

# Ilmington Parish Council

## Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on Thursday 24<sup>th</sup> September 2015

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

Also present: Bill Robinson (Acting Clerk) and 5 members of the public

### 1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from District Cllr M. Brain, County Cllr Izzy Seccombe, Cllr Tony Wilkins and The Clerk

### 2. DECLARATION OF INTERESTS

No Declaration of Interests were received.

### 3. PUBLIC PARTICIPATION SESSION

A Parishioner who had just moved into the Village requested that a dog refuse bin be installed at the Armscote Road end of the Village.

### 4. MINUTES

The minutes of the meeting held on 27<sup>th</sup> August 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 members had attended a meeting and discussed Planning Application 15/03063/FUL – The Cottage, Lower Green. Members agreed to submit a response that they would support the application provided the application was amended – an amendment had since been received. Planning Application 15/02488/LBC – Southfields Farm was discussed and members agreed to submit a response that they would support the application on the condition that the use of the ancillary building was limited to residential use.

- Cllr Chambers agreed to contact the Rights of Way Officer re: the locked gate.
- The Planning Working Group agreed to meet on 12<sup>th</sup> October, 9<sup>th</sup> November & 14 December 2015.
- It was agreed that the Neighbourhood Development Plan (NDP) Exhibition would be 14<sup>th</sup>/15<sup>th</sup> November and IPC would host a coffee morning on both dates. IPC would provide a response box in the Community Shop for replies to the NDP.
- Cllr Sherwood proposed that she spend £30.00 on printing flyers for the Village advertising the coffee morning and this motion was unanimously approved.

#### • **Employment of Handyman to carry out small jobs in the Village**

Cllr Osborne reported that members of IPC had held discussions with a potential handyman who had put his name forward. Cllr Sherwood noted that IPC should put together a list of jobs which needed to be carried out and Cllr Davies agreed to liaise with the handyman.

#### • **Removal of the Leylandii opposite the VH at the bottom of Foxcote Hill**

- Cllr Sherwood reported that the Planning Application was now complete. She noted that the application asked whether the tree would be replaced and if not, why not.
- Cllr Sherwood suggested that the dead tree in the Playground Area could be replaced with a Birch Tree sapling that she had available.
- It was agreed to amend the application to include the replacement of the tree with a more native species – location to be decided.

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

Cllr Hawkins agreed to look into the provision of the above signs.

#### • **Donations for Designs on Former Skateboard Area on the Playing Field**

Cllr Sherwood confirmed that £150.00 donation had been received from Ilmington Screen on the Green Film Club and £3.50 from visitors at the Ilmington Show and expressed appreciation for the donations. It was agreed that the Clerk write a letter of thanks to the film club.

Signed \_\_\_\_\_ Chairman Date \_\_\_\_\_

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- **Handrail on Path to Community Shop Above Grump Street - Update**

Cllr Osborne reported that he and Cllr Sherwood had approached the Shop Committee re: the positioning of a handrail as requested by Parishioners. Cllr Osborne agreed to look at a handrail as detailed by the Community Shop Architect and whether a system can be designed for erection by a non-professional or if a rustic approach would suffice.

- Cllr Osborne will obtain costs however, erection of the handrail would need to be prior to the onset of Winter.
- After discussion, it was noted that the black dog/litter bin on the Lower Green could be placed closer to the shop and replaced with the small dog refuse bin on Grump Street.
- Cllr Sherwood reported that she had contacted Peter Endall, Senior Solicitor, WCC Legal Services who had confirmed that the erection of a handrail in this location did not need planning permission. However, agreement was required from WCC, Highways Divisional Surveyor, Jeff Morris who had confirmed that the Highways Authority would have no objection to the erection of a handrail. Mr Morris requested a photograph of the completed handrail.
- It was noted that that IPC would need to take on the responsibility of future maintenance.
- Cllr Sherwood agreed to check and see whether the Community Shop was a Listed Building.

- **Howard Arms – Patrons Parking on Lower Green**

After discussion, it was agreed that Cllr Sherwood request the Landlords to place a sign asking their patrons not to park on the grass of the Lower Green.

- **Bench Donation - Update**

Cllr Davies reported that a bench could be provided opposite the Community Shop and a budget of up to £1,000 had been agreed. Cllr Sherwood and Davies to research into bench options.

- **Design of Former Skateboard Area**

Cllr Hawkins reported that he was looking into the design.

- **Playground Inspection**

Cllr Osborne circulated a paper on the play area surfaces; around the carousel, the basket swing, the multi-use area and the slides and it was noted that in some areas, there are surfaces that are wearing – see Appendix A attached.

- Cllr Osborne noted that Cllr Hawkins made a proposal to the ROSPA Inspector which was acceptable.
- Cllr Hawkins noted that in the larger multi-activity unit at the back of the slide the surface needs to be dug out and replaced and rubber matting be laid on top.
- It was noted that the CFH within the larger multi activity unit is 1.8m (above the 1.5m limit for grass only base) and the ROSPA Inspector advised that this needed to be attended to. Grass matting would be the most effective.
- Cllr Osborne proposed that the works set out in Appendix A be approved and put in hand progressively over the winter period, seconded by Cllr Sherwood and carried unanimously.

- **Budget Planning & Precept 2016**

Cllr Sherwood reported that IPC would need to meet a week earlier in January as the precept request had to be received by SDC prior to 28<sup>th</sup> January. A proposed date of 21<sup>st</sup> January 2016 was agreed. Cllr Osborne agreed to organise a budget meeting in December 2015.

- **Phone Box on Lower Green**

Cllr Sherwood reported that she had been in contact with the BT Payphone Supervisor, Paul McDonald. It was agreed with BT that if IPC could prove that they owned the land, BT could remove the Phone Box. Cllr Sherwood said that she had checked with Land Registry and IPC does own the land. It was agreed that the Village be consulted prior to the Phone Box being removed and that Cllr Sherwood would ask Mr McDonald if he could supply the Council with the usage of the Phone Box over the past few years. It was also agreed to put up a poster at the NDP Coffee Morning exhibition regarding the possibility of removing the Phone Box as well as notices in the Parish Magazine and IPC noticeboards.

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- **IPC Parish Clerk**

Cllr Sherwood reported that she had spoken to the Clerk and it had been agreed that she could use another Councils computer and suggested that IPC should purchase a hard drive dedicated to IPC. Cllr Osborne noted that various Cloud companies could be utilised. A parishioner pointed out that SDC have grants available for meeting the Transparency Act. Cllr Osborne agreed to look at the grant funding availability.

- **Tempo Events Winter Series: Dates and parking**

Cllr Sherwood reported that she had been in contact with Tempo Events and had requested £1.00 per runner. Tempo Events said that they had previously been charged £50.00 for sole usage of the Pavilion and £30.00 for shared usage per race.

- Cllr Sherwood noted that she had received an email from Tempo offering 50p per runner, which would amount to £100.00 per race (double the amount currently paid). Councillors agreed to accept Tempo Event's offer of 50p per runner per race. Cllr Sherwood would liaise with Tempo Events further.
- Tempo Events also offered to put any offers in the Red Lion, Community Shop and the Howard Arms on their web site and give out flyers to the runners at the races.

## 6. CORRESPONDENCE

The following correspondence was noted as received.

- Letter: Parishioner re: Request to place a Handrail alongside the path to the Community Shop
  - Email: Parishioner re: Proposed tree felling
  - Email : WALC – Receipt of Payment
  - Letter: A member of the public requesting to donate a bench
  - Letter: Endurance Surfaces
  - Email: Thomas Fox – Outstanding Payment
  - Email: Planning Progress re: NDP
  - Email: re: Superfast Broadband
  - Email: WALC re Transparency Fund
  - Letter to BT – Possible Removal of Telephone Box on Lower Green (by Howard Arms)
  - Email: VASA re: Funding & Development in Stratford District
  - Email: Shipston Rural Watch
  - Email: Traffic & Safety (WCC) – re: Armscote Road
  - Emails (Various) re: Proposed Handrail on Upper Green
  - Letter: SDC re: Red Lion Public House – Agreed to include on list of assets of community value
  - Request for £500.00 Donation toward mowing of Church Yard
  - Request for signage to the Village Hall and Community Shop from Parishioner
- Correspondence for information only (previously 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	<b>Pending</b>
15/01949/TEL28	Proposed removal of 11 antennas and the installation of 6 antennas and 1.06m dish	Warwick Police Transmitter Station, Ilmington		<b>Pending</b>
15/02996/FUL	Proposed new doorway to existing kitchen on south west elevation	Hobdays, Front Street, Ilmington	Mr & Mrs Wyles	<b>No Representation</b>
15/03063/FUL	Demolish single storey rear extension	The Cottage, Lower	Mr D Neale	<b>See previous</b>

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_

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	and side car port. Replacement 2 storey side & rear extension.	Green, Ilmington.		<b>comments</b>
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	<b>No Representation</b>

- The following planning up-dates were noted:

Application no.	Proposal	Address	Up-date
15/01258/FUL	Erection of domestic horse stable block and courtyard area within the grounds of Southfields Farm – single storey, detached building comprising four stables, a tack room, small kitchen and two store rooms	Southfields Farm, Compton Scorpion, Ilmington	<b>Permission Granted</b>

Note : Planning Application : 15/02488/LBC and Planning Application : 15/02996/LBC were received after the publication of the agenda and were included in the meeting. It was agreed that the Clerk use her delegated powers to respond to each planning application and submit a response of No Representation.

### 8. REPORTS FROM COUNTY COUNCILLOR & DISTRICT COUNCILLOR

As neither County Cllr Seccombe nor District Cllr Brain was present, no reports were submitted.

### 9. RATIFY GRANT APPLICATIONS FOR RE-SURFACING OF PLAYING FIELD

It was unanimously agreed that the above applications be ratified.

### 10. FINANCE

- Cllr Sherwood reported that IPC had received a request for a donation of £500.00 towards the Church Yard maintenance from the Church. Cllr Osborne noted that when IPC receive a request for a grant, the approach is generally made direct with IPC. It was further noted that IPC spend a considerable amount of money on grass cutting and maintenance in the Village. Cllr Davies agreed to talk with the Church and requested the item to be placed on the next Agenda.
- RESOLVED** to approve the receipts and payments set out in Annex A.

### 11. COUNCILLORS REPORTS OR ITEMS FOR FUTURE MEETINGS

- Number of grass mowing cuts per annum
- Content and format of Neighbourhood Development Plan Exhibition.
- Provision of Dog Refuse Bin on Armscote Road.

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

Ordinary Parish Council Meeting on Thursday, 29<sup>th</sup> October 2015 commencing at 7.30 pm at the Village Hall, Ilmington.

**The meeting closed at 9.10 pm**

### ANNEX A

The following payments were approved:

		<b>Budgeted</b>
• Thomas Fox – Mowing Green Area (November 2014)	£123.60	Yes
• Clerk's salary & expenses – to 20 <sup>th</sup> September 2015	£295.77	Yes
• R Hawkins – Mowing Lower Greens/Stock Bank/Clearing Rubbish etc	£200.00	Yes
• Thomas Fox – Mowing Green Areas (August 2015)	£432.00	Yes

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_