

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 23 May 2016 at 8.00pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)

DCllr Chris Mills (CM)

Tim Goodhead (TG)

CCllr Chris Williams (CW)

Brenda Rayson (BR), Chairman

Georgina Lowe (Clk), Clerk

Members of the Public 2

1. Election of Chairman

Cllr Rayson was nominated for Chairman. There were no other nominations, it was therefore proposed TG, seconded SC and

RESOLVED: That Cllr Rayson be elected as Chairman for the year 2016 – 2017

2. Acceptance of Office as Chairman

Cllr Rayson signed the acceptance of office in the presence of the Proper Officer of Combroke Parish Council.

3. Election of Vice Chairman

Cllr Goodhead was nominated for Vice Chairman. There were no other nominations, it was therefore proposed SC, seconded BR and

RESOLVED: That Cllr Goodhead be elected as Vice Chairman for the year 2016 – 2017. The Acceptance of Office was duly signed

4. Apologies

Cllr Price.

5. Acceptance of Apologies from Parish Councillors

Cllr Price, it was proposed TG, seconded SC and

RESOLVED: that the apologies be accepted

6. Declaration of Interests

None.

7. Public Representation

None.

8. Minutes

The minutes of the meeting held on the 14th March 2016 had been circulated. Proposed TG, seconded BR and

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

9. Chairman's Report and Other Reports for Information Only

a. **Chairman:** The arrangements to commence the new website development project with SDC have not yet been agreed. The IT service is currently busy with two large projects and it is therefore hoped that a timescale can be agreed during the summer.

BR

b. **Clerk:** Information on upcoming WALC training seminars to be re-circulated.

CLK

c. **Village Hall and Green:** It was noted the redecoration of the Village Hall had been successfully completed by the Village Hall Committee.

d. **The Leys Project Update:** Research on ways to alleviate the excess water on the diagonal footpath remains ongoing.

*TG /
BR*

10. **To Appoint Representatives to Sit On Outside Bodies**

BR proposed and it was agreed that SC be appointed to the Village Hall Committee; BR will remain as representative for Kineton United Charities.

11. **Standing Orders and Financial Regulations**

It was agreed to review Standing Orders and Financial Regulations to take account of recent advice and changes issued by WALC.

*BR /
Cik*

The Council's delegations to the Clerk were reviewed; it was proposed BR, seconded TG and

RESOLVED: To delegate to the Clerk the powers to grant dispensation requests and to make decisions and respond to consultations on behalf of the Council in circumstances where the decision / consultation requires an action before the date of the next meeting of the Council

12. **Financial Administration**

- a. The internal summary of accounts was circulated and examined at the meeting together with the Independent Audit Report Statement. The Chairman drew attention to a note from Peter Bridgewater: at line K of the report he had confirmed (by ticking the "yes box") that the Council had met its responsibilities as a Trustee and he was aware that the Parish Council is a Trustee of the Village Hall. However line K is only concerned with the Council's role as Trustee in relation to Trust Funds. There are no Trust Funds for which the Parish Council has responsibility as Trustee. Having reviewed it was proposed BR, seconded TG and

RESOLVED: To approve the internal 2015-16 accounts

- b. The Annual Governance Statement Section 1 was examined to consider the evidence that supports an affirmative response to each statement. There followed a discussion and it was proposed TG, seconded SC and

RESOLVED: To approve the Annual Governance Statement 2015-16

- c. The Annual Accounting Statements were similarly examined. Having properly scrutinised it was proposed SC, seconded TG and

RESOLVED: To approve the Annual Return 2015-16 Accounting Statements

- d. The Clerk explained that 2016/17 would be the third year of the 3 year agreement with Council's Insurers; the Clerk was asked to explain the current insurance arrangements. A brief overview was provided and a copy of the policy passed to Members to examine in detail during the meeting.

- e. To approve the Clerk's annual increment within the agreed range: The Chairman explained in addition to the annual increment the Clerk had recently attained the nationally recognised CiLCA qualification which gave entitlement to an extra increment. The scale range would also be increased by one point (18-23). It was noted that the NJC agreed cost of living increases had been issued and should be backdated to April 2016. It was therefore proposed BR, seconded SC and

RESOLVED: That the Clerk receive two increments and the NJC pay increase backdated to April 2016

The Clerk was congratulated on her achievement of the CiLCA qualification.

- f. To consider payments to be made:
Current Account: £1,119.01 Deposit Account: £5,362.81

Income received since last meeting £2,029.00 (precept first instalment)

Invoices were presented, approved and cheques signed for:

Zurich Insurance £658.03

Clerk's April / May Salary £191.38

Permission was also given to sign the WALC Annual Subscription cheque once notification is received (not to exceed £85.00)

13. **Planning Update**
- 13.1 **Granted Woodstock 16/00756/TREE**
- 13.2 **Pending Hampton House Farm 16/01126/COUQ**
- 13.3 **Pending Highfield 16/00728/FUL**
 Following the Council's representation, the Chairman raised concern that the Conservation Officer is no longer involved if the property itself is not listed. This was a particular concern because Highfield is in a prominent location in relation to the Church and the centre of the village conservation area. District Councillor Chris Mills advised the Parish Council to hold any further decision on the matter to give him time to investigate it further with Planning Officers.
- The Council thanked District Cllr Mills for his kind offer and agreed to defer any further decision. *CM*
- 13.4 **CE Gilbert Site Update**
 The Chairman reported that there had been no further response to the Parish Council's concerns raised at the March meeting about the significant flooding of stormwater from the site onto the neighbouring property of Deepdene. SDC Building Control's response to the most recent email remains unanswered; Cllr Mills agreed to investigate. *CM*
- 13.5 **14 Combrook**
 It was reported that SDC Enforcement had still not arranged an inspection of the property. The Chairman reminded the meeting that the Parish Council had raised the significant breach of planning permission in its Representation in December 2015.
- The Chairman asked Dist Cllr Mills if it might be possible to arrange a meeting with the Leader and Portfolio Holder for Planning and Development Control to discuss these various planning matters. Cllr Mills agreed to look into it. *CM*
14. **Lanes and Drainage:**
- 14.1 **County Highways Repair and Improvement**
 BR reported County Highways had confirmed that defects had been raised for the two oak bollards to be repositioned; the kerbstone at the fountain (bottom end); and infilling some of the road edge on the lane to the Fosse. The edges on the lane to Kineton were not yet considered a safety hazard.
- 14.2 **Leys Drainage Flood Grant** *BR /
Clk*
 Grant submission ongoing.
15. **Village Lanes Update**
 BR reported that she and TG had met to discuss the issue and their findings from researching Google and navigation mapping. It was proposed to start with an open village meeting to raise the matter with residents and gather initial views. It was acknowledged that there would be different views about making any changes and that any proposals needed to be carefully worked up and thoroughly consulted about before putting to a village survey and eventually a vote. It was agreed to wait until JP returns before fixing a date. *All*
16. **District Councillor's Report**
- i. Don't give money to rough sleepers – Shoppers and workers are being urged to report incidents of when they have been asked for money to police at su.snt@warwickshire.police.uk, or to the council's Anti-Social Behaviour Officer at paul.greewal@stratford-dc.gov.uk
 - ii. Police awareness – How to avoid being a victim of bogus websites and courier fraud
 - iii. Warwickshire will welcome the world's top women cyclists this June as the county hosts the Aviva Women's Tour for the first time ever on Thursday 16 June 2016.
17. **County Councillor's Report**
 CCllr Williams report is attached to these minutes.
18. **Councillors' Reports and Items for Future Agendas:** *CW*
 TG asked for an update on the broadband roll out

19. **Date of Next Parish Council Meeting:**
Monday 11th July 8.00pm Village Hall

The meeting closed at 9.55 pm

**Combroke Parish Council – 23rd May 2016
County Councillor's Report**

The County took three decisions last week which might have outcomes for Combroke. These were:

1. Combined Authority

It was decided to join the West Midlands Combined Authority since it is believed that now being in the Combined Authority would mean that Warwickshire is better placed to negotiate with government on the priority schemes for which we need funding. Positive outcomes are now likely than if we were not part of the WMCA. By deciding on non-constituent status, as opposed to full membership at this time, it affords the County the opportunity to consider the pros and cons of membership in more detail before committing to full membership.

Assurances were given that before the decision to become a full member is taken, public consultation will take place.

2. Help for Syrian Refugees

The County has agreed in principle to provide accommodation for up to 12 families with Syrian Refugee status. These refugees will be chosen from camps in Syria, not elsewhere in Europe. The families will be housed throughout Warwickshire. The cost of undertaking this support will be met by central government.

3. Police and Crime Commissioner

Warwickshire has a new Police and Crime Commissioner, Philip Seccombe, who was elected to the position on 5th May 2016. Philip is a District Councillor and is the husband of Cllr Izzi Seccombe the Leader of Warwickshire County Council. He replaces Ron Ball the previous holder of this position and will be responsible in ensuring that Warwickshire continues to have greater numbers of Police Officers on the front line. There is also national recognition that Warwickshire's prudent financial management means it is better placed than many forces to meet the challenges that lie ahead.

**Cllr Chris Williams
Member for Kineton Division – WCC
21.05.16.**