

Ilmington Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on Thursday 27th October 2016

Present: Cllr. G. Davies, Cllr R. Hawkins, Cllr J. Sherwood (Chair), Cllr G Osborne and Cllr K. Peachy

- Also present County Cllr Seccombe, two members of the public and the clerk
- Cllr Sherwood welcomed everyone to the meeting, explained the proceedings and advised that a member of the public was recording the meeting.

1. APOLOGIES FOR ABSENCE: None

2. DECLARATION OF INTERESTS: None

3. PUBLIC PARTICIPATION SESSION:

Sarah Hobson spoke to the Parish Council and to Cllr Seccombe about the Oil Leak that has been affecting Frog Lane and Grump Street. There has been a smell of Kerosene for around 3-4 weeks now and despite the Environment Agency (EA) and Environmental Health at SDC being involved the issue is on-going. The leakage is considered to be from a domestic tank that lies upstream up of a spring that exits onto private land on Frog Lane, but whose source is unknown. Therefore to isolate the leaking tank is very difficult. Cllr Seccombe stated that as this is private land it is difficult for a public office to respond and that we are relying on peoples' goodwill to agree to have their tanks checked/ or check them themselves. Cllr Osborne pointed out that the leak is into a public watercourse and in his view the EA has a statutory obligation to become involved in resolving the problem as there is a pollution hazard. Cllr Seccombe asked the clerk to forward the e-mail correspondence from Karen Webber at the EA and from Sarah Hobson so that she could make meaningful contact with the EA. **Clerk.**

4. DISTRICT AND COUNTY COUNCILLOR REPORTS

- Cllr Seccombe – Asked if there were any issues that she needed to be aware of?
- Cllr Sherwood mentioned the unsatisfactory work that has been done regarding road repairs, in particular on Front Street where the road was resurfaced. The camber is now such that water pools on the wrong side of the road, and is too high to reach the gully. Cllr Davies added that there was a map of all the gullies in Ilmington and Cllr Seccombe asked if this could be sent to her. Cllr Sherwood said she would forward this on. **Cllr Sherwood.**
- Cllr Osborne added that gravel washes down Campden Hill in high rain and this gravel fills up the gullies.
- Cllr Seccombe reported that there is a review of Community Forums happening due to the re-organisation of the boundaries of the districts. Community Forums are being looked at as they are becoming less popular. Cllr Davies remarked that they are no longer necessary with other, better forms of communication.

5. MINUTES

- Minutes of the meeting held on September 29th 2016. Cllr Peachy informed the clerk that her surname was Peachy, not Hawkins. With this amendment Cllr Sherwood proposed acceptance, Cllr Osborne seconded, agreed by all.

6. COUNCIL REPORTS

CLERK

- The clerk has a contact that may be willing to carry out repairs to the benches in the village. Cllr Osborne will send a schedule of works to the clerk to forward on and approach Simon Godson. Cllr Hawkins will speak to Glyn to see if he would still be interested in doing this work and if so when he might be able to carry out the repairs.
- Accounts – the clerk presented the accounts for the month. Cllr Osborne pointed out that the amount paid to HMRC for tax(NICs) needs to be assigned to clerk's payroll, the NDP exercise needs to have its own code which will be added to the accounts.
- HSBC – following problems with HSBC, it was agreed the telephone banking or the possibility of internet banking would be useful– **clerk to research and report**

Signed _____ Chairman

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- The clerk reported that there was a payment to ROSPA for the playground inspection that had arisen after the Agenda had been finalised for £142.00, (£23.80 VAT)

CLLR SHERWOOD

Village Hall rear access

- The chair has been contacted by the Village Hall Committee regarding improving the rear access for catering etc. Cllr Osborne proposed that an e-mail be sent to the Village Hall Committee on behalf of the Parish Council stating the specification. This should be a layer of geotextile fabric onto the existing sub-base free of organic matter, a layer of free draining stone sub-base with an optional layer of stone chippings on top. Cllr Sherwood seconded, all agreed. **Cllr Osborne to e-mail.**

BT Payphone Consultation

- Cllr Sherwood reported that BT is proposing to remove the payphone in the village. Queries or views should be sent to BT directly or SDC Planning Department. Cllr Sherwood has posted the notice in the Council noticeboard, Community Shop and 20:20 email circular.

MUGA

- The Chair is preparing the paperwork for the release of the final tranche of funds from Tesco Bags of Help.
- There has been a donation of £345 towards the hopscotch markings from Grace's Playground fund.
- Cllr Sherwood tabled the suggested wording of the sign to be added to the MUGA wall and proposed its acceptance. **Cllr Sherwood proposed, Cllr Hawkins seconded, all agreed.**
- Cllr Sherwood discussed the various cost options for the sign: £45 (foamex) + £20 fixing kit or £70 (aluminium composite) + £20 fixing kit.
- **Cllr Osborne proposed, Cllr Davies seconded that the cheaper option would be acceptable and a budget of £70 be accepted, all agreed.**
- The sign is to be placed facing the playground, high up on the football wall.
- Cllr Sherwood discussed the options of opening – either a spring picnic, or a Nov/Dec opening. This could be on a Saturday or involve the school so on a Tuesday playday and incorporating play session. There was a suggestion to ask the May Queen to open the MUGA. Cllr Sherwood said she would speak to the school next week.

Neighbourhood Development Plan

- Cllr Sherwood reported that the NDP has had a grant offer of £6252 and a 6 month deadline to use it.
- **Cllr Osborne proposed, Cllr Sherwood seconded that £160 be authorised to be spent on the drain/sewerage maps.**
- **Cllr Sherwood proposed, Cllr Davies seconded the NDP Steering Group be allowed to use a delegated function to spend up to a maximum of £200 without the Parish Council first authorising it. All agreed.**
The NDP Steering Group would be advised by Cllrs Sherwood and Osborne of the appropriate procedure at the next NDP Steering Group meeting.
- Cllr Sherwood reported that a village wide questionnaire will be delivered mid November and collected mid December.

Coronation Gate & Walking Map Renovation Project

- Cllr Sherwood reported that she has received further donations totalling £70: £50 from the Howard Arms and £20 from Cotswold Homes Inventory Ltd. Together with the £200 from Cllr Davies and £20 from Grumpy Frog, there has been a total £290 donated to date towards the Coronation Gate,.

Tempo Events

- Cllr Sherwood reported that the first run took place on Sunday, 23rd November.. She felt that Tempo did a great job of promoting local businesses and published the cap on entries on their website. In conversation with one of the organisers, she was told that they have almost sold out of all 5 events. She reported that the final run count was 237 for the first race. Cllr Sherwood mentioned that thanks should go to Claire Brundell who kindly opened up the pavilion.
- **Cllr Sherwood proposed that the clerk prepare and send an invoice to Tempo Events and Cllr Sherwood to write a letter of thanks, Cllr Osborne seconded, all agreed.** 50% of the total proceeds will be shared with the Sports and Social Club.

Signed _____ Chairman

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CLLR DAVIES

Planning

Cllr Davies reported that he had spoken to Mr and Mrs Matts at The Cottage, Campden Hill who were happy to amend their plans as requested by the IPC Planning Working Group. The requested amendments were principally the replacement of the proposed timber board cladding to the front elevation with stone to match the existing house, and removing the inserted glazing within the street facing roof truss. **IPC response was to make NO REPRESENTATION provided SDC received the amended plans.**

CLLR HAWKINS

Mowing

- Cllr Hawkins reported that all mowing contracts are now finished for this season.
- Cllr Peachy requested further information about how the mowing contract was organised. Cllr Sherwood said she would forward a mowing map to Cllr Peachey which identified which contractors were responsible for mowing which areas.
- It was agreed that prior to the next mowing season, Cllr Hawkins will provide the contractors with a schedule of when to mow particular areas in order to better control it.
 - Thomas Fox does 4 mows; one will be just before the open gardens.
 - Martin Righton will be asked to mow in pre-scheduled time windows. If the PFC wants extra cuts, they will have to contact and pay for this themselves.

Playing Fields Committee (PFC) Meeting

- Cllr Hawkins reported that there is a meeting of the PFC tonight and that he was only informed this evening. Cllr Osborne had received no e-mail notification.

Oak tree Sapling

- Cllr Hawkins reported that there is an oak tree sapling between the swings and the small house on the playground. He proposed that it should either be moved or removed. He was concerned that, as the tree grew, it would impinge on the space of these two playground items. It was pointed out that the Playing Fields are in the ANOB but not in a conservation area. Cllr Hawkins stated that he would enquire locally to see if it had been planted by anyone. Cllr Sherwood said she would also enquire of Mr and Mrs Wright.

CLLR OSBORNE

Pavilion Windows

- Cllr Osborne tabled a Tender report and reported that the replacement windows tender went to 5 companies. The two lowest tenderers, Warwickshire Window Company (WWC) and Centurian Home Improvements were each invited to present their proposals to the Council, WWC was unable to attend on the date, but Centurian had made a presentation that described their proposed solution and answered all the panel's questions.
- He said that on the basis of the information provided the technical solutions offered by each company were comparable and that Centurian's tender was more (4%) than that of WWC. However, the payment terms and offered guarantee from Centurian were in his opinion, more advantageous to the Council than those of Warwickshire Windows. **Cllr Osborne proposed and Cllr Sherwood seconded that IPC accept the quote from Centurian. All agreed.**
- Cllr Osborne noted that the total cost of £2,600(net of VAT) was within the available funds without impacting on this year's IPC budget as there has been a grant from EoN for £2,000 and £700 from last year's budget for repainting the windows was carried forward. Clerk to send hard copy of acceptance of contract to Centurian.
- Cllr Sherwood wanted to convey thanks to Cllr Osborne for his hard work.

Pavilion

- Cllr Osborne reported that the Chair of the Sports and Social Club (Claire Brundell) has a cheque for £300 the electrical work which should be with the Council in due course.

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MUGA

- Cllr Osborne reported that the works have now been completed and that he considered the standard of the installation to be very good.

Coronation Gate

- Cllr Osborne will send out an enquiry document shortly to potential contractors

Review of rent of the Upper Green

- Cllr Osborne noted that several villagers park their cars on the Upper Green, with the implied consent of this and previous Councils. One resident pay the Council £1 as "rent" each year. Cllr Osborne stated that he had no legal qualification but was concerned that accepting payment as "rent" may cause problems for IPC if it was considered to give rights or benefits to others in the future. Cllr Osborne offered to draft a letter to the resident to explain the situation.

Location of Meetings

- Cllr Osborne suggested that as the winter months draw in the location of Parish Council meetings might move to the community cafe where it is warmer. The Council would offer a donation to the Community Shop toward the cost of heating and lighting. **Proposal by Cllr Osborne: commencing in January 2017, a 3 month trial of the cafe as a location for Parish Council Meetings, seconded by Cllr Hawkins. Five agreed. One abstention. .**

7. CORRESPONDENCE.

IPC have been approached by a villager to ask whether a dog poo bin could be located at the top of Grump Street. Cllr Hawkins replied that there should be one there already but that he would check

8. PLANNING: It was **RESOLVED** to make the following comments on planning applications received:

There were no planning applications for comment but the clerk was asked to chase the enforcement officer regarding Southfield farm and the alterations to the pillars

9. FINANCE: **RESOLVED** to approve the receipts and payments set out in Annex A.

Proposal: Cllr Sherwood proposed to approve the receipts and payments. Seconded by Cllr Davies. All agreed.

10. COUNCILLORS REPORTS OR ITEMS FOR FUTURE MEETINGS: Dog poo bin, add Karen Peachy to Contact List

11. TO CONFIRM THE DATE AND TIME OF NEXT SCHEDULED MEETING:

Ordinary Parish Council Meeting on Thursday 24th November 2016, commencing at 7.30 pm, Village Hall, Ilmington.

The meeting closed at 21.20

ANNEX A

A) To approve the following receipt:

- | | |
|--------------------------------------|------|
| 1. Donations towards Coronation Gate | £270 |
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B) To approve the following for payment:

- | | | |
|------------------------|---------------------------------------|-----------------------|
| 1. Abcrete Ltd | MUGA | £11,868.00 |
| 2. Clerk Salary August | | £444.65 |
| 3. Rob Hawkins | Mowing of Lower Greens and stock bank | £200.00 |
| 4. Grant Thornton | Audit of Accounts | £270.00 (£45 VAT) |
| 5. NPD | Map of Sewers/drainage | £160.00 |
| 6. Sherriff Amenity | Bowls Club Purchases | £334.42 (£55.74 VAT) |
| 7. Abcrete Ltd | MUGA Markings | £912.00 (£152.00 VAT) |
| 8. ROSPA | Playground Inspection | £142.80 (VAT £23.80) |

Signed _____ Chairman

Date _____