

Ilmington Parish Council

Minutes of the Annual Meeting of Ilmington Parish Council Held on 25 May 2017

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

In Attendance; S Furniss, Clerk and two members of the public.

1	To Accept Nominations For and Election of Chairman /Vicechairman Signing of Declarations of Acceptance of Office It was resolved that Cllr Sherwood continues in her role of Chairman and Councillor Osborne was elected as Vice Chairman. Declarations of Acceptance of Office were signed.	
2	Apologies for Absence: None received	
3	Declaration of Disclosure Pecuniary Interest: None declared	
4	Warwickshire County Council / Stratford District Council update: No reports given	
5	To Confirm Minutes : It was resolved that the minutes of 27 April 2017 be accepted as a true record subject to the following changes: 6a 'confirmation from the Pavilion Association that.....' 8e4 '.....confirmed that insurance covers (insert ' <i>legal liabilities for, amongst other things</i> ') hiring facilities.....'	
6	Matters Arising From the Meeting of 27 April 2017: covered elsewhere in the minutes.	
7	Public Forum: No matters raised.	
8	Planning Matters	
	<p>a) Pending</p> <ul style="list-style-type: none"> • 17/ 00013/FUL Cathole Manor Farm Compton Scorpion Road Compton Scorpion CV36 4PJ • 17/00636/FUL Cuckoo Cottage, Frog Lane, Erection of single storey side/rear extension Comments due by 24 April 2017 <p>b) Applications</p> <ol style="list-style-type: none"> 1. 17/01298/TREE Proposed -T1: Silver Birch: fell at Puddocks, Frog Lane, Ilmington, CV36 4LQ Comments due by: 23 May 2017. A submission has been made that, if in in the opinion of the Landscape Officer of SDC that the tree could not be saved then no objection would be made. 2. 17/00883/FUL Proposed : Demolish existing kitchen, rebuild larger replacement extension at Norton Cottage , Campden Hill, Ilmington, CV36 4LH Comments due by: 2 June 2017. Following discussion it was resolved that no submission would be made. 3. 17/01434/TREE Proposed:Sycamore – Fell at Jasmine Cottage, Campden Hill, Ilmington, CV36 4JF Comments due by: 8 June 2017. Following discussion it was resolved that no submission would be made. 4. 17/01200/LBC Old Fox House , Foxcote Hill, Ilmington, CV36 4LD Comments due by: 9 June 2017. It was resolved that no objection would be made subject to a clause requiring no construction traffic would park on Foxcote Hill and that any damage made to the verges would be made good 	SF
9	Readoption of Policies and Procedures:	
	<p>Standing Orders } Dealing with the Media } It was resolved that these be re-adopted. Equal Opportunities }</p> <ul style="list-style-type: none"> • Finance Regulations } it was resolved that the Clerk check whether these need to be updated and submit at a future meeting • Asset Register – currently being updated • Risk Register – It was resolved that the Clerk review and update this 	SF SF
10	Finance	
	1. Current Status of Accounts 2016-17: Cllr Osborne outlined a number of issues which need to be resolved before the year end accounts can be audited. Cllr Sherwood thanked Cllr Osborne	

	<p>for his work on this.</p> <ol style="list-style-type: none"> Internal Audit Will be undertaken when issues above have been resolved. External Audit: A new submission deadline of 30 June 2017 has been agreed with Grant Thornton. As the accounts will not have been signed by the outgoing Clerk this will be noted in the submission. Payments Received £9,500 from SDC Payments for Authorisation: It was resolved that the payments listed in the agenda be approved for payment. 	
11	Council Reports	
11a	Sarah Furniss	
	<ol style="list-style-type: none"> Finance: The Clerk confirmed that a NDP Grant Applications Application has been made for grant of £4,200 - £3,600 for professional fees and £600 for printing, room hire etc – confirmation is pending and typically takes 2-3 weeks. In addition a request to fund two hours of APS time has been sent to WALC. No response has been received and the Clerk will seek confirmation. Path to Newbold: Spoken to Richard Barnard who has read the Cotswold Warden's report, confirms he will walk the route and doesn't see any problem with addressing any of the issues raised other than the issue of the brook running down the right of way but he will investigate and respond. 	SF
11b	Cllr Sherwood	
	<ol style="list-style-type: none"> New noticeboard on Lower Green and in bus shelter: Further to a best value exercise two years ago and in order to maintain consistency, it was resolved that the boards would be purchased from Notice Board Company as per specifications outlined by Cllr Sherwood. Clerk to place order. Cotswold Visitor Giving Scheme Grant update: The grant payment can now be sought and the Clerk will liaise with Simon Smith regarding this. Highways meeting update: Upper Green parking bays and Middle Street verge. Cllr Sherwood continues to follow up on this matter. Cllrs will have an on-site meeting to consider parking bays on Upper Green. Tempo Events: Possible increase in numbers. Sarah Bland has been contacted to confirm agreement and the Pavilion Association are happy to cooperate with arrangements. There may be a clash with a ladies tennis match but this will be accommodated. There was discussion about how event should be communicated to the community with agreement that ultimately responsibility should lie with the Pavilion Association but this may not be possible immediately. Cllr Osborne confirmed that 50% of the revenue generated will be payable to IPC within 28 days of year end as per agreement between IPC and the Pavilion Association. Neighbourhood Plan Steering Group update: Work continues with a number of assessments having been undertaken including landscape, heritage and site allocation. A letter has been received from a developer suggesting other sites but a decision on how to respond is pending. Cllr Osborne acknowledged the huge amount of high quality work done by a small number of people. Retention of Deeds: It was resolved that, when HSBC request the deeds be removed the offer of Gareth Eastgate of Ward & Rider Solicitors (Leamington Spa) to retain them will be taken up. 	SF SF Cllrs
11c	Cllr Davies	
	<ol style="list-style-type: none"> Coronation Gate: Work on this is now complete and Cllr Davies will draft letter of thanks to Doug Grieve and Steve Prosser for their help in its installation. Footpath to Newbold Signage: See 11a Village Hall: Heating has been installed at a cost of £4k+ but a healthy financial balance is maintained. 	Cllr Davies
11d	Cllr Hawkins	
	<ol style="list-style-type: none"> Dog Waste Bin. Now installed. Sports and Social Club AGM and meeting of 14 April: It was confirmed that the organisation is now dissolved. 	
11e	Cllr Osborne	
	<ol style="list-style-type: none"> Defib Proposed by Playing Field Committee: It was confirmed that a specification has been agreed with the electrician and the work will proceed. Multi-Sports Club: Cllr Osborne has drafted agreement between IPC and Multi-Sports Club. Rubbish Collection from Playing Fields: No change to collection has been made as yet. Playing Field Committee AGM 30 May 2017: It was noted that the meeting date has been 	

	<p>changed to 26 May.</p> <p>5. Insurance: To ratify New Schedules Parts A and C. Deferred.</p> <p>6. Purchase of Laptop: It was resolved that a budget of £500 be made for purchase of laptop and software and purchase will be made.</p> <p>7. Repair of window at the Pavilion: Complete.</p> <p>8. External Events: It was resolved that the following events be approved subject to the following conditions (where appropriate):</p> <ul style="list-style-type: none"> - Children be supervised at all times - All rubbish be removed from site - Condition of site on departure be as it was on arrival <ul style="list-style-type: none"> • Ilmington PTA Camp 15-16 June 2017 at Playing Field • Stratford District Council Turn up for Free Sport 26 July and 10 August 2017. It was resolved to agree, Conditional on supervision at all times, removal of rubbish, leave in the state they find it. • Cycling Supportive 25 June 2017 • Duke of Edinburgh award overnight camp. • Pedal for Parkinsons: 4 June 2017 request for use of area outside village shop for 3m x 3m feeding station. <p>9. Pavillion Association</p> <ul style="list-style-type: none"> • Hire Agreement: It was resolved that the agreement be adopted. • Advice of Booking Rates: Rates are agreeable. An offer for booking form to be available from IPC website will be conveyed by Cllr Osborne. • Window Repair: complete • Inventory: There are items in the pavilion which are not owned by the Council including snooker table (owner has been asked to remove), projector, screen and wall mounted TV. Cllr Osborne will advise the Pavilion Association to place an announcement in relevant local publications that these will be disposed of unless someone comes forward with proof of ownership. The plan to make good the storage shed roof and dispose of unwanted content. IPC have no objection. • Security Keys: It was resolved that, in addition to the Pavilion Association having keys a Councillor should have a set and a master set retained by Clerk. • Pavillion Association have obtained a quote for various electrical works: It was resolved that these works are acceptable based on the specification supplied. The Tennis Court light supply does not meet regulations and it was resolved that this needs to be addressed with payment sought from the Tennis Club (£34+VAT). • Bowls Club: It was resolved that a mower be purchased by IPC for the Bowls Club with the cost net of VAT being £5,000. A donation towards the cost will be made by the Bowls Club and once this has been received the Clerk will progress order. • Cleaning of public toilet: It was agreed that Cllr Osborne will progress investigating options. 	<p>SF/Cllr Sherwood</p> <p>SF to draft letter</p> <p>Cllr Osborne</p> <p>""</p> <p>""</p> <p>SF</p> <p>Cllr Osborne</p>
11f	Cllr Peachey	
	<p>1. Village Hall Committee: As the meeting clashed with that of IPC Cllr Peachey had been unable to attend.</p> <p>2. Footpath access by wheelchairs and pushchairs: The footpath from school to Mickleton Road is very overgrown both by hedge and ground cover. It was resolved that, in the first instance Cllr Davies will approach the owners of adjoining properties to request that their hedges be cut back.</p>	Cllr Davies
12	Correspondence	
	16 May 2017: Letter of apology from HSBC for incorrect information given in respect of mandate form.	
13	Dates of Future Meetings	
	<p>Meetings will be held at 7.30 at the Community Café unless otherwise stated.</p> <p>29 June 2017</p> <p>27 July 2017</p> <p>24 August 2017</p> <p>28 September 2017</p>	