

***PARISH COUNCIL***  
***of***  
***CLAVERDON***

***The Next Council Meeting***  
***will be held on***

***Monday 3<sup>rd</sup> February 2020***

***in***

***Claverdon Church Centre – Room 3/4***  
***commencing at 7:00 p.m.***

*The agenda for the meeting is posted below this notice*  
*The minutes from the last six months' meetings can be found under*  
*the Meeting Minutes section of the website. Any earlier, or other*  
*information can be obtained by contacting The Clerk, e-mail to*  
[ClaverdonPC@gmail.com](mailto:ClaverdonPC@gmail.com)

***Members of the Press and Public are cordially invited to attend.***



# PARISH COUNCIL OF CLAVERDON

## *Agenda for Council Meeting 3<sup>rd</sup> February 2020*

**Items marked in yellow have Supplementary Papers.**

### **Apologies for absence.**

### ***Declarations of Interest***

*Members are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest. Should that interest be considered prejudicial to the matter, and unless a dispensation has been granted, they should leave the room and not seek improperly to influence any decision on that matter.*

### **1 Minutes of the last Meeting.**

- 1.1 **To receive and, if agreed, approve the minutes of the Council Meeting** held on 3<sup>rd</sup> December 2019

### **2 County Council Matters**

- 2.1 General Report

### **3 District Council Matters**

- 3.1 General Report

### **4 Public Input**

*N.B. :- Factual answers only, to topics raised, can be given at this meeting - decisions not being able to be taken by The Council on items unless advised in advance. Should this be required, any new issue raised at this meeting will be included as a formal agenda item for discussion at the next council meeting.*

### **5 Planning.**

#### **5.1 Update on previously considered applications.**

- 5.1.1 Claverdon Hall Farm, Lye Green Road – 19/02930/COUR.

Prior approval for the change of use of an agricultural building to a flexible use under Class R of Part 3 of the GDPO 2015 (Class B1 Light Industry or Offices). SDC granted the application on 3/12/19

- 5.1.2 9 Morgan Close, Norton Linsey – 19/02664/FUL. The planning application was refused by SDC on 6th December 19 on the grounds that the scale would amount to disproportionate additions over and above the original dwelling significantly detracting from the open character of this area and the character of the dwelling and would therefore form 'inappropriate development' within the Green Belt.

- 5.1.3 2 Cophill Cottage, Gannaway Road – 19/02733/FUL. Two storey side extension and formation of new access entrance. SDC granted the application on 12<sup>th</sup> December 2019.

#### **5.2 Applications Responded to Inter-meeting**

- 5.2.1 Beaudesert, Langley Road, Claverdon, 19/03331/FUL. Two storey side extension and single storey rear extension. SDC granted the application on 27th January 2020.

- 5.2.2 Land adjacent to Glenhurst Farm, 19/03327/FUL. Construction of a barn on the land for safe Storage. Parish council objection lodged.

- 5.2.3 Cherry Tree Cottage, 3 The Green, Claverdon, 9/03479/FUL Proposed single storey side extension,

- 5.2.4 Claverdon Hall, Lye Green, 19/03425/FUL Claverdon Conversion of outbuildings to provide three dwellings. No response.

- 5.2.5 Claverdon Hall Farm, Lye Green, 19/03569/COUQ Prior approval notification for change of use of agricultural buildings to five dwelling houses and associated operational development under Class Q(b). Noted but no response required.

- 5.2.6 Woodside, Kington Lane, 20/00059/FUL Re-roofing of existing front and rear single storey roofs to pitch with permitted development side and rear extensions with detached garage. No response.
- 5.3 Planning Issues for comment to SDC after the Parish meeting
- 5.3.1 19/03606/FUL New Barnmoor Cottage Kington Lane, Demolition of existing dwelling proposed replacement dwelling (resubmission of 19/01397/FUL)
- 5.3.2 00082/FUL Alterations to Meadow Cottage, Station Road and erection of a new house with replacement detached double garage and widening of existing access to Station Road.
- 6 **Housing in Claverdon**  
Update on current situation.
- 7 **Policing, CLASP & CASE**
- 8 **Recreation Field**
- 8.1 Councillors to consider the Play Area tenders already circulated & select the provider so that the project can meet the required deadlines
- 9 **Footpaths /Bridlepaths**
- 9.1 Review how to make pathways more accessible to those with disability and mobility issues e.g. wooden stiles
- 10 **Yarningale Common**
- 10.1 Update on meeting with Community Services ecologist David Cole and selection of contractor for 2020
- 11 **Dorothea Mitchell Hall**
- 12 **General Other matters including any arising from Earlier Meetings and not already covered.**
- 12.1 **Data Policy** – Consideration of the Data Policy draft issued to Councillors in December 2019.
- 12.2 **Annual Risk Assessment** – Councillors to review the Annual Risk Assessment for 2020/21 forwarded with the Agenda
- 12.3 Road Safety - The Design of The Green.
- 13 **Post Received**

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**Meeting 03 February 2020 - Correspondence**

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- 13.01 **Alcester Police North SNT. Weekly Report. 8th December 2019**  
There were no reported incidents in Claverdon for that week.
- 13.02 **Alcester Police North SNT. Weekly Report. 15th December 2019**  
There were no reported incidents in Claverdon for that week.
- 13.03 **Alcester Police North SNT. Weekly Report. 5th January 2020**  
Burglary. Church Road, Claverdon. Golf Clubs and Red Power Caddy stolen from open garage while the owner was still nearby. Between 12.40pm and 1.30pm 19th December. • \*Theft.  
Henley Road, Claverdon. Three thousand litres of heating oil stolen from outside tank. Between 23rd & 31st December.
- 13.04 **Alcester Police North SNT. Weekly Report. 12th January 2020**  
Suspicious Circumstances. Station Road, Claverdon. Two males with torches seen looking around private property. Both ran off when challenged. No offences disclosed at the time. 1.10am Thursday 9th January.. The registration number of a vehicle captured on the Claverdon ANPR system at this time was passed to police. The driver of which has been spoken to by police.

Mobile Police Surgeries – The Team have organised some further police surgeries in the area. Please come along if you have any issues or concerns. The days and times are shown below: - Saturday 18th January. 10am till 11am. Langley Road, Claverdon.

**13.05 Alcester Police North SNT. Weekly Report. 19th January 2020**

Theft. Langley Road, Claverdon. Secure building site broken into and items stolen including a cement mixer. Between 15th & 16th January. Suspicious Circumstances. Glebe Road, Claverdon. Door handle rattled and bang heard at front of house. On later inspection a crack was found in the door itself. 10.30pm Sunday 12th January.

**13.06 Alcester Police North SNT. Weekly Report. 26th January 2020**

Suspicious Circumstances. Lye Green, Claverdon. Two females seen sat in a black vehicle parked on private drive to house. The vehicle had ladders on the top. Caller concerned that there was no reason for them to be there. No offences disclosed at the time. Daytime Thursday 23rd January. 0391 23/01/2020

**13.07 Monthly Repot from John Horner .**

County Councillor J. Horner Jan/ Feb report commenting on Warwickshire local council financial settlement for 20/21, poor road safety statistics for Stratford Upon Avon and Warwickshire compared to the Uk as a whole and climate change agenda

**13.08 Beverley Hemming - Corporate Communications Manager SDC - Parish & Partners**

Stratford-on-Avon District Council is currently consulting on additional planning guidance relating to Climate Change Also as part of the consultation process the District Council will be holding a public drop-in session for residents and local businesses, providing the opportunity to discuss the principles and ask any questions on Tuesday 4 February 2020 in Room 002 at The Council Offices, Elizabeth House, Stratford-upon-Avon, between 3pm and 7pm. For more information or to have your say please visit: [www.stratford.gov.uk/climatechangespd](http://www.stratford.gov.uk/climatechangespd). Fliers provided for notice boards.

**13.09 Email from Mike Spencer re. project group A4189**

Meeting date set with with Nadhim Zahawi MP and Senior Members of Warwickshire County Council on Friday 31st January 2020 11.00 Until 12.00 at Ullenhall Village Hall, Henley in Arden The Project Group would welcome public attendance at the meeting

The shortened list of possible projects:

- a. Update the existing speed camera on the A4189 and or installation of average speed cameras on the A4189, Henley in Arden, Claverdon and Wootton Wawen. It was felt that this would reduce traffic flow and speed through the villages and create a much safer environment.
- b.. The Green in Claverdon – and the Ullenhall A4189 turning for roundabouts. This action would create a much safer environment at these busy and dangerous turning points.

**13.10 Email from WCC Passenger Transport Development Team re. Flexibus changes through Claverdon**

Service 510 - New Wednesday & Saturday service between Henley In Arden & Warwick/Leamington, partially replacing Service 511. Service 511 - Now operates on Wednesdays only to a revised route & timetable.

**13.11 Email from Walc**

Email urging councillors to attend a WALC Stratford Area Committee Meeting on 12th Feb to raise issues of common concern so they can be put to a future meeting with Robert Weeks on the 20th Feb

**13.12 Email from Walc**

Royal Garden Party - nominations to be submitted as soon as possible

**13.13 Email from Gateley Legal**

Re The Homestead Yarningale Common and Deeds of Grant affecting the title

15.1 To authorise payments due to date and approve the account projection to end of January 2020.

This will be updated for the meeting with any later received invoices, payments made & monies received.

Date	Item	Cheque No	Current Account	Debits	Deposit Accounts	Total
			Deposits			
30 Nov 19	<b>Balance</b>		<b>£92,347.77</b>		<b>£35,760.85</b>	<b>£128,108.62</b>
	<b>Payments for Approval</b>					
12 Nov 19	Refund of Vista Print Charges for Banners	2322		£374.96		(£374.96)
14 Nov 19	Renewal of NOD 32 Anti Virus Software for 1 year	2323		£33.60		(£33.60)
3 Dec 19	2020 charge to Parish Council for Chairman's article in Parish News	2324		£315.00		(£315.00)
3 Dec 19	Clerk's November 19 Net Salary.	2325		£666.85		(£666.85)
6 Dec 19	Pavilion Electricity 22-10-19 to 20-11-19	DD		£146.07		(£146.07)
16 Dec 19	Water Chgs at Pavilion for December 2019	DD		£22.80		(£22.80)
3 Dec 19	Hosting charges for claverdonvillage.co.uk website. Oct 2019 to Oct 2020	2326		£144.00		(£144.00)
2 Dec 19	Stratford on Avon DC . Reimbursement for part of the costs for mowing of verges	BACS	£1,300.23			£1,300.23
3 Dec 19	Hire of DM Hall on 24th July and 29th October for extra Parish Council meetings	2327		£26.00		(£26.00)
3 Dec 19	Clerk's Expenses for November 2019	2328		£76.32		(£76.32)
	Item	Amount				
	Allowance	£18.00				
	HP Instant Ink - Ink supply for Printer.	£32.99				
	Stationary	£3.50				
	November mileage - 48.5 miles	£21.83				
	Total	£76.32				
	Receipts and/or Transfers					
	Interest on Reserve and Deposit Accounts					
Date	Item	Cheque No	Current Account Deposits	Debits	Deposit Accounts	Total
4 Dec 19	<b>Balance</b>		<b>£91,842.40</b>		<b>£35,760.85</b>	<b>£127,603.25</b>
	<b>Payments for Approval</b>					
5 Dec 19	Hire of Room at Church Centre 3 Feb 2020	2329		£25.00		(£25.00)
6 Dec 19	Sale of Footpaths & Bridleway maps	DEP	£12.00			£12.00
6 Dec 19	Grant payment for Pavilion ext & refurb. 1st installment	TRF	£9,866.00			£9,866.00
12 Dec 19	Extend poles at Yarningale Common Car Park to prevent access from Yarningale Lane and repair some existing poles.	2330		£254.00		(£254.00)
16 Dec 19	Clerk's net Dec 2019 Salary, additional hours & Holiday Pay.	2331		£1,313.78		(£1,313.78)
16 Dec 19	Parish Clerk's December 19 Expenses	2332		£80.88		(£80.88)
	Item	Amount				
	Allowance to 13 Dec 19	£7.69				
	Mileage in December 26.0 Miles	£11.70				
	HP Instant Ink - Ink supply for Printer.	£54.99				
	Stationary	£6.50				
	Total	£80.88				

16 Dec 19	HMRC. Paye & NI deductions for October, November, & December 2019	2333		£865.06		(£865.06)
17 Dec 19	Mowing Costs for 2019 for The Green	2334		£144.00		(£144.00)
	CANCELLED CHEQUE	2335				
17 Dec 19	Yarningdale Common - Mowing, sowing yellow rattle & clearing vegetation from pond 6	2336		£4,720.80		(£4,720.80)
<b>Receipts and/or Transfers</b>						
31 Dec 19	Interest on Reserve and Deposit Accounts, Nov, Dec				£44.95	£44.95
<b>Date</b>			<b>Current Account</b>		<b>Deposit Accounts</b>	<b>Total</b>
		<b>Cheque No</b>	<b>Deposits</b>	<b>Debits</b>		
<b>31 Dec 19</b>	<b>Balance</b>		<b>£94,316.88</b>		<b>£35,805.80</b>	<b>£130,122.68</b>
<b>Payments for Approval</b>						
19 Dec 19	Interim Costs of extension of Pavilion at Recreation Ground	2337		£27,466.80		(£27,466.80)
16 Jan 20	Quantity Surveying Services for Pavillion	2338		£200.00		(£200.00)
	CANCELLED CHEQUE	2339				
3 Feb 20	Training Course End of year Financial Procedures	2341		£30.00		(£30.00)
3 Feb 20	Governance and Accountability, a practitioner's guide (England)	2342		£3.00		(£3.00)
3 Feb 20	Parish Clerk's net Jan 2020 Salary	2343		£431.37		(£431.37)
3 Feb 20	Parish Clerk's Jan 2020 Expenses	2344		£189.13		(£189.13)
	<b>Item</b>	<b>Amount</b>				
	Allowance	£18.00				
	Postage	£15.26				
	HP Instant Ink - Ink supply for Printer.	£7.99				
	Office 365 subscription renew	£79.99				
	Mileage in January 25.5 Miles	£11.48				
	Stationary	£56.41				
	<b>Total</b>	<b>£189.13</b>				
3 Feb 20	Trim hedge Recreation Field	2340		£200.00		(£200.00)
30 Dec 20	Yarningdale Common Biodiversity Management Fee	BACS	£16,365.00			£16,365.00
<b>Receipts and/or Transfers</b>						
	Interest on Reserve and Deposit Accounts					
<b>Date</b>	<b>Item</b>		<b>Current Account</b>		<b>Deposit Accounts</b>	<b>Total</b>
		<b>Cheque No</b>	<b>Deposits</b>	<b>Debits</b>		
<b>31 Jan 20</b>	<b>Balance</b>		<b>£82,161.58</b>		<b>£35,805.80</b>	<b>£117,967.38</b>

15.2 Budget 2020/2021 & Approve precept.

16 Any other business.

## 17 Meeting Dates

17.1 Dates agreed are: 6<sup>th</sup> April 2020, Annual Meeting 4<sup>th</sup> May 2020, 1<sup>st</sup> June 2020, 3<sup>rd</sup> August 2020, 5<sup>th</sup> October 2020 & 7<sup>th</sup> December 2020.