

Ilmington Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on Thursday 27th August 2015

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

Also present: Gill Bailey (Clerk) and 4 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

2. DECLARATION OF INTERESTS

Cllr Chambers declared a personal interest in Item 5. 2 as he lived close to Armscote Road and prior to becoming a Cllr had written to WCC regarding the re-siting of the 30 mph. Cllr Chambers confirmed that he would take part in the discussion but not vote on the matter. Cllr Osborne advised that this was purely a personal reason for Cllr Chambers to declare an interest and members did not have to declare an interest purely for the reason that they lived near to something that would be discussed on the agenda.

3. PUBLIC PARTICIPATION SESSION

- Mrs Jill Coupland advised that she had been in correspondence with IPC and Cllr Sherwood confirmed that this item would be discussed later in the agenda.

4. MINUTES

The minutes of the meeting held on 30th July 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

• **Interim IPC Planning Meetings**

Cllr Osborne advised that often the notification period that SDC Planning allows IPC to respond to applications was a short time frame. He confirmed that the Clerk had prepared a paper with the options available to IPC, which had been circulated to all members. Following a discussion, it was RESOLVED that the IPC Planning Working Group, with a minimum of three Cllrs present, would meet between regular IPC meetings, if necessary, and their recommendations would be communicated to the Clerk and she would use her delegate powers to respond. The recommendation would then be ratified at the following IPC meeting. If an application was deemed to be sensitive/controversial, the Clerk and Chair would make a decision to call an Extraordinary meeting. It was also agreed that a fixed date be set each month and if any Cllr could not attend, it would be incumbent on them to contact either the Clerk or Chair with their opinion. Cllr Osborne also said that the Clerk was able to respond to applications within the time frame and advise SDC that further comments would be forthcoming if a planning application was sensitive/controversial. Cllr Chambers pointed out that sometimes SDC Officers made delegated decisions immediately following the consultation dates. The Clerk said that if the application was sensitive/controversial, the likelihood would be that she would have been in contact with the planner to discuss in any event. Cllr Osborne said that IPC could also make their views known to District Cllr Brain. This motion was carried unanimously.

• **Moving the 30 mph sign further back to the other side of the junction of Armscote Road/Shipston Road**

Cllr Chambers had suggested the 30 mph sign be re-sited slightly further along Armscote Road in the Armscote Road direction because he was concerned about speeding vehicles along Armscote Road and the safety of children, particularly around the Wilkins Way development. Though consideration had been given to re-siting it at the time of Wilkins Way construction, it was deemed unnecessary to move it. Cllr Osborne felt that there was an issue regarding speeding traffic through the village. Examples included cyclists trafficking at speed down Campden Hill. IPC should take this matter up with WCC, Highways and request traffic calming measures to be considered. He said that the amount of traffic will increase as more development is undertaken in the area. Cllr Sherwood suggested that a Survey be carried out naming all the trouble spots. There was a difference of opinion amongst the Councillors as to what traffic calming measures, if any, were needed. It was agreed to limit the discussion to the issue of this particular sign. Cllr Osborne felt that there were wider and important traffic issues that needed IPC's consideration and said he would bring them up at a future Council meeting for a fuller discussion. Cllr

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Chambers said that he had received a response from the WCC to his query regarding the re-siting of the sign who suggested that if it was felt enforcement was needed because of non-compliance with the speed limit on Armscote Road the Police Safer Neighbourhood Team could be approached through the Community Forum. Cllr Chambers suggested this issue could be taken up with Cllr Seccombe and that he was happy for options about the location of any re-sited sign to be explored. It was RESOLVED that IPC respond to the email he had received from WCC and try and take matters further. This motion was carried unanimously. It was also agreed that IPC would communicate with Cllr Seccombe when she next attends an IPC meeting. It was also agreed that contact be made with Cllr Seccombe to seek a second opinion on the contents of the email Cllr Chambers had received from WCC. This motion was carried by the majority with one abstention. Mr Fred Edmunds said that the 30 mph repeater sign had been removed by the well on Front Street and the Chair noted this comment.

- **Employing a handyman to carry out small jobs in the Village**

Cllr Sherwood said that a Volunteer had responded to the advert IPC had placed asking for a Handyman to carry out tasks in the Village. It was agreed that the Parishioner who had volunteered be contacted and invited to have a chat to members of IPC prior to the next meeting.

- **Removal of the Leylandii opposite the VH at the bottom of Foxcote Hill**

Cllr Davies reported that the Leylandii blocks the road sign and view from Foxcote Hill and this was a protected view in the Parish Plan. He said it would improve the views from every direction. Cllr Hawkins said that the Leylandii would get larger and less manageable as time goes by. Cllr Davies advised that if the Leylandii were to be removed then Planning Permission would be required. Cllr Sherwood said that open views throughout the Village and avoiding planting Leylandii had been mentioned in the Parish Plan. Mrs Jill Coupland said that she felt that the Leylandii did not block the views. Cllr Davies responded and said that he had spoken to the owner of the tree who had no objections to its removal. Cllr Chambers asked if anything could be done to the tree short of removal and Mr Edmunds suggested that the tree could be trimmed without permission, but Cllr Osborne said that Leylandii do not trim well. Mr Mike Lane said that if the Leylandii were to be removed, it would improve the view from Foxcote Hill, together with the Listed Building which was behind the tree. It was RESOLVED to submit a planning application for the removal of the Leylandii and this motion was carried unanimously.

- **Cleaning Village Signs**

Cllr Sherwood suggested that a list of specific tasks be compiled and members of IPC could add to the list. Once the list was compiled, a request for volunteers could be advertised in appropriate places.

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

Cllr Sherwood reported that she had been in contact with the Tempo Events organiser and the dates for 2015/15 were: 25th Oct, 22nd Nov, 27th Dec, 24th Jan and 21st Feb. Cllr Sherwood said that it would be an idea to notify the public that the events would be held between 9.00 am and 1.00 pm once a month on a Sunday morning on the those dates and that there would a considerable increase in cars parking in the area during those times. Cllr Sherwood said that the Playing Field currently charged a minimal amount for use of the Pavilion at a registration and changing area at the end of the series of events. However, the event organisers said that they would be happy to pay more as a donation to the car park re-surfacing. Cllr Sherwood agreed with the organisers that local businesses could promote their businesses with a leaflet which would be distributed to participants during registration. She has already spoken to the Red Lion and Community Shop who very receptive to the idea. Cllr Osborne pointed that each participant was charged £12.00 for entering each event and that a revenue stream was generated by Tempo of between £2,500-3,000 and he felt that the Playing Field did not charge enough. Mr Edmunds said that £50.00 was charged because it was the same fee as other users were charged. Cllr Osborne suggested that a fee of £1.00 per participant could be charged for each event. The income generated would be for the benefit of the Village and would hopefully offset any inconvenience felt. It was agreed that Cllr Sherwood would try and negotiate a mutually beneficial charge with Tempo and would report back to Council.

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- **Shop sign on Upper Green**

Cllr Sherwood reported that a few Parishioners had complained to her about the 'A' Board for the Community Shop on the Upper Green / IPC land. The complaints revolved around two issues when the shop was closed: that it was left out when the shop wasn't open and therefore said it was open when it wasn't and was untidy being left out. Cllr Osborne responded and said that he believed the sign was difficult to move by some of the more elderly volunteers when the shop closed at night. Cllr Osborne suggested that a dialogue could be opened up with the Shop Committee and Cllr Sherwood said that she had spoken to someone already about this issue and the word 'open' had been replaced by the picture of an apple. Cllr Osborne said concerns should be brought forward to the Shop Committee. He said in his view, the banner sign should be replaced and Cllr Sherwood confirmed that it was with the sign maker at present. It was agreed that Cllr Osborne take a small number of observations to the Shop Committee.

- **WCC County Councillor Fund Grant application**

Cllr Sherwood confirmed that this grant application would be submitted imminently.

- **Design options for former Skateboard area on the Playing Field**

Cllr Hawkins reported that the skateboard area was currently very untidy and stones were being thrown up making it difficult to mow the area. He presented an initial design plan of improvements drawn up with the help of Martin Seymour. Once approved by IPC, funding sources would be identified for the work. He said that ideally a flat surface which was low maintenance could be installed as a basis for the Basketball court and football wall. Cllr Sherwood said that the activities were more family orientated and inclusive for older children and teenagers. Cllr Osborne agreed saying that he felt that it bridged the gap between younger and older children and would encourage more participation from this age range. There followed a discussion. It was agreed that Cllr Osborne and Hawkins liaise over a suitable specification and Cllr Hawkins said that he would seek quotes from contractors to undertake the improvements. Members of IPC agreed to the initial design, as circulated.

- **Request for handrail on path to shop just above Grump Street**

Cllr Sherwood reported that she had received a request from a Parishioner to install a handrail at the above location. She said that this was becoming more necessary as the path was being utilised more, particularly by the elderly and would be more hazardous during icy conditions. It was agreed that, although IPC is not legally required to provide a handrail, there may be an issue if IPC is aware of a potential safety issue. Cllr Osborne opined that the pathway does not comply with the DDA and Cllr Sherwood said that IPC had been approached before about this issue when the Shop was a Church but the IPC would not provide a handrail. It was agreed that as the pathway is used by the public going to and from the Shop, a dialogue be opened up with the Shop Committee and Cllr Osborne offered to do this. Cllr Hawkins reported that he had two salt bins in his shed and that one could be installed in the vicinity of the access path prior to Winter.

- **Update on painting over Campsite Info on Playing Field entry sign**

Cllr Davies reported that he would remove the Campsite information and paint the above sign.

- **Playing Field Parking Request**

Cllr Sherwood reported that she had been approached by Parishioner's friend regarding the possibility parking their 6.5 metre Camper Van in the Playing Field Car Park so that it would not be in anyone's way when they came to visit. Cllr Osborne said that the Playing Field car Park was available for Parishioners and their visitors. Cllr Hawkins said that the visitors could park their van on his land.

- **Ilmington Music Festival Banners**

Cllr Sherwood reported that the Festival organisers asked if they could place a banner advertising the Festival along the wall on the bottom of Campden Hill & the corner of Mickleton Road & Stratford Road. As it is not IPC land, it was agreed that Cllr Sherwood would advise them that the IPC could not comment on their placement of the banners.

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- **Ilmington Show**

Cllr Sherwood asked for volunteers to man the Parish Council stall. Cllr Chambers said that he would cover the 1.00-2.00 pm slot, Cllr Davies the 2.00-3.00pm slot and Cllr Sherwood the 3.00-4.30 pm slot. Cllr Hawkins said that it would be a good idea to request donations at the same time.

- **Village Benches**

Cllr Osborne reported that he had prepared a paper on the state of the benches in the Village, which had been circulated to all members of IPC. He said that the vast majority of the benches are wooden and require some cleaning, and a covering with wood preservative and that some of the benches needed to have the wood pellets reinstated, otherwise the seats will eventually rot. The circular bench by the Lower Green needed attention as some seating 'flats' are detached from the support frame and secured by wire which needs to be replaced or the bolt fixings renewed. It was suggested that volunteers to carry out the necessary work could be canvassed and Mr Edmunds volunteered to do one bench adjoining the allotment. Cllr Sherwood suggested that the maintenance of benches could be part of a scope of works that volunteers carry out on a regular basis. Cllr Sherwood went on to report that IPC had received a request to install a bench in Ilmington. It was suggested that if a member of the public donates the bench, funds could be requested to maintain the bench in perpetuity. Cllr Osborne said that a bench could be installed near the Village Shop and it was agreed that Cllr Davies approach the person who had requested the bench and put the idea to her.

- **Neighbourhood Development Plan**

Cllr Chambers reported that he, Cllrs Sherwood and Davies had attended a NDP meeting with Long Compton, which was both positive and productive. He said that the Long Compton NDP Group had largely not utilised professional planning consultants to assist in the development of their plan, which had commenced in 2012, and they had received a grant of £7,000 to go towards the costs. He said that although there were differences between Long Compton and Ilmington, there were similarities in so far as they would like their green area to be protected. The Long Compton NDP would be submitted for examination in the Autumn and then adopted if approved following a local referendum. As had been already been agreed, Cllr Chambers reiterated organising a meeting in the Autumn to gauge the interest of Ilmington's Parishioners, which could be more interactive and options explored. Cllr Sherwood noted that Long Compton also put forward in their plan that they would like smaller developments. Going forward, she suggested that the language should be neutral and a realistic explanation of what the NDP would be able to do and what it would not be able to do, could be provided. It was suggested that an exhibition style display could be provided which could be modelled on the Community Shop. There could be an introduction to the display and a questionnaire provided so that IPC could gauge responses, with collection boxes in strategic places in the Village if Parishioners did not wish to fill the forms in immediately. It was agreed that a date be set at the next meeting and a framework for the exhibition agreed on. Cllr Sherwood agreed to produce a leaflet for insertion with the parish magazine

6. CORRESPONDENCE

The following correspondence was noted as received.

- i. Email Enquiries re: Ilmington Show – directed to M Tremellen
- ii. Email Enquiry re: Submission to Parish Magazine – directed to Parish Mag Team
- iii. Letter – Zurich Insurance documents & receipt of payment
- iv. Email re: IPC attending Ilmington Show
- v. Letter – Post Office – Service Relocation
- vi. Email Enquiry re: Wedding – directed to PCC/Parish Magazine
- vii. Email re: Guide Dogs for the Blind – directed to Parish Magazine Team
- viii. Email from Parishioner re: grass mowing
- ix. Email re: Superfast Broadband X 2
- x. Letter from Big Lottery Fund – not successful with Grant application
- xi. SDC – Invoices X 2 – Election

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- xii. Email Enquiry re: Parish records – referred to PCC
- xiii. Email from ICO – Registration & payment received
- xiv. Email from WCC – Flood Alleviation Grants Scheme
- xv. Email re: Warwick Ladies FC – Poster on IPC Notice Board
- xvi. Email re: South Warwicks Citizens Academy
- xvii. Email re: Digital Inclusion Grants to Support Community Delivery
- xviii. Email re: Successful receipt of online submission
- Correspondence for information only (previously circulated to Members)

• Play Area Inspection

Cllr Hawkins confirmed that the Play Area Inspection was due and queried why an extra charge would be applied to the fee. Cllr Osborne said that this extra charge was applied if you wished the inspection to be carried out on a specific day, however, it would be a good opportunity to receive advice from a playing field inspector on the proposed improvements to the playing field. It was **RESOLVED** that IPC would pay the additional charge and this motion was carried by the majority, with one abstention. Cllr's Hawkins and Osborne agreed to liaise over this matter.

• Bennett Place Parking

Cllr Sherwood reported that IPC had received an email regarding vehicles obstructing the highway in Bennett Place and on the corner of Bennett Place and Front Street. The Clerk reported that she had spoken to WALC about this matter and it had been suggested that the Police be notified and they could issue Notices if appropriate. It was agreed that as vehicles causing an obstruction were particularly noticeable in the evening, Cllr Sherwood would invite the Police to form a view, so that they could take any action necessary.

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
15/01258/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	Mr R Whorrod	Amendment received – Stable block reduced in size & relocated to paddock area
15/01949/TEL28	Proposed removal of 11 antennas and the installation of 6 antennas and 1.06m dish	Warwick Police Transmitter Station, Ilmington		Pending

- The following planning up-dates were noted:

Application no.	Proposal	Address	Up-date
15/02227/FUL	Single storey extension to rear of an existing three storey cottage including the demolition of a single storey entrance porch and the erection of detached garage/car port.	Bookend Cottage, Campden Hill, Ilmington	Permission Granted

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15/02445/TREE	T1: Cherry – remove and replace with smaller tree	The Shippen, Burlingham Farm Court, Front Street, Ilmington	Consent
15/02526/TREE	T1: Holly tree – 15% crown reduction, general tidying up & tree fouling overhead telecoms line	Holly Bush House, Middle Street, Ilmington	Consent

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 were present, no reports were submitted.

9. RESPONSES TO CONSULTATIONS

- Proposed modifications to the SDC Core Strategy – It was agreed that no response would be submitted as there have been no significant changes affecting Ilmington.
- Combined Authorities Consultation – Cllr Sherwood proposed IPC write a letter to SDC re: the short time frame which had been allowed for responses and consulting parishioners on this important issue. She said that the information provided in the 'Briefing Note' was vague and not very useful and the time frame was not long enough. It was RESOLVED that a letter be sent to Cllr Seccombe, the MP for Ilmington and a copy sent to SDC.
- Cllr Sherwood also said that she would like to send a letter of complaint to SDC, Planning Admin about the timescales that they send paper copies of plans to the Clerk. As the response time for a statutory consultee to respond, it is a necessary requirement for paper copies of plans to be sent out expeditiously.

10. FINANCE

- To agree a new Bank Mandate, to include Cllr Gerald Osborne
- To ratify a donation to the Six Parishes Magazine for £100.00
- RESOLVED** to approve the receipts and payments set out in Annex A.

11. COUNCILLORS REPORTS OR ITEMS FOR FUTURE MEETINGS

- Safety Matting

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

Ordinary Parish Council Meeting on Thursday, 24th Sept 2015 commencing at 7.30 pm at the Village Hall, Ilmington.

The meeting closed at 9.15 pm

ANNEX A

The following receipts were approved:

£40.90 & £204.63 – HM Treasury (Ivy Firkins Stock)
£ 219.50 – Donation from Playing field Committee
£ 1,713.14 – HMRC – Refund of VAT

The following payments were approved:

		Budgeted
• Clerk's salary & expenses – to 20 th Aug)	£ 333.37	Yes
• R Hawkins – Remove & Cut Back Dangerous Tree on V Green	£ 20.00	Yes
• Pitchcare – Grassline Ultra Concentrate	£ 263.40	No
• GVS Righton – Grassmowing Sports Field (May – Jul)	£ 840.00	Yes
• Ilmington Village Hall – Use of Lounge for IPC Meeting	£ 17.00	No

Signed _____ Chairman

Date _____