

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 3rd July 2023 at 7.30pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)
Tim Goodhead (TG)
Brenda Rayson (BR)
Georgina Lowe (Clk), Clerk

Members of the Public: 1

1. Apologies

DClr David Johnston (DJ) and Cllr Jo Price (JP)

2. Acceptance of Apologies

Cllr Price, it was proposed TG, seconded BR and

RESOLVED: That the apologies be accepted

3. Declarations of Interest

BR Agenda Item 9.2

4. Public Representation

None

5. Minutes

The minutes of the meeting held on the 9th May 2023 had been circulated. Proposed SC, seconded TG and

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

The minutes of the meeting held on the 18th May 2023 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. At our May meeting I should have included the matter of our vacant position for a fifth Parish Councillor, I propose we should agree to consider it at item 15
- ii. Attended a web meeting on Funding Your Capital Projects - a Guide to CIL and Capital Funding arranged by Warwickshire CAVA. (Warwickshire & Solihull Community and Voluntary Action)
- iii. With TG responded to a request to meet the new owners at no 20 to discuss their plans for renovation of the property

b. **Clerk** – No report.

7. District Councillor's Report

No report.

8. County Councillor's Report

Cllr Mills' Report is attached to these minutes.

9. **Planning Updates**

9.1 For Consultation: 21-22 Hill Cottage, School Lane 23/01628/FUL & 23/01629/LBC
Proposed single storey rear extension to form new garden room and alterations to low level roof. Internal alterations to improve existing bathroom including a new roof light and form a second bathroom on the first floor.

Following a presentation of the scheme there followed a full discussion

To note the proposal is in line with the response and suggestions of the Conservation Officer following his objection to the previous proposals.

TG & BR to lead on drafting the Representation by the due date in support of the application, subject to a correction to be made on the submitted drawings for this site depicting the red line boundary at the lane.

TG /
BR

9.2 Pending The Little House, 31 School Lane 21/03000/FUL
Enlargement of parking area; erection of retaining wall

Item chaired by Cllr Goodhead

WCC Highways have requested a meeting on site with their officers, the applicant/agent, the Parish Council and case officer. TG to provide an Agenda to gain clarification on the matters of concern

TG

10. **Financial Administration - To receive payments made under delegated powers and consider payments to be made**

Invoices were presented, and payment approved for:
Georgina Lowe June/July Salary £245.50
HMRC £5.40

11. **Combroke Village Hall – To consider:**

11.1 **A retrospective grant to be paid for 2022/23**
Item postponed

TG

11.2 **The fixed cost elements to be included in the grant for 2023/24 and future years**

TG reported the non-domestic rates bill for the Village Hall had been received. For 2023/24 a discount of £129.26 had been applied under the “Retail Hospitality and Leisure Relief Scheme” and the amount due (already paid) was £43.08. Without this reduction the amount due and therefore the amount requested from the PC would have been £172.34 which is consistent with the amount paid pre-COVID.

The relief scheme is “in recognition of additional operating costs/reduced profits of running businesses”. In view of the fact that it was the Village Hall Committee that had borne the extra costs/reduced income it seemed right that the savings should be passed on to that Committee rather than being taken as a “windfall” by the PC. After a brief discussion it was proposed BR, seconded SC and

RESOLVED: To make a payment of £172.34 in respect of rates for the Village Hall for 2023/24.

To also note TG’s suggestion that discussion on future years will not be considered until the rent position is clarified.

12. **Combroke Climate Change Club**

To note July is designated for a Plastics Free July campaign SC to promoted on WhatsApp; SC for further details go to <https://www.plasticfreejuly.org/>

13. **Lanes and Drainage - County Highways Repair and Improvement**
To note road near Rose Cottage has been marked up for patching; no follow up required
14. **The Leys**
The paths have been mown and contact made with Hampton House Farm asking them if they are kindly able to cut and bale the grass as usual.
15. **Councillors' Reports and Items for Future Agendas**
Councillor vacancy to be advertised in Outlook
16. **Dates of Next Parish Council Meetings:**
TBC

BR

The meeting closed at 9:29pm