



PARISH COUNCIL OF CLAVERDON

Minutes for Council Meeting 3rd December 2019

Present – Councillor S. Lawton (Chairman), Councillor H. Spiers, Councillor P. Bicknell, County Councillor J. Horner (part) and 10 members of the public.

Apologies for absence. Apologies have been received from Councillor D. Middleton who has another commitment & Councillor N. Dargan who is away on business and Councillor K. Meeson who is unwell and District Councillor P Richards who was unable to attend.

Declarations of Interest

There were no declarations of interest made at the Meeting

Minutes of the last Meeting.

- 1.1 On the proposal of the Chairman the minutes of the Council Meeting held on 12 November 2019 were taken as read, approved by the Councillors Spiers & Bicknell and later signed as representing a correct record.

2 County Council Matters

- 2.1 General Report. Trading Standards continue to remove from sale by traders, dangerous electronic toys and everyone should be careful pre-Christmas. The WASPS acquisition of Henley Sports Club (previously Warwickshire College) is a commercial transaction and subject to a planning permission. County Councillor Horner highlighted that in 2008 the community were given access under a planning consent that was never formalised, and this may now mean that the community cannot use the site if the purchase proceeds. County Councillor Horner has recommended that the joint Parish Council apply for it to be a community asset. Following the consultation on the proposal to charge for collection of green bins, the matter goes before a full council meeting later in the month where it is believed that the matter will be approved. County Councillor J. Horner is working on a test case with Ullenhall Parish Council to persuade WCC to allow a Parish Council to contribute to a small road safety scheme. The new Sargent recruited to Alcester North SNT; Angus Eagles will be at the Arden Chairs & Clerks Meeting on 18th December at Henley Fire Station.
- 2.2 The Chairman expressed his disappointment that Stratford District Council had potentially allowed the Henley Sports Club to be unavailable to the community and said he would take this up with District Councillor P Richards.
- 2.3 The Chairman also expressed his disappointment over likelihood of the charge for green bins being ratified and can see that this will lead to more fly tipping and problems for the Police.
- 2.4 The Green – update on approval of the Design Manual by the Strategic Director. No update provided.
- 2.5 Questions from the Public. Tony Rodger urged for average speed cameras to be considered along with the extension of the 30mph limits through the Village and reminded County Councillor J. Horner that his manifesto included resolving the increasingly dangerous turning at The Green. County Councillor Horner advised that the Assistant Chief Constable is opposed to average speed cameras unless they are considered for locations where there have been several personal injury collisions and the A4189 is not one of them. In addition, it is WCC that decide on average speed camera locations.

3 District Council Matters

- 3.1 General Report- District Councillor Richards was unable to attend or provide a report to the Meeting

4 Guest - Police & Crime Commissioner for Warwickshire

- 4.1 Mr. Philip Seccombe – The PCC for Warwickshire gave a presentation to the Meeting which covered the Role of the Commissioner, the Police & Crime Plan, Key work areas, the PCC Grants for 19/20 in South Warwickshire, the recruitment of a new Rural Crime Team following the increase in the police precept and the effect they are having, the PCC Road Safety Grant and the second round of applications are open now. Mr. Seccombe was pleased to see the number of attendees and recommended that the Police are invited to subsequent Parish Council meetings.
- 4.2 Questions from the Public & Councillors for Mr. Seccombe.

- 4.2.1 The Chairman questioned whether the Police could ever be “close enough” to where crime is committed since the closure of all Police houses and many police stations. Mr. Seccombe advised that the Police are all mobile now and not attached to a desk. The response time to serious 999 calls is good, though the 101 service is acknowledged as “not good”. He pointed out that the Police are dealing with organised crime where criminals are mobile and cover many regions, and so having Police in police houses would no longer work.
- 4.2.2 A resident familiar with the workings of the ANPR system asked why those operating the ANPR system could not share information directly with the Police Central system. Mr. Seccombe explained that the Claverdon ANPR system is a deterrent system foremost, whereas the Police system is a monitoring system. The question remained as to why an email could not be sent to the Police managing the central control system when a vehicle of interest is detected in the area. Mr. Seccombe encouraged the resident to always report it via 101, but that he would take the question away and get a response.
- 4.2.3 Les Edwards reminded the Meeting that the Police send emails to CASE to investigate which has resulted in arrests.
- 4.2.4 Councillor Bicknell recognised that with the increasing number of ANPR cameras in Warwickshire, it might be a good initiative to apply for grants to link them together.
- 4.2.5 Speeding remains an issue and Mr. Seccombe recommended a Highways Survey. Tony Rodger confirmed that this had already been done and there was plenty of evidence of speeding in Claverdon but there remained inaction in progressing the matter. Mr. Seccombe recommended Speed watch to be resurrected and members of the audience advised that they would give their details to Les Edwards as they were interested in being trained and activating the speed monitoring system in Claverdon.
- 4.2.6 Another resident whose property had been damaged had been let down by a lack of response on crime prevention. They were told to contact Karen Stanley of the Community Safety Team.
- 4.2.7 Mr. Seccombe confirmed that the additional police precept will be spread fairly and that it was not the case that the rural communities paid, but the urban areas benefited more. Mr. Seccombe also confirmed that the Police do patrol the area and it is likely you do not see them. A resident later confirmed that he had knowledge that Mr. Seccombe was correct.
- 4.2.8 The Chairman thanked Mr. Seccombe for his time. Mr. Seccombe undertook to revert on the question of direct emails to Police central system and confirmed he was happy to attend future meetings.

5 Public Input

- 5.1 Flooding on Langley Road by Breach Lane. Mark Townend raised the matter as the severe rainfall has resulted in near flooding of houses in the vicinity. STWA had been called and their conclusion was that the sewer system was insufficient for the number of houses and the rainfall. The Chairman had contacted SDC who advised that STWA are consulted on all planning applications and do comment on the adequacy of the sewer system on each application. In respect of the 2 holes dug by the builder near to the social houses on Breach Lane, the Chairman had contacted Building Regulations, who wanted physical evidence before they would act.
- 5.2 Steve Day highlighted the excess mud on the road, damaged verges and the absolute mess made by lorries where Church Road, joins Langley Road. All seem to be related to developments in the area and surely this was the responsibility of those developments to rectify. The Chairman recommended pictures to be submitted to the Clerk and the matter would be raised with Enforcement.
- 5.3 A resident highlighted the blocked drains on Station Road by Park Drive which cause flooding. They have reported this on the WCC Highways system, but nothing has been done. If an email and picture is sent to the Clerk, the matter will be raised with County Councillor Horner.

6 Planning.

- 6.1 Update on previously considered applications.
- 6.1.1 Brockwood, 4 Kington Rise – 19/02454/FUL. Single storey side and rear extensions, extension of existing garage and new terrace to rear. SDC approved the application with conditions on 21st November 2019
- 6.2 Applications Responded to Inter-meeting
- 6.2.1 Forge End Church Road – 19/01375/TREE -
T1 - copper maple - To reduce to previous points taking off up to 2m of new growth
T2 - silver birch - 3m height reduction and pruning of lateral branches by up to 1.5m to shape
T3 - holly - Reduction in height of up to 2m and prune lateral branches by up to 2m to shape. After due consideration, Councillors submitted a response of “no objection”.
- 6.3 Applications for Discussion at this meeting – none

6.4 Other Planning Issues

- 6.4.1** Field off Henley Road – The Enforcement Officer awaits the Hedge Replacement Order and the matter remains open until this is received.

7 **Housing in Claverdon**

Update on the Housing Needs Survey. The Chairman confirmed he was in discussion on the Housing Needs Survey.

8 **Policing, CLASP & CASE**

- 8.1** Councillor Spiers advised that the volunteer community had been extended and that Becky Muller was now Chairman of CASE. Les Edwards confirmed that the speed monitor cameras had been recalibrated and would be pleased to have the details volunteers for training.

9 **Recreation Field**

- 9.1** The Chairman confirmed that the Pavilion extension and refurbishment was approximately 1/3 done, the extension would be in blockwork and some were decisions needed to be made on the roofing materials and weights as a result. The retained QS is due to visit on 6th December to assess the value of the works to date.
- 9.2** New Play Area at the Recreation Ground – The tender request document was sent to 5 companies and their responses are due by 12th December 2019.
- 9.3** Additional Dog Waste Bin at the Recreation Field. Cost of the bin installation - £350 plus annual emptying charge of £112. Councillors deferred the decision until the pavilion and new play area is completed.

10 **Footpaths /Bridlepaths**

- 10.1** Footpath off Breach Lane – Strimming /maintenance required. Clerk to contact the landowner but it is not a problem at present.
- 10.2** Hercules Lane Bridleway. The fallen tree at the A4189 entrance has been removed and the blackthorn growth cut back to allow better access by horses. It remains the responsibility of the Rights of Way team at WCC to undertake further maintenance of the bridleway now that it is a designated Local Wildlife site.
- 10.3** Boys Club Field – Mr. Entwistle of George F White (advisors to UK Youth) has made an approach to an individual to take a lease of the BCF and the Parish Council await the outcome of those negotiations.

11 **Yarningale Common**

- 11.1** A short form Biodiversity Offset Agreement has been sent to residents who have shown interest in the project and further copies are available on request from the Clerk.
- 11.2** Biodiversity works – these are due to commence this week, on mowing and sowing yellow rattle, along with work on pond 6 and the acid grasslands.
- 11.3** Pond 1 – Highways are considering the request to address polluted water that runs off the road into the pond with David Cole and an update is awaited.
- 11.4** Consideration by Councillors of extending the poles designating the parking area at the car park on Yarningale Common to prevent drivers accessing/exiting the car park off Yarningale Road and driving over the grass. - Not addressed at the Meeting.

12 **Dorothea Mitchell Hall**

- 12.1** Councillor Spiers advised that progress had been made on the replacement curtains and the previous issue with the boiler appeared to have been rectified.

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

- 13.1** Claverdon Rural Cinema would like to use some of their funds to benefit the community by planting some oak trees in the Village. Councillors believed it a good initiative to plant more trees in Claverdon, supported all the locations suggested and agreed that Claverdon Gardening Club and the Rural Cinema should discuss the options and make a joint recommendation to the Parish Council.
- 13.2** Claverdon Village 'VE 75' Celebrations 2020. Email received from G Evans asks whether the Parish Council is aware of any activities that may also clash with the proposed activities, or to try to coordinate them to make the weekend more 'joined up'. Clerk declined invitation for a representative of the Parish Council to attend a meeting on 3 December at 7.30pm due to it clashing with the Parish Council Meeting, however has sent to Gill Evans details of a Lottery Grant that may assist with event funding.
- 13.3** Mowing Contract for 2020. The current contractor has provided a quote for mowing the verges & Lye

Green and other areas for 2020 for consideration by Councillors. Councillors considered the amount of £380.27 per mow for mowing Lye Green and the verges, being £10.27 per cut more than this year, as appropriate providing the cuts were nearer to 30mm than 40 mm. The acceptance of the quote was proposed by the Chairman and seconded by Councillors Bicknell and Spiers. Michael Wilcox believed that the mowing should be conducted fortnightly, however the Chairman declined to propose the increase in costs as weather conditions dictated the frequency and an additional mow could be organised with contractors if necessary.

- 13.4 Claverdon K6 Telephone Kiosk – After due consideration by Councillors of a basic maintenance budget for the telephone kiosk, Councillors deferred a decision on maintenance and agreed that nothing should be provided in the 20/21 budget.

14 Post Received

Meeting 03 December 2019 - Correspondence

14.01 Alcester Police North SNT. Weekly Report. 17th November 2019

There were no reported incidents in Claverdon for that week.

14.02 John Crossling - WALC. Email 20th November - strengthening Police Powers to tackle unauthorised encampments

The Government is currently running a consultation document in respect of strengthening Police Powers to tackle unauthorised encampments. Parishes are encouraged to respond and have till middle February 2020 to do so

14.03 Alcester Police North SNT. Weekly Report. 24th November 2019

There were no reported incidents in Claverdon for that week.

14.04 Email from G Evans - Re. Claverdon village 'VE 75' Celebrations 2020

The email (1) asks whether the Parish Council is aware of any activities that may also be being planned for that weekend - if so, we would like to know in order to avoid clashes, or to try to coordinate them to make the weekend more 'joined up'

(2) Invites a representative of the PC to a meeting on 3rd Dec 7.30pm (declined due to PC Meeting clashing) to discuss the weekend further

14.05 Alcester Police North SNT. Weekly Report. 1st December 2019

Church Road, Claverdon. Hinges on secure garden shed removed and items stolen from inside. Between 19th & 26th November. 0099 26/11/2019

15 Finance

- 15.1 After consideration by Councillors & upon the proposal of the Chairman, payments due as listed below, together with the account projection to the end of December 2019, were approved by all Councillors present.

Date	Item	Current Account		Deposit Accounts	Total
		Cheque No	Deposits		
30 Nov 19	Balance		£92,347.77	£35,760.85	£128,108.62
	Payments for Approval				
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)
15 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		Deposit Accounts	Total
			Deposits	Debits		
31 Dec 19	Balance		£91,842.40		£35,760.85	£127,603.25

- 15.2 Income & Expenditure for the 9 months to 31st December 2019 – Councillors reviewed the Income & Expenditure Account noting the amount already spent on the Pavilion and on the proposal of the Chairman approved the 9 months Income & Expenditure Account to 31st December 2019.
- 15.3 Bank Reconciliation to 31st December 2019. Councillors reviewed the Bank Reconciliation and Councillor Bicknell signed the document.

16 Meeting Dates

- 16.1 The Chairman after discussion with all Councillors proposed that Parish Council meetings be every alternate month with the Annual Meeting remaining in May each year (subject to adjustment in an election year). In addition, the date would be the first Monday in the month and not the first Tuesday. Councillors Bicknell & Spiers agreed the changes and the next Parish Council Meeting was agreed to be 3rd February 2020.
- 16.2 The proposed amended dates were reviewed by Councillors and amended to 3rd February 2020, 6th April 2020, Annual Meeting 4th May 2020, 1st June 2020, 3rd August 2020, 5th October 2020 & 7th December 2020.

APPENDIX 1

Claverdon Parish Council Accounts for the Year to 31 March 2020 - Interim Report at 3/12/19 Meeting				
<u>ITEM 15.2- AGENDA</u>	Budget for the Year	YTD Payments & Receipts to 31/12/19	Period 1/10/19 to 31/12/19	(Comments are on actual payments are from 1/4/19 to 31/12/19 as known at 3/12/19)
<i>Precept</i>	£30,000.00	£30,000.00	£0.00	(Receipt includes £80 Council Tax Reduction Grant)
<i>Recreation Field (Clubs Etc.)</i>	£770.00	£250.00	£0.00	Cricket Club Payment for 2018 Season.
<i>Bank Interest</i>	£50.00	£158.46	£22.67	
<i>Miscellaneous</i>	£0.00	£31.00	£31.00	Compensation from Lloyds Bank for delay in service
<i>Playground Grants & Fundraising</i>	£50,000.00	£0.00	£0.00	
<i>Pavilion Refurb & Extension Grants</i>	£119,000.00	£0.00	£0.00	
<i>Verges mowing reclaim from SDC</i>	£1,200.00	£1,300.23	£1,300.23	
<i>Wayleave Rent and Easements</i>	£277.00	£277.27	£277.27	
<i>VAT Reclaimed</i>	£37,425.00	£7,420.42	£5,880.44	VAT recovered to 31/3/19 & to 30/9/19
<i>Donation for ANPR Cameras</i>	£0.00	£345.00	£0.00	
<i>WCC Councillors Grant Fund</i>	£0.00	£1,000.00	£0.00	For the Play Area at the Recreation Ground
<i>Sale of Tattlebank Wood</i>	£0.00	£95,000.00	£0.00	Gross Sale Proceeds
Total	£238,722.00	£135,782.38	£7,511.61	
Expenditure				
<u><i>Administration</i></u>				
<i>Clerk's Salary</i>	£8,250.00	£7,344.81	£1,333.70	
<i>Clerk's & Admin Expenses</i>	£1,100.00	£813.83	£142.82	
Total	£9,350.00	£8,158.64	£1,476.52	
<u><i>Recreation Field</i></u>				
<i>Mowing</i>	£2,250.00	£2,025.00	£525.00	£525 is for September & Oct mowing
<i>Playgrounds - new all ages playground at Recreation Field.</i>	£54,500.00	£0.00	£0.00	
<i>Pavilion Refurbishment/Rebuild</i>	£119,000.00	£38,770.00	£12,815.00	£12995 -Cost of removal of asbestos. £24850 payments to the Contractor for extension to Pavilion & £925 to the QS
<i>Other General Maintenance and Field work</i>	£1,550.00	£544.45	£274.45	Electricity & Water
Total	£177,300.00	£41,339.45	£13,614.45	
<u><i>Yarningale Common</i></u>				
<i>Major Work</i>	£1,000.00	£0.00	£0.00	
<i>Mowing</i>	£0.00	£0.00	£0.00	
<i>General Maintenance</i>	£1,000.00	£480.00	£480.00	Net cost of temporary repair of pot holes in access to car park
Total	£2,000.00	£480.00	£480.00	
<u><i>Other Village Areas</i></u>				
<i>Verges and Lye Green Mowing</i>	£3,150.00	£3,485.00	£370.00	One additional mow approved by Councillors

<i>CLASP / CASE/ Road Safety</i>	£1,000.00	£4,645.00	£0.00	<i>Payment towards ANPR System as per Councillors pledge included in the minutes. Pledge £5000, = £4645 less donation received of £345.00, plus last years spend of £700</i>
<i>Trees, Footpaths and Gritting, Village and Lye Green Maintenance</i>	£3,350.00	£0.00	£0.00	
<i>Village Green Design Costs</i>	£3,500.00	£0.00	£0.00	
<i>Tattle Bank</i>	£0.00	£0.00	£0.00	
Total	£11,000.00	£8,130.00	£370.00	
<u>Miscellaneous and Professional</u>				
<i>Professional Costs</i>	£6,715.00	£2,262.82	£253.00	<i>Insurance £647, Audit Fees - £537, Legal Fees for Land Registry £60, & Solicitors Fees to make 1st registration of the Recreation Ground £758, Legal Advice re. Access Deeds Homestead. £253</i>
<i>VAT Payable</i>	£37,425.00	£11,029.82	£2,779.38	
<i>Costs of Sale of Tattlebank Wood</i>	£0.00	£4,477.35	£0.00	<i>Auction Fees £2474 , Solicitors Fees £ 2003 Cost of new notice board £1968, WALC Annual Subscription £421, Battery for Defibrillator £250, IT Support fees £89, SDC Election Charges £100, Advert Stratford Herald for Clerk £275, £315 Parish News monthly insert.</i>
<i>General other costs</i>	£4,800.00	£4,012.42	£1,676.42	
Total	£48,940.00	£21,782.41	£4,708.80	
Total Expenditure	£248,590.00	£79,890.50	£20,649.77	
Surplus / (Deficit)	-£9,868.00	£55,891.88	-£13,138.16	
<i>Opening Bank Balance</i>		<i>£71,711.37</i>	<i>£140,741.41</i>	
<i>Closing Bank Balance</i>		<i>£127,603.25</i>	<i>£127,603.25</i>	
<i>Balance Change</i>		<i>£55,891.88</i>	<i>-£13,138.16</i>	