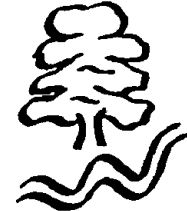


# WELLESBOURNE and WALTON PARISH COUNCIL

The minutes of the Council meeting on Tuesday 4<sup>th</sup> August 2015 at 7.30 pm at the Methodist Hall,  
Bridge Street, Wellesbourne



Present:

Chairman: Cllr Mrs Prior

Clerk: Mrs Scriven

Councillors: Mrs Bartlett, Mrs Bolton, Close, Mrs Hurdman, Kendall, Lawley, Mrs Michael, Shepherd, Thomas

County/District Cllrs: Mrs Parry, Kendall Members of public: 9

## 1. Welcome and announcements

## 2. Apologies of Absence – Cllr Heaton

## 3. Declarations of Interest –

Cllr Kendall, non pecuniary interest in matters pertaining to Item 20 Index as family member may wish to advertise.

Cllr Close, non pecuniary interest in matters pertaining to item 24 Chedham's Yard as a Trustee.

Cllr Lawley, pecuniary interest in item 12.1 Finance as a payee, and a non pecuniary interest in matters pertaining to Chedham's Yard as a Trustee.

## 4. Confirmation of the order of the agenda – additional items proposed to add were – minutes of 28<sup>th</sup> July, 13.4 Footpaths – Cllr RB, 13.5 Lengthsman – Cllr DC - accepted

## 5. Identification of any items that might be resolved for confidential session – Tender item 20.3 as contract for Index Prop Cllr RB, 2<sup>nd</sup> Cllr AS - carried

## 6. Confirmation of the minutes of the Council Meetings

7<sup>th</sup> July -11.1.3 the proposal to defer decision was placed in the wrong item.13.2 make clearer that penalties would not be issued by the users of the speed gun – accepted with amendment.

21<sup>st</sup> July – Cllr AS noted his objection was to not being asked to second a motion prior to its inclusion in the agenda - accepted

28<sup>th</sup> July - accepted

## 7. Matters arising – Cllr RB said it would be useful for members of the public to know what the change had been when conditions are changed in previously submitted planning applications,.

Cllr AP said following agreement at the meeting 21<sup>st</sup> July, Gladman's had been notified they may attend a Council meeting and make a presentation for ten minutes during public open session followed by a five minute question and answer session in accord with other developers who were making planning proposals.

## 8. Open Session for members of the public to raise any matters of relevance to the Parish -

Mrs Cook, Church Street, asked if the Stobart lorry's travelling round the one way system at 5.30am could be re-routed.

Mrs Troth, Chestnut Square raised concern regarding planning item 10.2.2 The Old Bakery.

## 9. District Council/County Council matters

**Cllr Mrs Parry report** – noted. Cllr RB asked Cllr Parry to explain why the District Council still did not have a 5 year housing supply. Cllr Parry said there would be a 6 week consultation period starting 13<sup>th</sup> August. Councillors expressed concern at the uncertainty of housing numbers within the Core Strategy and its impact on the parish.

**Cllr Kendall** said grant funding from WCC was available and said some of the funds had been allocated to the Safer Routes to School campaign and that there would be a small amount of funding available for other things. Details and application forms would be available from the Clerk.

## 10. Planning

### 10.1 Decisions

#### 10.1.1 Approvals with conditions

##### 1. Noted

15/01706/FUL	Proposed one and two storey rear extension including single storey side extension		
At	20 Hopkins Way	For	Mr Maxwell

##### 2. Noted

15/01890/TREE	T1 yew: lift crown to 2.5 m above ground level, 30% crown reduction, excluding roadside crown as this has been heavily reduced. Minor trimming allowed to roadside crown to shape. Remove 2 limbs growing eastwards towards new property. Cut our elderberry through crown		
At	10 Church Street	For	Mr Mewton

#### 10.1.2 Refusals

##### 1. Noted

15/01461/LBC	Replacement of three single glazed windows with double glazed wooden frames		
At	73 Kinton Road	For	Mr Chaonsri

## 10.2 Applications

1.

15/02349/COUO	Prior notification of a change of use of existing offices (B1a) to create 50 new dwellings (C3)		
At	The Wellesbourne House Partnership, 1-2 Wellesbourne House, Walton Road	For	Mr Hyde
Case Officer	Charlotte Dicks	By	7 <sup>th</sup> August 15

The Parish Council noted that no response was required to this application but wished to raise the original application comments made concerning the access/egress from the site at three points, especially onto the difficult and narrow road behind Equidebt and would request these issues be raised with County Highways.

2.

15/02529/FUL	Refurbishment of The Old Bakery to include new roof windows and fenestration to enable conversion to a dwelling house		
At	The Old Stores 13 Chestnut Square	For	Mr Thomas
Case Officer		By	7 <sup>th</sup> August

The Parish Council object to this application on the grounds it would be overdevelopment of the site re height bulk and mass, the roofline would be out of character with the existing properties within the conservation area and would have an adverse effect on the streetscene of the surrounding 3 listed buildings. The application claims two vehicular parking spaces but both encroach on a 7ft existing right of way which passes diagonally across the narrow parking allocations shown, restricting vehicular access resulting in vehicles having to reverse out into the road putting pedestrians and other road users at risk of harm. It would dramatically reduce the amenity space of the existing building properties and would create another dwelling in a building used only as storage space reducing amenity space further.

3.

15/025230/LBC	Refurbishment of The Old Bakery to include new roof windows and fenestration to enable conversion to a dwelling house		
At	The Old Stores 13 Chestnut Square	For	Mr Thomas
Case Officer		By	7 <sup>th</sup> August

The Parish Council object to this application on the grounds it is out of keeping with the setting of the conservation area.

4.

15/02327/FUL	Proposed two storey side extension		
At	1 Westfield Crescent, Wellesbourne	For	Mr & Mrs Rea
Case Officer	Richard Bergmann	By	7 <sup>th</sup> August

The Parish Council supported this application on the grounds it would improve the dwelling for the occupant.

10.3 New Medical Centre/350 house development – it was noted that planning consent had been given to both elements.

10.4 Neighbourhood Plan report - John Hargis focused on healthcare provision – noted. Cllr Parry said Matthew Neil at SDC Planning had been impressed with the progression of the Wellesbourne & Walton Way NHD Plan saying it would be helpful to the parish when considering the Core Strategy.

10.5 Core Strategy update – It was noted that land still needed to be identified as part of the 5 year housing supply, a contingency in case the number of developments allocated do not actually get built.

10.6 Date of next Area Planning Meetings: 12<sup>th</sup> August 2015 -noted

## 11. Policies/Terms of Reference

11.1 Social Media Policy – Cllrs discussed the policy and acknowledged minor changes in tone ('please do not' to become "shall not").

Accept document with amendments as Social Media Policy for further discussion of how media will be used (e.g. Facebook/Twitter)	Prop: Cllr RB, 2 <sup>nd</sup> Cllr DC carried
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The Clerk said a WWPC Facebook page already existed but it had not been set up by the Council and some inappropriate comments had been posted to the site. She had contacted Facebook requesting they remove the site immediately.

## 12. Finance Committee – Cllr AS

12.1 Chairman's report – noted

### Cllr EL left the meeting

12.2

Approval of monthly accounts as per attached cheque list	Prop: Cllr AS 2 <sup>nd</sup> Cllr DK, carried
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Cllr EL re-joined the meeting Cllrs thanked Cllr EL for his assistance with obtaining the sign fixings.

12.3

Approval of staff salaries	Prop: Cllr DK 2 <sup>nd</sup> Cllr AS, carried
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12.4 Finance reports from SAGE (Year to date) provided by the Bookkeeper – Cllr AS said the budget amounts varied and show shortfall as the budgets had been allocated across the year by month or quarterly allocations. At the end of the year, the total expenditure against budget would give a clear view of how the expenditure fluctuated through the whole year. 40

12.5 SAGE update – The RFO advised Cllrs that the Bookkeeper was using Version 21 whilst WWPC used Version 20 of SAGE. This made the information updated by the Bookkeeper incompatible with the WWPC system. In order for the RFO and Bookkeeper to work on the accounts jointly, the Council would have to upgrade to Version 21. A recommendation to change to

Version 21 would be on the next extra ordinary meeting agenda. (A quote for changing to Version 21 had been circulated to all Cllrs prior to the meeting).

12.6 External audit update – No update

12.7 Date of next meeting – 25 August 2015 - noted

### 13. Amenities and Highways Committee – Cllr EL

13.1 Chairman's report – Cllr EL – noted. The problem with dog fouling continued and Cllrs expressed frustration at the lack of action by the SDC Dog Warden. It was agreed that as the Dog Warden had not carried out the "Pink Poo" campaign, the Council to investigate doing this independently.

Action: Look into purchasing pink chalk spray	By: Office
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It was noted that work on the Persimmon site, Loxley Road had been stopped due to the builder not waiting the mandatory 28 days for SDC to look at the conditions on the submitted paperwork.

Cllrs VB and AP asked if WCC could be asked to cut back the hedges from the road traffic signs and junctions as the nesting season had now ended and some of the overgrowth made the road dangerous for road traffic users.

Cllr DC asked if the white lines at the junction of Brookside Avenue/Ashtree Close could be repainted as no visible stop line there

Action: Contact WCC Highways and request hedgerow maintenance now commence	By: Office
Action: Request white line be reinstated at Brookside Avenue/Ashtree Close as dangerous	By: Office

13.2 Correspondence

13.2.1

Response letter River Dene Pollution	Warwickshire County Council – Paul Cowley
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Cllrs had previously agreed that if no action was taken that a public statement would be given to the press and television.

Action: Press release about river pollution to the Herald	By: Chairman of the Council
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13.2.2

Footway obstruction Frost Road	Mr Harris
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Following photographs of the hedge obstructing the footway were placed on Facebook by Mr Harris, the Clerk contacted WCC Highways Dept who had agreed to cut back the growth as a health and safety measure despite no ownership of the area.

13.3

Village Parking email and map	Chris Latham (Senior Technician Parking Management WCC)
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Cllr EL invited all Cllrs to attend the Amenities & Highways Committee meeting to air views and exchange comments/ideas which would be brought to the Full Council meeting in September.

13.4 Date of next meeting 11<sup>th</sup> August 2015

### 14. Recycling Centre

14.1

Email regarding recycling centre	Cath Sheppard
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Councillors were concerned to hear of further problems with the recycling centre and it was agreed that a letter be sent to Age UK and a copy to the Leader of WCC.

Action: Write letter of concern to Age UK , CC to Leader of WCC Izzy Seccombe	By: Chairman/Office together
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### 15. WSCC Committee – Cllr AP

15.1 Chairman's report- Cllrs were updated on the VAT situation and it was agreed that the Council should proceed on the basis that VAT was un-claimable. The Chairman had been in contact with the VAT specialist and awaited a report in the next week. A report from the Architect and Project Manager was expected in time for the next meeting of WSCC

15.2 Date of next meeting – 15<sup>th</sup> September 2015

### 16. WWPC Website – Cllr EL

16.1 Chairman's report - noted

### 17. Emergency Committee – Cllr EL

17.1 Chairman's report – A meeting had been arranged with a representative from J Sainsbury's to review emergency provision

### 18. Conservation Working Party – Cllr EL

18.1 Chairman's report – date of next meeting to be October - noted

### 19. Office & Staffing Committee – Cllr RB

19.1 Chairman's report - Cllrs were alerted to the agreement made in 2012 not to send "Round-Robin" emails and were asked to send emails via the office and the Clerk who would then forward them to the appropriate Cllrs. Cllrs enquired if they could reply to all if the email was sent out to all Cllrs by the office. The Chairman felt anything needing to be said to all Cllrs should be said in a meeting of Cllrs and not by round-robin email.

### 20. Index 2016 – Cllr RB

20.1 Chairman's report – Circulated

20.2

1.Recommendation to print 3500 copies to include the new housing in the deliveries	1.Prop Cllr RB, 2 <sup>nd</sup> Cllr VB carried
2.Recommendation to accept the quote for printing the Index – moved to confidential	2. moved to confidential

21. **Village Hall update** – Mrs Dane was invited to update the works carried out on the Village Hall, made possible due to a legacy left to the committee. The Council congratulated them on what had been achieved.

Action: letter to the Chairman of the Village Hall Committee congratulating them on the works carried out	By: Office
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22. **C.A.T. (Customer Access Terminal) - Clerk**

22.1 Report on installation – no further information had been received. Cllr Mrs Parry agreed to follow this up with SDC.

23. **Sports Association** – Cllr AP said the Sports Association had raised the shortage of sports fields in the parish and she had contacted some local land owners to see if they would be prepared to lease land to the Association. Next meeting 14<sup>th</sup> Sept.

24. **Chedham's Yard** – Cllr DC said a decision was required about the disposal of surplus artefacts at the site and WWPC as owners needed to consent to any decision by the Volunteers and Trustees under the Acquisition & Disposal Policy. Cllrs were to be invited to attend a guided tour of the site and to meet the Trustees.

Action: Arrange a date for the event and circulate to Cllrs	BY: Cllr DC/Clerk
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Cllr AS asked why the artefacts were not included in the asset register, the Clerk explained that the items are considered both worthless and priceless as nobody else had wanted them, and the items that were vital to the site as a visual explanation of the work carried out at the yard were irreplaceable. This followed advice sought from the insurers and Auditors.

**At 10.00pm the Council voted to continue with the meeting** – Prop Cllr AP, 2<sup>nd</sup> Cllr EL, carried

25. **Wellesbourne in Bloom** – No update

26. **Wellesbourne/Kineton Community Forum**

26.1 Report of meeting 18<sup>th</sup> June Cllr DC - noted

27. **Wellesbourne and Walton News - Cllr AP**

27.1 Proposed contents September edition

Chairman's report – Cllr AP

Index – Cllr RB

SDC anti-graffiti kits – Cllr AP

28. **General/Late Correspondence**

28.1 SDC Digital Inclusion Fund 2015 – (The aim of the fund is to address inclusion barriers within communities in the SDC area to help people develop the skills and confidence needed to access the internet and use online facilities)

Fund closing date: 16<sup>th</sup> October 2015.

29. **Facebook - Clerk's update** – items of discussion on Facebook have included the following:

Complaints regarding the Waste Disposal Site in Wellesbourne

The smell from the fields in Wellesbourne over the weekend (this was clarified as natural manure used on the fields at Staple Hill)

The smell from the Severn Trent Sewer station

30. **Cllr and Clerk Exchange of Information**

Cllr VB said she had been notified that local shops were losing business and consequently lost revenue since the opening of Sainsbury's stores.

The Clerk said she had been concerned to hear of job redundancies and job shares in some local businesses.

31. **Items/reports for the next meeting by 20<sup>th</sup> August 2015 - noted**

32. **Date of next meeting: Tuesday 1<sup>st</sup> September 2015**

*Under section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 and Part 1 Schedule 12A of the said Act, that the public will be excluded.*

**CONFIDENTIAL**

20.2

<b>Recommendation to appoint TW Printing to print the Index</b>	Prop Cllr RB, 2 <sup>nd</sup> Cllr VB carried
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Cllrs noted this printer produced the previous Index and had the set up disc for the format already. The company had previously been reliable, accommodating and accurate.

There being no further business to discuss, the meeting closed at 10.16pm

Chairman..Cllr Mrs Prior.....

Signed.....

Date.....

Completed 11<sup>th</sup> August 2015