

Ilmington Parish Council

DRAFT Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on Thursday 31st March 2016

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

Also present: County Cllr I Seccombe, District Cllr Brain, Amanda Wasdell Clerk, Gill Bailey, outgoing Clerk and 15 members of the public

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

No Apologies were received

2. DECLARATION OF INTERESTS

No Declaration of Interests was receive

3. Before the Public Participation Cllr Sherwood addressed the Council and public to inform them that the recent Licencing Variation application for the Red Lion Pub was withdrawn by Hook Norton earlier this afternoon 31st March). Prior to the withdrawal, she said that she had met with parishioners and received representations from Red Lion landlords and 11 parishioners. Cllr Sherwood said that she had spoken to both Matt Stead of SDC Licencing Team and Paul Reid of SDC Environmental Protection Team. She was advised that anyone who has concerns due to disturbance/noise pollution, increased traffic and/or litter, can ask for a review of the licence. However, a review of the current licence would only be considered if there was evidence to base it on. Concerned parties would need to keep a log of over a 28 period outlining: how long the disturbance went on for (frequency, how loud etc.), what the disturbance was (e.g. amplified rock band), what effect it had on them, (e.g. couldn't sleep), where and when they heard it, (e.g. in their garden or home with windows closed from 8pm – midnight)

Cllr Hawkins said that there were lots of people that were in support of the Red Lion and that there should also be a show of support for the pub. **Cllr Sherwood proposed that the situation be monitored over the summer. Cllr Osborne seconded, all agreed.** Cllr Brain added that anyone at any time can ask for a review of a licence. Louise Fifield added that people can log a log diary on the SDC website. Cllr Sherwood suggested that Mrs Fifield could put this on the 20:20 e-mail circular.

4. PUBLIC PARTICIPATION SESSION

- **Red Lion Pub:** Three parishioners spoke of shared their concerns regarding the pub. Mark Robinson said that he has lived next to the Red Lion for about 60 years and that there are children suffering due to noise pollution. Louise Fifield asked that the children of the village that lived in close proximity of the pub be protected as they have a right to a good night's sleep and to be safe in their own village. Peter Daniels said that the Red Lion should encourage residents to use the pub. The village is lucky to have two pubs but the new landlord should work to encourage relations to build up their business.
- Paul Bryan brought up 3 issues
 - 1) Benches – he wrote to IPC on 25/4/2015 enquiring of the status of the benches. Cllr Hawkins replied that the benches had been marked on a map and were awaiting maintenance if needed. Cllr Osborne remarked that Ilmington is lucky to be the recipient of lots of benches but if any local family of the person to whom the bench is dedicated could also help towards maintenance costs or time to maintain them, that would be very appreciated.
 - 2) Back Street is in need of repair, Front Street has been repaired but Back Street has not. Cllr Sherwood responded that a walk through with Jeff Morris from Highways had been done, and all maintenance had been marked on a map, Jeff had that map and IPC was awaiting a schedule for the repairs.
 - 3) Drain in Back Street, again drainage problems have been highlighted to Jeff Morris and are awaiting a response. **Cllr Seccombe said that she would chase Jeff Morris up.**

5. MINUTES

The minutes of the meeting held on 25th February 2016 were confirmed as a true record and signed by the Chair. The minutes were then unanimously approved by those Councillors present.

Signed _____ Chairman

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6. COUNCIL REPORTS

CLLR SHERWOOD

Clerk Vacancy

Cllr Sherwood welcomed the appointment of Amanda Wasdell subject to formal letter/acceptance and usual checks. She said of Amanda that she was an experienced clerk, who also clerks at Brailes PC and is pursuing her CICLEA (advanced clerk) qualification.

Resignation of Ross Chambers

Cllr Sherwood was sad to announce that due to work demands, Cllr Chambers has stepped down. She reported that thankfully he would still remain as part of the Planning Working Group where his expertise as a Planning Solicitor continues to prove very helpful.

Tesco Bags for Help – Grant Funding for the Skateboard replacement with Basketball/Football Wall

Cllr Sherwood reminded the Council that, IPC would definitely be awarded £8,000 for the project but could have gotten up to £12,000 dependent on voting by shoppers at local Tesco stores. She reported that the results were in and IPC would only be receiving £8,000. She advised that IPC can now pursue formal quotes for the project. Cllr Osborne to look into getting quotes.

Tempo Events

Cllr Sherwood reported that she has written to Sarah Bland outlining our concerns regarding numbers of entrants and parking. She suggested some alternative areas for parking but also invited them to propose and present solutions to the Council. In her email, she took Tempo up on their offer of repairing the damaged to grass area by Tennis Courts caused by cars parking on the saturated ground. Cllr Sherwood reported that Tempo have now carried out those repairs. Ms Bland responded, thanking us for our considered letter and said Tempo will look into solutions as requested.

Neighbourhood Plan Steering Group Meeting

Cllr Sherwood reported:

- **Meeting Dates:** The initial meeting on 17th March those who expressed an interest being on a steering committee. The next meeting is scheduled for Monday 11 April, 7.30pm in Village Hall Lounge. It was suggested that in the initial stages, the Steering Group meet every two weeks and the once a month from then onward.
- **Roles and Responsibilities:** Ross Chambers was elected Chairman and Doug Grieve is Deputy Chair. Cllr Osborne will act as Finance Co-ordinator and Cllr Sherwood as IPC Bridging Co-ordinator. Approximately 11 parishioners have put themselves forward to be on the steering group and some still to confirm. Other roles, project plan and Terms of Reference will be addressed at the next meeting. As committee of the IPC, any large financing and their Terms of Reference must be approved by IPC.
- **Funding:** The Steering Group is still in the process of pursuing grant funding. **Cllr Sherwood proposed that IPC finance the booking of meetings in the Village hall Lounge every 2 weeks for 3 months for the Neighbourhood Development Plan Steering Group. Cllr Hawkins 2nded, all agreed.** Cllr Osborne reminded the Council that IPC had put money aside in the budget for the NDP initial stages. Once that had been used up, IPC would review the financial situation if other funding had not been forthcoming.
- **Communications:** SDC sent 10 laminated of our proposed boundary maps for the NDP of which three have been posted around the village with more to be posted soon. Cllr Sherwood updated the IPC website to include a NP page and link to it on the home page.

E.ON Energy Action Fund

- Cllr Sherwood reported that E.ON is offering grants of between £50 and £2,000 for energy efficient/saving projects to charities and sports clubs. She is looking into applying for £2k toward replacement of the dilapidated windows of the Pavilion with better insulating double glazed ones. A CASC registered sports club or constituted sports club registered with HMRC must lead the application. Cllr Sherwood has asked Ilmington Multi-Sports Club if they would lead on it.

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- Based on one quote received by Cllr Osborne, she reported that one quote for replacing the windows showed an approximate cost of £5k excluding VAT. IPC would need to contribute £500 and use £2.5k of recent anonymous donations to make up the amount needed. Fred Edmunds from the Sports and Social Club pointed out that the windows were put in 25 years ago are double-glazed but are not up to current standards for energy insulation.

Ditches and Flooding

Cllr Sherwood said that though Ilmington has not been hit as hard as other areas in this very wet winter, IPC should thank all the land owners and farmers who have worked hard clearing ditches and drains. Their efforts help keep potential flooding to minimum. **She proposed that a note of thanks be put in the next issue of Six Parish Magazine and in 20:20 circular. Cllr Hawkins 2nded, all agreed.**

Update: Highways Issues

Cllr Sherwood reported that she and Cllr Davies an audit of all the drains in the main body of the Parish. These have been numbered on a map for easy identification when alerting the WCC Highways Dept to blockages, leaks etc. Also identified on the map are the salt and dog waste bins. She said that she had emailed the map and a summary of drainage issues to Jeff Morris, WCC Highways.

CLLR DAVIES

Update: Highways Issues

- Cllr Davies agreed with Paul Bryan that Back Street was in need of work, but having highlighted the issue to Jeff Morris and added it to the map, chasing him was now the course of action to keep pursuing.
- He explained that Front Street had recently been resurfacing but the camber runs the wrong way across from the Lower Green for the surface water to run off into the culverts and that the recent resurfacing works had not addressed the problem. Cllr Seccombe said she would report back to Jeff Morris that Balfour Beatty had done a poor job. Cllr Sherwood would send a copy of the drainage map to Cllr Seccombe.

CLLR HAWKINS

Update: Signage to the Village Hall, Community Shop, Playing Field & Church

- Cllr Hawkins reported that he would update everyone on progress with regards to the above at the next meeting.
- Leylandii: He reported that the one on Front Street across from Valenders Lane had been felled and he now needed to arrange for the felling of the one on the corner of Armscote Road and Front Street. **He proposed that the same contractor be used, Cllr Osborne 2nded, all agreed.**

CLLR OSBORNE

Asset List

- Cllr Osborne asked Mike Lane if he would help him with the registering of the Howard Arms and Village Hall as community assets.

Upper Green condition / parking area by Community Shop

- Cllr Osborne will produce a schematic diagram showing the creation of a zone 30-40m long and ½-1m wide made up of cellular plastic construction, filled with stone and soil to provide a parking area. Once the scope of the work was agreed, IPC would canvass local residents to help with the work and IPC would purchase the materials.
- Proposal: To accept the Objectives for IPC's Stewardship of the Playing Fields and Pavilion. Seconded by Cllr Sherwood, agreed by all**

7. CORRESPONDENCE

- Email: Successful Receipt of Online submission to HMRC X 2
- Email: Tempo Events re: Pavilion Key X 2
- IPC Letter: Sports & Social Club re: Reclaiming VAT
- Letter : to applicant re: planning application: Middle Brook House
- Email: to and from Tempo (Pavilion Key & Review of Winter Series)
- Email: WALC – Audit information
- Email: From Village Hall Trustees - Confirmation of IPC Village Hall representative
- Email: WCC re: Notice of Road Closure – Grump Street
- Letter from a Parishioner re: Playing Field

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- x. Email: WALC – New Expenditure Limit for Section 137 (£7.42)
- xi. Email: WCC re: Footpath in Ilmington
- xii. Agenda & Supporting Documents – NDP
- xiii. Email re: Community Shop Handrail
- xiv. Letter: Grant Thornton re: External Audit
- xv. Letter: SDC re: Neighbourhood Development Plan Designated Area
- xvi. Email: Ross Chambers: re: Neighbourhood Development Plan
- xvii. Various Emails to and from Parishioners & Cllrs re: Red Lion Licence Application
- xviii. Draft NDP Minutes
 - Correspondence for information only (circulated to Members)

8. PLANNING

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

Application no.	Proposal	Address	Submitted by	Comments due by / decision
15/01949/TEL28	Proposed removal of 11 antennas and the installation of 6 antennas and 1.06m dish	Warwick Police Transmitter Station, Ilmington		See SDC – Web Site
16/00006/FUL	Erection of one dwelling & detached garage	Land Adjacent Crab Mill, Grump Street, Ilmington	Mr & Mrs C Payne	IPC Commented – See SDC Web Site
16/00201/FUL	Erection of a new dwelling with associated hard and soft landscaping	Land to NW of Foxcote Hill, Ilmington	Mrs S Jones	Amendments Received: IPC Commented – See SDC Web Site
16/00222/FUL	Extension to existing single storey structure, an enlargement of the existing entrance porch, alteration to existing single storey elevation on the North elevation and insertion of 4 no. rooflights	6 Windmill Close, Ilmington	Mrs A Rowan	Granted
16/00161/FUL	Erection of one dwelling with associate landscaping and new vehicular access	Middlebrook House, Mickleton Road, Ilmington	Mr I Barnard	Amendments Received: IPC Commented – See SDC Web Site
16/00324/FUL	Demolish existing kitchen extension and erect new single storey rear extension and front porch	2 Front Street, Ilmington	Mr G Wheaton	Granted
16/00284/FUL	Application for variation of condition 7 imposed on planning permission ref: 13/01667/FUL for change of use of land for the creation of a new vehicular access and new driveway including gate piers – approved 13/09/2013.	Southfield Farm, Compton Scorpion, Ilmington	Mr R Whorrod	Pending
16/00368/FUL	T1: Ash Tree: Fell	Barclay House, Middle Street, Ilmington	Mrs L Morris	No Objection
16/00199/LBC	Re-Wiring of the Building	2 Spring Field Cottages, Grump Street, Ilmington	Mr M Parmar	Pending
16/00479/FUL	Alterations to the garage, new door, new gable window and 2 No. Velux Windows	The Bull Pen, Hurdlers Lane, Ilmington	Mr P Misson	Re-Submitted Application
16/00480/LBC	Alterations to the garage, new door, new gable window and 2 No. Velux Windows	The Bull Pen, Hurdlers Lane, Ilmington	Mr P Misson	14.04.2016
16/00559/FUL	Removal of an internal first floor partition wall. Addition of two windows to the front & rear fascades of the listed residential stone barn.	Southfield Farm, Compton Scorpion, Ilmington	Mr R Whorrod	29.03.2016
16/00560/LBC	Removal of an internal first floor partition wall. Addition of two windows to the	Southfield Farm, Compton Scorpion,	Mr R Whorrod	29.03.2016

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	front & rear facades of the listed residential stone barn.	Ilmington		
16/00495/TREE	T1: Removal of tree stump to front : T2: Apple trees X 2 : Deadwood: T3: Cherry tree: Pollard	Hope Cottage, Front Street, Ilmington	Mrs R Wakefield	IPC Commented – See SDC web site

- Application 16/00006/FUL Land Adj to Crab Mill, Ilmington has been refused
- Application 16/00284/VARY Southfield Farm Ilmington has been granted
- Cllr Brain added that 16/00201 was due to be refused
- **All Agreed that to application 16/00480/LBC the IPC would respond with No Representation.**

9. REPORTS FROM COUNTY COUNCILLOR & DISTRICT COUNCILLOR

- Cllr Seccombe reported that she has been working on an apprenticeship hub. Of 100 people that have gone through it 80% have stayed in the public sector, and they are being validated now which is developing career apprentices. They have been working with small businesses to share apprentices. She has also been working with Central Government in Health and Wellbeing to develop better systems and integration of young people; however this is proving difficult as it seems to be all about the money at Government level.
- There are several elections in the coming few months – The Police and Crime Commissioner elections are on the 5th May; 23rd June is the Referendum and in 2017 there are County Council Elections where there will be boundary changes. Cllr Seccombe has had to choose between her own village and an area she has represented previously and is sticking with the latter, which includes Ilmington.
- Cllr Brain said that the Core Strategy should be found to be sound and could be adopted in July. The management restructure has now happened, there is no longer a CEO, but 2 CE's. Cllr Hawkins asked if the Solar Farm at Blackwell has been passed by planning, Cllr Brain replied yes.

10. FINANCE

RESOLVED to approve the receipts and payments set out in Annex A. This was proposed by Cllr Sherwood, 2nded by Cllr Davies. All agreed.

11. COUNCILLORS REPORTS OR ITEMS FOR FUTURE MEETINGS

- **Budget review**
- **Upper Green:** Cllr Osborne would like to be able to deliver a plan of strengthening the Upper Green.
- **Footpaths:** He would like to form working parties to address the footpath along Back Street, Cllr Hawkins cautioned that Mr Ausden owns the land outside the footpath and work should not encroach on this. Cllr Sherwood advised that Ilmington's Cotswold Warden, Bryan Clifford could be approached to also encompass footpaths and gates.
- **Football Wall / Basketball Court:** Start the ball rolling. It was commented on that Tredington school recently had one put in which could provide comparison and information.

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

The Annual Parish Meeting will be held on Thursday 7th April 2016, commencing at 7.30pm, Village Hall, Ilmington.
Ordinary Parish Council Meeting on Thursday 28th April 2016, commencing at 7.30 pm, Village Hall, Ilmington.

The meeting closed at 8.50

ANNEX A

To approve the following receipt:

- | | |
|---|-----------|
| • Tempo Events: | £ 338.50 |
| • Anonymous Donation: For Ilmington Playing Field | £2,500.00 |

To approve the following for payment:

	Budgeted	
• HMRC – Tax & NI (Jan/Feb)	£147.80	Yes
• Sports & Social Club Committee (Tempo Events Funds – VAT Owing)	£ 58.95	N/A
• R Hawkins – Tree Felling, removal & Disposing (Leylandii)	£200.00	Yes
• Clerks Salary & Expenses to 20 th March 2016	£290.10	Yes
• Clerks Salary & Expenses to 01 April 2016	TBC	Yes
• The Goode Book – Keeping Service (Payroll Jan-March)	£ 30.00	Yes

Signed _____ Chairman

Date _____