

Ilmington Parish Council

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON 27 JUNE 2019

Present:(Councillors) Davies, Hall, Hawkins, Osborne and Peachy

In Attendance: S Furniss, Clerk to the Council; Cllr E Fitter, Stratford District Council; Cllr I Seccombe, WCC and 5 members of the public.

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| 1 | Apologies The apologies of Cllr W Buck were accepted (family commitments) |
| 2 | Declaration of Disclosure Pecuniary Interest None Declared |
| 3 | Warwickshire County Council / Stratford District Council update Cllr Fitter introduced himself as the DC Council Ward Member and reported that an Executive Director of SDC has resigned and there will be a reshuffle in the top tier of management. He offered any support that would be useful and he was thanked for his offer and attendance. Cllr Seccombe reported that Tredington Parish Council (which covers 5 villages) are working with residents of Armscote to develop a scheme to minimise the number of HGVs going through the village. This is complicated by a Contractor farmer being based in the village and not wanting to impact on his work. They hope to install 'unsuitable for HGVs' signs on the A34 which, if successful, could have a positive impact on the traffic situation in Ilmington. Cllr Seccombe went on to report that in the 1990s WCC ceased to have "in county" children's homes and are now having to make a decision over whether to reverse this decision due to the high number of children requiring care in the County and the difficulties with recruiting foster families. |
| 4 | To Confirm Minutes It was resolved that the minutes of the Ordinary Meeting of 16 May 2019 were a true record. |
| 5 | Public Forum The owner of Basset Cottage and her architects informed the meeting that planning application 19/00762/ful has been withdrawn in order to collate responses to the Conservation Officer's objections. The response (which will be provided as supporting evidence in the replacement application) was summarised and a hard copy provided to members for information. It is hoped that the Parish Council and District Councillor will support the amended application (when submitted) to facilitate the application before the Planning Committee. |
| 6 | Neighbourhood Plan It was resolved that the Neighbourhood Plan Working Group's selection of Michael McGurk as external examiner of Ilmington Neighbourhood Development Plan be supported retrospectively. |
| 7 | Planning Matters APPLICATIONS 19/01192/FUL Proposed single storey extension to front and rear, conversion of garage, Replacement windows and cosmetic improvements to the northwest (front) elevation at 7 Nellands Close, Ilmington, CV36 4NF. Comments due by 5 June 2019 The Planning Committee met and agreed a recommendation to submit an objection and this action was completed under delegated powers as follows: Ilmington Parish Council object to this application on the basis that the proposed external cladding materials to the north-west elevation (i.e. that facing the public street) are not in harmony with those of surrounding properties and accordingly will have a detrimental impact on the street scene. The proposed use of vertical "Timber weatherboarding" to the full extent of the ground floor on this elevation and part of the south west elevation is not considered appropriate. The Council had no issues with other aspects of the application and would recommend to Stratford District Council that, in the event that the applicant agreed to substitute Cotswold stone walling consistent with the existing on part of the first floor street facing elevation |

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| | <p>and that used in the extension of the property opposite (2 Nellands Close), the Council would withdraw its objection.</p> <p>19/01556/TREE Proposed T1 - ash - Fell. Propose replant with one pear tree at Old Pear Tree House, Back Street, Ilmington, CV36 4LJ Comments due by: 26 June 2019. The majority view of the Planning Committee was to make "No Representation" and this action was undertaken under delegated powers.</p> <p>19/01083/FUL(amended): Full application for the replacement of the existing bungalow with two semi-detached dwellings at Vyvyan Place Campden Hill, Ilmington, CV36 4LH A submission was made under delegated powers that states: 'The Council is pleased to see that the majority of its comments submitted regarding this application are addressed in the amended application. The following two comments have not been addressed and the Council would request this is done:</p> <ul style="list-style-type: none"> • roof tiles to be traditional plain tiles in either clay or concrete, colour buff • screening shrubs/ hedge to be planted behind the boundary wall to screen cars parked from the street scene' <p><u>APPEALS</u> 18/03587/FUL Cathole Manor Farm – Erection of double garage.</p> <p>Planning Inspectorate Reference Number: APP/J3720/D/19/3225619 This appeal is being considered under Householder Appeals Service and there is no opportunity for the Parish Council to submit further comment.</p> <p>18/03616/FUL Baytree Barn , Front Street, Ilmington, CV36 4LN</p> <p>Planning Inspectorate Reference Number: APP/J3720/D/19/3229411 This appeal is being considered under Householder Appeals Service and there is no opportunity for the Parish Council to submit further comment.</p> |
| 8 | <p>Portfolio Responsibilities It was resolved that Councillors would hold the following Portfolios:</p> <p>Finance and Procurement: Cllr Osborne Planning: Cllr Davies Playing Fields & Pavilion- Maintenance and Club Liaison: Cllrs Hawkins and Osborne. Cllr Peachy will consider whether she would like to join this group and will advise at the July meeting; Children's Playground, routine inspection and maintenance: Cllr Buck (Cllr Hawkins offered to continue providing support for an initial period); External Relations, in conjunction with Clerk, incs liaison with police, crime commissioner, WCC highways, Shipston Community Forum etc: Cllr Hall; Public Relations, in conjunction with Clerk, informing parishioners and other interested parties about Council activities, including website, liaising with other organisations: Cllr Osborne will establish whether Cllr Buck would be prepared to adopt this portfolio; Village Hall: Cllr Peachy; Community Shop: Cllrs Davies and Peachy; Environment: Cllr Hawkins NDP: Cllr Osborne.</p> |
| 9 | <p>Finance</p> <ol style="list-style-type: none"> a) Ilmington Bowls Club Request for purchase of sprayer at a cost of approximately £1,000 (80% of total cost inc VAT will be met by a donation from the Bowls Club). Ownership will remain in with the Council and it will be stipulated to the Bowls Club that they will be responsible for its maintenance and safe use. b) Invoices raised and pending: Ilmington Pavilion Association – raised £415.20; Ilmington Tennis Club –An invoice in the sum of £271 will be raised – this being the PCs share of external hire fees. |

| | <p>c) Clerk's Salary: To consider the Clerk's incremental rise from Spine Point 25 to 26 which, taking account of the annual pay award would result in an hourly rate of £12.89 to be applied from 1 April 2019. It was resolved that this be approved.</p> <p>d) Authorisation of Payments (* indicated already paid) It was resolved that the following payments be authorised</p> <table border="1"> <thead> <tr> <th>Chq No</th> <th>Payee</th> <th>In respect of</th> <th>Amount</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>*101768</td> <td>HMRC</td> <td>PAYE (May 19)</td> <td>83.20</td> <td>Y</td> </tr> <tr> <td>*101769</td> <td>S Furniss</td> <td>Salary (May 19)</td> <td>333.07</td> <td>Y</td> </tr> <tr> <td>*101770</td> <td>J Sherwood</td> <td>Reimbursement of costs for Neighbourhood Plan</td> <td>126.31</td> <td>From grant</td> </tr> <tr> <td>*101771</td> <td>G Goode</td> <td>Pavilion Toilet Cleaning</td> <td>50</td> <td>Y</td> </tr> <tr> <td>101772</td> <td>ICO</td> <td>Information Commissioner Registration Fee</td> <td>40</td> <td>Y</td> </tr> <tr> <td>101773</td> <td>S Furniss</td> <td>Salary (June 2019)</td> <td>333.07</td> <td>Y</td> </tr> <tr> <td>101774</td> <td>S Furniss</td> <td>Office Expenses (April and May 19)</td> <td>52.10</td> <td>Y</td> </tr> <tr> <td>101775</td> <td>HMRC</td> <td>PAYE (June 2019)</td> <td>83.20</td> <td>Y</td> </tr> </tbody> </table> | Chq No | Payee | In respect of | Amount | Budget | *101768 | HMRC | PAYE (May 19) | 83.20 | Y | *101769 | S Furniss | Salary (May 19) | 333.07 | Y | *101770 | J Sherwood | Reimbursement of costs for Neighbourhood Plan | 126.31 | From grant | *101771 | G Goode | Pavilion Toilet Cleaning | 50 | Y | 101772 | ICO | Information Commissioner Registration Fee | 40 | Y | 101773 | S Furniss | Salary (June 2019) | 333.07 | Y | 101774 | S Furniss | Office Expenses (April and May 19) | 52.10 | Y | 101775 | HMRC | PAYE (June 2019) | 83.20 | Y |
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| 10 | Council Reports | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10a | <p>Sarah Furniss</p> <p>1. Risk Assessment An updated Risk Assessment was circulated with the request that Councillors review the document and note the changes (as indicated) and inform the clerk of any apparent omissions in readiness for the next meeting scheduled for Tuesday, 23 July 2019</p> <p>Pending/In Progress</p> <p>1 Webmaster – The Clerk is liaising with the website designer;</p> <p>2 Audit 2018-19 The Audit paperwork has been submitted to PKF Littlejohn and the dates for Exercise of Public Rights are 17 June to 26 July 2019 inclusive</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10b | <p>Cllr Davies</p> <p>Pending / In process:</p> <p>1. Bench Outside Shop - will be transported to Blackwell for repair by 2nd July 2019.</p> <p>Cllr Davies reported that</p> <ul style="list-style-type: none"> There has been an offer to undertake some tree pruning, by a local arboriculturalist at no cost. It was resolved that Cllrs Davies and Osborne will liaise with said arboriculturalist over what work is to be done and with suggested payment of £1 in order that the work be undertaken on a commercial basis to assure clarity of responsibility. There has been an offer of a tree to be planted in memory of a recently deceased parishioner. It was agreed that a proposal will be brought back to next meeting by Cllrs Hawkins and Davies regarding the proposed location and type of tree; A council owned silver birch is overhanging a garden and the resident has asked that it be cut back. This was discussed and it will be an agenda item for the July meeting; <p>Cllr Davies reported ineffective gullies on Foxcote Hill– this matter will be handed over to Cllr Hall to take forward with WCC.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10c | <p>Cllr Hawkins</p> <p>Pending / In process:</p> <p>1 Slide/mound. A quote has been obtained from a local contractor with regard to the removal of the mound to the west end and re-profiling of the mound around the slide. In view of the level of spend proposed, it was agreed that these quotes would serve as a baseline of what removal/remodelling will cost. Cllr Osborne will draft a specification and tender document in order that competitive quotes can be obtained.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10d | <p>Cllr Osborne</p> <p>1. Playing Fields to receive, discuss and make resolutions in respect of:</p> <ul style="list-style-type: none"> Routine Inspection of Playground Equipment (covered under 8 above); Advertisement for Recruitment of Handyman/men to undertake repairs & maintenance. The advert circulated was agreed and will be placed in 20:20 and Village Magazine. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <ul style="list-style-type: none"> Publicity of proposed policy with respect to Dogs on the playing fields and suggested wording of Signage for areas. It was resolved that parishioners are invited to make comment on the 'policy' via publication in 20:20 and Six Parishes. Cllr Peachy circulated suggested rewording of the notices and it was resolved that this will be used. <p>Pending / In process:</p> <ul style="list-style-type: none"> Severn Trent Water Damage to areas adjoining road widening outside Community Shop. It was agreed that, as the grass is growing, no further action is needed at this time. <p>Cllr Osborne reported that he has been liaising with WCC on the leakage on Back St that appeared to have been caused by Western Power's activities damaging a storm drain and a deepening pothole on Front St that appears to be the result of contractors making a sewer connection. These have been reported to WCC and matters are in hand – this will be handed over to Cllr Hall.</p> |
| 10e | <p>Cllr Peachey Village Hall: Finances are in a healthy condition though some significant expenditure is envisaged for future improvements. There have been successful play and jazz evenings and a comedy event is planned. The next meeting is in September.</p> <p>Cllr Peachey stated that the boundary hedges at the playing field need cutting back. Cllr Hawkins concurred with that view. It was agreed that he will obtain at least two quotes to be considered at the July meeting in order that work can be undertaken after the nesting season and before the Ilmington Show.</p> |
| 10f | Cllr Buck |
| 10g | Cllr Hall has been taking some time going door to door to introduce himself and ask if there are matters of concern; he will continue to do this and report back at a future meeting. |
| 11 | <p>Correspondence (other than covered elsewhere in agenda) Received:</p> <p>SDC: Notification of Review of Polling Districts (email of 17 May)</p> <p>WCC: Notification of Consultation on Underground Coal Gasification Warwickshire Mineral Plan (email of 28 May)</p> <p>Parishioner: Letter regarding lambs in garden: Cllr Peachy reported that she has visited the parishioner and together with another parishioner had undertaken some preventative work. The Clerk will respond to the parishioner accordingly.</p> <p>WALC: Information on planning for VE Day (8 May 2020). It was agreed that Cllr Peachy will forward the information to the Village Hall Committee and other interested parties.</p> <p>The Pensions Regulator: Notification of Re-enrolment deadline: Re-enrolment completed and letter of confirmation received.</p> <p>Parishioner: Request to use small area of Upper Green at Open Gardens for Craft Displays – date to be confirmed but spring of 2020. It was resolved that this is acceptable as long as it is for non-commercial purposes.</p> |
| <p>Dates of Future Meetings – all meetings commence at 7.30 pm at the Community Café and Shop unless otherwise stated. 23 July 2019 27 August 2019 1 October 2019 (to replace September meeting)</p> | |