

ILMINGTON PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on
Thursday 24th April, 2014

Present: Cllr. C.J. Saint, Cllr. I. Seccombe and Mr A.G.Wilkins (Chairman)

Also present: Mrs. D.Sambrook (Clerk) and 19 members of the public.

1. APPOINTMENT OF COUNCILLORS

The Clerk confirmed that an order appointing Cllr Christopher Saint and Cllr Isobell Seccombe to Ilmington Parish Council under Section 91 of the Local Government Act 1972 has been received from Stratford on Avon District Council (dated 23rd April 2014). Cllrs Saint and Seccombe both signed acceptance of office forms.

2. APOLOGIES FOR ABSENCE

None.

3. DECLARATION OF INTERESTS

None.

4. ADJOURNMENT FOR PUBLIC PARTICIPATION SESSION

Members of the public were invited to speak but none wished to do so.

5. MINUTES

The minutes of the meeting of 23rd January and 27th February 2014 were confirmed as a true record and signed by the Chairman.

6. MATTERS ARISING

- a. Quotes for required works to the pavilion toilets will be sought.
- b. The skateboard ramp will be closed until quotes for repairs have been obtained and the works completed.
- c. The issue of dangerous trees at Hurdlers Lane is now being dealt with by SDC.

7. RECEIPT OF RESIGNATIONS & DECLARATION OF CASUAL VACANCIES

The following members of the parish council have resigned, as of February/March 2014: Mr. F.J. Edmunds, Mrs. R. Edmunds, Dr. I.H. Jones, Mr. M.T. Robinson and Mrs. A.D. Wright. The five casual vacancies were declared and the clerk read out the formal notice regarding calling for an election, which will be displayed on the parish notice boards. It was noted that if a contested election is called and held necessitating a poll by the electorate, the cost to the parish council will be in the region of £1,500. This cost is not included in the budget for 2014 but the clerk reported that there are sufficient reserves to cover this amount.

8. CORRESPONDENCE

The following correspondence was noted as received (with actions in bold type):

- a. Chair Tennis & Multi-Sports Club (E20/01/2014) Request for Tenure of Lease for ITMSC (needed for grant application). **Agreed that in the absence of a lease, a licence may be drawn up.**
- b. WCC (25/03/2014) Invitation to Flood resilience Workshop. **Agreed for the clerk to attend.**
- c. SDC (17/03/2014) Consultation on arrangements for dealing with complaints of councillor misconduct (9th May 2014). **Agreed no response required.**

Signed _____ Chairman

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- d. WCC (04/04/2014) Warwickshire Fire and Rescue Service Consultation. **Agreed no response required from the parish council, but the public are encouraged to respond.**
- e. Resident (04/04/2014) FOI Act request for information. **Clerk confirmed that a timely response has been provided.**
- f. WCC (07/04/2014) Streetworks Permit Scheme Consultation. **Agreed no response required from the parish council.**
- g. Studio Spicer Architecture (E04/03/2014) Proposal for 12 new dwellings off Armscote Rd. **Agreed that the developer/agent should be encouraged to hold a public consultation event.**
- h. Local Government Boundary Review final recommendations for Stratford District. **Noted.**

9. PLANNING

RESOLVED to make the following comments on planning applications received:

Application no.	Proposal	Address	Agreed comment for submission by Parish Council
14/01020/TREE	- T1: Cypress: reduce to 1.8m	Campden Hill Cottage, Campden Hill, Ilmington, Shipston-on-Stour CV36 4LH	Support
14/00926/FUL	Proposed underground garage	Ilmington Grange, Back Street, Ilmington, Shipston-on-Stour CV36 4LJ	No representation

10. REPORT FROM DISTRICT COUNCILLOR

Cllr Saint reported on the district council budget and the submission of the Local Plan.

11. REPORT FROM COUNTY COUNCILLOR

Cllr Seccombe reported on the county council budget and the submission of the strategic economic plan.

12. MODEL COMPLAINTS PROCEDURE

It was **RESOLVED** to adopt the SLCC Model Complaints Procedure (2012).

13. MOWING CONTRACT

The clerk reported that six contractors were invited to tender for the mowing contract and three tenders were received. It was noted that the tender prices significantly exceed the budget set for the contract. It was **RESOLVED** to appoint RVS Righton to mow the playing fields at a cost of £63 per mow and Thomas Fox Ltd for the mowing of the greens and edges of the playing field at a cost of £35 per cut for lower green and £320 per cut for other areas.

14. CILCA

Council **RESOLVED** to share costs equally with Tredington Parish Council for the clerk to register for the Certificate in Local Council Administration (CILCA) (total cost of £150) and the clerk's time (expected to be 30hours to be shared between the two parish councils).

Signed _____ Chairman

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15. POWERS DELEGATED TO THE CLERK

It was **RESOLVED** to delegate powers to the clerk to submit comments on behalf of the Parish Council on consultations (subject to consultation with Members) and to authorise payment of cheques outside meetings (subject to the requirements of the banking mandate requiring signatures from two authorised members). The clerk will report to the full council at the earliest opportunity when such powers have been used.

16. FINANCE

- a. Council **RESOLVED** to set up a new banking mandate for the newly appointed parish councillors. The mandate will require two authorised signatures for every instruction. The clerk will be included on the mandate to enable correspondence with the bank.
- b. Council noted that Grant Thornton is the external auditor for 2014 and agreed to Mr Buckley acting as the internal auditor. The Council thanked Mr Buckley for his generosity in undertaking this role.
- c. Council **RESOLVED** that all accounts, as listed at Annex A be approved for payment.

17. COUNCILLORS REPORTS & INFORMATION

It was noted that Mr Wilkins has previously been nominated as the Parish Council representative on the Village Hall Committee and is a trustee of the village hall. This is an annual appointment and it was agreed that Mr Wilkins should continue in that capacity on behalf of the Parish Council.

17. DATE OF NEXT MEETING

The next meeting will be the Annual Parish Meeting to be held on Thursday 8th May at 730pm at the Village Hall. This will be followed by the Annual General Meeting of the Parish Council to be held on Wednesday 21st May 2014 at 7.30pm at the Village Hall, Ilmington.

Meeting closed at 21:10.

Signed _____ Chairman

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ANNEX A

The following payments were approved:

i.	Ilmington domain name renewal (payable to Bruce McFarlane)	£7.08
ii.	Clerk's salary & expenses, Jan & Feb 2014	£522.29
iii.	Clerk's salary March 2014 & expenses March/April 2014	£228.00
iv.	CPRE Membership	£29.00
v.	Society of Local Council Clerks (payable Tredington PC)	£58.00
vi.	CiLCA registration (½ registration fee payable Tredington PC)	£75.00
vii.	WALC membership	£228.00
viii.	Severn Trent Water supply for Sports Ground & Pavilion	£96.85
ix.	Alpha Accounting (payroll)	£96.00

Signed _____ Chairman

Date _____