

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 15 July 2019 at 7.30 pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)

Cllr Chris Mills (CM)

Nathan Griffiths (NG)

Tim Goodhead (TG)

Jo Price (JP)

Brenda Rayson (BR)

Georgina Lowe (Clk), Clerk

Members of the Public 0

1. Apologies

Cllr Chris Williams (CW)

2. Acceptance of Apologies

N/A – All Parish Councillors were in attendance

3. Declarations of Interest

BR – Agenda Items 9.2, 9.3 and 9.4; JP – Agenda Item 9.7

4. Public Representation

None

5. Minutes

The minutes of the meeting held on the 13th May 2019 had been circulated. Proposed TG, seconded JP 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

Chairman:

- i. The Wellesbourne / Kineton Community Forum scheduled to take place on the 27th of June was postponed, to reconvene September - date to be confirmed
- ii. At the end of June, the new owner of Yew Cottage (No 19) made contact, by way of introduction and also to seek informal comments regarding a proposed planning application. General advice was given about the procedures and the role of the Parish Council. A formal application is awaited.
- iii. Request received for the Parish Council to act re overgrown hedging causing obstruction. It was agreed discuss further under Agenda item 13

Clerk:

No report

7. District Councillor's Report

- i. UBUS service retained and enhanced – Stratford-on-Avon District Council together with Warwickshire County Council have agreed funding for the next 5 years. UBUS is a community transport service that operates on a dial-a-bus basis. The service is for all residents of any age, wherever they might live in the district who struggle for transport to get to local destinations on weekdays between 9.30am and 2.30pm. The service collects people from their home and takes them to an agreed destination. To register to use the service call 01789 264491
- ii. Housing Investment Panel - Stratford-on-Avon District Council has agreed to establish a Housing Investment Panel to look at innovative solutions to facilitate a greater number of affordable homes

- iii. Homeless funding boost - Stratford-on-Avon District Council together with Rugby Borough Council has received £130,000 from the Ministry of Housing, Communities and Local Government to improve front line support given to people living on the streets or those at risk of homelessness to help them into accommodation
- iv. Population of Stratford-on-Avon as of mid-year 2018 – Since mid-2011, the population of Stratford-on-Avon District has increased by 5.6% from 120,824 to 127,580. The population increased by 1.9% in 2017 which was the 7th highest for any district and the 11th highest when compared with all 430 local authorities in the United Kingdom. The median age has also increased from 42.8 in 2001 to 48.1, the 2nd highest in the West Midlands and within the top 10% for the UK
- v. Climate Change Emergency - Councillors have pledged to take local action to contribute to national carbon neutral targets through the development of practices and policies, with an aim to being carbon neutral in Stratford-on-Avon district by 2030.

8. **County Councillor's Report**

CCllr Williams' Report is attached to these minutes.

9. **Planning Updates**

The Chairman asked TG to lead on 9.2, 9.3 and 9.4

9.1. For Consideration Hornbeam House, Compton Fields 19/01663/FUL

Proposed extensions and modifications

The representation, as submitted, was circulated prior to the meeting in order to meet the consultation deadline. The document was discussed / reviewed and formally agreed; no further representation required.

9.2. Pending Croft Cottage, School Lane 19/01658/FUL & 19/01659/LBC

Demolish the existing lean-to extension that provides a kitchen, bathroom and utility room. Replace with a single-storey green oak extension with a slate and clay tiled roof to provide a kitchen, bathroom, utility room and study. Extend the existing chimney stack to comply with current building control regulations regarding log burning stoves in a thatched property. Fit a green oak porch above the front door with a hand rail.

The representation, as submitted, was circulated prior to the meeting in order to meet the consultation deadline. It was noted BR had declared an interest as a near neighbour and because of this TG had led on drafting a response for the Clerk to consider taking account of previous discussions and soundings with eligible Members of the Council and advice from the Conservation Officer. The Representation was formally approved.

9.3. Pending Peregrine Cottage 19/01489/TREE

T1 – Juniperus Chinensis – Fell

9.4. Pending The Little House, School Lane 19/00361/FUL

Enlargement of parking area; erection of retaining wall.

Following the previous meeting and initial response to this application, further amendments were published on the 21 May. The consultation period coincided with the Spring Bank holiday weeks. It was noted BR had declared an interest as a near neighbour and because of this TG led on drafting a response for the Clerk to consider taking account of previous discussions and soundings with eligible Members of the Council. The proposed response was circulated to Members on 3 June to allow for any comments before submission. The Representation was formally approved.

Since the publication of this month's Agenda further plans and detailed amendments have been submitted. After discussion it was agreed the Parish Council's objection remained. TG to lead on drafting a further Representation.

TG

9.5. 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.

As agreed at the last meeting, BR /TG drafted a comment to the Inspectorate which was circulated to Members on 1 June before submission; decision awaited.

9.6. Dead/Dangerous Tree Notification Keepers Cottage, 33 Combroom 19/01603/DDT
T1 Oak: prune off limb with hazard beam failure

9.7. Planning Appeal Dismissed 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

9.8. Granted The Loft, Green Farm 19/00792/FUL
Two storey extension to first floor flat. Change of land use designation from 'agricultural' to 'residential'

10. Financial Administration

a. To Receive Internal Audit Report.

Cllr Rayson reported that the Internal Auditor had completed the audit process and had raised no concerns or recommendations. The 2018-19 AGAR Internal Audit Statement had been signed accordingly and the Statement published on the website alongside the required 2018-19 AGAR Statements and Summary Accounts for public scrutiny.

Formal thanks were recorded to Felicity for undertaking the Internal Audit

b. To Consider Payments to be made

Current Account £1,612.75 Deposit Account: £5,171.09

Unpresented cheques:

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

Invoices were presented, approved and cheques signed for:

Clerks June / July Salary £217.62

HMRC Employee / Employer Contributions Q1 £10.60

11. To Review the Role of Internal Auditor

A report had been circulated prior to the meeting. The document was discussed and it was agreed further clarification needed to be sought. Members attention was drawn to an upcoming training session which includes a section on internal audit, the information from which will be used to inform the review; BR to attend

BR

12. To Consider Reviewing Community Emergency Plan

WCC have revised the emergency planning arrangements and produced a new Community Emergency Plan Template. The new template aims to be easier to use and better support Parish and Town Councils in their preparedness for emergencies.

It was noted the Emergency Plan was last reviewed in October 2013. After discussion it was agreed to review using the new format. It was also agreed to ask the Coventry, Solihull and Warwickshire Resilience Team for a supply of empty sandbags.

BR

13. Lanes and Drainage

13.1 County Highways Repair and Improvement

No highway issues to report

13.2 Proposed Gateway at West Entrance to the Village

Awaiting quotation, CW to follow up.

13.3 Hedging

It was noted there were a number of hedges obstructing the adjacent footway and forcing pedestrians into the road. After discussion it was agreed letters be sent to the owners / occupiers asking them to cut back the hedge to the limit of their own property. It was also agreed to be copy in the County Council should follow up action be required.

Clk /
BR

14. **Google Mapping and re-location of postcode**

Google based mapping still continues to relocate the village postcodes onto locations in surrounding fields e.g. CV35 9HP at Hampton House Farm. It has been discovered that some DEFRA Magic Maps, show the same problem for the Combrook post codes. Magic Maps appear to be based on OS mapping and therefore further contact has been made with OS Mapping on the matter; a response is awaited.

15. **Defibrillator Proposal**

The small Working Group, including Tim Greenway, met to review the proposed location of the Defibrillator box. It was decided that the best option remained on the north facing wall of the porch to the Village Hall. BR is currently completing the drawings for a Planning Application for Listed Building Consent and Felicity Bostock is conducting discussions with the Diocesan Authority to gain their approval for such a proposal.

BR/FB

16. **Climate Change**

This item was raised by BR at the last meeting. Climate change and its potential impacts are current issues globally and nationally, the purpose of raising it for a discussion at Parish Council to seek Members thoughts on matters that should be pursued or promoted locally. After discussion it was agreed it was right to pursue the matter locally. The project will be led by SC as the Parish Council's Climate Change Champion. SC to circulate an informal proposal prior to next meeting for discussion.

SC

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

JP raised concern over dog barking

18. **Dates of Next Parish Council Meetings:**

Monday 9 September and Monday 11 November 2019 at 7.30pm in Village Hall

The meeting closed at 9:55pm

**Combroke Parish Council Meeting on 15th July 2019
County Councillor's Report**

Administration

With the significant changes that have taken place with the management structure at the County Council we have now started on new proposals which sets out a clear vision to make Warwickshire forward-thinking, supporting its communities and delivering a vibrant economy.

The new strategic directors are formulating their departments. The new director of Highways is Scott Thompkins who, with 18 years' experience, joins us from Gloucestershire. The County Highways will continue to have an experienced Highways Engineer in charge.

Public Health

Whilst we await the Government's Green Paper on Health and Social Care the Public Health Department, led by the new Directors of Public Health, Helen King and Adult and Children Social Care, John Coleman, are working together to highlight the need for healthy living in the community. Dementia, obesity, exercise and mental health are top of the list of long- term concerns that are being highlighted. As Parish Councils you can do your bit by encouraging activities for the young (walking, use of sports fields, etc) and tackling loneliness by encouraging social activities for single elderly residents

HS2

The early works are nearing completion and the contractors are commencing some preparatory works in particular connected with the tunnel boring machine. They have trials in Wormleighton which are finally getting underway. Cllr Bob Stevens has been appointed as Cabinet Advisor on HS2 matter and will be working to get better and more accurate communications regarding HS2. He is also aiming to get the three District Councils who are

affected by HS2 to accept their responsibilities and to appoint a dedicated Officer as a point of contact.

Grants

There are still pockets of money around for small grants for community benefit. When I hear of them I will forward details to your clerk. My community grant closed on 7th June 2019. Although there may be a second round, I am afraid that all my grant money has been allocated and I will therefore have no further funds available from this source.

Cllr Chris Williams
Member for Kineton and Red Horse Division
15.07.2019

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