

COMBROKE PARISH COUNCIL

DRAFT

Minutes of the Meeting of the Parish Council held on Monday 13 May 2019 at 7.50 pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)
Nathan Griffiths (NG)
Tim Goodhead (TG)
Jo Price (JP)
Brenda Rayson (BR)
Georgina Lowe (Clk), Clerk

Cllr Chris Mills (CM)
Cllr Chris Williams (CW)

Members of the Public 0

1. Election of Chairman

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

RESOLVED: That Cllr Rayson be elected as Chairman for the Year 2019 – 2020

2. Acceptance of Office as Chairman

Cllr Rayson gave her declaration and 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 JP, seconded SC and

RESOLVED: That Cllr Goodhead be elected as Vice Chairman for the Year 2019 – 2020. The Acceptance of Office was duly signed

4. Apologies

None

5. Acceptance of Apologies

N/A – All Parish Councillors were in attendance

6. Declarations of Interest

BR – Agenda Item 12.1; JP – Agenda Item 12.4

7. Public Representation

None

8. Minutes

The minutes of the meeting held on the 18th March 2019 had been circulated. Proposed TG, seconded SC 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 next Wellesbourne / Kineton Community Forum is scheduled to take place on Thursday 27th June at St Peter's Church Rooms, Wellesbourne. Times are as yet to be confirmed but based on past agendas we anticipate a 6:30pm for 7:00pm start.

b. Clerk:

No report

10. District Councillor's Report

- i. National Walking Month – National Walking Month was set up by the charity 'Living Streets' in 2011. Every May they encourage people to increase their steps and to get walking. Stratford-on-Avon District Council also co-ordinates the Stratford District Health Walks Programme. Walks take place every week in locations throughout the District. The walks are free to join and open to all. For more details go to <https://www.stratford.gov.uk/sport-leisure-arts/walking-for-health.cfm> or contact the Leisure Team at the District Council on 01789 260115.
- ii. District Council Elections – After the Elections the Conservatives take the majority with 20 Councillors; Liberal Democrats 11; Independents 4 and the Green Party 1

11. County Councillor's Report

Cllr Williams' Report is attached to these minutes.

In addition, Cllr Williams made reference to item 16.2 -The Proposed Gateway Feature, confirming he had up to £5,000 available for this project from his allocated budget.

12. Planning Updates

The Chairman asked TG to lead on 12.1

12.1 Pending The Little House, School Lane 19/00361/FUL

Enlargement of parking area; erection of retaining wall.

The consultation period for this application coincided with the Easter and School holiday break. It was noted BR had declared an interest as a near neighbour and TG led on drafting a response for the Clerk to consider for submission within the consultation deadline and taking account of previous discussions and soundings with eligible Members of the Council. The Representation was formally approved.

12.2 Pending The Loft, Green Farm 19/00792/FUL

Two storey extension to first floor flat. Change of use designation from 'agricultural' to 'residential'

The consultation period for this application coincided with the Easter and School holiday break. BR led on drafting a response for the Clerk to consider for submission within the consultation deadline and taking account of previous discussions, submissions and soundings with Members of the Council. The Representation was formally approved.

12.3 Planning Appeal The Loft, Green Farm APP/J3720/W/19/3226581

Two storey extension to first floor flat over detached garage block, change of land use designation from 'agricultural' to 'residential', erection of raised decking adjacent to extension.

This Appeal is by written representation to the Planning Inspectorate for the Application 18/02775/FUL which was refused by the District Council in a Case Officer's Delegated Report on 23/11/18. It was noted the Parish Council is supporting the current application (refer 12.2). This differs from the Appeal application which includes the change of use of a larger area of agricultural land and the incorporation of a further area of timber raised decking accessed at first floor level.

Following discussion, it was agreed a comment be submitted to the Appeal Inspector to confirm the Parish Council's concerns raised regarding 18/02775/FUL but bringing attention to the Council's response to the current application (refer 12.2).

BR/TG

12.4 Planning Appeal The Tree Place, Church Hill APP/J3720/W/19/3224138

Change of use of part of land from agricultural to domestic curtilage, demolition of existing barn / dwelling and construction of replacement dwelling

This Appeal is by written representation to the Planning Inspectorate for the Application 18/03788/FUL which was refused by the District Council in a Case Officer's Delegated Report on 18/02/19.

It was agreed a comment be submitted to the Appeal Inspector fully supporting the District Council's refusal and bringing attention to the Parish Council's additional concerns about the visibility at the access with the lane.

BR/TG

13. To appoint representatives to sit on outside bodies

BR proposed and it was agreed that SC be appointed to the Village Hall Committee; TG be appointed as Member for Finance and Snow Warden; BR to remain as representative for Kineton United Charities and be the Council's representative on the Leys Management Committee.

14. To review Council's Standing Orders, Financial Regulations and Delegations to the Clerk

The Clerk confirmed there were no updates for consideration. BR suggested a review of the internal audit procedures. It was agreed to include this on the July agenda 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.

15. Financial Administration

- a. **Internal Summary of Accounts 2018-19.** Cllr Goodhead reported he had verified the overall figures as accurate however raised a matter regarding the £1900 payment for maintenance of the drainage on the Leys which was shown under 'miscellaneous' on the first page Summary. It was agreed this had been a presentational error and it should have been shown under 'maintenance' as shown in the detailed Payments Section. The error was duly corrected. The Summary Accounts were then reviewed by the full Council where upon it was proposed NG, seconded JP and

RESOLVED: To approve the internal 2018-19 accounts

- b. **Certificate of Exemption.** The criteria for the certificate were considered and it was agreed the council met the requirement to exempt itself from the External Audit Review. It was therefore proposed TG, seconded JP and

RESOLVED: To complete the certificate of exemption for 2018-19

- c. **To Receive Internal Audit Report.** Since agreeing the Agenda, it has been necessary to reschedule the internal audit. It was noted the Council met the required criterion: to receive a report of audit activity during the year April 2018- March 2019.

- d. **Annual Governance Statement.** Each statement was examined to consider the evidence that supports an affirmative response. It was then proposed SC, seconded NG and

RESOLVED: To approve the Annual Governance Statement 2018-19

- e. **The Annual Accounting Statements.** The statements were similarly examined. Having properly scrutinised it was proposed NG, seconded SC and

RESOLVED: To approve the Annual Accounting Statements 2018-19

f. **Insurance Renewal.** The Clerk reported the premium for the 3rd year of the 3-year term had risen by a 4% index linked increase to £634.83.

g. **Clerk's National Salary Award.** It was proposed TG, seconded JP and
RESOLVED: to increase the Clerk's pay scales in line with the National Salary Award and to approve an increment on the scale to point 25 backdating payments to 1st April 2019

CLK

h. **To Consider Payments to be made**

Current Account £2,630.28

Deposit Account: £5,170.65

Income received since last meeting £2,222.00 (precept first installment)

Invoices were presented, approved and cheques signed for

WALC Annual Subscription £88.00

Came and Company Council + Village Hall Buildings Insurance £634.83

Coventry Diocesan B of E Village Hall Rental Quarters 1 & 2 £385.00

Combroke Village Hall Reimbursement of Business Rates 2018/19 £157.76

Clerks April / May Salary £217.82

16. Lanes and Drainage

16.1 County Highways Repair and Improvement

No highway issues to report

16.2 Proposed Gateway at West Entrance to the Village

It was reported that TG and BR had recently met on site with the County Highways Safety Engineer who had invited a Rep from their suppliers for gateway units. After a very useful exchange of ideas, the recommended proposal was to use an L shape fence-style "gateway" feature on both sides of the carriageway aligning with the existing 30mph signs. The short arm of the L shape will sit in front of the sign with the long arm parallel with the lane to strengthen the visual impact suggesting a narrowing of the "entrance" or "exit" from either direction. The unit is lightweight and is intended to collapse on impact. There was a choice of light or dark wood effect or white. The old 'Combroke' sign will remain in its current position.

Following discussion, it was agreed a white finish would provide the best visibility and impact. Awaiting quotation, CW to follow up.

BR

17. Google Mapping and re-location of postcode

Despite emails sent through standard Google contact procedures, there has been no response or corrections made regarding the recent re-location of the village postcodes on Google mapping into the countryside. CV35 9HP is now near to Hampton House Farm and some drivers are continuing up to the Farm despite the signs. The Police apparently have no way of making contact with Google mapping either. Also, through the SDC Mapping Officer a contact was made with OS Mapping who have explained they have no regulatory control over this matter. OS Maps (digital) still have the postcode located at the Church. It was agreed to continue to pursue and monitor the matter.

BR

18. Defibrillator Proposal

At the March PC meeting it was reported there had been a proposal to place a defibrillator box on the north side elevation of the Village Hall porch. Village interest was raised at the recent May Cream teas about the proposals in general. It had been suggested that further thought might be given to the location.

After discussion it was unanimously agreed to form a small working party on which TG would represent the Parish Council; and to approve costs (up to £300) for joint funding with the Village Hall Committee for the purchase and installation of the box to hold the defibrillator. It was also noted that most locations in the village might require Listed Building or Conservation Area Consent.

TG

19. **Councillors' Reports and Items for Future Agendas:**
BR – Climate Change

Dates of Next Parish Council Meetings:

Monday 15 July 2019 and Monday 9 September 2019 at 7.30pm in Village Hall

20. **The meeting closed at 10:10pm**

**Combroke Parish Council Meeting on 13th May 2019
County Councillor's Report**

April is the last month of the council year and is traditionally very quiet. Steps are being taken to implement new procedures and obviously all Council Members are getting to know the new Officers that have recently been appointed. Add to this the uncertainties of Brexit and the political purdah we are in as a result of the forthcoming District Council elections in four of the five District/Borough Councils within the county of Warwickshire, I am pleased to report that no decisions have been taken that would impact upon Combroke Parish Council. One important issue that we, at the County, would like resolved is the long-awaited Green Paper by parliament on the importance of social care which should give guidance as to the financing of this vital ingredient in all aspects of community welfare. The issue of this guidance has been delayed for two years during the domination of parliamentary time due to Brexit.

I have little to add at this time of year but am sure that my next report after our Annual Meeting in mid-May will contain a comprehensive review as to how the council will proceed for the next twelve months.

I must end my report on a good news story in as much as Warwickshire County Council has been named the Country's Joint Top Performing County Council for Highway Maintenance. Warwickshire was among 113 highway authorities, including 28 County Councils, which took part in a national independent survey which looks at satisfaction with Highways and Transport Services.

Warwickshire came out joint top for public satisfaction amongst County Councils for Highway Maintenance, condition of road surfaces and the quality of repair to damaged roads. The Council also ranked amongst the best in other areas, including condition of road markings, speed of repair to damaged roads, keeping drains clear and dealing with potholes.

This is an excellent result and reflects the continued hard work and commitment of Warwickshire County Council's Highways Staff.

**Cllr Chris Williams
Member for Kineton and Red Horse Division
11.05.2019**