**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 17th JANUARY 2018 – NO. 95**

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

 **Part meeting**: County Cllr. Cargill

1. **Apologies:** Cllr. Fraser, Cllr. Massey and District Cllr. Lawton

**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 15th November 2017.**

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

**5. Public Participation:**

 There were no members of the public present.

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

 There was no District Councillor report available.

 County Cllr. Cargill reported as follows:

 The A46 between Alcester and Stratford is due to become a dual carriageway and he has concerns regarding access and noise levels. Part of the A46 has had noise control surface installed which has proved very successful.

 The budget set by SDC is out for consultation, an increase of 1%. The County Council have not yet announced anything although are looking at possibly increasing by 1 or 2% with £12.00 for Police & Crime Commission and 2% for adult social care.

 Cllr Cargill recently attended a workshop on speed awareness hosted by the Police & Crime Commission. It was stated that local speed groups are a valuable resource to the police and they are looking to support groups by offering to pay for the calibration of speed guns and provide warning signs and high viz jackets. He asked the Clerk to let him know if we would like some. Cllr. Cargill confirmed that insurance for members of the public undertaking speed checks is covered by the Police.

 In relation to the school safety zone, Cllr. Cargill is disappointed with Mr. Brown from the Highways Dept. as he is reluctant to have the necessary work carried out to the footpath. Cllr Cargill has discussed the situation with Graham Stanley and they are currently awaiting a price for the work.

 Cllr. Ray asked Cllr. Cargill if he would again pursue the possibility of flashing signs, in particular having the existing sign altered to flash at 20mph instead of 30mph. Cllr Ray did say he had spoken to Mrs. Banyard, Head of the school, and the arrangements for children going into school in the mornings through the churchyard are working satisfactorily.

 Community Infrastructure Levy: Cllr. Cargill suggested that we should keep chasing this although it is understood that the protocol is still being worked upon and will be going to SDC Cabinet on the 12th February. Arrangements for applying should then be clear.

**7. 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 in progress.

 *Planning Application No. 17/03130/FUL* The Mary Arden Inn: A new entrance

 canopy with new glazed doors, a small flat roof extension cedar clad

 externally, cedar cladding to an existing wall by entrance. Pending

 consideration.

 *Planning Application No. 17/02726/FUL* 17 Church Road, Wilmcote:

 Retrospective permission for erection of gate and fencing. Pending

 consideration.

 The following application was received after the agenda had been circulated:

 *Planning application No. 18/00079/FUL* 24 Station Road, Wilmcote:

 Retrospective rear extension and internal alterations. The application was

 discussed at length and there proved to be some uncertainty over what the

 actual infringement was. The Clerk was asked to contact the Case Officer for

 clarification prior to a formal response being agreed and this will be carried

 out electronically.

 **8. Correspondence received:**

- Refurbished rural community computers available at reasonable cost.

 - Request for nominations for attendance at a Royal Garden Party at Buckingham Palace.

 - Western Power Distribution invitation to Annual Stakeholder Workshop 6th February 2018.

 - WALC notification of some Stratford on Avon District Council briefing events due to take place.

 **9. Wilmcote Parish Council Emergency Plan:**

The Plan was discussed and several queries were raised. Cllr Stewart agreed to contact Michael Enderby, Head of CSW Resilience for verification and also information as to suggested contents of the emergency box. Cllr. Ray proposed that a flow chart should be created to indicate levels of responsibility.

 **10. Progress report:**

 Car Park proposals at Mary Arden’s Farm: It is understood a meeting of the core group of residents has now taken place with Abi Moore and Mark Ratcliffe.

 All other progress reports are under relevant agenda items.

 **11. Precept request for 2018/19:**

 Cllr. Ray proposed that our Precept requirement for 2018/19 should be kept the same as for last year, £34,423.00. This figure again includes funding for anticipated expenditure to improve the school safety zone in Church Road. Cllr. Lowis 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 £410.00, making the actual Precept submission £42,013.00.

 **12. Stratford on Avon District Council new Councillors of Code of Conduct:**

Details of this had been circulated in advance of the meeting. Cllr. Ray proposed that Wilmcote Parish Council should adopt this new Code.

 It was resolved:

 1. To adopt the Councillor Code of Conduct as adopted by Stratford on Avon District Council on 16th October 2017, so as to replace the Parish Council’s existing Code of Conduct.

 2. To adopt the documents linked to the Code.

 3. To require all members to complete and submit a fresh Declaration of Personal Interests form to the Clerk on or before the 9th February, to enable the Clerk to forward these to the Monitoring Officer.

 4. The replacement Code and linked documents shall come into effect on Tuesday 1st May 2018.

 Councillors present completed new Declarations of Interests forms. Cllrs Fraser and Massey will be asked to complete forms and return them to the Clerk for forwarding to the Monitoring Officer with the questionnaire provided by 16th February 2018.

 **13. Lead Councillors review:**

The following revisions were made:

 Planning matters: Cllrs. Shilvock and Ledger have agreed to lead on this item.

 Due to work commitments Cllr. Stewart is not able to continue with Road Safety and the school safety zone issues.

 Neighbourhood Plan has been removed from the list.

 All other items were unchanged and a revised copy will be sent to all Cllrs.

 **14. Willow Wood Play Area update:**

Cllr. McMillan reported that he is waiting for quotations for a new roundabout.

The playground inspector has agreed to have a look at the items raised in the annual inspection and the Clerk will arrange a meeting between him and Cllr. McMillan.

 **15. Neighbourhood Plan update:**

The Wilmcote & Pathlow Neighbourhood Plan was accepted at the referendum on 30th November. The plan will now be used by Stratford on Avon District Council to help it decide planning applications in the neighbourhood area.

 **16. Parish Council Website:**

Cllr. Ray had been approached by Peter Long asking if the Village Hall website could be combined with the Parish Council website. It was considered to be a sensible move and Cllr. Ray proposed that we agree to this request. Cllr McMillan seconded the proposal and all were in agreement.

 **17. Fly tipping:**

For the past seven or so months tied up carrier bags are being thrown from a vehicle along Featherbed Lane, roughly every three weeks. With the assistance of two Wilmcote residents, on two separate occasions, information from within the bags has provided the name and address of the culprit. Photographic proof has been forwarded to SDC, once in October last year and again just after Christmas. Letters have been sent from the Streetscene Lead Contracts Officer but she advises that the photographs showing the culprits name and address is not enough to prosecute. She suggests that in future photographs must be taken of the bags in situ with any evidence in the bag itself.

**18. Road Traffic items:**

School Safety Zone:

 As discussed with County Cllr. Cargill in agenda item No.6.

 Community Speedwatch scheme:

Cllr. Massey reported that PCSO Becky Morris has carried out some of the risk assessments and it is hoped she will finalise these shortly.

 Vehicles parking on the pavement/bridge near the railway station:

 Cllr. Massey had asked the police if it would be possible for us to issue letters to the owners of the cars that are parked inconsiderately but it was confirmed that due to the letters containing the official Police force logos they can only be issued by police officers/staff. PCSO Bagg has, however, put an initial poster up on the railings and placed some small leaflets on two cars that were there at the time of his visit. He has asked his colleagues to monitor the situation when they are in the area and suggested we continue to send photographs of badly parked vehicles.

 In the meantime it was agreed that the Clerk should find out what the general guidelines are for permit parking schemes from the Civil Enforcement Dept. at WCC.

**15. Payment of outstanding invoices:**

 There were no outstanding invoices.

 **16. 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

**17. Date of next meeting:** 21st March 2018. Annual Parish meeting followed by an ordinary parish council meeting.

No further business – Chairman closed the meeting at 10.05 p.m.

For information only:

The following payments were made between meetings:

Getmapping Plc £ 33.60 BACS

David Holmes 285.00 BACS

HMRC 283.20 (100580)

E.on (maintenance) 137.44 BACS

Clerk expenses (April – December) 324.43 BACS

Wilmcote Village Hall 26.50 (100581)

Information Commissioner 35.00 (100582)

David Holmes 450.00 BACS

WILLOW WOOD PLAY AREA:

Playground Supplies Ltd (Inv 5486) 156.00 BACS

Playground Supplies Ltd (Inv 5498) 72.00 BACS

SDC Playground Lease 100.00 BACS

NEIGHBOURHOOD PLAN:

C. Ray (printing) 71.62 BACS