

**COMBROKE PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council  
held on Wednesday 18 July 2018 at 7.30pm  
at the Village Hall, Combroke**

**Present**

Tim Goodhead (TG)

DCllr Chris Mills (CM)

Jo Price (JP)

Stephanie Connah (SC)

Brenda Rayson (BR), Chairman

Georgina Lowe (Clk), Clerk

Members of the Public 0

The Chairman opened the meeting by proposing an email received after the Agenda had been published be considered under Lanes and Drainage item 13.3

**1. Apologies**

CCllr Chris Williams (CW)

**2. Acceptance of Apologies from Parish Councillors**

None.

**3. Declaration of Interests**

SC – Agenda Item 9.4

**4. Public Representation**

None.

**5. Minutes**

The minutes of the meeting held on the 8<sup>th</sup> May 2018 had been circulated. Proposed TG, seconded SC and

**RESOLVED: That the minutes of the meeting be confirmed and signed by the Chairman**

The minutes of the meeting held on the 7<sup>th</sup> June 2018 had been circulated. Proposed TG, seconded SC and

**RESOLVED: That the minutes of the meeting be confirmed and signed by the Chairman**

**6. Chairman's Report and Other Reports for Information Only**

**a. Chairman:**

- i. Attended a training session at SDC (10<sup>th</sup> May) on Planning and Heritage Assets. The Chairman reported, it had been a useful session and it was good to see the District Council giving emphasis to the issue of responsibilities and duties regards heritage matters, The Chairman commented it will be good to see more evidence of its importance expressed in planning outcomes and actions. Attended Wellesbourne & Kineton Community Forum, as well as the usual updates from the local Community Police etc, the event included presentations from Hastings House Medical Centre updating on the progress of the new medical centre for Wellesbourne; also there was a presentation from the Warwickshire Police & Crime Commissioner. The slides from the presentations can be found at <https://www.warwickshire.gov.uk/wellesbournekinetonforum>

**b. Clerk: No report.**

**7. Code of Conduct Training**

To note SDC have updated Guidance for Parish Councils on the Code of Conduct adopted in May. A webcast of the 2 hour training session based around real-case scenarios is available online. <https://www.stratford.gov.uk/council-democracy/council-meeting-webcasts.cfm> It is understood the District Council are also looking to produce some form of abbreviated material. BR to review the online training and bring to the next meeting

**8. Financial Administration**

To note the Certificate of Exemption and full requirements for the Notice for the Exercise of Public Rights was published on the Website and a Notice placed on the Village Noticeboard with the period for the exercise of public rights set between 11 June and 20 July

To consider payments to be made:

Current Account: £1,444.84                      Deposit Account: £5,168.49

Unpresented cheques:

Coventry Diocesan B of E Village Hall Rental Quarters 1 & 2 £350.00

Invoices were presented , approved and cheques signed for :

Clerk's June / July Salary £206.97

**9. Planning Update**

**9.1 For Consideration Red House, Combroom Road 18/01555/FUL and 18/01556/LBC**

Proposed extension to provide rear single storey garden room

Following a brief presentation of the scheme it was unanimously agreed the Parish Council has no objection subject to the Planning Authority's Conservation Officer agreeing that the LBC can be supported.

**9.2 Pending Combroom House, Spring Lane 18/01190/AGNOT**

Steel portal framed agricultural lean-to for use as a hay store

**9.3 Pending Combroom House, Spring Lane 18/01188/FUL**

Demolition of existing stable building

It was noted that a full application was required by the LPA as the proposed demolition is in a Conservation Area

**9.4 14 Combroom Outbuilding Update**

The Chairman referred Members to Appendix 1 of the reports pack.

The Chairman had received an email from the Enforcement Team in early June confirming that a series of recommendations relating to the various breaches had been agreed with the Ward Member (Cllr Mills)

It was noted the deadline for the implementation and submission of these recommendations had now passed. Members raised concern and questioned how, in particular, the removal of kitchen appliances would be monitored in the future. It was also noted the sound barriers on approved retrospective application 17/03236/FUL for two air source heat pumps had not been implemented as approved.

Cllr Mills will meet with the Enforcement Team to discuss what should happen now.

CM

**9.5 For Consideration, The Loft, Green Farm 18/01851/FUL**

Proposed two storey extension to first floor flat over detached garage block

The application was received after the publication of the Agenda, *and the plans were only available just before the meeting started.* After a brief presentation it was agreed that the proposed extension appeared sympathetic to the existing building and surroundings,. However more time was needed to check the detail of the application and consider neighbouring viewpoints . Since the Summer Recess was about to start, it was decided BR/ TG lead on the matter and the Clerk will agree an appropriate representation to be submitted.

TG/  
BR

10. **General Data Protection Regulation (GDPR) Update**

Following our last Meeting, there were further developments in the passage of the Data Protection Act 2018 which was given Assent on 23 May. As a result for the purposes of the GDPR the definition of a Public Authority is not to include Parish Councils in England.

One outcome of this is that there is now no requirement for Parish Councils to appoint a Data Protection Officer. We are still awaiting a clear update on the full implication of this change in the Act, regarding the detailed guidance on the GDPR which we have previously received from NALC and elsewhere (i.e. Information Commissioners Website). Until that clarity is available, the Parish Council has:

- published an interim statement on our website by 25 May 2018; and
- invited residents to confirm or otherwise the continued use of their data by 25 May;

The other actions, as approved at the last meeting, have not yet been progressed. After discussion it was unanimously agreed the Council will make progress on further implementing the requirements of the GDPR when further advice is available to clarify the requirements upon small parish councils and complete a registration with the ICO as appropriate.

**Parish Councillor Email Accounts**

A related matter arising is the issue of Parish Councillors using their personal email accounts for Parish Council business. The use of personal email accounts as a communication approach, between councillors has arisen and developed over time. It is suggested the Council review this adhoc arrangement and take action as appropriate; all agreed.

*BR /  
Cik*

11. **The Leys Project Update**

To note there have been 2 meetings of the Leys Group, and a further due at the end of July. New mown "permissive" pathways from the top gates have been agreed and already implemented including some extra mown "space" e.g. for sitting / picnics. The size and location of such spaces are still for further development over time. But one clear area is the top northern corner where it is proposed a new bench should be located. The detail and costs are still to be finalised but the Village Hall Committee have agreed in principle to making a grant to the Parish Council to enable the purchase of a bench.

There has also been discussion about the summer grass / hay cut and upon further exploration of the options, it was agreed to cut, bale and remove the hay as in previous years from late July onwards allowing time for the seed to set. To be actioned any the Council in line with the resolution in May (item

12. **Village Hall Gate Pillar Update**

To note the pillar and it's capping stone have been removed. As mentioned last meeting it is expected to take several weeks to prepare the new stone work required for the pillar to be rebuilt.

13. **Lanes and Drainage**

To note visibility at the Fosse had become impaired in June as a result of hedge and grass overgrowth, particularly the hedging to the south side. Contact was made with the landowner who kindly responded quickly and arranged for it to be trimmed down.

**13.1 County Highways Repair and Improvement**

It was noted there had been no further update reference the proposed new gully and repair works; TG to follow up with Patch.

**13.2 Leys Drainage Flood Grant**

BR reported the Leys Group are to ensure the land drain at the SW boundary is kept clear.

**13.3 Vehicle Speed on Lane at Compton Fields**

This issue has been raised by a resident and it is understood has been the subject of discussion on the Combroke Community Facebook Group.

In 2015 CCllr Williams had offered to fund 'gateway features' for the village. In 2016 WCC stated that police advice was that the traditional "wooden gate" gateway features were an unnecessary hazard in the event of an accident and therefore no longer recommended. An email has been sent to County Councillor Williams asking him to provide us with the reference to the national guidance which says that "gateway features" at settlement entrances are no longer recommended practice.

**14. Village Broadband**

To note that fibre broadband is now available at the cabinet. The CSW Broadband Project was very effective in assisting the Parish Council to engage BT Openreach to resolve the initial teething problem which left a quarter of properties without access to a fibre service. All properties within the village are now identified as able to receive a fibre service (which must be ordered through an ISP.)

**15. District Councillor's Report**

- i. Dog Enforcement – At the Regulatory Committee on the 6<sup>th</sup> of July it was reported that there had been an increase in dog related service requests compared to the last period and since the appointment of Phil Rafferty. It was also reported that patrolling is carried out where complaints are received.
- ii. Warwickshire County Council Scam Awareness:-
  - Tax Fraud Scams – A number of Warwickshire residents have reported bogus phone calls from fraudsters claiming to be HMRC. The callers attempt to scare residents by suggesting they have committed tax fraud and a warrant has been issued for their (the residents) arrest. They then demand the resident pays a fine / tax owed.
  - Bitcoin Investment Scams – A Warwickshire resident reported losing over £3000 after being cold called and offered an opportunity to 'invest' in Bitcoins via an online platform. The resident transferred the money which was then almost immediately withdrawn by the fraudsters.
  - Free Solar Panel 'Health Checks' – Owners of solar panels are warned to beware of letters and cold calls from bogus / high pressure companies offering solar panel 'health checks' that are in reality an opportunity to sell the resident highly priced unnecessary warranties and additional solar panel equipment.
  - Bogus BT Callers – Attempts are being made by fraudsters to obtain banking details of Warwickshire residents by making calls falsely claiming to be BT and other telephone service providers. The fraudsters telephone unsuspecting consumers, claiming that their broadband speed is not as fast as it should be and offering £200 refunds.  
Make a scam / rogue trader complaint to Trading Standards via the Citizens Advice Consumer Service on 03454 040506
- iii. Stratford-on-Avon District Council is pleased to announce the appointment of Isabel Edgar Briançon to Executive Director (Head of Paid Service). Isabel will join the leadership team in November 2018. Dave Webb, the current Executive Director, will retire on 31<sup>st</sup> December leaving the council after 29 years of service, in a number of different roles.
- iv. Former Chairman of Stratford-on-Avon District Council, Cllr George Atkinson presented a cheque of almost £1,500 to the NSPCC which will help staff and volunteers reach out to more children in schools across Warwickshire as part of the 'Speak out Stay Safe' campaign.

16.

**County Councillor's Report**

Cllr Williams report is attached to these minutes

**17. Councillors' Reports and Items for Future Agendas:**

JP again raised concern over barking dogs. Dog leaflet to be re-issued

BR

**18. Date of Next Parish Council Meeting:**

Wednesday 26<sup>th</sup> September 7.30pm Village Hall

**The meeting closed at 9.48 pm**

**Combroke Parish Council 18<sup>th</sup> July 2018**  
**County Councillor's Report**

**Administration** - The spell of hot weather together with the national confusion over our future with Europe and Brexit has led to a period of inactivity at the County Council. June's Cabinet Agenda concerned itself solely on two items with the supply of extra Secondary School places required to meet the demand as a result of the extra housing across the County. Primary School places are also showing a short-term problem as the bulge in pupil numbers moves into Secondary Education. Some schools are beginning to realise the effects of their decision to go to Academy status as County Council support decreases.

The Cabinet also discussed the interface between Social Services and Health. A much awaited Green Paper is expected from the government before the Summer recess. As always funding of both services will prove to be the biggest area of concern.

**Community Forum** - A recent Community Forum meeting had two major topics. Jeff Morris, Locality Team Leader in Highways, gave an interesting presentation on the Process and Problems in getting Highways repairs completed under the present Balfour Beatty contract. The other topic was a presentation on flood prevention and responsibility for maintaining ditches and water courses. The first highway verge cuts have been completed and in some areas the contractor had to revisit where they had not performed satisfactorily.

The next full meeting of the County Council is on 26<sup>th</sup> July 2018.

I will keep the Parish Council informed if there are any decisions that will have an affect on the Parish Council.

**Cllr Chris Williams**  
**Member for Kineton and Red Horse Division**  
**15.07.2018**