

## NEWBOLD PACEY AND ASHORNE PARISH COUNCIL

### MINUTES OF MEETING HELD ON 8<sup>th</sup> JANUARY 2020

**PRESENT:**

**Councillors:** M Whyte, L Tranter, P Brazel, S Bolton, R Wright

**District & County Cllr:** A Parry

**Clerk:** C Price and 3 members of the public

1	Public Participation
	There has been increased use of the Holloway by 4 wheel drives and motorbikes causing a mess and potential safety risk particularly to children visiting the animals. This is designated an E class road so some investigation will be required to determine options. <b>Action: CP</b> to contact Rights of Way officer and SNT for advice.
2	Declarations of interest in items on the agenda
	Cllr Bolton and Cllr Brazel declared an interest in item 8 and will not vote it.
3	Apologies for Absence
	Apologies were received from Cllr Little.
4	To approve and sign the minutes of the meeting held on 6 <sup>th</sup> November 2019
	The Minutes of meeting of the Parish Council held on 6 <sup>th</sup> November 2019 were unanimously approved as a true record of proceedings and signed by the Chairman.  Proposed: Cllr Whyte      Seconded: Cllr Tranter
5	District Councillors' Report
	The Parish Council noted the content of Cllr Parry's report (previously circulated) which stated:  <b>Wellesbourne Airfield</b> Wellesbourne Airfield continues to be high on the agenda at Stratford-on-Avon District Council (SDC) and much work has been undertaken by Cabinet members to protect the existing business interests. Its commitment to ensure that the flying functions at the airfield are retained will continue to be at the forefront of negotiations with the owners, as any deviation from this stance would provide the evidence to trigger the compulsory purchase order. To date SDC has incurred over £88k in legal costs to ensure its Core Strategy policy is retained.  <b>Green Waste</b> Financial pressures are also continuing to impact at a district level and the introduction of a green waste levy in 2020 received Full Council approval last month. It is worth noting that the SDC Council Tax only represents 40% of all funding that is

	<p>received and SDC currently only gets £139.12 for a Band D property. The Council has seen a reduction of £7m of Central Government funding.</p> <p>Whilst the collection of green waste is a discretionary service, 70% of district and borough councils throughout the UK are now having to charge for the fortnightly collection of green waste. The proposed charge of £40 per green bin equates to 80p per week and residents with small gardens may find it to be both cost saving and practical to share a green bin with their neighbour, however up to three food caddies will be provided on request and emptied free of charge for everyone. Gardeners are also encouraged to compost at home, where space permits, as this is an inexpensive, natural process which can transform kitchen and green waste into free nutrient-rich food for the garden, which is environmentally friendly.</p> <p><b>Full Council</b> It is a busy time at present looking at budgets and yes there will be an increase in Council Tax – further details of which will be confirmed at the March meeting.</p>
6	<p>County Councillors' Report</p> <p>The Parish Council noted the content of Cllr Parry's report (previously circulated) which stated:</p> <p><b>Road Safety</b> Road Safety continues to be a key focus and speeding the primary cause of accidents in the village. I am continuing to work in close contact with the highways team at WCC to implement increased road safety signage measures.</p> <p><b>Climate Change</b> <i>Climate Change</i> is widely agreed to be the most important environmental driver of economic and societal change for the 21st century and the climate change agenda has featured strongly both at a district and county level. A considerable amount of work has already been undertaken by both authorities by the respective Task and Finish Groups and 2020 will start to see the fruition of their efforts. WCC is committed to tackling climate change and it is working towards a properly costed plan with targets for the short, medium and long term.</p> <p><b>Adult Social Care</b> Adult Social Care and Health is another extremely important area and WCC currently spends well in excess of £150 million in delivering and providing personal health care throughout the county. With an ageing population the demand on these services is increasing rapidly and a further 2% increase in the Council Tax, which is ring-fenced to Adult Social Care and Health, is to be expected.</p>

7	<b>Planning</b>			
	a) New plans to consider			
	<b>Reference</b>	<b>Address</b>	<b>Proposal</b>	<b>Response</b>
	<a href="#">19/03430/TR EE</a>	2 The Green Paynes Lane Ashorne CV35 9DT	T1 - Prunus - reduce in height 2m and radially to 1m to leave the tree 7m high and width at 4m. T2 - Acer - reduce in height 1m and radially 1m to leave the tree 4.5m high and width at 2m.	No Objection
	b) Decisions of the committee since the last meeting None			
	c) District decisions			
	<b>Reference</b>	<b>Status</b>	<b>Address</b>	<b>Proposal</b>
	<a href="#">19/02950/TR EE</a>	Tree Works Approved	Staddle Stones Ashorne Road Ashorne CV35 9DR	-T1 pine - Fell.
	<a href="#">19/02462/LBP</a>	Tree Works Approved	Wisteria Cottage Ashorne Road Ashorne CV35 9DR	-T1 conifer - Fell. -T2 yew - Reduce height from approximately 11metres to 10metres and reduce spread of crown from 10metres to 9metres.
8	<b>Finance</b>			
	a) To consider a grant application from the Village Hall Management Committee The Parish Council have received a grant application from the Village Hall Management Committee for £650 towards the remedial work required to address the leaking roof and the damage caused. This was approved.			
	b) To approve payments The following payments were proposed by Cllr Whyte, seconded by Cllr Tranter and approved.			
	1.	C Price - Salary (Nov/Dec)	£448.80	
	2.	C Price - Expenses (Nov/Dec)	£67.32	
	3.	WaterPlus – Allotment water	£75.02	
	4.	VHMC – Grant	£650.00	
	5.	WCC – VHN Printing	£21.30	
	6.	VHMC – Room hire	£135.00	
	7.	RBT Services – Building supplies	£122.50	
	c) Receipts			
	28/12/19	Western Power – Wayleave	£33.47	
	d) To consider inclusion of Newbold Pacey Church mowing in 2020/21 budget There was discussion around the possibility of the Parish Council providing support to the PCC to cover the cost mowing of the church yard. The Clerk advised that the NALC legal briefing 01-18 (and advice from WALC)			

	<p>suggests that this would not be lawful, even now the Parish Council has adopted the General Power of Competence (GPC) unless the churchyard has been officially closed. It was agreed to look at recruiting volunteers to undertake the mowing and investigate whether provision of tools by the Parish Council might be lawful. <b>Action: CP</b> to circulate NALC guidance.</p> <p>e) To agree the precept for 2020/21 The draft budget (previously circulated) was received. It was agreed that the precept should be increased by 5% rather than the proposed 2%. <b>Action: CP</b> to submit the precept request form for £6514 to SDC and update budget accordingly.</p>
9	Updates on Parish Issues
	<p>a. Dog Waste Bin</p> <ul style="list-style-type: none"> <li>i. To receive report on installation of dog waste bin The report was received.</li> <li>ii. To consider recommendation to agree the budget for annual emptying of the bin (£112) The budget of £112 for annual cost of emptying the bin was agreed.</li> <li>iii. To consider recommendation to consider whether to source directly or via SDC and agree budget (£240/£350) It was agreed that the bin be sourced and installed by the Parish Council and a maximum budget of £300 was agreed for this.</li> <li>iv. If directly, to consider recommendation to agree PC lead for installation Cllr Tranter agreed to lead on the ordering and installation of the bin. <b>Action: LT</b> to order and install bin. <b>Action: CP</b> to write to land owner to confirm plans.</li> </ul> <p>b. Allotment Water Bill and Meter Change</p> <ul style="list-style-type: none"> <li>i. To receive verbal update on the progress of the complaint to Severn Trent and consider recommendations Severn Trent are still disputing the need for a new water meter inspite of the photographic evidence submitted.</li> <li>ii. To consider writing to Jeremy Wright MP about the progress of the complaint It was agreed to write to Jeremy Wright MP to seek his support in this matter. <b>Action: CP</b> to write to Jeremy Wright MP.</li> </ul> <p>c. Staffing Committee</p> <ul style="list-style-type: none"> <li>i. To receive report on Clerk's Monthly Workload The report was received.</li> </ul>

- ii. To consider adoption of Protocol on Officer/Councillor Relations  
It was agreed to delegate the decision on adoption to the planned Staffing Committee.
  - iii. To consider the formation of a Staffing Committee  
It was agreed that a staffing committee should be formed.
  - iv. To approve circulated Terms of Reference for the Staffing Committee  
It was agreed that a working group consisting of Cllrs Whyte, Little, Wright and Brazel will review the terms of reference and feed back to the March meeting for approval. **Action: MW/JL/RW/PB** to arrange meeting of the working group before March meeting.
  - v. To agree membership of the Staffing Committee  
It was agreed this would be deferred until after the working group reports back on the terms of reference.
- d. Emergency Plan
- i. To receive report on the updating/production of a Parish Council Emergency Plan  
The report was received.
  - ii. To consider recommendation to nominate a Councillor to lead on the completion of an up to date emergency plan (with the support of the Clerk) using the previously circulated template  
It was agreed that the emergency plan will be taken forward by Cllrs Whyte, Bolton and Brazel.
  - iii. To consider recommendation to review the current provision of sand/salt for residents and identify any actions required  
Deferred to March meeting.
  - iv. To consider recommendation to share the completed plan on the PC website along with emergency contact numbers  
Deferred to March meeting.
- e. Clock Maintenance
- i. To receive report on clock maintenance  
The report was received.
  - ii. To consider recommendation to approve the provisional budget for 2020/21  
It was agreed to renew the service contract at £512 +VAT for years 2020/21/22. It was agreed that further quotes would be sought before agreeing maintenance budget for 2020. **Action: SB/RW** to arrange quotes.

- f. Risk to Operations Committee
  - i. To consider formation of a Risk to Operations Committee  
Item deferred to March meeting.
  
- g. VE Day Celebrations
  - i. To receive report on plans for VE Day 2020  
The report was received.
  - ii. To consider recommendation to approve a provisional budget for any event  
It was noted that the Village Hall Management Committee were planning an event for VE Day and that Cllr Brazel will find out what is planned and feed back at the March meeting. **Action: PB** to consult VHMC.
  - iii. To consider recommendation to nominate a Councillor to liaise with local groups and present a plan to the March PC meeting  
Cllr Brazel will represent the Parish Council on this matter.
  
- h. Flooding outside Village Hall
  - i. To discuss recent flooding  
The land registry have confirmed the land is not registered. The Parish Council have previously looked at adopting the land but was advised against it due to access issues. The Parish Council will write to both Severn Trent and Jeremy Wright MP including photographs.
  
- i. End of Project report for WCC
  - i. To receive report on reporting requirements  
The report was received.
  - ii. To consider recommendation to delegate completion of the report to the Clerk  
It was agreed that responsibility for completing the report would be delegated to the Clerk.
  
- j. Bridge Maintenance Work
  - i. To receive verbal update from Cllr Bolton  
Cllr Bolton confirmed that, excepting a small amount of work to be finished off in the spring, the project was now finished. The Chair thanked all involved for their work.
  - ii. To receive update on costs from the Clerk  
The Clerk reported that, to date, costs of the bridge work had totaled £2896. Funds raised via two grant applications and one private donation

	<p>totaled £2728. As a result, the Parish Council has only had use £168 from reserves. Even with some additional expenses expected to cover the outstanding work it is anticipated that the total spent from Parish Council reserves will remain below £300.</p> <p>k. Delegation to the Clerk</p> <p>i. To consider authorising the Clerk to respond to non-contentious planning applications between meetings It was agreed that the Clerk will have delegated responsibility to respond to non-contentious planning consultations. This will be reviewed at the March meeting.</p> <p>ii. To consider authorising the Clerk to make payments between meetings up to £500 when payment is required before the next planned meeting It was agreed that the Clerk will have delegated responsibility to make payments up to £500 between meetings, in consultation with the Chair.</p>
10	Items for the next agenda
	<ul style="list-style-type: none"> <li>• The Holloway</li> <li>• Staffing Committee formation</li> <li>• Emergency Plan</li> <li>• Enlisting volunteer support for church maintenance</li> </ul>
11	Date of the Next Meeting
	It was resolved that the next meeting would be held in the Ashorne Village Hall on Wednesday 4 <sup>th</sup> March 2020 at 7.30PM

There being no further business the meeting closed at 8:50pm