

# Ilmington Parish Council

Minutes of the Ordinary Meeting of Ilmington Parish Council held on 29 June 2017

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

**In Attendance:** S Furniss, Clerk, Cllrs M Brain, SDC, WCC and three members of the public.

**Apologies** Cllr Seccombe

<b>1</b>	<b>Apologies:</b> None Received.	
<b>2</b>	<b>Declaration of Disclosure Pecuniary Interest:</b> None declared.	
<b>3</b>	<p><b>Stratford District Council update:</b>            Cllr Brain reported that a) Cllr Seccombe has been awarded an OBE; b) a three-tier planning event which had been open to PCs, had been very effective and suggested that if repeated it would be well worth attending; c) SDC has received a top award for leisure provision; d) SDC is in the top 10 in country for waste and recycling.            Cllr Osborne raised the issue of waste collection charging at Playing Field and it was agreed that a 'wait and see' approach be taken. Cllr Sherwood asked for clarification of mowing contract but Cllr Brain was unable to provide but suggested that any query be raised by e-mail to him.</p>	
<b>4</b>	<b>To Confirm Minutes:</b> It was <b>resolved</b> that the minutes of the meeting of 25 May 2017 be approved as a true record.	
<b>5</b>	<p><b>Public Forum</b>            Mr Lee Bridges raised a point regarding the changed bus time from 9.47 am to before 9.30 am which meant that Bus Passes can't be used. Cllr Sherwood made the point that there are people who would welcome the earlier bus and suggested that Mr Bridges and concerned parishioners should contact the bus company regarding their concerns. He further raised the matter of parking on Upper Green and requested that the Shop Committee be consulted before any firming up of proposal. It was confirmed that a public consultation will be undertaken which will include consulting the Shop Committee. Mr Bridges further commented that an application is to be made to widen the shop driveway.</p>	
<b>6</b>	<p><b>Planning Matters</b></p> <p><b>PENDING</b></p> <ul style="list-style-type: none"> <li>• <b>17/00013/FUL</b> Cathole Manor Farm Compton Scorpion Rd Compton Scorpion CV36 4PJ            Cllr Sherwood circulated a revised plan which had been supplied by the applicants who were in attendance and took on board the concerns raised included the height, pitch of roof, a preference for timber cladding rather than brick or render. The visual impact in the wider landscape and fitting in with vernacular are of particular concern as the property is in an Area of Outstanding Beauty and within the curtilage of a Listed Building.</li> <li>• <b>17/00883/FUL</b> Proposed: Demolish existing kitchen, rebuild larger replent extension at Norton Cottage , Campden Hill, Ilmington, CV36 4LH Comments due by: 2 June 2017.</li> <li>• <b>17/01200/LBC</b> Proposed : Single storey extension to form enlarged kitchen; partial demolition of modern brick built single storey link block; raising of floor levels; internal alterations include removal of modern staircase and provision of replacement, some doorway alterations and new partitions; construction of new detached garage at Old Fox House, Foxcote Hill, Ilmington, CV36 4LD Comments due by: 9 June 2017</li> </ul> <p><b>APPLICATIONS</b></p> <ul style="list-style-type: none"> <li>• <b>17/01605/TREE</b> Proposed: -T1: Alder: Fell -T2: Alder: Fell, At The Shippen, Burlingham Farm Court, Front Street, Ilmington Comments due by: 21 June 2017. A 'no comment' had been submitted.</li> </ul> <p><b>DECISIONS</b></p> <ul style="list-style-type: none"> <li>• <b>17/00636/FUL</b> Cuckoo Cottage, Frog Lane, Erection of single storey side/rear extension Comments due by 24 April 2017 <b>Granted</b></li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>17/01434/TREE</b> Proposed: Sycamore – Fell at Jasmine Cottage, Campden Hill, Ilmington, CV36 4JF Comments due by: 8 June 2017. <b>Granted</b></li> <li>• <b>17/01298/TREE</b> Proposed -T1: Silver Birch: fell at Puddocks, Frog Lane, Ilmington, CV36 4LQ Comments due by: 23 May 2017. <b>Granted</b></li> </ul>																																																																											
<b>7</b>	<p><b>Finance</b> The income was noted and it was <b>resolved</b> that the payments listed be authorised.</p> <table border="1"> <thead> <tr> <th>Income From</th> <th>In Respect of</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Ilmington Bowls Club</td> <td>Contribution to Mower</td> <td>£5,000</td> </tr> <tr> <td>Agrovista</td> <td>Refund of overpayment</td> <td>£23.97</td> </tr> </tbody> </table> <p><b>Authorisation of Payments</b></p> <table border="1"> <thead> <tr> <th>Chq No</th> <th>Payee</th> <th>In respect of</th> <th>Amount</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>101572</td> <td>R Hawkins</td> <td>Grass mowing</td> <td>350.00</td> <td>Y</td> </tr> <tr> <td>101573</td> <td>RBS</td> <td>Accounting Software</td> <td>135.60</td> <td>Y</td> </tr> <tr> <td>101574</td> <td></td> <td>Chq cancelled (written incorrectly)</td> <td></td> <td></td> </tr> <tr> <td>101575</td> <td>G Davies</td> <td>Jubilee Gate Fittings</td> <td>24.95</td> <td>Y</td> </tr> <tr> <td>101576</td> <td>Shipston BS</td> <td>Window repair materials</td> <td>48.92</td> <td>Y</td> </tr> <tr> <td>101577</td> <td>TAG</td> <td>Mower</td> <td>6,000.00</td> <td>Y</td> </tr> <tr> <td>101578</td> <td>Info Comm</td> <td>Data Protection registration</td> <td>35.00</td> <td>Y</td> </tr> <tr> <td>101579</td> <td>WALC</td> <td>Annual Subscription</td> <td>234.78</td> <td>Y</td> </tr> <tr> <td>101580</td> <td>J Goode</td> <td>Bookkeeping</td> <td>30.00</td> <td>Y</td> </tr> <tr> <td>101581</td> <td>HMRC</td> <td>PAYE</td> <td>78.40</td> <td>Y</td> </tr> <tr> <td>101582</td> <td>S Furniss</td> <td>Salary</td> <td>313.25</td> <td>Y</td> </tr> <tr> <td>101582</td> <td>S Furniss</td> <td>Purchase of Laptop</td> <td>538.98</td> <td>Y</td> </tr> </tbody> </table>	Income From	In Respect of	Amount	Ilmington Bowls Club	Contribution to Mower	£5,000	Agrovista	Refund of overpayment	£23.97	Chq No	Payee	In respect of	Amount	Budget	101572	R Hawkins	Grass mowing	350.00	Y	101573	RBS	Accounting Software	135.60	Y	101574		Chq cancelled (written incorrectly)			101575	G Davies	Jubilee Gate Fittings	24.95	Y	101576	Shipston BS	Window repair materials	48.92	Y	101577	TAG	Mower	6,000.00	Y	101578	Info Comm	Data Protection registration	35.00	Y	101579	WALC	Annual Subscription	234.78	Y	101580	J Goode	Bookkeeping	30.00	Y	101581	HMRC	PAYE	78.40	Y	101582	S Furniss	Salary	313.25	Y	101582	S Furniss	Purchase of Laptop	538.98	Y	
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8a	<p><b>Sarah Furniss</b></p> <ol style="list-style-type: none"> <li>1. <b>Path to Newbold:</b> No update</li> <li>2. <b>Request to Attend Data Protection Act Training 7 July 2017:</b> It was <b>resolved</b> that the cost, hours and mileage be shared with Ettington PC with IPC meeting 1/3 of the costs.</li> <li>3. <b>Laptop:</b> The laptop has been purchased, set up and added to asset register</li> <li>4. <b>Bowls Club donation and mower order:</b> Donation received and mower ordered and will be added to asset register when delivered.</li> <li>5. <b>Drafting of letters for External Events at Playing Fields advising of conditions:</b> Complete</li> <li>6. <b>Tennis Club donation for electrical works:</b> <b>Not</b> received and Cllr Osborne will chase.</li> <li>7. <b>Retention of audit/finance documents:</b> It was <b>resolved</b> that this paperwork will be culled in line with the Clerk's proposal.</li> </ol>	<p>SF</p> <p>SF</p> <p>GO</p> <p>SF</p>																																																																										
8b	<p><b>Cllr Sherwood</b></p> <ol style="list-style-type: none"> <li>1. <b>New noticeboard on Lower Green and in bus shelter:</b> It was <b>resolved</b> that the board be positioned on or near the site of phone box and that Cllrs GD, JS and RH will undertake a site visit to agree exact placement.</li> <li>2. <b>Cotswold Visitor Giving Scheme Grant update</b> – Grant received</li> <li>3. <b>Possible Upper Green Parking Bays:</b> Cllr Sherwood circulated two diagrams showing possible positioning and there was discussion regarding pros and cons of each. Cllr Sherwood will raise potential for a Highways Grant with Cllr Seccombe.</li> <li>4. <b>Grass Mowing</b> – Upper Green, Back Street &amp; Middle Street. Complaints have been received about various mowing matters, two of which were in opposition (one that grass is left too long and one that an area of meadow grass should be left). The grass cutting contract is due for re-tender in autumn. It was <b>resolved</b> that the specification be reviewed prior to re-tender. Cllrs Osborne and Hawkins will do this. It was further <b>resolved</b> that a letter of thanks be written to Mr Rob Beebee, drafted by Cllr Davies.</li> <li>5. <b>Middle Street Bollards:</b> The bollards have been 'removed' without consent. It was acknowledged that there have been no further comments on the matter of parking on the verge there. Cllr Sherwood will discuss with Cllr Seccombe whether she would be in favour 'rise and fall' bollards and the matter will be reviewed in 6 months.</li> <li>6. <b>Stratford District Council Mowing:</b> Streetscene have been contacted regarding the poor quality of mowing. As yet no response has been received. The Clerk will follow up on this.</li> <li>7. <b>Neighbourhood Plan Steering Group update (NPSG):</b> Work continues and it is hoped that a draft will be put forward towards the autumn. Consultation on proposed development</li> </ol>	<p>RH/JS/ RH</p> <p>GO/RH GD</p> <p>JS</p> <p>SF</p>																																																																										

	<p>at Armscote Road was attended by both Cllrs Sherwood and Davies. Cllr Sherwood clarified that this was independent of the NPGS though the site was put forward in the 'call for sites' by NPSG. The call resulted in a proposal for 3 houses whilst the consultation was in respect of 7.</p> <p>8. <b>Request for Shipston Safer Neighbourhood Team (SNT) updates</b> to be posted on boards. There was general agreement that there is little advantage to this and that it is outside the remit of the Parish Council and will not, therefore, be pursued but could be posted on the 20:20 email circular.</p> <p>9. <b>Letter of thanks to Steve Prosser and Doug Grieve for help with Coronation Gate:</b> Sent.</p> <p>10. <b>Flood Prevention Middle Brook at Middle Street:</b> Highways have been notified though no response received and this will be followed up by Clerk.</p>	SF
8c	<p><b>Cllr Davies</b></p> <p>1. <b>Speaking to owners of properties:</b> re clearing adjoining footpath of overgrown ground cover and hedges along Back Street to Mickleton Road. Cllr Davies confirmed that he has spoken to one owner who stated that there is wildlife in the hedge and he won't be cutting until the end of July. The hedge to the second property has been cut.</p>	GD/RH
8d	<p><b>Cllr Hawkins</b></p> <p>1. <b>Dog Waste Bin on Grump Street:</b> SDC have been asked to include on list for emptying.</p>	
8e	<p><b>Cllr Osborne</b></p> <p>1. <b>Playing Fields</b></p> <p>a. <b>Defib Installation by Playing Field Committee:</b> Now in place and commissioned.</p> <p>b. <b>Rubbish Collection from Playing Fields:</b> SDC have been requested to remove surplus bins but this has not been actioned. The Bowls Club and Pavilion Association have raised concerns regarding the reduced capacity and may donate towards cost of additional bins in the future.</p> <p>c. <b>Playing Field Committee AGM 30 May 2017:</b> Nothing of significance to report.</p> <p>d. <b>Disposal of Pavilion Inventory:</b> Gregg Woodall has contacted relevant people and asked that, if they wish to remove equipment they should do so. Mr &amp; Mrs Blundell owned the shed behind the Pavilion have donated it to the Pavilion Association which will repair it and use for storage.</p> <p>e. <b>Cleaning of public toilet options:</b> A Booking Manager has been appointed and she will be asked if she would consider doing this on a regular basis. Cllr Davies offered to undertake a one-off clean in readiness for Village Fete and directly afterward.</p> <p>f. <b>Sale of Refreshments from Pavilion:</b> Pavilion Association has been approached with this enquiry. Cllrs will consider this matter and return to agenda for July.</p> <p>g. <b>Tennis Court:</b> Light supply meeting regulations &amp; payment from Tennis Club (£34+VAT): Pending</p> <p>h. <b>Offering to put Pavilion booking form on IPC website:</b> Pending</p> <p>2. <b>Audit 2016-17</b></p> <p>a. <b>To consider, debate and complete Section 1 of Return – Governance:</b> in line with Cllr Osborne's report. It was <b>resolved</b> that the return be completed in line with Cllr Osborne's report.</p> <p>b. <b>To approve Section 2 of Return - Accounting Statement:</b> It was <b>resolved</b> that this be approved.</p>	GD
8f	<p><b>Cllr Peachey</b></p> <p>1. <b>Village Hall Committee:</b> No recent meeting to report on.</p> <p>2. <b>Footpath access by wheelchairs and pushchairs:</b> This item was covered under Item 8c1 but remain on agenda.</p>	
9	<p><b>Correspondence</b></p> <p>1 June: E-mail alerting us to the fact that a 'creosote' covered log has been left at playing field. Log removed and clerk phoned the person concerned to thank her and assure her that being dealt with. Cllr Hawkins stated that he has read the RoSPA Inspection Report and this is not included. It was <b>resolved</b> that the log (actually a telephone pole) be removed by Cllr Hawkins.</p>	RH
10	<p><b>Dates of Future Meetings</b> – all meetings commence at 7.30 pm at the Community Café and Shop unless otherwise stated: 27 July 2017, 31 August 2017, 28 September 2017</p>	