

MINUTES

MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL

Meeting Type	Ordinary
Date	3 rd November 2021
Time	19.30
Venue	Ashorne Village Hall
Councillors Present	Stephen Bolton (Vice Chairman), Krys Pietrecki, Roger Wright, Thomas Hiorns.
In Attendance	DC Anne Parry, CC Penny-Anne O'Donnell (arrived 8:40), Locum Clerk Eleanor Choudry
Members of the Public	1

1) **WELCOME and APOLOGIES**

Cllr Bolton welcomed everyone to the meeting and thanked the Locum Clerk for attending. Chairman Cllr Brazel had sent his resignation due to work commitments. Cllrs accepted the resignation.

2) **DECLARATION OF INTERESTS**

None received.

3) **CONFIRMATION OF MINUTES**

Cllrs received and agreed the minutes from the ordinary meeting on 1st September 2021 as a true and accurate record.

Proposed Cllr Wright

Seconded Cllr Hiorns

All in Favour

4) **PUBLIC FORUM**

No comments.

5) **UPDATE FROM WARD MEMBERS**

a. Penny-Ann O'Donnell, County Councillor

Cllr O'Donnell had forwarded a report to the Council, which was received with thanks.

Covid cases are increasing due to winter causing more people to meet inside. WCC have a survey asking for how Covid impacted the community and what lessons can be learned. Cllr Bolton said it had been extremely difficult to keep the PC going with too few Cllrs. Cllr Wright said that the community had come together and supported each other, especially the elderly. Cllr O'Donnell to send small brief to add to the PC newsletter. Cllr Bolton to send email addresses and Facebook details to C Cllr O'Donnell. WCC are highlighting Adoption and Young People Strategy. Points of action were listed in the SEN report. With staff still working from home there is a need to

ensure a work life balance. Voices of Warwickshire are requesting a cross section of residents opinions on issues that affect the area.

- b. Anne Parry, District Councillor

Councillors received Cllr Parry's report with thanks.

The solar farm was discussed. The application has not yet been submitted. D Cllr Parry suggested that Wellesbourne PC and Moreton Morrell PC along with the public should be invited to attend a meeting with a presentation and opportunity for questions to be asked regarding the solar farm. A previous presentation had low attendance due to it only being advertised on the village Facebook page. D Cllr Parry is to create a list with justifiable objections. The event could be advertised in the Village Hut News. WDC are doing audit of white lines so if any are missing make D Cllr Parry aware.

6) CORRESPONDENCE

- a. **Locum Clerk** Eleanor Choudry agreed to attend and minute the meeting on 3rd November 2021 and 5th January 2022 whilst the Clerk vacancy is re-advertised. The Locum Clerk will invoice the PC.

WALC AGM is on 10th November via Zoom, registration is required.

7) FINANCIAL REPORT

- a. Cllrs received and approved the Finance Report for September/October 2021. (Doc Finance Report).
It was noted that ICO had not been paid. It was agreed that this should be paid.

Proposed Cllr Wright

Seconded Cllr Hiorns

All in Favour

- b. Cllrs received and approved recurring payments that the RFO has already paid or is due to progress.

Cllr Bolton had circulated details regarding the Locum Clerk. The Locum Clerk to earn £15 per hour and 45p per mile.

Clerk vacancy has been re-advertised, the invoice to be paid is already approved. £12 to attend the WALC conference retrospective.

Proposed Cllr Bolton

Seconded Cllr Wright

All in Favour

- c. Bank statements for the period received.
- d. Due to Clerk/RFO vacancy the Bank Reconciliation for the period is yet to be done.
- e. The previous Clerk, Beverley Thorpe, has set up two authorisers on the Unity Trust bank account.
- f. Audit of accounts – To be arranged in January.

- g. Budget review for 2022/3 etc – Cllr Bolton had revised the budget forecast using Beverley Thorpe’s proposals. Cllr Bolton predicted a slightly increased precept of £8588. The details will be circulated and confirmed at the January meeting. D Cllr Parry is to send Cllr Bolton the precept figures for Moreton Morrell and Wellesbourne for comparison. Cllrs thanked Cllr Bolton for his work on the budget in the absence of a Clerk.
- h. Laptop Cllr Brazel – The previous chairman has the repaired laptop and cheque book that need to be returned. Cllr Pietreski to do this.
- i. Lengthman review of costings – We are awaiting feedback from the Wellesbourne PC clerk to let the PC know what we have left in the Lengthsmanship account for the costs of the bench and notice board which is estimated to be approximately £350.
- j. Website payments and update – The website renewal was due so Beverley Thorpe paid the fee and claimed reimbursement. Cllr Pietreski to investigate payment via BACS in the future. Ashorne PC paid the fee for the ‘Walks around Wellesbourne’ website. Wellesbourne Clerk, Linda Scrivens to be contacted to ask if they will pay this years fee.
- k. Payment for Locum Clerk – Cllr Bolton had circulated details regarding the Locum Clerk. The Locum Clerk to earn £15 per hour and 45p per mile.

8) AREAS OF RESPONSIBILITY & MATTERS ARISING FROM PREVIOUS MEETINGS

- a) **Village Hall** no update
- b) **Church**
 - i) PCC have not yet submitted a Grant Application. The PC to ask the PCC to request a grant of £350 and this will be added to the 22/23 budget.
 - ii) The church war memorial is in need of total refurbishment, the coating has come off the lettering. The memorial is sited in the churchyard. Cllr Wright to ask Cliffords from Stratford-upon-Avon for a quote and onsite meeting. The churchyard is not on the parish property list. Cllr Wright to contact WALC for further advice.
- c) **Allotments** Update on Allotments – There is 1 2/3 plot that remains untenanted. Of the remaining 6 1/3 two tenants are in arrears. Charity Herb and Grow have paid. Due to Covid there is reduced activity and no agreement currently in place. Cllr Hiorns proposed that a FTB agreement should be put in place containing a break clause. Cllr Pietrecki to ask professional to draw up agreement.

Proposed Cllr Hiorns

Seconded Cllr Wright

All in Favour

- d) **Emergency Plan** Unfortunately the Emergency Plan has not progressed due to the lack of Clerk/Chair. This is ongoing.
- e) **Village Hut News** The advert for the Clerks and Councillor vacancy needs to be submitted by 15th November.
- f) **Infrastructure including Footpaths and Village Maintenance**
 - i. **Village Hall Flooding**

The ground is shared by 7/8 different parties. C Cllr O'Donnell to contact Cllr Bolton for a meeting with Patch Byrne (WCC Community Officer) and Severn Trent.

ii. Cumbrian Clock Company update

Details had been circulated. Cllr Bolton proposed that the 3 year term contract for annual service at a fixed price with Cumbrian Clock goes ahead.

Proposed Cllr Bolton **Seconded** Cllr Wright **All in Favour with 1 abstained**

iii. Bridge repairs update Update in the spring. Cllr Wright may do the cutting if the winter is mild.

iv. Council assets (repairs and replacement) update

Cllr Bolton to contact C Cllr O'Donnell regarding the location for the installation of two salt bins.

The PC is responsible for the defibrillator but no checks have been carried out for 18 months. Neil Redding (retired police officer) is to check the defibrillator and make any recommendations. Weekly checks will be put in place if required. An email from the British Heart Foundation had been received requesting that defibrillators are coordinated to the Ambulance Service. All Cllrs agreed that the defibrillator should be registered. Some of the Diamond Jubilee trees may need replacing. Resident Ed Naujakos & Cllr Bolton to check the trees and report back at the January meeting.

v. Tree Charter update – Details were previously circulated. Cllr Bolton suggested that every tree was noted in the parish plan and that trees outside the conservation area had TPO's unless they were not indigenous. Cllr Hiiorns suggested setting up a working party for this large task. Cllr Wright said that landowners would need to be considered trees outside the conservation area. Cllrs agreed to sign up initially.

vi. Work on noticeboards and bench Lengthsman – The Newbold Pacey notice board could be removed for Jim (Lengthsman) to repair in the workshop due to poor weather. The cost for re-treating both noticeboards was approximately £200 including the bench by the Ashorne telephone box. Cllr Pietreski proposed that Jim carry out the repairs.

Proposed Cllr Pietreski **Seconded** Cllr Hiiorns **All in Favour**

vii. Platinum Jubilee Committee and activities The Village Hall Committee have agreed to arrange a street party. Cllrs suggested that the Parish Council ask the Village Hall Committee to join together along with the WI, Cricket Club, Church to help organise the event. Cllr Bolton to approach the Village Hall.

Proposed Cllr Pietreski **Seconded** Cllr Wright **All in Favour**

g) Welcome Pack Committee New pack is on the website.

- h) **Oakley Woods** Judy Cooper was unavailable. Trees have been felled under the agreement. Judy to be contacted for a report for the January PC meeting.
- i) **Planning** applications in the last 5 weeks
 - i. **Cobb House 21/02980/TREE** date has passed for comments
 - ii. **Pinerofts N/P 21/03201/TREE** date has passed for comments
 - iii. **Wiggerland Farm 21/02972/FUL** Cllr Pietreski to add comment of no objection but support of the recommendations of environmental health.

Proposed Cllr Wright **Seconded** Cllr Bolton **All in Favour**

Planning application 2 The Green 21/03403/TREE for pruning a plum fruit tree. Cllrs agreed that there were no objections and will support the application. Cllr Pietreski to add the comment.

- j) **Human Resources** Cllr vacancy to be advertised as agreed.
- k) **Training** Cllr Bolton and Pietreski attended the excellent WALC Climate Change conference. Cllr Bolton to circulate the details. Cllr Pietreski will bring a summary to the January meeting. Cllr Bolton said that we need to do more and work together with other Parish Councils.

9) **ISSUES RAISED BY COUNCILLORS FOR FUTURE MEETINGS** Cllr Bolton proposed to declare a 'Climate Change Declaration'. All Cllrs agreed. Details to be added to the Village Hall News. A summary of actions will be summarised at the January meeting. C Cllr O'Donnell to send information regarding the climate change agenda.

10) **RISK MANAGEMENT PLAN** Already agreed.

11) **DATE OF NEXT MEETING**

- a. 5th January 2022 at 19.30, Ashorne Village Hall

12) **CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Bolton closed the meeting at 21.30.

Signed Chairman.....

Date 5th January 2022