**MINUTES OF THE PARISH COUNCIL MEETING HELD IN WILMCOTE VILLAGE HALL ON WEDNESDAY 16th JANUARY 2019 – NO. 100**

1. **Present:**  Cllr. Ray, Chairman, Cllr Shilvock, Cllr. Fraser, Cllr. Stewart Cllr. McMillan and one member of the press.

 **Part meeting**: County Cllr. Cargill, District Cllr. Lawton.

1. **Apologies:** Cllr. Lowis due to work commitments and Cllr. Ledger who is out of the country.

 **Absent:** Cllr. Massey.

**3. Written requests for dispensation for Disclosable Pecuniary Interests**

 **where that interest is not already in the register of members’ interests.**

No written requests were received.

**4. To approve for signature the Minutes of the Parish Council meeting held on 19th September 2018.**

 These minutes were approved by all members present and signed by the Chairman.

 The scheduled meeting for November could not take place due to the Council not being quorate.

**5. Public Participation:**

 There were no members of the public present

**6. County & District Councillors reports:**

 District Cllr. Lawton apologised for not being able to attend many meetings recently, this being mainly due to having to attend the West Area Planning Committee meetings but advised us that he has now resigned from the Planning Committee.

 Cllr Ray commented on the delay in planning applications being dealt with in general and asked what the reason for that is. Cllr. Lawton replied that they are inundated with applications, short of staff and many of the more senior officers are moving into the private sector.

 He reported that there is little happening to affect the villages at this time, the budget for next year is being considered and having checked police crime reports he feels Wilmcote is coming off lightly compared to other rural areas.

 County Cllr. Cargill reported on various items, amongst them the separation from West Mercia Police, increased costs for homelessness, the County Council budget preparations and the recent news that the A46 is high on the priority list of Midlands Connect who commission major transport infrastructure projects.

 Cllr Ray referred to a recent communication from the school asking if a County Council grant is still available to have a fence or wall erected where the hedge has been cut back. Cllr Cargill confirmed there are no funds left for this financial year and the Clerk will advise the school accordingly. **Clerk to action.**

 Cllr Cargill has been attempting to arrange a meeting at the Pathlow site to see the problems for himself but has had no success to date.

 Clare Eynon, Planning Manager, SDC has advised that in her view any encroachment onto private land would be for the landowner to pursue and the Clerk has advised Mr. Russell accordingly. There is, however, still the issue of the small building erected without planning permission. Councillors indicated that they do not wish to pursue any issues with the site for the time being, possibly pursue them in a few weeks if no progress appears to have taken place. Encroachment onto the public footpath, AL85, is currently in the hands of the Rights of Way Officer at WCC.

**7. Planning Applications: status of current planning applications:**

 *Planning application No. 18/01834/FUL:* Pathlow Farm, Featherbed Lane,

 Pathlow. Extension to provide additional unit in Use Class D2.

 Permission refused.

 *Planning application No. 18/01938/TREE:* St Andrews Church, Wilmcote.

 T1 – Yew – reduce in height and spread to 7.5 metres. T2 – Yew- reduce in height and spread to 7.5 metres. No objection – some alternative works agreed with applicant.

 *Planning application No.18/01751/FUL:* Mary Ardens Farm. Replacement field shelter and concrete base. Permission granted.

 *Planning application No. 18/01475/FUL:* 22B Aston Cantlow Road, Wilmcote.Conversion of an existing brick garage to form a self-contained domestic annexe including extension of roof line to accommodate a first floor. Pending.

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` *Planning application No. 18/02620/TREE:* 24 Aston Cantlow Road, Wilmcote

 Fell Lawson Cypress and Holly plus fruit, damsons and applies leaving large cherry on right hand boundary and apple at bottom of garden. Tree works approved.

  *Planning application No. 18/02824/TREE*: 5–7 Pear Tree Cottage,

 Wilmcote. Various tree works: Approved.

 *Planning application No. 18/02559/LDE:* The Old Post House, Church Road, Wilmcote: Garage building known at The Cottage, forming part of this property is used as a separate dwelling independent to the main dwelling house know as The Old Post House. Existing Lawful Development permitted.

*Planning application No. 18/03234/TREE:* Brookfield, Church Road,

Wilmcote. Various tree works: Approved.

Planning application No.18/03124/COUR: Unit 1 and Unit 2 Pathlow Farm Buildings. Prior approval for the change of use of part of an agricultural building to uses falling within Classes D2 assembly and leisure(as a flexible use allowed under Class R or Part 3 of the GDPO 2015) Withdrawn.

Planning application No. 18/03280/FUL Sunny Nook, Old School Lane, Wilmote Notification of amendments received after the agenda had been circulated: Cllr. Ray declared an interest. There were several inaccuracies in the amended plans/documents provided and no report available from the Conservation Officer. In view of these issues it was agreed that a meaningful response could not be made at this stage.

Planning

Planning application No. 19/0072/TREE: Sunny Nook, Old School Lane,

Wilmcote. The application was received after the agenda had been circulated.

Cllr. Ray declared an interest. It was agreed that some of these trees appear to have been neglected and may be beyond trimming/pruning.  If this is the case the Parish Council would support the application providing the works meet with the approval of the Forestry & Landscape Officer.

Cllr. Shilvock had circulated some suggested planning statements to support planning decisions of the parish council and is in the process of drafting suggested terms of reference for the planning consultant when we are consulted on a contentious application.  **Cllr. Shilvock to action.**

 **8. Correspondence:**

- Charging of Parish Council Elections for May 2019.

 - Councils VASA funding bid. Request for funding for transport.

 - Annual mid-year population estimates.

 - Reassurance provided that local policing will be unaffected by alliance changes.

 - S137 Expenditure. Limit for 2019/2010 is £8.12.

 - Election timetable information.

 - Notification of new pay scales for Clerks and other employees due to the introduction of the National living wage.

 - E.on renewal quotations for footway lights. These had been circulated to the Cllrs. prior to the meeting and it was proposed by Cllr. Ray that we accept the three year contract quote. All Cllrs were in agreement.

 **Clerk to action.**

 **9. Progress report:**

Traveller site in Gospel Oak Lane: A retrospective planning application has been received for the second static home. It is awaiting validation and allocation to an officer.

 Glebe Estate: No further communication has been received from the resident who expressed concerns about the lack of disabled parking facilities and no further information on the possibility of a no through road or cul-de-sac sign from Cllr. Cargill .

 Land in front of Station House: The Clerk received confirmation from the County Council Highways Officer that it is highway land.

**10. Precept request for 2019/2020:**

 Cllr. Ray proposed that our Precept requirement for 2019/20 should be kept the same as for last year, £34,423.00. Cllr. Stewart seconded the proposal and all were in agreement.

 Cllr. Ray went on to propose that the Precept requirement for the Willow Wood play area should remain at £8,000.00. This proposal was seconded by Cllr. Shilvock and agreed by all.

 Confirmation has been received from SDC that a Council Tax

 Reduction Grant will be paid to Town and Parish Councils along with the Precept payment. The grant figure for Wilmcote Parish Council is £160.00, making the actual Precept submission £42,263.00.

 **Clerk to action.**

**11. S137 Grants:**

Cllr Ray proposed S137 grants of £300.00 each be given to the 1st Wilmcote Scouts towards their funds, Wilmcote Primary School towards their funds, and the PCC towards the upkeep of the churchyard. Seconded by Cllr Fraser and agreed by all. **Clerk to action.**

Cllr Shilvock proposed that for the future it would be a good idea to ask groups to submit applications for grants in much the same way as the District and County Council. This was thought to be a good idea and Cllr. Ray agreed to draft an application form to circulate for comments. **Cllr. Ray to action.**

**12. Broadband:** SDC has advised that the Council is committed to assisting the provision of improved connectivity. At this point in time they are assessing if there is a need and where that would be. Wilmcote Parish Council has registered an interest and a survey is being prepared to enable the Parish Council to assess the broadband speeds throughout the parish. **Cllr. Ray to action.**

**13. Notice Board:**

A request had been put forward for a notice board at the entrance to Glebe Estate. After some consideration it was agreed by a vote of four to one against making this provision.

**14. Wilmcote Parish Council Procurement Policy:**

A draft had been circulated electronically but for some reason not all Cllrs. had seen it. Two responses had been received and the Clerk was asked to re-send the draft. Cllrs. were asked to make any comments by 23rd January and the Chairman stated that he would take no comments as approval and Cllr Fraser would be asked to insert the policy into the Standing Orders. **Clerk/Cllr. Fraser to action.**

**15. Future Investments in the Parish:**

Deferred to the March meeting.

**16. Willow Wood Play Area:**

Grant application: Cllr Ray has submitted a grant request from the

 second round of the County Cllr. grant fund towards the roundabout.

 Playground Lease: A draft Lease had been circulated to the Cllrs. for approval prior to the meeting. No issues were raised, the final Lease had been received from SDC and it was agreed that it should be signed by Cllr. Ray on behalf of the Parish Council. This has then to be returned to Mr. Stedeford, Solicitor, for completion. **Clerk to** **action**. The fee of £350.00 for preparation and completion of the Lease has been settled.

New Roundabout update )

 Equipment purchasing protocol ) Deferred to March meeting

Inspections )

**17. Road Traffic Items:**

 Community Speedwatch: As Cllr. Massey was absent the Chairman asked the Clerk to make contact with her and ask for an updated report to be circulated to all members. **Clerk to action.**

Car parking )

 Speed limits throughout the village ) Deferred to March meeting.

 A3400 speed survey report )

 **12. Payment of outstanding invoices:**

 There were no outstanding invoices.

 **17. Councillors’ reports and items for the agenda for the next meeting:**

 Items for the next agenda to include:

 All deferred items noted in the minutes.

**14. Date of next meeting:** 20th March 2019.

No further business – Chairman closed the meeting at 21.40 p.m.

For information only:

The following payments were made between meetings:

HMRC £ 304.80 BACS

E.on maintenance 137.44 BACS

E.on energy (Oct) 166.49 BACS

Gary Compton (mowing) 150.00 BACS

E.on energy (Nov) 172.04 BACS

Parish Online 42.00 BACS

Colemans Office Supplies 131.10 BACS

Mrs. H. Martin (internal Audit) 80.00 BACS

E.on maintenance 137.44 BACS

E.on energy (Dec) 166.49 BACS

HMRC 304.80 BACS

E.on energy (Jan 2019) 180.23 BACS

Wilmcote School (S137 grant) 300.00 (100584)

St. Andrews Church (S137 grant) 300.00 (100585)

1st Wilmcote Scouts 300.00 (100586)

WILLOW WOOD PLAY AREA

Playground Supplies (Inv 5654 ) 72.00 BACS

Playdale (roundabout deposit) 5,360.90 BACS

Playground Supplies Ltd (Inv 5662) 72.00 BACS

SDC (Lease apportioned) 32.60 BACS