

Ilmington Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in the Village Hall on
Wednesday 27th August, 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. Saint (part of meeting) and 12 members of the public.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF INTERESTS

None.

3. ADJOURNMENT FOR PUBLIC PARTICIPATION SESSION

Representations relating to planning application 14/01732/FUL Blackwell Grange Solar Farm were received from a resident of the village of Blackwell and a representative for the applicant.

4. MINUTES

The minutes of the meeting held on 31th July 2014 were confirmed as a true record and signed by the Chairman.

5. COUNCIL REPORTS

- a. The Chair presented a report, which included information on the lease or licence for the social club building and proposals for draft tendering guidance.
- b. The Clerk presented a written report (previously circulated).
- c. Cllrs Sherwood, Hawkins and Davies reported on recent meetings between parish council representatives and the playing field committee. It was reported that consent had been given by the representatives of the parish council for the extent of tarmac resurfacing to be undertaken by the playing field committee's preferred contractor.
- d. Cllr Sherwood noted damage to a parish council salt bin. There followed a discussion regarding the current locations of salt bins and the need for swapping some around. The possibility of storing road salt at Cllr Hawkins' yard was discussed and will be investigated (contact at WCC is Bryn Patefield).

6. CORRESPONDENCE

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

- i. Request for funding towards upkeep of churchyard. **See item 11.**
- ii. Obstruction on path between end of Hurdlers Land & Payne's Piece. **It was reported that the obstructions have been moved and that the path is passable. Cllr Wright is currently collecting evidence to support a request for this and other local paths to be made public rights of way.**
- iii. Changes to the local bus service. **It was noted that the No.23 bus service which serves the village is being monitored due to lack of use.**

Signed _____ Chairman

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- iv. Stour/Shipston Community Forum on Tuesday 9 Sept at Pillerton Priors Village Hall 7pm. **Noted.**
- v. WALC up-date, workshops and briefing. **Noted.**
- vi. SDC Consultation on Committee Structures. **No proposed response to this consultation was tabled.**
- vii. SDC Advance Notice of Consultations on Community Infrastructure Levy and Site Allocation Plans. **The parish council's planning working group will review the Site Allocation Plan consultation documents and advise the parish council regarding a response.**
- viii. Community Shop Up-date. **Noted.**

7. 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
14/02083/FUL*	Proposed alteration and extension to existing dwelling, rooflight, dormer window, sunpipe.	The Stores, Middle Street, Ilmington, Shipston-on-Stour CV36 4LS	Mr & Mrs Gainy	No representation
14/02085/LBC*	Proposed extension and alteration to existing dwelling, rooflight, sunpipe, dormer window, wood burning stove.	The Stores, Middle Street, Ilmington, Shipston-on-Stour CV36 4LS	Mr & Mrs Gainy	No representation
14/01732/FUL*	Construction of a solar farm comprising ground-mounted solar panels for electricity production, together with inverters substation, DNO substation, inward-facing CCTV, 1.8m deer fencing, permeable stone access tracks, temporary construction compound and landscaping	Land north of Ilmington Rd, Blackwell, Tredington Parish	Blackwell Grange Solar Farm Ltd	Objection due to the significant effect on the Cotswolds AONB and due to the visual impact from the road between Ilmington and Blackwell villages.

The following planning up-dates were noted:

Application no.	Proposal	Address	Up-date
14/01796/TREE	Works to trees including fell T1 –T4, T7; T6 reduce crown height	The Grange, Back Street, Ilmington, Shipston-on-Stour	SDC decision: No objection
14/01237/TREE	T1 Holm oak reduction and crown thin	Crab Mill House, Ilmington	SDC decision: No objection

8. REPORT FROM DISTRICT COUNCILLOR

Cllr Saint reported on the status of the district council's core strategy and he provided information on the quota of new houses allocated to Ilmington Parish.

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9. FINANCE

- a. **RESOLVED** to approve finance report dated 20th August 2014 and to sign the new mandate provided by HSBC.
- b. **RESOLVED** to approve the payments set out in Annex A.

10. MEMBER'S RESPONSIBILITIES AND FORMATION OF COMMITTEES

Reference Minute 10 of meeting 31st July 2014, the following groups and responsibilities were confirmed:

- a. **Finance and Resources Working Group.** Chair Cllr Sherwood. To review and make recommendations to the council on various processes, such as: awarding grants; employment contracts & payroll; tendering; leases & licences; and financial regulations.
- b. **Mowing.** No working group to be formed, but Cllr Davies and Cllr Hawkins will monitor the mowing and review mowing contracts (including county and district mowing).
- c. **Environment Working Group.** Chair Cllr Wright with Cllr Wilkins. To advise the council on matters relating to highways, footpaths, flooding, trees/hedges and public areas, specifically excluding the playground and playing fields.
- d. **Planning Working Group.** Chair Cllr Davies. To review planning proposals put before the parish council and the relevant planning, AONB and Conservation Area regulations / ordinances that are involved as well as any aspects of the Stratford Core Strategy and/or Ilmington Parish Plan; and to liaise and consult with relevant public bodies and parishioners to gain a more in-depth understanding of the issues at hand.

It was also agreed that Councillors will have the following special responsibilities:

- f. **Member to liaise with parish clubs, associations, charities and other community groups** – Cllr Wright
- g. **Member to liaise with housing associations and SDC housing** – Cllr Davies
- h. **Parish Council Representative on Village Hall Committee** – Cllr Wilkins
- i. **Parish Council Representative on Playing Field Committee** – Cllr Hawkins
- j. **Member with special responsibility for the play ground** – Cllr Hawkins
- k. **Members with special responsibility for Communications** - Cllr Sherwood and Cllr Wright. To review communications and engagement with parishioners.

11. REQUESTS FOR DONATIONS or GRANTS

- a. It was **RESOLVED** to grant St Mary's PCC financial support of £500 towards the up-keep of the churchyard.

12. FURTHER CONSIDERATION OF HOUSING ON WILKINS WAY

There was a discussion regarding the allocation of local housing for local people in housing need.

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13. LICENCE OR LEASE FOR ILMINGTON MULTISPORTS CLUB

The Chair has obtained some information regarding the process and costs for the provision of a licence or lease agreement. The Clerk will review what deeds relating to the site are available and the Chair will seek further advice on this matter.

14. PUBLICATIONS SCHEME

It was **RESOLVED** to up-date the parish website at an approximate cost of £200 to provide more information on-line for the public and to amend the model publications scheme prior to adoption.

15. MEDIA POLICY

It was **RESOLVED** to adopt the Media Policy (previously circulated as V2) and dated July 2014.

16. FINANCIAL REGULATIONS

It was **RESOLVED** to adopt the Financial Regulations (previously circulated) and dated July 2014.

17. CO-OPTION OF MEMBER

The Clerk confirmed that the parish council is able to co-opt a new member to fill the current casual vacancy, as an election has not been called by the electors. It was agreed to add a flier calling for applications from qualifying persons to the parish magazine. The closing date for applications will be 20th September 2014 so that co-option may take place at the next OGM.

18. APPOINTMENT OF CLERK

The chair reported on progress.

19. COUNCILLOR REPORTS & ITEMS FOR FUTURE MEETINGS

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

- SDC Site Allocation Plan Consultation
- Co-Option of Member
- Amendments to the Model Publications Scheme

20. NEXT MEETING

It was confirmed that the next Ordinary General Meeting would be held on Thursday 25th September at 7.30pm at the Village Hall, Ilmington.

Meeting closed at 21:20.

ANNEX A

The following payments were approved:

i.	Clerk's salary & expenses, August 2014	£366.27
ii.	Ilmington Village Hall (hire of rooms for meetings)	£139.75
iii.	HMRC (PAYE)	£239.20

Signed _____ Chairman

Date _____