

COMBROKE PARISH COUNCIL

DRAFT

Minutes of the Meeting of the Parish Council held on Tuesday 20 November 2018 at 7.30pm at the Village Hall, Combroke

Present

Tim Goodhead (TG)

Cllr Chris Mills (CM)

Jo Price (JP)

Stephanie Connah (SC)

Brenda Rayson (BR), Chairman

Members of the Public 0

Chairman's Announcement

The Clerk was unable to attend at short notice, it was agreed the Chairman will take notes of the decisions after each item.

A further matter was discussed and is reported under a confidential minute. (attached)

1. **Apologies**

Cllr Chris Williams (CW)

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

None.

3. **Declaration of Interests**

SC – Agenda Items 9.1; 9.4 & 9.6;

4. **Public Representation**

None.

Minutes

5. The minutes of the meeting held on the 26th September 2018 had been circulated. Proposed TG, seconded JP and

RESOLVED: That the minutes of the meeting be confirmed and signed by the Chairman

The Chairman had left at home the copies of the minutes for 6th November. It was agreed these would be reviewed at the next meeting of the Council.

6. **Chairman's Report and Other Reports for Information Only**

a. Chairman:

- i. The Chairman had Submitted a response to the SDC Consultation for the Statement of Community Involvement 2018 in section 6 on Planning Applications under
 - **Publicity and Consulting on Planning Applications:** suggested a Parish Council should be advised that non-material amendments have been submitted - so that the Parish Council is aware of such proposed changes to approved schemes.
 - **Decision Making:** suggested that whilst Planning Reports usually summarise third party and consultation response effectively, it is not always clear that the Planning Report addresses the key matters that have been raised.

Also questioned the process of allowing Committee Meetings to extend their meeting time beyond 10pm to tackle outstanding agenda items when earlier items have taken more time than expected.

b. Clerk: No report.

7. Code of Conduct Training

A training exercise from the SDC Code of Conduct Training was delivered to the meeting. This provided the focus for a discussion about the Code of Conduct and how it applies to the conduct of Councillors when undertaking their role.

8 Planning

8.1 Additional Details: The Tree Place, Church Hill 18/02769/LDE

Proposed confirmation that building has been used as a single dwelling for a continuous period of 4 years or more and is now lawful. A statutory declaration has been received from the applicant to accompany the application. (Response by 23 November)

Following further discussion and consideration of additional information it was agreed that the Parish Council's Statement dated 7 November continues to represent the Council's understanding of the matter.

BR/
Clk

Planning Updates

8.2 Pending The Loft, Green Farm 18/02775/FUL

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

It was noted this was a re-submission including the change of use of agricultural land and raised decking. The Agent has since made a positive response to the issues raised in the Parish Council's Representation and the Applicants were willing to be flexible with regards these matters.

8.3 Pending 14 Combrook 18/02374/FUL

Retrospective application for the construction of an ancillary domestic building.

It was noted the Principal Inspector for Historic England (H E) had submitted a response raising concerns regarding the application on heritage grounds and advising these be resolved. H E was particularly concerned to ensure that any building remains ancillary to the listed building, stating that it would be highly detrimental to the setting of the listed building and the Conservation Area for an independent dwelling and curtilage to be created at this location. There was no detail about the precise changes in size from that approved.

BR reported a further letter had been submitted to the District Council raising matters arising from the above H E response, and in particular it was requested the height of the building should be measured in the presence of a representative of the Parish Council. The letter was formally approved.

8.4 Pending 14 Combrook 18/01868/FUL

Site engineering works

It was noted the Lead Local Flood Authority had inspected the drainage and commented that the drainage structure appears to have been maintained. LLFA stressed that this was not an arrangement that the LLFA would have consented, as was also recorded in their letter to the applicant in March 2017.

BR reported a letter had been submitted to the District Council commenting on the LLFA submissions which it was believed supported the Parish Council's Representation that the works present a flood risk in extreme rainfalls. The letter was formally approved.

8.5 Granted Hampton House Farm, Combrook Road 18/02133/FUL

Proposed building for grain dryer

8.6 Granted Hampton House Farm, Combrook Road 18/02132/FUL

Proposed grain store

8.7 Granted Old School Cottage 18/02383/TREE

T1(E) - Alder - Fell; T2(D) - Ash – Fell; T3(C) - Silver Birch - Fell
No objection with further advice on measures to be undertaken.

9 **GDPR Update**

It was noted there was no further information yet on the position of very small councils as reported at the previous meeting of the Parish Council.

10 **The Leys Project Update**

BR reported that Jim Blenkinsop had kindly cut back the field edges whilst he had the tractor in the village for bonfire building. This had made a real difference and saved the need for a working party to do it by hand. The next meeting of the Leys Management Group had yet to be fixed.

11 **Lanes and Drainage**

11.1 **County Highways Repair and Improvement**

TG reported:

- the gullies in Spring Lane were scheduled to be jetted but there was a 2 month backlog;
- the grit bins would be refilled by the contractor in the upcoming cycle of replenishments;
- work on the proposed new gully on the hill adjacent no 40 was waiting to be scheduled;
- a Section 81 request had been issued to BT for the repair of the damaged chamber by the Church;
- a report had been made to County Highways regarding the road surface which is breaking up by as much as 120mm at the bottom end of the lane adjacent Combrook House Orchard.

11.2 **Vehicle Speed on Lane at Compton Fields**

It was reported that County Traffic and Road Safety Group had allocated an Officer/Engineer to draw up plans for the installation of a traffic calming gateway and road signage scheme at the entrance to the village just beyond the Compton Fields Access. The funding for this would be from the County Councillor's delegated budget.

The plans would be sent to the Parish Council for comments before they are finalised and implemented. As the project progresses the Parish Council might wish to suggest further road painting - since this is not classed as capital asset the cost would need to be paid by the Parish Council (approx £500).

BR/
Clk

12 **Financial Administration**

12.1 **Half Yearly Finance Report**

TG Reported he had examined the half yearly Finance Report and recommended it for approval. Following opportunity for all Members to scrutinise the Report and raise questions it was

RESOLVED: that the Summary Receipts and Payments Account for the Period Ended 30th September 2018 be approved and signed

12.2 **To consider payments to be made**

To consider payments to be made:

Current Account: £3052.90 Deposit Account: £5,168.94

Income for the month: £2152.00 (Precept second instalment)

Since the September meeting a cheque for £462.00 (N R Gasson) has been issued for cutting and baling the Leys grass in August.

Unpresented cheques:

Coventry Diocesan B of E Village Hall Rental Quarters 1 & 2 £350.00

Royal British Legion £40.00

N R Gasson £462.00

Invoices were approved and cheques signed for :

Clerk's October / November Salary £206.97

Zurich Insurance (Village Hall) £346.83

12.3 2019 /20 Precept

It was noted that the precept will need to be determined in January 2019. Advice has been received from The District Council reminding parish councils that elections for parish councils in May 2019 will incur administrative costs. An uncontested election will be approximately £100 per ward. The costs for a contested election are not clear cut, some costs will be split with the District elections. Current estimate might be in the region of £700.

13. District Councillor's Report

Cllr Mills was pleased to report that a New Smart City Mobility Centre will create ground breaking driverless capable and electric vehicle technology as part of a multi-million-pound pilot in Warwickshire and the West Midlands. To be based at the University of Warwick's Wellesbourne campus and bringing together Warwick's research expertise and Jaguar Land Rover's leading research and engineering capabilities.

14 County Councillor's Report – No report**15. Councillors' Reports and Items for Future Agendas:**

BR apologised profusely, that the dog leaflet has again not yet been issued during an exceptionally busy month. There was some further discussion about the matter.

BR

16 Date of Next Parish Council Meeting:

Tuesday 22 January 2018 7.30pm Village Hall

The meeting closed at 9.45 pm