

Ilmington Parish Council

DRAFT Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on Thursday 29th October 2015

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

Also present: Gill Bailey Clerk and 5 members of the public

Cllr Sherwood advised that a member of the public was recording the meeting.

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from District Cllr M. Brain, Cllr Tony Wilkins and Cllr Chambers.

The Clerk read out a letter that she had received from Cllr T Wilkins advising that he was resigning from the Parish Council. Receipt of the letter was received with sadness and it was acknowledged that he had made a significant contribution to the PC and the Village for over 50 years. It was agreed that he would be missed.

2. DECLARATION OF INTERESTS

No Declaration of Interests were received.

3. PUBLIC PARTICIPATION SESSION

- A Parishioner said that she had concerns regarding speeding vehicles on Armscote Road. She felt that there were several locations where the 30 mph sign could be re-sited and because she believed the majority of vehicles do not adhere to the speed limit and as such posed a danger to the public. She suggested that some traffic calming measures should be installed when entering the Village from the Armscote Road direction. Cllr Sherwood advised that this issue was on the agenda and would be discussed at that point.

4. MINUTES

The minutes of the meeting held on 24th September 2015 were confirmed as a true record and signed by the Chair. The minutes were then unanimously approved by those Councillors present.

5. COUNCIL REPORTS

Planning Working Group Report

- Cllr Sherwood reported that Neighbourhood Development Plan Exhibition would be held at the Village Hall on 14/15th November from 9.00 am to 1.00pm and there would be presentations at 10.00 am and 12.00 Noon on both days. She reported that the Exhibition Posters and PowerPoint presentation had been designed, produced and agreed.
- Cllr Osborne agreed to provide the refreshments on Saturday and Cllr Davis would provide them on Sunday.
- Cllr Sherwood confirmed that a £1.00 donation for the refreshments would be charged and the proceeds would go towards the cost of providing a handrail along the entrance pathway to the Community Shop off Upper Green.

Employment of Handyman to carry out small jobs in the Village

- Cllr Davies reported that one of the benches which had been identified and needed some maintenance had been repaired by the family who had donated it. Thanks were expressed to the family.
- Cllr Osborne said that some of the benches which required repairs more urgently than others and it was agreed to prioritise on a need basis.
- Cllr Davies agreed to liaise with the handyman regarding the remaining benches which required repairs and maintenance.

Signage to the Village Hall, Community Shop, Playing Field and Church.

- Cllr Hawkins reported that there should be two signs for the Playing Field. After discussion, it was agreed that the installation of wooden posts would look more aesthetically pleasing and in keeping with the Village.
- Cllr Hawkins agreed to look into the costs of the signs and produce a map of the proposed locations for IPC to consider.

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Handrail on path to Shop just above Grump Street

- Cllr Osborne reported that he received two estimates for the provision of the handrail and they varied in price dependant on whether volunteers in the Village would be prepared to assist with some of the work involved and the specification of handrail supplied.
- Cllr Sherwood expressed concerns that the handrail should be installed prior to the onset of winter and whether IPC would be liable if an accident were to occur on IPC land should a handrail not be in place.
- Following a discussion, it was agreed that IPC would discuss with the Shop Committee the costs and commitment involved prior to making a decision on the amount they would contribute towards the provision of a handrail.

Number of Grass Cuts per Season

- After discussion, for most of the year, the number of cuts which were carried out was sufficient. It was agreed to review this item next year prior to the season commencing.

Request to move the 30 mph Speed Limit further along Armscote Road – Cllr Seccombe reported:

- Traffic and Road Safety at WCC had looked into re-locating the 30 mph sign twice now, however, they had confirmed that they would not review the issue and take any action.
- Further to a discussion, it was agreed that Cllr Seccombe request a meeting with Engineering and Parking Management at WCC and members of IPC. It was also agreed that IPC would review the data recorded in the survey from the proposed Armscote Rd development ~~request a traffic survey~~ as potential evidence to present to WCC and possibly commission a new survey specific to the area of road in question. The Clerk agreed to extract the data which is on the SDC web site in respect of the planning application for the proposed development on Armscote Road.
- Cllr Seccombe confirmed that Community Groups could attend a Speed Aware course to learn how to operate speed guns. IPC could also request the Police to look into speeding vehicles via the Community Forum and request they look into this issue as a priority.
- Cllr Osborne said that he did not find it acceptable that WCC would not re-locate the sign 25 yards further along the road, particularly as the Police could only enforcespeeding restrictions in the Village designated by the current positions of signage. Cllr Osborne said IPC had made a legitimate request and WCC should take into account the strength of feeling in the Village.

Letter to Landlords of Red Lion Public House and General Correspondence

- It was agreed that IPC send a letter of thanks to the landlords of the Red Lion as they were leaving and members of IPC sign the letter of appreciation.
- Cllr Osborne requested the Clerk to contact Grant Thornton to ensure that future correspondence was directed to her and not previous Clerks.

Painting over the IPC Contact Details on Entry Sign to Playing Field

- Cllr Davies reported that he had resolved the issue on behalf of IPC.

Footpath near Southfield Farm

- As Cllr Chambers was absent from the meeting, it was agreed to defer this item to the next IPC meeting.

Update on Salt Bins – Front Street and Upper Green

- Cllr Sherwood reported that IPC would need to review the placement of the replacement salt bins on the Front Street near Bennett Place and Foxcote Hill. Further to discussion, it was agreed that additional salt bins be placed on the agenda for review at the Finance Meeting in January. It was agreed that Cllrs look at the provision of salt bins at the proposed planning/finance working party meeting on 9th November.

New IPC Suggestion Box

- Cllr Sherwood thanked Martin Seymour for constructing and making the Suggestion Box which would be located in the Community Shop, as well as the Perspex leaflet holder.
- Cllr Sherwood requested that IPC contribute towards the cost of providing the materials and this was unanimously agreed.

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- **Tempo Events Winter Series: Dates and parking**
- Cllr Sherwood reported that the first event had attracted 329 participants which was over the estimated number of 200-250. The many participants parked on the pavement of Back Street and on the bend at the corner of Back Street and Mickleton Road. Cllr Davies pointed out that as a result of this Emergency Services would have problems navigating their vehicles in various areas of the Village.
- Further to discussion, it was agreed that the Clerk contact Tempo and raise an invoice for the agreed amount of 50p per participant. Cllr Sherwood would also speak to Tempo asking them to ensure that the Marshalls were vigilant in the future with inappropriate parking.
- It was agreed that IPC monitor the situation, make observations after this coming Winter Series had finished, the number of entrants be limited and that any parking issues be resolved.
- Cllr Sherwood reported that Tempo had a set of keys for the Pavilion. It was suggested that IPC contact the Sports and Social Committee to ascertain who the current key holders were as this may have implications with insurance as the Pavilion was an IPC asset. Concerns were raised as no deposit was required.

Resignation of Tony Wilkins

- Cllr Sherwood said that she was saddened to receive the letter of resignation from Cllr Wilkins and said that he would be missed and that everyone respected his opinion. She said that she recognised the contribution that he had made to both IPC and the Village over a fifty year time span.

Annual Inspection Report for the Play Area

Cllr Osborne reported:

- Most of the works required had been approved at the previous meeting. Following receipt of the Report from RoSPA, additional works were required at a cost of £500.00 for materials and perhaps £100 for labour to install grass matting at the larger multi-activity unit.
- The document from the Inspector had graded each risk. Low risk items were considered acceptable in terms of liability but the medium risk issues that had been identified in the Report needed to be addressed in a timely fashion. There were no high risk items.
- Cllr Osborne suggested that each risk identified be prioritised and dealt with on this basis, with the majority of items being repaired over the winter as the area was used less frequently. Cllr Hawkins suggested that some of the repairs could be carried over into the next financial year.
- Cllr Osborne could source the matting and asked if Cllr Hawkins could install it with the help of the handyman who was employed by IPC. It was proposed by Cllr Sherwood, seconded by Cllr Osborne that spending of up to £600.00 be authorised for the purchase and installation of new grass matting. This motion was carried unanimously.
- Cllr Hawkins reported that he had identified seven items in the Report which should be prioritised.

6. CORRESPONDENCE

The following correspondence was noted as received.

- i. Letter re: External Audit – Grant Thornton including External Auditor Certificate & Opinion 2014/15
- ii. Letter re: Pension for Clerk : The Pensions Regulator
- iii. Email: to and from IPC & SDC re :Neighbourhood Development Plan
- iv. Email: from Parishioner requesting Dog Refuse Bin on Armscote Road
- v. Email: SDC Planning Services
- vi. Email: SDC re: 15/02488/LBC
- vii. WALC – Annual Report
- viii. Email X 2 re: Orders for Ilmington Bowls Club
- ix. Email: Re: Warwickshire Flood Summit
- x. Email: SNT Update
- xi. Email: VASA – Funding & Development in Stratford District Newsletter
- xii. Email: SDC – Stratford on Avon District Council Members’ Code of Conduct
- xiii. Email: re: Flood Wardens
- xiv. Letter: WRHA Annual Report

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- xv. Email : Shipston SNT Update
 - xvi. Email: Successful submission – Employer Payment
 - xvii. Letter: Parishioner re: Planning Application: 15/03609/TREE
 - xviii. Email: SDC re: CIL Submission Charging Schedule Consult.
 - xix. Email: VASA re: Christmas in Stratford District
 - xx. Letter: Parishioner re: Speed Restrictions and moving 30 mph sign along Armscote Road & IPC Response
- Correspondence for information only (circulated to Members)

7. PLANNING

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

Application no.	Proposal	Address	Submitted by	Comments due by / decision
14/01089/FUL	Erection of 11 dwellings & garages – including 4 affordable units and associated access road and full treatment plant (and the proposal requires the diversion of a public right of way)	Land Off, Armscote Road, Ilmington	Mr P Coton – Stratford Homes	Pending
15/01949/TEL28	Proposed removal of 11 antennas and the installation of 6 antennas and 1.06m dish	Warwick Police Transmitter Station, Ilmington		Pending
15/03303/TREE	G1: Shorten back branches from trees growing on the northern boundary of rear garden by an average of 30-50% back to suitable growth points. T1: Ash: prune out multi-stems, retaining the straight stem only.	The Dormers, Campden Hill, Ilmington	Mr B Clifford	No Representation
15/02488/LBC	Change of use of land to residential, demolition of existing Dutch barn and erection of a barn comprising a swim spa, plant room and mezzanine dance studio. The creation of an outdoor swimming pool, pavilion building, two glazed links between buildings, relocation of an existing boiler house and conversion of an existing barn to comprise a fitness studio with changing area for ancillary accommodation	Southfield Farm, Compton Scorpion, Ilmington, CV36 4PJ	Mr R Whorrod	16.10.15
15/03609/TREE	T1: Leylandii – remove	Street Record, Foxcote Hill, Ilmington	G Bailey	30.10.15

- The following planning up-dates were noted:

Application no.	Proposal	Address	Up-date
15/02488/LBC	Change of use of land to residential, demolition of existing Dutch barn and erection of a barn comprising a swim spa, plant room and mezzanine dance studio. The creation of an outdoor swimming pool, pavilion building, two glazed links between buildings, relocation of an existing boiler house and conversion of an existing barn to comprise a fitness studio with changing area for ancillary accommodation	Southfield Farm, Compton Scorpion, Ilmington, CV36 4PJ	Permission Granted
15/02996/LBC	Proposed new doorway to existing kitchen on south west elevation	Hobdays, Front Street, Ilmington	Permission Granted
15/03063/FUL	Demolish single storey rear extension and side car port. Replacement 2 storey side & rear extension	The Cottage, Lower Green, Ilmington	Permission Granted

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Note : Planning Application : 15/01089/FUL Cllr Sherwood asked if Cllr Seccombe knew if there was any progress with regards to the EA submitting a Flood Risk Assessment in respect of the proposed development. Cllr Seccombe reported that the Flood Risk Management Team at WCC had taken over responsibility from the EA for major planning applications in the District and this might be a contributing factor for the delay. The Clerk said that she had received an email from District Cllr Mike Brain and he had confirmed that the EA had accepted the onsite flood mitigation but had requested further information about the offsite flood mitigation.

8. REPORTS FROM COUNTY COUNCILLOR & DISTRICT COUNCILLOR

- County Cllr Seccombe reported that WCC had rejected the Combined Authority proposals.
- Although District Cllr Brain was not present, he emailed and reported that SDC had also rejected the Combined Authority proposals and they will seek further opportunities elsewhere if presented. He said that SDC will continue to share IT & Legal Services with Cherwell, South Northants, South Staffs & Wychavon Authorities which has shown savings for all Authorities and contributes in keeping Council Tax low in the Stratford area.
- SDC has the lowest Council Tax in Warwickshire and one of the lowest in the Country.
- Cllr Brain also reported that he had concerns regarding speeding vehicles through rural villages to access large developments, such as Long Marston.

9. RESPONSES TO CONSULTATIONS

- a. CIL Submission Charging Schedule Consultation
Cllr Seccombe reported that CIL was a preferable vehicle to mitigate the impact of significant development, eg., to provide a play area. Cllr Sherwood said that initial figures were 10 dwellings or over, £150 per sq. metre, under 10 dwellings £75.00 per sq. metre. Those Villages with a NDP 25% of CIL revenue could be charged and 15% with a £100 per dwelling cap if a NDP was not in place. Further to discussion, it was agreed that IPC would not comment on the Consultation.
- b. WCC – Warwickshire Minerals Plan (2017-2032)
Cllr Seccombe reported that the Consultation was in respect of a mineral extraction plan i.e., sand and gravel extraction. . Further to discussion, it was agreed that IPC would not comment on the Consultation.

10. FINANCE

- a. Provision of a Dog Refuse Bin
Cllr Osborne asked if there was a dog refuse bin available to be moved from one site to another in the Village and Cllr Hawkins responded by saying that as there were three dog refuse bins on the Playing Field, one could be moved to Armscote Road.
- b. Consider Request from Church for donation towards maintenance of Churchyard. Cllr Davies agreed to contact the Church.
- c. To approve the following receipts :

• Ilmington Cinema Club (Donation towards Skateboard Park)	£150.00
• Ilmington Show (Donation towards Skateboard Park)	£ 4.00
• Ilmington Bowling Club (Donation)	£242.84
- d. **RESOLVED** to approve the receipts and payments set out in Annex A.

11. COUNCILLORS REPORTS OR ITEMS FOR FUTURE MEETINGS

- To Ratify a donation of £100.00 to the Six Parishes magazine
- To discuss the maintenance and the erection of new benches

12. TO RATIFY IPC APPLYING FOR THE STRATFORD DISTRICT DIGITAL INCLUSION FUND 2015

- It was unanimously agreed that IPC apply for the Digital Inclusion Fund.

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

Ordinary Parish Council Meeting on Thursday, 26th November 2015 commencing at 7.30 pm at the Village Hall, Ilmington.

The meeting closed at 9.10 pm

Signed _____ Chairman Date _____

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ANNEX A

The following payments were approved:

		Budgeted
• J Goode – Payroll Services (Jun-Sept)	£ 30.00	Yes
• Thomas Fox – Grass Mowing – September	£432.00	Yes
• Sherriff Amenity – Materials for Bowling Club	£291.41	No
• Grant Thornton – External Audit	£240.00	Yes
• Ilmington Village Hall – Hire of Hall 14/15 Nov (NDP)	£ 80.00	No
• Playsafety Ltd – Annual Inspection of Play Area	£170.40	Yes
• R Hawkins – Mowing Play Area, Strimming & Clearing Dog Refuse Bags of Cement for Erection of Notice Board	£111.00	Yes
• Ilmington Cinema Group – Projection Equipment etc	£ 20.00	No
• Severn Trent Water – Water Supply to Sports Ground & Facilities	£266.39	Yes
• Clerk's salary to 20 th October & expenses for Sept/Oct)	£348.60	Yes
• HMRC – Tax & NI Clerk (Jul, Aug, Sept)	£213.40	Yes
• Noticeboard Company – Noticeboards	£928.80	Yes
• DW Clark Drainage Ltd – Sanding for Sports Field	£960.00	No

Signed _____ Chairman

Date _____