

# **COMBROKE PARISH COUNCIL**

**DRAFT**

## **Minutes of the Meeting of the Parish Council held on Tuesday 14 November 2017 at 7.30pm at the Village Hall, Combroke**

### **Present**

Tim Goodhead (TG) DCllr Chris Mills (CM)  
Jo Price (JP) CCllr Williams (CW)  
Stephanie Connah (SC)  
Brenda Rayson (BR), Chairman  
Georgina Lowe (Clk), Clerk

Members of the Public 1

### **1. Apologies**

None.

### **2. Acceptance of Apologies from Parish Councillors**

None.

### **3. Declaration of Interests**

None.

### **4. Public Representation**

Email received from Hazel Blenkinsop reference Leys field community engagement; written submission with Clerk.

### **5. Minutes**

The minutes of the meeting held on the 18<sup>th</sup> September 2017 had been circulated. Proposed JP, seconded TG 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. The Chairman began by proposing that an update on no 14 be included under agenda item 8 at 8.5 and a brief update on the Village Hall Gate Pillar at 11.2
- ii. At the last Meeting Tim Greenway had offered to make arrangements for a presentation with the Ettington CFR team. Finding a mutually agreeable time has proved difficult and therefore a separate meeting with all residents who have shown interest will be arranged after the 15<sup>th</sup> January.
- iii. Combroke Parish Council's information leaflet (dogs/broadband and riparian ownership) was published and delivered to all residents in October.

*BR*

#### **b. Clerk:**

No report.

### **7. Councillor Code of Conduct**

The Chairman referred Members to appendix 1 of the reports pack. Reference was made to SDC's review of the Code at the Parish Council's July and September Meetings. Following a consultation Stratford District Council adopted the revised Code in October. SDC are now inviting parish councils to consider similarly adopting the new Code and its linked documents. After the appropriate level of discussion it was proposed TG, seconded SC and

### **RESOLVED:-**

**7.1 To adopt the Councillor Code of Conduct as adopted by Stratford-on-Avon District Council on 16 October 2017, so as to replace the Parish Council's existing Code of Conduct**  
**7.2 To adopt the documents linked to the Code namely the Guidance Document; Declaration of Acceptance of Office Form; Declaration of Personal Interest Form; Parish Councillor role description; Council Resources Policy; Social Media Policy; and Gifts and**

**Hospitality Policy**

**7.3 To require all members to complete and submit a fresh Declaration of Personal Interest Form to the Clerk on or before Friday 9 February 2018, to enable the Clerk to forward these to the Monitoring Officer**

**7.4 That replacement Code and linked documents shall come into effect on Tuesday 1 May 2018.**

*All***8. Planning Update****8.1 Pending The Leys 17/03076/TREE**

T1 – Ash: Fell

To note the Clerk has now received notification that there is no objection subject to conditions

*Cik***8.2 Pending St Mary & St Margaret's Church 17/03158/TREE**

T1 – Leylandii – Fell

**8.3 Granted Touchdown, Spring Lane 17/02797/TREE**

G1 – Leyland Cypress x 10 – Reduce in height to 10ft; G2 – Leyland Cypress x 6, Ash x 2 and Elder x 3 – Reduce in height to 10ft; T1 – Laburnum – Fell

**8.4 CE Gilbert Site Update**

BR advised that progress on the adoption of the foul sewers by Severn Trent had slowed. It was reported the sewer as constructed did not meet the standards required and would need to be taken up and relaid to Severn Trent standards; initial meetings to progress the work had taken place.

*BR*

The Clerk reported that correspondence with Enforcement continued to confirm whether or not the required visibility splay at the lane was compromised by the growth of the hedge.

*Cik***8.5 14 Combrook Update**

The Chairman asked Members to refer to appendix 2 of the reports pack outlining correspondence with SDC since the last meeting.

The Parish Council has been informed that a revised application has been invited to seek to regularise the breaches in planning control identified. Should the applicant wish to take up the invitation an application will need to be submitted by the 17 November; a further update is awaited.

**9. Dog Fouling Update**

To note the reminder notice to residents about dog fouling was issued as an item in the Parish Council leaflet distributed in October. Information, including useful links on 'Nuisance Barking' has also been added to the website.

A resident has asked the Parish Council to consider installing bins for dog waste. As the request was received after the publication of this month's Agenda, the matter will be considered at January's Meeting.

*Cik***10. Fly Tipping Update**

To note contact has been made with the Head of Waste Enforcement at Birmingham City Council. An environmental health enforcement officer has responded and requested full details of the evidence found in April. He will undertake visits to the businesses whose rubbish were found and ask to look at their records for waste disposal. If there is sufficient evidence to identify and bring the perpetrator to prosecution the Enforcement Unit will do so.

**11. The Leys Project Update**

11.1 With Adam Blockley's departure from the village, BR reported that she had met with a blacksmith whose experience included heritage work to again start looking at utilising the estate railings donated by the Franck-Steir family. It was hoped funding for the project could be sought through grant funding.

*BR*

It was also suggested that residents interest in forming a sub-committee of the Parish Council be gauged to focus on future project work; SC to draft an email to invite 'Members'

*SC*

11.2 The Clerk reported the gateway pillar had been struck by a Biffa refuse vehicle on 1 November. Contact had been made with the relevant SDC officer and details passed onto

Biffa for their consideration re the insurance claim.

12. **Lanes and Drainage**

**12.1 County Highways Repair and Improvement**

TG reported that he had been contacted by Mike McDonnell (Senior Engineer, Traffic & Safety Group) over the Parish Council's concern over the stretch of the Fosse in the area of the junction with Combrook.

Mr McDonnell stated that, "The Fosse Way - for its Warwickshire length - was looked at and reviewed approximately 4 years ago. This included the length either side of the Spring Lane turning out onto the B4455. As there have been no significant changes to the road network in the area during subsequent years, then the results gleaned from the initial surveys would still apply today.

Looking at the Accident Database I can advise that over the last three years, there has been 'zero' recordable accidents on the Fosse Way between the junctions of the B4086 Compton Hill and the A422 Banbury Road.

Bearing that in mind I trust you will understand that without an accident history background to justify any expenditure, WCC is unable to provide the requested double white centre lines markings. The Safety Engineering resource has to be targeted to those locations that do have an accident history and thus we should be able to prove a subsequent improvement in that locations future accident statistics."

**12.2 Leys Drainage Flood Grant** – The Clerk reported the Small Scale Flood Alleviation Grant Application had been submitted and was currently being processed.

13. **Village Lanes Update**

Postponed till next meeting.

14. **Village Broadband**

To note the proposed road closure 8-12 January for BT works in connection with upgrading the service with fibre to a cabinet on Church Hill.

15. **Financial Administration**

**15.1 Half Yearly Finance Report** – TG reported that he had scrutinised the half yearly accounts. There were no variances to report. Both the reconciliation and corresponding bank statements have been initialled / signed as evidence of verification.

16. **15.2 To consider payments to be made:**

Current Account: £2,016.38                      Deposit Account: £5,566.74

Unpresented cheques:

£40.00 Royal British Legion

£462.00 N Gasson

Invoices were presented , approved and cheques signed for :

Clerk's Oct / Nov Salary £195.77

HMRC Employee's Tax Contribution £9.40

Coventry Diocesan Board of Education (Backdated Village Hall Rental) £987.50

Also prior approval agreed for Zurich (Village Hall Contents Insurance)

**15.3 2018/19 Precept**

A copy of the proposed budget / precept for 2018/19 had been circulated prior to the meeting. After discussion it was thought the 4% increase on the precept raising it to £4,304.56 was appropriate. The item will be left for Members to further consider before sign off in January.

**16. District Councillor's Report**

- i. A District fit for the future – On the 16<sup>th</sup> October Stratford-on-Avon District Council approved a vital strategic report outlining the future direction of the District Council. The vision is supported by three key objectives:  
Contribute towards a flourishing local economy, enhancing our environment and infrastructure  
Promote healthy, safe and strong communities and individuals  
Be an efficient Council that works closely with partners  
The District Council is facing unprecedented financial pressures with all Government funding removed in 2 years time (2019/20). The Strategic Review was undertaken to ensure the District Council can remain financially sustainable for the next 10 years
- ii. Commendation for Stratford-on-Avon District Council's CCTV Operator – One of Stratford-on-Avon District Council's CCTV Operators has been honoured at the Warwickshire Police Awards Ceremony for the work carried out in tracking down the offenders on two particular cases
- iii. Bogus Council Blue Badge Renewal Warning – Warwickshire residents with blue badges (disabled parking) are warned to be aware of bogus renewal letters being sent to their addresses. The letters which are headed Warwickshire County Council together with the Council's main telephone number state that the residents blue badge is due for renewal and directs them to pay a fee of £57. **These letters are not being issued by Warwickshire County Council.** The Blue Badge scheme administration cost is £10 and further details can be found at [www.warwickshire.gov.uk/disabledparkingbadge](http://www.warwickshire.gov.uk/disabledparkingbadge)

**17. County Councillor's Report**

CCllr Williams report is attached to these minutes.

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

None.

**19. Date of Next Parish Council Meeting:**

Tuesday 16<sup>th</sup> January 7.30pm Village Hall

**The meeting closed at 10.10 pm**

**Combroke Parish Council 14<sup>th</sup> November 2017**  
**County Councillor's Report**

**County Council Activities** – The County Council continues to be fairly quiet as budgetary constraints and unknowns continue to influence both capacity (including staff numbers) and innovation. The full council agenda included such items as Corporate Parenting Policy; Strategic Plan for Youth Justice Service, Health and Well-Being Board Annual Review; Improvement to Europa Way using Warwick District Council S106 money and Government grant via the Coventry Warwickshire LEP.

**Administration** – Changes in the Adult and Children's Directorate have been the return of Nigel Minns to be the new Director and Chris Malone to be the permanent Head of Education. Ms Malone fills a much-needed post at a time when education is going through so many changes with the continued introduction of Academies anew funding formula. We still await confirmation of the financial grant from the government for next year's budget. The pressures associated with Adult Care and integrated Health Care have not subsided and will still play a significant part in our budget deliberations.

**Children's Centres** – The Consultation has now ended and the responses have been analysed with changes being made to the final proposals. There have been over 2,000 responses as well as many on line comments. As expected there are many conflicting proposals depending on where the respondent lives and whether they use the Children's Centres. The Cabinet decided on 9<sup>th</sup> November to approve the recommendations. This decision will only form part of the all-round review of Children's Services that is so badly needed. Another Consultation finished on 2<sup>nd</sup> November on Home to School Transport where some changes to the arrangements are being proposed.

**Boundary Reviews** - There has been much confusion about the current steps that are being taken in Parliament to reduce the number of MPs from 650 to 600. It appears that the present constituency of Kenilworth and Southam could disappear if the proposals are accepted and be realigned with Rugby and Southam. If this realignment occurs Combroke will become part of the Stratford-on-Avon constituency with a new MP and not be part of Kenilworth and Southam.. The composition for the new Constituency is a numerical compilation, not geographical.

This realignment of constituencies does not affect either the County or District boundaries and Combroke will still be part of the newly-formed Kineton & Red Horse Division at the County Council.

**Community Forums** – The debate continues over the future of the Community Forums and what value they add in their role in keeping the County Council informed of local aspirations.

**Warwickshire Unauthorised Encampments Protocol** – The County Council has adopted the Warwickshire protocol 2017 as the Council's overarching approach to managing unauthorised gypsy and traveler encampments. The current shared protocol for managing these sites known as 'firm but fair' was agreed in 2007 and has been used ever since. Following numerous unauthorised encampments it was considered the protocol was in need of revision and updating. The new protocol aimed at ensuring that the response to unauthorised encampments is treated in a cohesive, consistent, efficient and effective manner. This document will provide clear guidance when unauthorised encampments occur.

**Cllr Chris Williams**  
**Member for Kineton & Red Horse Division - WCC**  
**12.11.2017**