

Ilmington Parish Council

Minutes of the Annual Meeting of the Parish Council held on 31 May 2018

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

In attendance: S Furniss, Clerk; Cllr I Seccombe, WCC; and approximately 4 members of the public.

1	Nomination of Election of Chair and Vice Chair and Signing of Acceptance of Office Cllr Osborne was voted in as Chair and Cllr Peachy as Vice Chair. Cllr Osborne proposed a vote of thanks to Cllr Sherwood for her work over the past four years.															
2	Apologies None received.															
3	Declaration of Disclosure Pecuniary Interest None declared.															
4	Warwickshire County Council / Stratford District Council update No reports were made due to the apologies of Cllr Seccombe, Warwickshire County Council and Cllr Brain of Stratford District Council.															
5	To Confirm Minutes It was resolved that the minutes of 26 April 2018 be accepted as a true record.															
6	Public Forum No matters were raised.															
7	<p>Planning Matters</p> <p>APPLICATIONS</p> <ul style="list-style-type: none"> 18/01149/FUL Rear extension to include internal reconfiguration (amendment to application 17/03588/FUL) Frog Cottage, 1 Front Street, Ilmington, Shipston-on-Stour CV36 4QP Comments due by: 21 May 2018. No comment had been submitted. <p>DECISIONS</p> <ul style="list-style-type: none"> 18/00446/FUL and 17/ 03606/LBC Demolition of existing 1950's timber frame lean-to and erection of single storey frameless glass garden room with flat roof, retaining existing courtyard walls & openings; conversion of existing attached outbuilding to boot room, laundry and WC with retention of historic stone walls; conversion of existing laundry and WC to pantry and store; associated modifications to drainage at Wharf Farm House, Middle Street, Ilmington, CV36 4LS Granted <p>PENDING DECISION</p> <ul style="list-style-type: none"> 18/00026/TREE Proposed : T1 - Conifer - Crown lift 1m above ground level T2 - Holly - Removal of 2 trunks leaning on tombstone at St Marys Church, Ilmington Comments due by: 2 February 2018. 17/00133/FUL Proposed : Change of use of land to domestic garden curtilage and erection of a triple garage with additional ancillary living space to include home office above and playroom and store at lower level. At Cathole Manor Farm , Compton Scorpion Road, Compton Scorpion, Ilmington CV36 4PJ Comments due by 28 February 2018 18/00676/FUL Demolition of existing dwelling and construction of 2 pairs of 3-bed semi-detached dwellings At Nellands Cottage , Featherbed Lane, Ilmington, CV36 4NE Comments due by: 26 April 2018. 18/00735/TREE Proposed T1: Magnolia: Reduce height from 6.5m to 5m.Crown reduction to 5.5m. - T2:Twisted Willow: Fell At Mabels Farmhouse , Back Street, Ilmington, CV36 4LJ 18/00740/TREE T1 : Lawson Cypress - Reduction in height from 15 metres to 7.5 metres with option to fell - T2 : Lawson Cypress – Fell At Old Fox House, Foxcote Hill, Ilmington CV36 4LD 															
8	<p>Finance</p> <p>a) Income £125 donation from Red Lion and £1,065 from Ilmington Tennis Club (donation towards electrical inspection). Noted</p> <p>b) Authorisation of Payments from May 2017 The auditor has requested that these be minuted as approved and it was resolved that these be authorised.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Chq No</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">In respect of</th> <th style="text-align: right;">Amount</th> <th style="text-align: right;">Budget</th> </tr> </thead> <tbody> <tr> <td>101559</td> <td>J Sherwood</td> <td>Hardware for Map Board</td> <td style="text-align: right;">£45.00</td> <td></td> </tr> <tr> <td>101560</td> <td>WaterPlus</td> <td>Pavillion Water Supply</td> <td style="text-align: right;">£130.40</td> <td style="text-align: right;">Y</td> </tr> </tbody> </table>	Chq No	Payee	In respect of	Amount	Budget	101559	J Sherwood	Hardware for Map Board	£45.00		101560	WaterPlus	Pavillion Water Supply	£130.40	Y
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Signed as a true record..... by Cllr G Osborne, 28 June 2018

101563	G Davies	Hardware	£124.50	Y
101564	G Osborne	Keys for pavilion	£15.87	Y
101565	GVS Righton	Draining of playing field	£240	Y
101566	Thomas Fox	Grass Cutting	£432.00	Y
	Landscaping			
101567	S Furniss	Salary	£313.45	Y
101568	Zurich	Insurance Premium	£1,117.72	Y
	Municipal			
101569	Waterplus	Water supply to pavilion	£18.15	Y
101570	HMRC	PAYE	£78.20	Y
101571	S Furniss	Office Expenses	£39.97	Y
101572	Groundworks UK	Repayment of NP Grant underspend	£1,726.41	Y
<p>c) Authorisation of Payments It was resolved that the following payments be authorised.</p>				
Chq No	Payee	In respect of	Amount	Budget
101702	Ilmington Village Hall	NP Consultation	30.00	NP
101703	Stratford Herald	NP Announcement	259.25	NP
101704	Printed.com	NP Printing	61.04	NP
101705	Prontaprint	NP Printing	55.00	NP
101706	Six Parishes Magazine	NP Announcement	20.00	NP
101670	Waterplus	Pavilion Water Supply	67.20	Yes
101671	HMRC	PAYE	78.40	Yes
101672	S Furniss	Salary	313.25	Yes
101673	WALC	Training (GDPR Made Simple)	30.00	Yes
101674	G Goode	Pavilion Toilets Cleaning (Jan to April)	48.00	Yes
101675	S Furniss	Office Expenses (April 18)	28.49	Yes
9	Council Reports			
9a	<p>Sarah Furniss</p> <ol style="list-style-type: none"> 1. Removal of Telegraph Poles A letter has been sent to Western Power Distribution requesting that the pole be removed. 2. Audit – Internal Audit Report and Response. The internal auditor had raised some concerns and requested some further information and these have been answered/supplied. <ul style="list-style-type: none"> - Completion of Section 1 of Audit Report It was resolved that all relevant sections be responded to in the affirmative. - Completion of section 2 of Audit Report It was resolved that the Section 2 be approved as submitted by the Clerk. 3. GDPR and Publication Scheme. It was resolved that a) the policy presented be adopted; b) the Privacy Notice (for staff and position holders) and the General Privacy Notice be adopted; c) the workplan be supported; d) that no Data Protection Officer be appointed but the role be written into the Clerk’s Job Description. 4. Readoption of Policies, Procedures and Registers <p>Standing Orders Dealing with the Media Equal Opportunities Finance Regulations Asset Register Risk Register</p> <p>It was resolved that these be readopted.</p> <p>Pending Issues</p>			

	<p>1 Flooding at Valenders Lane It was reported that Severn Trent have completed the work requested but the issue of WCC responsibilities have not been met. The Clerk will follow up on this.</p> <p style="text-align: right;">Action SF.</p>
9b	<p>Cllr Sherwood</p> <p>1. Neighbourhood Plan: The Section 14 consultation continues and two consultation events have been undertaken. It is hoped that Stratford District Council will give an indication of any issues they are likely to raise before the report goes before Cabinet, in order that the next iteration of the Plan can be commenced.</p> <p>2. Pending Issues:</p> <p>a. Upper Green Parking Cllr Seccombe is hopeful funding of this can be met by WCC.</p> <p>b. Meeting with WCC Highways It was agreed that this will be progressed by Cllr Osborne.</p> <p>c. Appraisal of Clerk The appraisal has been undertaken and documentation will be produced by Cllr Sherwood.</p>
9c	<p>Cllr Davies</p>
9d	<p>Cllr Hawkins</p> <p>1. Request for Blue Plaque at Crab Mill. The new owners have yet to move in and, therefore, have not been approached regarding this.</p> <p>2. Playground Projects: Renovation of slide and sand for sandbox. The Trustees of Grace's Fund have offered to complete the replenishment and tidying of sandbox and this will be accepted. The renovation of slide is included in Item 9e1.</p>
9e	<p>Cllr Osborne</p> <p>1. Playing Fields Safety Inspection Cllr Osborne tabled a report outlining proposed works/further investigations and it was resolved that the actions outlined in report be agreed.</p> <p>2. Insurance -to agree which insurance proposal to accept Cllr Osborne tabled and summarised a report which compared costs and cover of proposals by AXA and Zurich. It was resolved that the AXA proposal be accepted and the Clerk will progress this.</p> <p>3. Ear Marked Reserves Cllr Osborne presented and summarised a report of the Finance Committee and it was resolved that the recommendations made be accepted.</p> <p>4. Playing Field Car Park Cllr Osborne presented and summarised a report and it was resolved that the recommendations made be accepted.</p>
9f	<p>Cllr Peachey</p> <p>1. Footpath access by wheelchairs and pushchairs. It was requested that the Clerk follow up on request previously made to WCC that the pathway between the School and Mickleton Road be made passable.</p>
10	<p>Correspondence (other than covered elsewhere in agenda)</p> <ul style="list-style-type: none"> • Email from CAVA asking if any funding opportunities within the Parish and whether there are any requirements for social/health activities and who to contact. <i>No funding is available.</i> • Phone call from Parishioner regarding illegibility of writing on limestone plinth at The Pound and asking if PC could address this. <i>It was agreed that there is no necessary work and this will be conveyed to the enquirer.</i> • Letter from Severn Trent saying that WaterPlus would, from 1 July be our water supplier (rather than acting as agent for Severn Trent) and a reminder that non-household customers are free to change water suppliers. <i>No action will be taken.</i>
11	<p>Dates of Future Meetings – all meetings commence at 7.30 pm at the Community Café and Shop unless otherwise stated.</p> <p>28 June 2018</p> <p>26 July 2018</p> <p>30 August 2018</p>

Copies of minutes and agendas of previous meetings are available by contacting the Clerk (Contact Details at the top of the Agenda) or they can be viewed/downloaded at www.ilmington.org.uk/parish_council.html. Copies of reports referred to can be obtained by contacting the Clerk.

Signed as a true record..... by Cllr G Osborne, 28 June 2018