

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 13th May 2024 at 7.45pm at the Village Hall, Combroke

Present

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

Members of the Public: 0

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 2024 – 2025
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 SC, seconded BR and
RESOLVED: That Cllr Goodhead be elected as Vice Chairman for the Year 2024 – 2025.
The Acceptance of Office was duly signed
4. **Apologies**
Cllr Price (JP); CCllr Chris Mills (CM) and DCllr David Johnston (DJ)
5. **Acceptance of Apologies**
Cllr Price, it was proposed SC, seconded BR and
RESOLVED: That the apologies be accepted.
6. **Declarations of Interest**
BR - Agenda Items 12.2 and 12.3
7. **Public Representation**
None
8. **Minutes**
Item postponed
9. **Chairman's Report and Other Reports for Information Only**
 - a. **Chairman**
 - i. Attended WALC Chairs' meeting on Wednesday 27 March
 - ii. Attended Kineton United Charities Wednesday 10 April
 - b. **Clerk**
 - i. Attended Clerk's Operational Meeting. Verbal report on Councillor's network meetings, access to NALC website and training events ahead of elections
 - ii. Streetscene have confirmed they road sweep four times a year

10. **District Councillor's Report**

DCllr Johnston's Report is attached to these minutes.

11. **County Councillor's Report**

CCllr Mills' Report is attached to these minutes.

12. **Planning**

12.1 For Consideration: No 41 Combrook, 23/03249/FUL
Single & two-storey rear extension and associated landscaping to existing dwelling

An amendment has been received, there remain questions on the issues previously raised; to note a further representation was drafted and circulated prior to submission.

The submission was recirculated prior to the meeting whereupon it was agreed no further amendments be made, and the Representation was formally approved.

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

Remains on hold pending the LDE

12.3 Pending: The Little House, 31 School Lane 23/03398/LDE
Enlargement of parking area; erection of retaining wall

It is understood the planning department is seeking further legal advice

12.4 Pending: Fossedene Manor 24/00003/FUL
Reinstatement of existing storage shed and conversion to 2 no. holiday lets

13. **To appoint working party members and representatives to sit on outside bodies**

BR proposed and it was agreed that SC and TG 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 and Financial Regulations**

The Clerk advised the Model Financial Regulations had recently been updated; any proposed / required changes will therefore be brought back to a future meeting.

15. **To confirm Delegated Powers to the Clerk**

To delegate to the Clerk the powers: to grant dispensation requests; 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; to authorise urgent work when unforeseen circumstances occur; and, to spend up to £500 on behalf of the Parish Council. These powers to be exercised with the full knowledge of the Chair or Vice Chair and appropriate consultation amongst Members of the Parish Council.

The Council agreed this had worked well whereupon it was proposed TG, seconded SC and
RESOLVED: to confirm delegated powers

16. **Financial Administration**

a. Half Yearly / End of Year Finance Reports

TG as Member for Finance reported that he had checked the half yearly and end of year finance reports. He confirmed that there were no matters arising from either report

b. 2024/25 Budget

The proposed budget had been circulated prior to the meeting and the budgetary projections discussed. After further scrutiny it was proposed BR, seconded TG and

RESOLVED: to agree the 2024/25 Budget

c. Certificate of Exemption – Item postponed

- d. To receive the Internal Audit Report – Item postponed
- e. Annual Governance Statement – Item postponed
- f. The Annual Accounting Statements – Item postponed
- g. To consider payments to be made:
Invoices were presented, and payment approved for:
Coventry Diocesan Board of Education – Village Hall Rental £770
WALC Annual Subscription £126
Zurich – Council plus Village Hall Buildings Insurance (Year 2 of a 3 Year LTA) £578.54
Georgina Lowe Apr/May Salary £258.10
Tim Goodhead £342.00 Reimbursement of Defibrillator Battery

17. **Flooding**

Combroke Flood Risk Management Group (Tim, Hugh and Jim) have mapped every road gully, ditch and inspection chamber. The team have also cleared the gully by the bridge.

WCC have jetted the blocked gulleys and pipes; those that remain blocked are being investigated using camera surveys.

The silt trap outside number 14 was partly filled with concrete; the concrete has now been removed. Waiting for the flood management team to advise on what further actions they and the County Highways team intend to take.

- 18. **Climate Change** – SC to look at setting up a WhatsApp group for interested parties SC
- 19. **Lanes and Drainage - County Highways Repair and Improvement**
Road surface opposite Hill Cottage starting to collapse, also the pavement at Quince Corner;
TG to speak to the Localities Officer TG
- 20. **Community Assets**
To note the Parish Council's interest in the Village Hall and to further explore the role of
Custodian Trustee Cik
/BR
- 21. **The Leys**
The Leys has been particularly wet this spring and the sogginess still remains in places
But it has produced an abundance of cowslips as well as the usual spray of dandelions and
now sparkling buttercups.
We will need to arrange the usual hay cut, perhaps earlier this year of the grass grows strongly BR
- 22. **Councillors' Reports and Items for Future Agendas**
None
- 23. **Date(s) of Next Parish Council Meeting(s):**
Monday 8th July 2024

The meeting closed at 9:20pm