**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 16th MAY 2018 – NO. 97**

1. **Present:**  Cllr. Ray, Chairman, Cllr Stewart, Cllr Shilvock, Cllr. Massey, Cllr. Ledger, Cllr. Lowis one member of the public and one member of the press.

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

1. **Apologies:** Cllr. Fraser, Cllr. McMillan.

**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 Annual Parish meeting and ordinary parish council meeting held on 21stMarch 2018.**

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

**5. Public Participation:**

 The member of the public present was attending as an observer only.

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

 County Cllr Cargill informed the Council that the new Leader of Stratford District Council is Tony Jefferson and he has been voted as Deputy Leader. Cllr. Cargill is also Vice Chairman of the Regulatory Committee.

 Cllr. Cargill is trying to get dualling on the A46 progressed to bring it up to risk two or three although that won’t happen in the short term. However, they are going to re-design the Haselor/Hill and Billesley turnoffs.

 Cllr. Cargill is also involved in a pilot scheme gathering information on how health needs are assessed in the community. He explained that with the help of the Lomas Suite within Stratford hospital the idea is to keep people out of hospital with specialists in the area to assess different needs. Funding will be from the County in conjunction with the NHS.

 District Cllr. Lawton reported that there are problems with developers over the housing mix and affordability, they want to build four/five bedroomed houses to encourage families and this is not in line with the Core Strategy. The Council is going to set up companies to build some council houses on their own land.

 He advised that the Conservatives have lost the majority at the District Council but was of the opinion that this shouldn’t change much for Wilmcote. He had heard that we were having problems with the Travellers and asked the Clerk to copy him into the recent issues and he may be able to help resolve any problems.

 **Clerk to Action**

 Cllr Ray thanked both Councillors for attending and providing reports.

**7. Annual Accounts of Wilmcote Parish Council for 2017/19**

a) The Annual Governance Statement was considered and it was agreed by all that boxes 1 to 8 be ticked as yes and box 9 was not applicable.

 b) The Income & Expenditure account had been circulated prior to the meeting. This was approved by all and signed by the Chairman, Cllr. Ray, and the Responsible Financial Officer.

 The Accounting Statement was then signed by the Chairman and Responsible Financial Officer.

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

 *Planning Application No.* 17/01267/OUT 1 The Orchard, Wilmcote: Outline application with all matters reserved except for access for the erection of up to 4 residential dwellings and associated works including demolition of part of single-storey garage forming part of Arden View (no.2 The Orchard). Appeal dismissed.

 *Planning application No. 17/03676/FUL* Turnlea, 13 Old School Lane,

 Wilmcote: Replacement dormer bungalow together with one additional

 dwelling. Withdrawn.

 *Planning application No.18/00835/FUL*: Moor Farm, Billesley Road, Wilmcote:

 Erection of stables, agriculture and equestrian implement store, horse walker,

 car park and associated hardstanding. Pending.

 **9. Progress reports:**

Community Infrastructure Levy: Still awaiting update from the District Council. Cllr. Ray and the Clerk visited the bank to change the account name of the Neighbourhood Plan account to Community Infrastructure Levy in readiness.

 Community Speedwatch: Cllr. Massey has not yet been able to arrange for the police to come along to refresh the memories of the people involved in the use of the speed gun.

 **Cllr. Massey to action**

 Parking: The question of notices on cars to deter owners from parking by the bridge in Station Road arose and Cllr. Massey agreed to draft a notice and have some printed and place them under windscreen wipers.

 **Cllr. Massey to action**

 Wilmcote School Safety Zone: Cllr. Ray and Cllr. Cargill had a site meeting on the 9th May with the Headteacher and Amy Neeves, Boon Architects, to discuss plans to improve pavement access. Cllr. Ray circulated a report to all members of the Council ahead of the meeting for their information.

 Shakespeare Trust proposal for car park extension: Abi Moore has asked if they can attend the next Parish Council in July to talk through some suggestions. It was agreed that this would be useful and the Clerk was asked to invite both Abi and Mark to attend.

 **Clerk to action**

 The Green: Unfortunately Mr. Wheeler advised the Clerk that he would no longer be able to continue mowing this area. Mr. Compton and his son Harry have agreed to take it on and quoted £25.00 per cut. This was agreed electronically in order to get the mowing underway promptly. Both have Public Liability insurance cover.

 **10. Correspondence received:**

 - WALC notification of revised pay-scales to be implemented from 1st April 2018.

 - Copy of Village Hall accounts year ending 31st December 2017 for information.

 - The Queens Award for Voluntary Services invitation.

 - Advance notification of Cycle Event.

 - Grant funding opportunity – Armed Forces Covenant Fund Trust.

 **11. Insurance renewal:**

The long term insurance cover is due for renewal on 1st June 2018. Details and quotes from three Insurance companies were provided by Came & Co. and these were circulated to Councillors in advance of the meeting for consideration. Councillor Shilvock queried the wording in the Inspire documents as they differed from the details in the accompanying email, thought to be a typing error. Subject to clarification of that Cllr. Ray proposed we accept the Inspire quote and proceed for a further three years with this company. Cllr. Shilvock seconded the proposal and all were in agreement.

 **Clerk to action**

**12. Willow Wood Play Area:**

The various repairs raised in the annual inspection have been carried out and the bug rocker removed. The decay detection inspection carried out on the zipwire and multiplay posts suggests some deterioration and recommends regular monitoring to be carried out.

On 18th April it was reported to the Clerk that vandals had destroyed the bench adjacent to the play area as well as causing damage to the tractor in the playground itself. The police were informed and several witnesses came forward. A claim has been submitted to the Insurance Company and once settled consideration will be given to a replacement bench. Repairs have been carried out to the tractor.

 Cllr. McMillan was unable to attend the meeting and Cllr. Ray agreed to make contact with him to ascertain whether he has received quotations for a new roundabout.

 **Cllr Ray to action**

 **13. New Data Protection Laws guidance:**

Cllr. Lowis reported on this item and after some discussion it was agreed that notices would be required for the website and the Clerk to send out to her contacts, plus a privacy policy relevant for the parish council. Cllr. Lowis agreed to draft these documents.

 **Cllr. Lowis to action**

 **14. Traveller issues:**

The Clerk had received complaints about a youth at Pathlow site riding a quad bike for hours on end causing noise disturbance and damage to private land. The police and site manager have resolved the problem.

 A report was also received that a second static unit plus two additional touring caravans were now on the site in Gospel Oak Lane. The District Council Enforcement Officer visited the site, arranged for the two caravans to be removed and advised that a planning application must be submitted for the static unit. The site has permission for one static unit and one touring caravan only.

**15. Councillor participation and responsibilities:**

The Chairman reminded Councillors of their agreed responsibilities and asked that they respond to items within the deadline provided, in particular responding to the Clerk in relation to planning applications.

 **All Councillors to action**

 A reminder also that, in line with our Standing Orders, responses to planning applications must provide planning reasons for the response given to enable the Clerk, when necessary, to collate and provide a suitable representation to the District Council.

 **Action Cllr. Shilvock** to draft some examples of planning reasons

**17. Payment of outstanding invoices:**

 There were no outstanding invoices.

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

 Items for the next agenda to include:

 Willow Wood Play Area

 Road Traffic Items

 Data Protection

**19. Date of next meeting:** 18th July 2018. This meeting to be in the Guild room at Aston Cantlow Village Hall due to the temporary closure of Wilmcote Village Hall

No further business – Chairman closed the meeting at 9.00 p.m.

For information only:

The following payments were made between meetings:

SDC website hosting £ 253.02 BACS

WALC membership 419.00 BACS

HMRC PAYE 283.00 BACS

Countrywide Grounds (school hedge) 480.00 BACS

WALC Training 35.00 BACS

E.on energy (April) 172.04 DD

WILLOW WOOD PLAY AREA:

M & P Building (repair) 102.00 BACS

Playground Supplies Ltd (Inv 5533) 1314.00 BACS

Playground Supplies Ltd (Inv 5547) 72.00 BACS