

# Ilmington Parish Council

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

**In Attendance:** S Furniss, Clerk

## MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL OF 23 OCTOBER 2018

1	<b>Apologies</b> None received.
2	<b>Declaration of Disclosure Pecuniary Interest</b>
3	<b>Warwickshire County Council / Stratford District Council update</b> Cllrs Seccombe, WCC and Brain, SDC sent their apologies and, therefore, this item was not covered.
4	<b>To Confirm Minutes</b> It was <b>resolved</b> that the minutes of the meeting held on 27 September 2018 be agreed as a true record.
5	<b>Public Forum</b> Cllr Osborne read out a summary report from the Neighbourhood Development Plan Steering Group which reported the Group is working with SDC over the initial stages of the Strategic Environmental Assessment Report and that, until the SEA is published the next iteration of the Plan cannot be completed. In the meantime the Group continues to work on other elements of the Plan.
6	<b>Planning Matters</b>  <b><u>APPLICATIONS</u></b>  <b>APPLICATION FOR DISCHARGE OF CONDITIONS</b> <b>Reference No: DISCN/00379/18</b> at Nellands Cottage , Featherbed Lane, Ilmington, CV36 4NE - <i>Related Application Reference: 18/00676/FUL</i>  An application has been received for the discharge of condition attached to the above permission dated 2 August 2018. The planning department has introduced a new procedure where Parish Councils will be consulted when a discharge of condition application is submitted for stone samples/panels, allowing the Parish Council to make comment on the stone proposed.  I would be grateful if you would let me know if you have any comments regarding the use of this stone by <b>5 November 2018</b> . Comments received after this date will not automatically trigger a committee decision.  It was <b>resolved</b> that Cllrs Hawkins and Davies will undertake a site visit to view the sample and report back to the IPC Planning Working Group.  <b>18/02889/TREE Proposed:</b> T1 - yew- Fell at Baytree Barn, Front Street, Ilmington, Shipston CV36 4LN <b>Comments due by: 22 October 2018</b> .  It was <b>resolved</b> that the amended application to fell a cypress and retain the yew tree be supported.  <b>18/02898/TREE Proposed:</b> G15 - rowan ash - Crown reduction of 5 metres, at a height of 6-8 metres. Fell 4 smaller trees, maximum height 10 metres. G12 - horse chesnut – Crown reduction of 5 metres at height of 10 metres. Fell 2 dead trees. Fell 3 smaller trees approx trunk diameter 150 mm, approx height 5 metres. T1 - Fell dead tree. Height approx 4 metres. At Holly Bush House, Middle Street, Ilmington CV36 4LS <b>Comments due by: 23 October 2018</b> . A “no representation” had been submitted.  <b>18/02097 – 4 Washbrook Place – correspondence from Planning:</b>  In order to carry out the application a tree to the front of the property would need to be removed, and this tree is owned by the County Council. The applicant will also need to seek permission from WCC to remove this tree, and it has been indicated that it is likely the applicant will need to plant, or fund the planting, of at least 2 more trees to compensate for the loss of this tree. The details of this would be arranged by WCC forestry not the district council however.

With this consideration, is it acceptable that I approve the application through delegated powers, and the objection to the removal of this tree is withdrawn? I am happy to discuss this issue further if desired. It was **resolved** that the objection be withdrawn on the basis of the statement made by the Case Officer.

Cllr Hawkins referred to the creation of a driveway at 7 Washbrook Place for which the kerb has not been lowered. Cllr Hawkins will make an informal visit to the householder alerting them to the fact that they should make a formal application to lower the kerb.

**DECISIONS**

**18/02361/LBC** Minor alterations to include replacement of 2no. timber windows with metal windows, replacement of cementitious cills with lead. Removal of cementitious tanking. Alterations to kitchen chimney breast to facilitate log burner at Mabels Farmhouse Back Street, Ilmington, CV36 4LJ **GRANTED**

**8 Finance**

a) **Q2 Finance Report – Appendix 1** It was **resolved** that any queries be conveyed to the Clerk in order that they can be responded to at the November meeting.

b) **Income** : The income was noted.

From	In Respect of	Amount
Ilmington Bowls Club	Donation	1065.00
Ilmington Football Club	Donation	219.50
National Lottery	Grant for NP	5,000
SDC	Precept	9,785.00

c) **Authorisation of Payments** It was **resolved** that the payments listed be authorised for payment.

Chq No	Payee	In respect of	Amount	Budget
101715	S Furniss	Salary	333.07	Y
101716	HMRC	PAYE	83.20	Y
101717	PKF Littlejohn	External Audit Fee	240.00	Y
101718	Avonmore Associates	Ilmington Bowls Club Green Maintenance	1278.00	D
101719	Playsafety Ltd	Playground Inspection	138.60	Y
101719	S Furniss	Reimbursement of Office Outlet Supplies	226.92	Y
101720	R Hawkins	Mowing	1120.00	Y
101721	Waterplus	Water supply to Pavillion	86.25	Y

**9 Council Reports**

9a **Sarah Furniss**

1 Conclusion of Audit – Appendix 2 The contents of the report from PKF Littlejohn were noted and it was **resolved** that the 2018-19 AGAR submission will be more accurately completed in respect of this year’s omissions.

2 Standing Orders – Appendix 3 It was **resolved** that the Clerk’s recommendation in respect of the Standing Orders and detailed in Appendix 3 be approved.

3 Policy on Councillor Expenses - Appendix 4 It was **resolved** that a) there would be advantage in having a documented policy on Councillor Expenses; b) that the presented Policy be adopted subject to an additional paragraph requiring that Councillors seek approval prior to incurring any expenses.

4 Annual Playground Inspection – Appendix 5 It was **resolved** that Cllrs Davies, Hawkins and Osborne will undertake an inspection in order to agree how to address the issues highlighted in the Playground Inspection report as summarised in Appendix 5.

5 WALC Grant (£8,000 to represent no more than 20% of total project spend). The Clerk will furnish Cllr Davies and Hawkins with a copy of the grant application.

	<p><b>2 Pending / In Process</b></p> <ol style="list-style-type: none"> <li>1 Flooding at Vallenders Lane – no update.</li> <li>1 Footpath from School to Mickleton Road – no update.</li> </ol>
9b	<p><b>Cllr Davies</b> <b>Pending / In process:</b></p> <ol style="list-style-type: none"> <li>1. Removal of Telegraph Pole – following a meeting with Western Power Distribution Officer it was reported that the Pole carries both electrical and telephone wires. Should the electrical wires be moved underground there would still be a requirement for poles for the telephone wires. It was agreed, therefore, that no further action would be taken.</li> <li>2. Installation of Footpath Name Plates. It was reported that there is just one Name Plate to be installed.</li> <li>3. Commemorative Bench - awaiting drawings from relatives of Mr Vincent.</li> </ol>
9c	<p><b>Cllr Hawkins</b> <b>Pending / In process:</b></p> <ol style="list-style-type: none"> <li>1. Bench Outside Shop . Cllr Davies will approach the supplier as <b>its</b> condition is poor and bench has only been in place for some 12 months.</li> <li>2. Water leak outside school in Back St. It was <b>resolved</b> that a letter be sent to Severn Trent Customer Services requesting urgent action to resolve the leak as it presents a potential hazard to all crossing the road at this point in the upcoming lower temperatures</li> </ol> <p>Cllr Hawkins reported that he has undertaken significantly more mowings than contracted and has also trimmed back trees at playing field.</p>
9d	<p><b>Cllr Osborne</b></p> <ol style="list-style-type: none"> <li>1. <b>Pending / In process:</b> <ol style="list-style-type: none"> <li>a. Upper Green Parking . No update</li> <li>b. Funding Request to Ilmington Show Committee. It was agreed that it would be beneficial for a Member to attend the AGM of the ISC and Cllr Osborne will establish when it will be held in order that this can be arranged.</li> <li>c. Ilmington Playground Renewal Fund. A Foundation School Governor (Mr Andrew Trotman) and local resident (Mr Paul Wilson) have each agreed to be independent signatories to the Bank Account. It was <b>resolved</b> that a) they be accepted as suitable signatories; b) that an account will be opened with HSBC; and c) the donation made by the Red Lion will be the first payment into the account.</li> <li>d. MUGA Surface. It was <b>resolved</b> that a draft email tabled by Cllr Osborne requesting the installation company to rectify the problems in line with the Tender wording be sent.</li> <li>e. Assault Course Post Replacement: It was <b>resolved</b> that a) the posts be ordered in line with the quote outlined by Cllr Osborne and b) Grace’s Fund Trustees will be asked if they would fund the purchase.</li> <li>f. Offset Gate Proposal – Appendix 6: It was <b>resolved</b> that the Council will fund the cost of constructing the new gate (up to £350) and volunteers will be sought to help with its installation.</li> <li>g. Caring for the Cotswolds Grant Application: As the minimum grant is £500 the proposal outlined at f) is not suitable.</li> </ol> </li> </ol>
9e	<p><b>Cllr Peachey</b></p> <ol style="list-style-type: none"> <li>1. Identification of Cycling Clubs (Speeding on Campden Hill) It was <b>resolved</b> that the letter should also make reference to liaising with Tempo events to ensure their respective events do not clash.</li> <li>2. Village Hall Cllr Peachey had been unable to attend due to family commitments.</li> </ol>
10	<p><b>Correspondence (other than covered elsewhere in agenda)</b> Received:</p> <ul style="list-style-type: none"> <li>• Information on consultation regarding Local Industrial and Economical Strategy which closes on 26 October 2018 and can be found at <a href="http://www.stratford.gov.uk/enterprise">www.stratford.gov.uk/enterprise</a> . Noted</li> <li>• Request for donation towards grass cutting from St Mary’s Church PCC. It was <b>resolved</b> that a donation of £400 will be made.</li> <li>• Notification of AGM of WALC – 17 November 2018. Noted</li> </ul>

	<p>Sent:</p> <ul style="list-style-type: none"><li>• Letter re Tree Felling at Baytree Barn</li><li>• Traffic Calming e-mail</li></ul>
<b>11</b>	<p><b>Dates of Future Meetings</b> – all meetings commence at 7.30 pm at the Community Café and Shop unless otherwise stated.</p> <p>29 November 2018</p> <p>There is no scheduled meeting for December 2018</p> <p>31 January 2019</p> <p>28 February 2019</p> <p>28 March 2019</p>