 2nd April 2019.