

DRAFT Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on  
Thursday 24th November 2016

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

- Also present 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: District Councillor Brain & County Councillor Seccombe

2. DECLARATION OF INTERESTS:

Cllr Osborne declared an interest in the planning application 16/03722/TREE as it was on his property.

3. PUBLIC PARTICIPATION SESSION:

Fred Edmunds, from the Playing Fields Committee (PFC), asked if the Parish Council had received an e-mail from the PFC. Cllr Osborne said that he and the Chair had received such from Mr Ashworth. Cllr Sherwood requested that a more formal arrangement of Playing Fields Committee meetings and a set time and place would help for the PC to have more involvement.

4. DISTRICT AND COUNTY COUNCILLOR REPORTS

None

5. MINUTES

The minutes of the meeting held on October 27<sup>th</sup> 2016 were proposed to be accepted by Cllr Osborne, and seconded by Cllr Sherwood. Agreed by all.

6. COUNCIL REPORTS

**CLERK**

- **Correspondence:** The clerk had received a request from Mr Carl Murray that the PC discuss the option of putting together a list of livestock holders so that they may be contacted in the event of livestock getting out. The PC felt that this was outside of their remit, and would be unworkable due to the fact that the livestock moves around, the owners are not all known, or would want their details made public, and keeping a list like this up to date would be difficult. It could also suggest a level of responsibility which would not be that of the PC.
- **Financial Report:** The clerk gave a financial report. Members requested the Clerk to alert them in the event the balance of the bank account went below £3,000.
- **Oil Leak:** The oil leak on Grump Street/ Frog Lane seems to have been resolved. A neighbour found a leak in their tank, which has now been replaced and the leaking oil in the brook appears to have stopped.

**CLLR SHERWOOD**

**MUGA Launch**

The Chair reported a very successful launch of the MUGA, with about 60 children attending as well as Cllr's Osborne, Hawkins, Peachy, Sherwood, representatives from Tesco Bags of Help and the press. There was an article in the Stratford Herald.

**Neighbourhood Development Plan**

- The NDP group is in the process of finalising the survey which will be out in the next few weeks and possibly collected in January.

Signed \_\_\_\_\_ Chairman

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- The Clerk was instructed to place orders for the support required from Stratford DC for this exercise together with the appointment of a consultant to assist the group with site evaluation and related matters and the purchase of Severn Trent's Asset (Drains and Water) Maps for the village. Cllr Osborne confirmed that costs will be covered by the NDP grant.

### **Coronation Gate**

There has been another £250 donated from N.J Murray-White. Clerk to write thank you letter.

### **Donation from Film Club**

The film club has given a donation of £200 to the Parish Council to put towards a project of their choice.

**Clerk to write a thank you letter.**

### **Tempo Events**

- Cllr Sherwood to check numbers for the second race in order for an invoice to be sent out by the clerk.
- Clerk to check if payment for the first race had been made.
- A couple of cars were parked on the curb of Featherbed Lane, one of which was a resident. Tempo Events had taken the licence plate numbers down and would email participants reminding them that parking should only be in the allocated areas and not on curbs. As this issue was in hand by Tempo, ~~no~~ no action is to be taken.

### **Upper Green Parking**

- Mrs Irene Sabin had contacted Cllr Sherwood to voice concerns regarding water which seeps from a spring on the Underwood's front lawn on the Upper Green and gathers between the cherry trees. This forms ice and parking there damages the Upper Green. She asked if the PC would consider restricting parking on the Upper Green during bad weather.
- Cllr Osborne brought to the PC's attention some of the ancient laws regarding Village Green and Common Land and its bearing on the parking issue. He proposed to continue further research due to the complexity of the issue. He also pointed out that it is difficult to restrict parking on one area and not another.
- It was decided that a couple of posts to alert residents to the standing water hazard were the most appropriate action at this time. **Cllr Hawkins to put up a bollard or post.**

### **Middle Street Verge**

- Cllr Sherwood has received an email that a resident cannot get a pram past the parked cars on the verge at the Lower Green end of Middle Street.
- She also expressed concern there was now damage to the retaining wall top by the brook noting that the wall formed part of the Village's flood defences which was put in by Severn Trent after the flooding of 2007. She pointed out that the rut caused by the parked cars was getting deeper and was now below the line of the retaining wall.
- Cllr Osborne said that there was now a danger that pieces broken off from the wall would fall into the brook and cause blockages. Cllr Osborne offered to draft a letter to WCC. However, Cllr Sherwood proposed that she contact Michael Rogers of County Highways first to inform him of recent developments. This was agreed by all.

### **Playing Fields Committee Email**

- The PC has received an e-mail from the Mr Mark Ashworth of the Playing Fields Committee asking the PC for a donation towards the defibrillator that they wish to purchase for the Playing Fields. Cllr Sherwood voiced concerns that she had not yet had the total cost of the defibrillator or what the sports clubs were contributing.
- Cllr Osborne asked Mr Fred Edmunds to clarify who would be responsible for the ownership, housing and ongoing maintenance of the defibrillator once purchased.
- Mr Edmunds said that they were looking for a donation of £200 from the Parish Council. He explained that Romey Alison of the Defibrillator Group told them that the cost of the Defibrillator was £1,000 and the housing £500. The Playing Fields Committee were looking to pursue a grant of £500. He said that the Multi-Sports Club were contributing £200, the Cricket Club £100, the Sports and Social Club £100, the Show Committee may put in £150 - making £550. PFC stated that they would contribute £1,000

Signed \_\_\_\_\_ Chairman Date \_\_\_\_\_

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and with the PC's £200 this would make £1750 . It was expected that the Defibrillator Group would take on the running and maintenance of the unit.

- Cllr Sherwood asked that the Playing Fields Committee inform the Parish Council if they were awarded the £500 grant.
- Cllr Osborne requested more details from the PFC in order to approve what level of contribution the PC could give, along with firm agreement from the Defibrillator Group that they would be willing to take this on.

### CLLR DAVIES

**Planning** – 16/03722/TREE – to be discussed under planning

#### Gullies

- Cllr Davies reported that County Highways has repaired two gullies on Campden Hill which is appreciated. He pointed out that there are still many gullies that need to be flushed through. This was identified on the Drain Map that he and Cllr Sherwood prepared which was sent to Jeff Morris and Michael Rogers of WCC Highways. **Cllr Sherwood to chase Michael Rogers on this matter.**

#### School Bus

- Cllr Davies reported the school bus coming along Back Street in the mornings was no longer a small bus as it had been for some time. The larger bus needs ~~A small bus is needed as a big bus has~~ to mount the pavement to get through. This not only causes damage to the verge but poses a danger to young children arriving for school. Cllr Davies to write to WCC to thank them for ~~providing~~ having provided a small bus for a period of time but ask them to resume using a smaller bus in the mornings as well as the afternoons rather than the inappropriately large 46 seater bus. **Cllr Davies to pass letter to Cllr Sherwood for typing, to be passed to clerk to send.**

### CLLR HAWKINS

#### Mowing

- Cllr Hawkins reported that all mowing contracts were now complete for the season and that a bill was received in early November.
- He went on to say that the slitting was not yet done and another bill would be due.
- Cllr Hawkins and Cllr Osborne proposed a schedule of mowing for 2017 to the PFC. Cllr Hawkins said that any problems that the PFC may have can be discussed but that this will allow for better control of invoicing.

### CLLR OSBORNE

#### Pavilion Windows

- Cllr Osborne reported that the replacement windows had been fitted.

#### Coronation Gate

- Cllr Osborne has sent out an enquiry to 6 companies. 3 were local and have responded ranging from £1800-£2400 net. 3 were specialist, of which 2 he is waiting for prices, and 1 declined.
- The timber for the curved rails forming part of the fence surrounding the gate is expensive and it would be cheaper if it was constructed "straight" (only needs to be formed from 1 piece of timber). Cllr Sherwood pointed out that the basis of the grant being awarded for in part due to the lovely curved nature of the gate and if that wasn't to be retained, then they should be notified.
- There was to date £750 from grant funds, £490 from donations, and £750 from the PC, so the £2400 was achievable, however it was agreed that no decision was to be made until after the other 2 companies responded.

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_

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## Dog Waste Bin at the top of Grump Street

- Cllr Osborne proposed and Cllr Davies seconded that the PC purchase a green dog poo bin for the top of Grump Street, all agreed.
- Mike Brain of SDC was to be consulted as to the emptying.
- Clerk to place order

## Budget and Precept Meeting

- Cllr Osborne to organise a Finance Working Group meeting to discuss next year's budget and precept prior to Ordinary Parish Council meeting in January 2017.

## CLLR PEACHEY

**Overgrown Hedge:** Cllr Peachy reported that the hedge along the walkway between Elm Close and Washbrook Place is overgrown. It was suggested that discussion about the hedge be put on the next agenda.

COUNTY AND DISTRICT REPORTS: None

7. CORRESPONDENCE: None

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

- Cllr Osborne sat in the public gallery
- 16/03722/TREE – The PC agreed to respond No Representation.
- The clerk reported that she asked the enforcement officer about Southfields Farm. She was told that there are currently no outstanding enforcement issues.

Application no.	Proposal	Address	Submitted by	Comments due by / decision
16/00467/LBC	Replacement of existing tiles on areas of roof at the rear and relaying of existing stone slates on roof at the front of the property	Cathole Manor Farm, Compton Scorpion Road, Ilmington, CV36 4PJ	Mrs Sarah Brading	Pending
16/03722/TREE	Fell tree (Conifer) in Conservation Area	Dundas Campden Hill Ilmington Shipston-on-Stour CV36 4JF	Mr Gerald Osborne	No Representation

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:

- Precept
- BT phone Box Consultation
- Payne's Piece/Dumbs Plantation: To discuss the taking out of some conifers. N.B. It is a non-Conservation Area. It was gifted to the PC.
- Donation towards PFC defibrillator

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

- Ordinary Parish Council Meeting on Thursday 26<sup>th</sup> January 2017, commencing at 7.30 pm, in the Community Cafe, Ilmington.

The meeting closed at 21.10

## ANNEX A

Signed \_\_\_\_\_ Chairman Date \_\_\_\_\_

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a) To approve the following receipt:

1. Donations towards Coronation Gate	£250.00
2. Donation Film Club	£200.00
3. SSC towards Electrical Inspection	£300.00
4. Western Power Wayleave	£3.46

b) To approve the following for payment:

1. Centurian	Pavilion Windows	£3,120.00 (£520 VAT)
2. Clerk Salary	Sept	£444.65
3. Rob Hawkins	Mowing of Play Area, Strimming, rubbish removal	£150.00
4. GVS Righton	Mowing of Playing Fields	£336.00 (£56 VAT)
5. Severn Trent	Water to Playing Fields and Pavilion	£224.97
6. Severn Trent Mapping	NDP sewer and drainage map	£192.00 (£32 VAT)

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_