

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 15 May 2017 at 8.00pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)

DCllr Chris Mills (CM)

Tim Goodhead (TG)

Brenda Rayson (BR), Chairman

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 2017 – 2018

2. Acceptance of Office as Chairman

Cllr Rayson 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 2017 – 2018. The Acceptance of Office was duly signed

4. Apologies

CCllr Williams (CW) and Cllr Price (JP).

5. Acceptance of Apologies from Parish Councillors

Cllr Price, it was proposed SC, seconded TG and

RESOLVED: that the apologies be accepted

6. Declaration of Interests

SC Agenda Item 13

7. Public Representation

None.

8. Minutes

The minutes of the meeting held on the 20th March 2017 had been circulated. Proposed SC, seconded TG 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 Chairman gave a summary regarding the significant fly tipping incident that occurred at the end of April. This occurred off the lane to the junction with the Kineton Road - at a field entrance and immediately behind the hedge. The relevant District Council Officer has indicated that she will be investigating the evidence found with a view to prosecution. In these circumstances, it was felt inappropriate to discuss the matter in any more detail at this stage.

b. Clerk:

The current SDC Councillor Code of Conduct has been in force for over four and a half years. In that time the strengths and weaknesses of the code have been revealed. The

BR

Audit and Standards Committee have recently backed the proposal for a review. Parish and town councils will have an opportunity to comment on the new draft code as part of the public and stakeholder consultation during July and August.

10. **To Appoint Representatives to Sit On Outside Bodies**

BR proposed and it was agreed that SC be appointed to the Village Hall Committee; BR will remain as representative for Kineton United Charities.

11. **Standing Orders and Financial Regulations**

The Clerk confirmed there were no updates for consideration.

The Council's delegations to the Clerk were reviewed; it was proposed TG, seconded SC 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

12. **Financial Administration**

- a. The internal summary of accounts had been circulated prior to the meeting. Cllr Rayson reported that these had been successfully audited, by the internal audit, and that both she and Cllr Goodhead had verified the content. Having reviewed it was proposed TG, seconded SC and

RESOLVED: To approve the internal 2016-17 accounts

- b. The Annual Governance Statement Section 1 was examined to consider the evidence that supports an affirmative response to each statement. There followed a discussion and it was proposed TG, seconded SC and

RESOLVED: To approve the Annual Governance Statement 2016-17

- c. The Annual Accounting Statements were similarly examined. Having properly scrutinised it was proposed SC, seconded TG and

RESOLVED: To approve the Annual Return 2016-17 Accounting Statements

- d. Insurance Renewal - The Clerk reported she had approached three companies (including the current insurers) for like for like quotations. Came and Company were the most competitive with an 11% saving on the current policy; it was therefore proposed SC, seconded TG and

RESOLVED: To enter into a 3yr long term agreement with Came and Company for £586.93 per annum

- e. To approve the Clerk's annual increment within the agreed range: It was proposed TG, seconded SC and

RESOLVED: To increase the Clerk's salary to scale point 23 and backdate to the 1st April 2017

- f. To consider payments to be made:

Current Account: £2,822.20 Deposit Account: £4,565.37

Income received since last meeting £2,069.50 (precept first instalment)

Unpresented cheques:

Village Hall Committee £608.00

Invoices were presented , approved and cheques signed for :

WALC Annual Subscription £80.15

Came and Company £586.93

Clerk's April / May Salary £205.97 (includes £10 Vodafone Top-Up Voucher)

13. **Planning Update**
13.1 For Consultation 43 Combrook 17/01394/TREE
T1 to T3- Conifers – Fell
It was agreed the Council will support the Tree Officer's decision. *Clk*
- 13.2 Pending 14 Combrook 16/03108/FUL**
Temporary use of ancillary outbuilding as a separate dwelling for a period of 12 months.
- In addition to a further enforcement update on landscaping and drainage issues it was agreed to contact the case officer to find out why a decision had not yet been made. *BR*
- 13.3 Granted October House 17/01027/TREE**
G1 Mixed Cypress – Fell. –T1 Ash – Fell. –T2 Flowering Cherry – Fell. –T3 Spruce – Fell.
- 13.4 Granted Tamara 17/00761/TREE**
T1 – Horse Chestnut – Fell
- 13.5 Granted Lorien 17/00532/TREE**
T1 and T2 – Larch - Fell; T3, T4 and T5 – Lawson's Cypress – Fell; T6 Norway Spruce – Fell
- 13.6 CE Gilbert Site Update**
The Chairman provided an update on both sewerage and drainage issues. After discussion it was agreed the Parish Council should continue to offer what ongoing support it could to those residents affected; discussions with the Estate Agents, Severn Trent and Building Control will therefore continue. *BR / Clk*
14. **To Consider the Development of a Neighbourhood Plan**
There was further discussion following the presentation at the last meeting. On the whole it was felt the protection from policies in the Planning Authority's CORE Strategy, if properly interpreted, would be sufficient to address concerns about inappropriate future development. It was felt the commitment of time and resources required to undertake Neighbourhood Planning might outweigh any benefits. Since there was a WALC training date on Neighbourhood Planning in June the Chairman proposed delaying a decision until after that date. *BR / Clk*
15. **Dog Fouling**
A local resident had raised concern over dog fouling. After discussion it was agreed to produce posters for the entrance to the Leys and a leaflet which could also be used to remind Riparian Owners of the duties and responsibilities which they are legally obliged to fulfil. *BR / Clk*
16. **District Councillor's Report**
- i. Ettington District Ward by-election result – Penny-Anne O'Donnell (Conservative) 949 Votes Elected
 - ii. General Election – Poll cards issued for 2017 General Election. If you are in any doubt as to whether or not you are on the electoral register at your current address , please contact Stratford District Council's Election Office on 01789 260208
 - iii. Raising Awareness of Dementia across the district – The District Council are hoping to replicate Shipston's success in being officially recognised as a dementia friendly community by the Dementia Action Alliance. Anyone interested in creating a dementia friendly community in their area should contact Marie Darwen, Policy Officer at Stratford-on-Avon District Council on 01789 260108
 - iv. On 27th May Stratford Leisure Centre will host a prostate screening event. The event is being funded by Stratford-on-Avon District Council following a decision made at Full Council in February in support of Cllr Chris Mills' request following his return to duties after his successful treatment for prostate cancer. The aim of the event is to raise awareness of the signs and symptoms of prostate cancer and offer free prostate PSA screening blood tests for those local men aged 40 and over (or those who are younger with a family history). The event will run from 10am until 1pm – no appointment necessary
17. **County Councillor's Report**
No report.
18. **Councillors' Reports and Items for Future Agendas:**

None.

19. **Date of Next Parish Council Meeting:**
Monday 17th July 7.30pm Village Hall

The meeting closed at 9.42 pm