

# Ilmington Parish Council

(Councillors) Davies, Hawkins, Osborne, Peachy and Sherwood

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD 27 APRIL 2017

**Present:** Cllrs Davies, Hawkins, Osborne, Peachy and Sherwood

**In Attendance:** S Furniss (Clerk), Cllr M Brain (Stratford District Council) and three members of the public

1	Apologies for Absence: None Received	Action
2	Acceptance of Apologies for Absence: N/A	
3	Declaration of Disclosure Pecuniary Interest: None declared	
4	To Confirm Minutes of 30 March 2017: It was <b>resolved</b> that the minutes be accepted as a true record.	
5	<b>Warwickshire County Council / Stratford District Council update.</b> Apologies were received from Cllrs Seccombe, WCC and Cllr Brain, SDC.	
6	<b>Public Forum</b>	
	Fred Edmunds raised the matter of defibrillator installation at the pavilion and, as the matter is an agenda item under 8e, the matter was discussed. Mr Edmunds circulated a diagram showing proposed site for installation. It was <b>resolved</b> that there was agreement in respect of the siting subject to: a) written confirmation from the Pavilion Association that they will meet the ongoing (minimal) electricity supply costs; and b) that Tim Adams (the electrician who will install the defibrillator) provides a satisfactory written specification.	Cllr Osborne
7	<b>Correspondence:</b> Noted without comment.	
8	<b>Council Reports</b>	
	Parish Clerk, Sarah Furniss	
8a	<ol style="list-style-type: none"> <li>1. FINANCE: Outgoing Clerk is progressing year end closure and incoming Clerk will take over responsibility for accounts for 2017/18.</li> <li>2. AUDIT: Outgoing Clerk will, once year end process completed, arrange internal audit. Once complete the incoming clerk will progress the external audit.</li> <li>3. PATH TO NEWBOLD: The Clerk has contacted Richard Barnard (WCC Footpaths Officer) and to ask that the matters of concern be address. No response received to date.</li> <li>4. IPC DOCUMENTS HELD AT HSBC: The Clerk reported that HSBC will be writing to Council, in due course, to ask them to make alternative arrangements for document storage. It was <b>resolved</b> that subject to the land/property being registered at Land Registry as there is no requirement for the documents to be stored by solicitor/bank, but could be scanned for retention. Cllr Davies will check with Mark Robinson whether all land/property of IPC is registered with Land Registry. Cllr Sherwood will establish cost of secure box for storage with IPC paperwork. The Clerk will enquire with WCC Records Office to establish the criteria for storage by them.</li> </ol>	<p>SF</p> <p>SF</p> <p>SF</p> <p>Cllr Davies Cllr Sherwood SF</p>
	Cllr Sherwood	
8b	<ol style="list-style-type: none"> <li>1. NEW NOTICEBOARD ON LOWER GREEN AND IN BUS SHELTER: It was <b>resolved</b> that new notice boards will be purchased and installed. The old notice board will be donated, possibly to church.</li> <li>2. COTSWOLD VISITOR GIVING SCHEME GRANT UPDATE: Display Board in place. Cllr Sherwood was advised that the grant can be claimed once gate in position and documented with the grant providers.</li> <li>3. DEED STORAGE OPTIONS: Refer to 8a.</li> <li>4. HOWARD ARMS VILLAGE TREASURE HUNT: Cllr Sherwood was asked by the Howard Arms for possible project to donate to. Three potential projects were</li> </ol>	<p>Cllr Sherwood</p> <p>Cllr Sherwood</p> <p>Cllr Sherwood</p>

	<p>identified: 1) Footpath signage; 2) umbrellas; 3) notice board. The donation will be welcome and once amount known a decision will be made as to which project it would contribute to.</p> <p>5. HIGHWAYS MEETING UPDATE: Options were considered in respect of Upper Green parking bays. Cllr Sherwood has sought legal and highways advice from WCC which stated that creating the parking bays would be acceptable provided WCC Highways was consulted and in agreement. It was agreed that the Clerk will write to Peter Endall, Solicitor at WCC to seek written confirmation of his verbal advice. Highways have confirmed they would have no objection and Mr Endall will be advised of this. Grant support would be sought from Cllr Seccombe to progress. Cllrs will have a site meeting to consider design options.</p> <p>Options have also been considered in respect of the ongoing parking problem at Middle Street. Options could include 1) a drop down bollard; 2) replacing the current bollard with wooden ones and increase the number; 3) re-class as a footpath only which would require consultation and incur costs for consultation and legal process. Cllr Sherwood will establish whether Michael Rogers, Highways Officer, has sought opinion of Emergency Services and Utilities for the provision of drop-down bollards</p> <p>6. TEMPO EVENTS: A request has been made to increase participation numbers from 250 to 320. It was <b>resolved</b> that permission will be given for 300 and dates obtained. The Pavilion Association would then be consulted to ensure that the dates did not clash with any events scheduled at the Pavilion.</p> <p>7. WEB HOSTING: Transfer is now complete and finances resolved.</p> <p>8. NEIGHBOURHOOD PLAN STEERING GROUP UPDATE: Moving on apace. Application will be submitted for further Locality Grant. The Clerk reported that funding for 2 hours of Avon Planning Services time can be obtained from WALC. It was <b>resolved</b> that this funding will be sought.</p>	<p>SF</p> <p>Cllr Sherwood</p>
Cllr Davies		
8c	<ol style="list-style-type: none"> <li>1. CORONATION GATE: Hopeful that will be erected weekend of 29/30 April or following 6/7 May.</li> <li>2. FOOTPATH TO NEWBOLD SIGNAGE: Confirmed that a letter was written by the Clerk to WCC and sent to the Rights of Way Officer for Warwickshire South in support of the Cotswold Wardens survey report</li> </ol>	Cllr Davies
Cllr Hawkins		
8d	<ol style="list-style-type: none"> <li>1. DOG WASTE BIN: There has been no feedback negative or otherwise regarding siting and, therefore, the bin will be permanently fixed in current position.</li> <li>2. SPORTS AND SOCIAL CLUB AGM AND MEETING OF 14 APRIL: Nothing to report other than as covered under 8e1</li> </ol>	Cllr Hawkins
Cllr Osborne		
8e	<ol style="list-style-type: none"> <li>1. DISSOLUTION OF SPORTS AND SOCIAL CLUB: A meeting with Pavilion Association has established that the S&amp;SC will pay invoices up to 7 May 2017 following which responsibility will be taken by Pavilion Association. Cllr Osborne read out draft letter to the Sports and Social Club and it was <b>resolved</b> that this will be sent by the Clerk.</li> <li>2. AGREEMENT BETWEEN IPC AND ILMINGTON PAVILION ASSOCIATION: It was <b>resolved</b> that the agreement drafted and tabled by Cllr Osborne will be adopted.</li> <li>3. DEFIBRILLATOR PROPOSED BY PLAYING FIELD COMMITTEE: Refer to Item 6 (Public Forum).</li> <li>4. MULTI-SPORTS CLUB. Cllr Osborne confirmed that insurance covers for hiring facilities. It was <b>resolved</b> that an agreement between the Multi-Sports Club and IPC is required and Cllr Osborne will draft for future consideration.</li> <li>5. RUBBISH COLLECTION FROM PLAYING FIELDS BY THE PAVILION. The Multi-Sports Club received a letter from SDC saying they are a commercial</li> </ol>	<p>SF</p> <p>Cllr Osborne</p> <p>Cllr Osborne</p> <p>Cllr Osborne</p>

	<p>organisation and waste collection will cease. Cllr Osborne has taken this up with SDC who have acknowledged that their statement is incorrect but that future waste collection will be charged for as follows: General Waste: £96 per annum for 26 collections; Recycling £50 per annum for 26 collections; Compostable waste £73 per annum for 26 collections. It was <b>resolved</b> that IPC will pay for collection of general waste and recycling (one bin for each) but no requirement for compostable waste collection. The Clerk will seek to establish through WALC as to how much SDC charge other Councils.</p> <p>6. YEAR END ACCOUNTS: No report been received since January.</p>	SF
Cllr Peachey		
8f	1. VILLAGE HALL COMMITTEE: It was <b>resolved</b> that Cllr Peachey will become representative and Cllr Sherwood will supply her with relevant paperwork.	Cllr Peachey Cllr Sherwood
<b>9</b>	<b>Planning Matters</b>	
	<p>a) <b>Pending</b> 17/ 00013/FUL Cathole Manor Farm Compton Scorpion Road Compton Scorpion CV36 4PJ</p> <p>b) <b>Applications</b> 17/00636/FUL Cuckoo Cottage, Frog Lane, Erection of single storey side/rear extension. Comments due by 24 April 2017. No comment submitted.</p> <p>c) <b>Decisions</b> 17/00570/Tree: Highcroft, Campden Hill. Granted. Noted</p>	
<b>10</b>	<b>Finance Report</b>	
	It was <b>resolved</b> that payments be authorised and £200 donation from Ilmington Playing Field Committee was noted.	
<p><b>Dates of Future Meetings:</b> 25 May 2017 – Annual Meeting 29 June 2017 – Ordinary Meeting 27 July 2017 – Ordinary Meeting All meetings are held in Ilmington Community Café at 7.30 pm unless otherwise noted.</p>		