

Ilmington Parish Council

DRAFT Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall
on Thursday 25th September 2014

Present: Mr. G. Davies, Mr. R. Hawkins, Mrs J. Sherwood (Chair), Mr. T. Wilkins and Mr. S. Wright.
Also present: Mrs. D. Sambrook (Clerk), Cllr. C. Seccombe and 11 members of the public.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF INTERESTS

None.

3. PUBLIC PARTICIPATION SESSION

A new resident introduced himself and stated his intention to apply for planning permission for works to his property. He also requested information on adjacent vacant land.

4. MINUTES

The minutes of the meeting held on 27th August 2014 were confirmed as a true record and signed by the Chairman.

5. APPOINTMENT OF CLERK

The Chair confirmed that Mrs Gill Bailey has been appointed as Parish Clerk and RFO to the Council and that her employment will commence on 1st October 2014.

6. COUNCIL REPORTS

- a. The Clerk presented a written report (previously circulated).
- b. Cllr Hawkins reported on progress relating to the playground and the replacement of equipment. He requested that previous quotes for a replacement skateboard ramp be forwarded by the Clerk and also noted that a young oak tree has split and needs replacement. He also asked for confirmation as to whether the donation from the Armscote Road housing developer towards a defibrillator had been received. The Clerk confirmed that it had not been paid in the previous financial year to the Parish Council, but it may have been paid directly to the village defibrillator group. Cllr Hawkins also reported on discussions with the sports club suggesting an agreed constitution may replace the need for a formal lease agreement. He also reported on recent maintenance to the young oak trees planted around the parish.

The Chair expressed gratitude on behalf of Members to Cllr Hawkins for his considerable contribution.

- c. Cllr Wilkins confirmed that electrical works had been completed in the outside toilets at the sports pavilion but that further checks would be made the following day, before the invoice was paid in full.
- d. Cllr Wright provided Members with a list of contacts for parish organisations and reported on current works being undertaken by Western Power Distribution to relocate electricity cables underground along Frog Lane and Grump Street.
- e. Cllr Sherwood noted that the Parish Council had received a letter of complaint from a resident regarding Western Power's contractor using the village green. The matter was

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swiftly dealt with by the Parish Council and Western Power Distribution immediately the complaint was received. It was noted that in future, all contractors must ask permission of the Parish Council via the Clerk to use Parish Council land. Reinstatement of the green may be required and this matter will be taken up with Western Power Distribution by the Clerk. Cllr Sherwood reported that the new parish council website should be available for review and testing in October. She also reported on the Home Choice Plus Scheme for locals to apply for housing at Armscote Road. Cllr Sherwood then expressed thanks to Cllrs Davies and Hawkins for their work around the village.

7. CORRESPONDENCE

The following correspondence was noted as received:

1. SDC Introduction from new rural crime co-ordinator.
2. WCC Temporary Road Closure Notice for at Foxcote Hill Ilmington (6-10 October).
3. WCC Broadband Up-date.
4. MWH for Severn Trent Water Notice of works at Ilmington Sewage works (due November).
5. Village Hall Committee Thank you for offer of hedge cutting.
6. Warwickshire Avon Partnership Invitation to workshops about Warwickshire Avon Catchment.
7. Thank you for financial contribution from St. Mary's Church Ilmington.
8. HSBC revised terms, conditions and fees for banking.
9. WRHA Information on housing allocation at Wilkins Way.

8. PLANNING

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

Application no.	Proposal	Address	Submitted by	Agreed comment for submission by Parish Council
14/02436/FUL	Dismantle existing outside toilet and rebuild using same materials on another nearby site.	Puddocks, Frog Lane, Ilmington, Shipston-on-Stour CV36 4LQ	Mr William Buckley	Support due to improved visual amenity

The following planning up-dates were noted:

Application no.	Proposal	Address	Up-date
14/01231/FUL	Glazed extension linking existing converted outbuildings to main dwelling	Holly Bush House, Middle Street, Ilmington	SDC decision: Permission with conditions
12/02361/VARY	Alterations to the design and appearance of approved dwellings	Clifford Orchard, Frog Lane, Ilmington	SDC decision: Permission for variation of condition 2
14/01941/LDP	Removal of existing conservatory and replacement with family room extending back a further 0.5m, internal wall alternations including part conversion of garage and replacement of	Whitley House, Grump Street, Ilmington	Confirmed as permitted development (full planning permission is not required)

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	garage doors		
14/01930/COUMB	Notification of change of use of 2no, agricultural buildings to residential use (two dwellings).	Manor Farm, Stratford Rd, Ilmington	Withdrawn

9. REPORT FROM COUNTY COUNCILLOR

Cllr Seccombe reported on an objection made by WCC Highways to the recent planning application for housing on Armscote Road, the current county boundary review and the community forum.

10. TERMS OF REFERENCE

- a. **RESOLVED** to adopt the Parish Council Planning Working Group Terms of Reference.
- b. **RESOLVED** to adopt the Parish Council Finance Working Group Terms of Reference.
- c. **RESOLVED** to adopt the Parish Council Environment Working Group Terms of Reference.

11. RESPONSES TO CONSULTATIONS

- a. **RESOLVED** to submit the response recommended by the Planning Working Group on the SDC Site Allocations Plan consultation.
- b. **RESOLVED** to submit the response recommended by the Planning Working Group on the SDC CIL consultation.
- c. It was agreed not to submit a comment on the review of polling districts and polling places and that the boundary review for Warwickshire would be discussed at the next meeting.

12. EXTERNAL AUDIT

The external auditor (Grant Thornton) has confirmed the closure of audit for the previous financial year (2013/14). No comments or matters were reported by the auditor. The accounts for the previous financial year have been temporarily deposited with the Chair so that they are more readily available for inspection in the village on request.

13. FINANCE

- a. **RESOLVED** to approve finance report and bank reconciliation dated 17th September 2014.
- b. **RESOLVED** to approve the payments set out in Annex A.

14. AMENDMENT TO STANDING ORDERS

It was **RESOLVED** to amend standing order 3 (j) by replacing the current wording with "Deleted following the implementation of the Openness of Local Government Bodies Regulations 2014."

15. CO OPTION OF MEMBER

It was **RESOLVED** to co-opt Mr Gerald Osborne as Member.

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16. ITEMS FOR FUTURE MEETINGS

Members requested that the following items be included on the agenda of the next meeting:

- WCC boundary review;
- Mowing contracts;
- Website; and
- Acknowledgement of residents who current mow verges and greens.

17. NEXT MEETING

It was confirmed that the next Ordinary General Meeting would be held on Thursday 23rd October at 7.30pm at the Village Hall, Ilmington.

Meeting closed at 20.55.

ANNEX A

The following payments were approved:

i.	Clerk's salary & expenses, September 2014	£262.75
ii.	Grass Mowing village greens (August)	£332.40
iii.	Grant Thornton External Audit Fee	£240.00
iv.	SDC Election Charges	£1,344.38
v.	Pitchcare (line paint, cheque received from PFC for £209.50)	£251.40
vi.	K.A.Perkins (plant & labour, cheque received from PFC for £5,025)	£6,030.00
vii.	Always Electrical (driers & lights for outside toilets)	£655.00
viii.	RoSPA Inspection of Play Area	£128.40

Signed _____ Chairman

Date _____