

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT WILMCOTE VILLAGE HALL ON
WEDNESDAY 17TH September 2014 - NO. 65**

1. Record of Members Present:

Cllr. Ray, Chairman, Cllr. Clarke, Vice Chairman, Cllr. Roberts, Cllr. Mander, Cllr. K. McMillan, Cllr. A. McMillan, Cllr. Ledger, Alan Griffith, Roger Harrison, Andy Harris, Neil Soutter, Peter Long and one member of the press.

PART MEETING: District Cllr. Sir William Lawrence.

2. Apologies:

There were no apologies.

3. Written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members' interests.

No requests were received.

4. Minutes of the ordinary Parish Council meeting held on 16th July 2014:

These were approved by all members and signed by the Chairman after a minor amendment was made on page 4 to state 2013/14 in agenda item 8.

5. Public Participation:

Andy Harris, Chairman of the Marsh Road Residents Association, reported that having spoken to the owner there is the possibility of a development of nine houses at 165 Aston Cantlow Road. Romford Homes have been consulted on this project.

Cllr. Roberts advised that the Parish Council has not received a consultation notification of a planning application to date and therefore we cannot prejudge.

Should an application be submitted the Parish Council will notify Mr. Harris and asked that any views from the residents be made available to the Parish Council.

Peter Long was attending out of interest in discussions on the Neighbourhood Plan.

Neil Soutter, Cllr. Shrewley Parish Council, was attending purely as an observer.

**6. District & County Cllr. reports for information only.
(Unless known in advance items raised for a decision will appear on the next agenda.)**

District Cllr. Sir William Lawrence reported that, with a majority vote, it was agreed at the full Council meeting on Monday that the Core Strategy should go forward to the Inspector. As it stands this document holds a certain degree of weight concerning development in the District.

The Gypsy and Traveller submission and Site Allocations Plan submission will be sent at a later date as appendices.
Cllr. Lawrence is fairly confident that the Pathlow Gypsy & Traveller site will not be designated for further pitches.

Cllr. Ray asked what the timescale is for approval of the Core Strategy and Cllr. Lawrence said it could be this time next year before we are advised whether or not it is approved, unless it is thrown out in the meantime.

Cllr. Lawrence is now the Portfolio holder for Planning and the Environment meaning that he has to be consulted on all planning and environmental issues.
He confirmed that the Parish Council can still consult him on local planning items. He is remaining on the West Area Committee but Darren Pemberton is now the Chairman.

County Cllr. Horner provided his August report as attached on page 11.

7. Neighbourhood Plan:

Alan Griffith and Roger Harrison, representing the Neighbourhood Plan Group, were attending the meeting to participate in this agenda item.

Wilmcote Parish Council is ultimately the responsible body for the Wilmcote Neighbourhood Plan and subsequent submission.

For ratification the following items were tabled:

Funding: All grants and funding must be held by the Parish Council ring-fenced for the development of the Neighbourhood Plan. A

Bank account has now been set up for this purpose. Mr. Harrison will continue as Financial Officer for the Group and invoices will be paid in liaison with the Parish Clerk.

Insurance: Confirmation received from the Parish Council Insurers that the steering group activities as a working party operating under the auspices of the Parish Council are automatically insured by the policy they arrange. The Clerk was asked to ascertain whether the Policy would cover the Parish Council in the event of a legal challenge.

Consultants: The report from David Holmes Planning Ltd. has been accepted by the Parish Council and a cheque in settlement prepared.

Management plan of the Neighbourhood Plan Steering Group: Cllr. Ray had prepared a draft document for consideration prior to the meeting.

It was proposed by Cllr. Roberts that the following additions be made under Topics Requiring Sanction of the Parish Council for agreement or signing off: h) Strategic Environment Assessment should one be required i) Site Assessments Report should one be required and j) Appointment of Planning Inspector.

All documents to be signed off must be final, not in draft form, and be complete with back up data.

Cllr. Ray seconded the proposal and all Cllrs. were in agreement that with the above additions this document be accepted.

Terms of Reference: Cllr. Ray proposed that the prepared document, also circulated prior to the meeting, be accepted.

Mr. Griffith requested that the following be included:

Managing the Process

- The Group will develop these terms of reference into a specific Control Plan to manage the preparation of the Neighbourhood Plan from start to completion.
- The Control Plan will set out the processes and programme to be adopted including how the Group is to communicate with the residents of Wilmcote and Pathlow.
- This document must be in sufficient detail so that any party wishing to know how the plan is to be prepared can review the document and have confidence in the process. In addition it will also enable

all members to understand their Roles and Duties which will help as and when committee members change.

- The Control Plan will be a live document that will be developed as the process proceeds.

Cllr. Mander seconded the proposal and all Cllrs. agreed that with the inclusion this document be accepted.

Questionnaire: Cllrs. Ledger and Roberts declared pecuniary interests in this item. The Chairman asked whether any other members had an interest and after some consideration it became apparent that Cllrs. Ray, A. McMillan and K. McMillan also had pecuniary interests in site locations leaving the Council inquorate and unable to discuss or make decisions regarding the questionnaire. The Parish Council Standing Orders dictate that any Cllr. declaring a pecuniary interest must leave the room during any discussion in the specific interest and cannot cast a vote either, unless a grant of dispensation has been requested in writing prior to the meeting and subsequently granted.

The clerk was asked to contact SDC urgently for advice and arrange an extra ordinary meeting to resolve the issue as soon as possible.

Mr. Griffith and Mr. Harrison were extremely concerned that the questionnaire could not be considered, and hopefully signed off, as they are working to a tight timetable in accordance with the regulations specified by the Community Development Foundation, the funding body who manage Neighbourhood grants. The Neighbourhood Plan Group have been working very hard to adhere to the timetable.

Cllr. Mander asked whether it would be possible to sign the questionnaire off at the meeting in view of the tight deadline but unfortunately this could not be considered until the question of dispensations has been resolved.

Cllr. Roberts stated that he did not consider it was in a form suitable to sign off. For example, it is necessary to include data on all sites that have been identified, detailed maps and clear reasons why some sites have been selected and others rejected plus it should be made clear that all sites recommended are in the Green Belt.

Cllr. Ray proposed that the Neighbourhood Planning Group should continue to develop the questionnaire. This proposal was seconded by Cllr. Mander and agreed by all.

Cllr. Ray proposed that legal advice should be obtained, a meeting if possible with the Solicitor at SDC for Cllrs. to discuss their individual positions regarding interests, and then an urgent Parish Council meeting arranged to deal with dispensations. Cllr. Roberts seconded the proposal, Cllr. Ledger abstained and Cllrs Clarke, Mander, A. McMillan and K. McMillan were in agreement.

8. Planning Matters – update on current planning applications and consideration of new applications:

Planning application No. 14/01487/REM 24 Marsh Road, Wilmcote: Application for approval of reserved matters relating to access, appearance, landscaping, layout and scale for the erection of one dwelling in association with outline planning permission 12/02855/OUT. Approval of reserved matters.

Planning Application No. 14/01506/FUL Windyridge, 26 Marsh Road, Wilmcote: Single storey side extension. Permission granted.

Planning Application No. 14/01720/VARY Stratford Armouries, Gospel Oak Lane, Pathlow: Removal of condition 4 of permission ref. 13.02711/FUL which states "The holiday accommodation hereby approved shall be operated only in conjunction with, and by the manager/curator of the Stratford Armouries Museum. Permission granted.

The following planning applications were then discussed:

Planning application No. 14/01432/FUL Schiehallion, Featherbed Lane, Pathlow: Change of use of land to equestrian and construction of detached building containing stables, feed room and associated stores.

After due consideration it was proposed by Cllr Roberts that this application be refused due to the size of the proposed building in relation to the area and the existing building this would be replacing. Seconded by Cllr. Ray and all Cllrs. in agreement.

Planning application No. 02373/AGNOT Hardwick Farm Birmingham Road, Pathlow: Erection of a Grain Store:

A notification for prior approval, not a formal planning application, was received and comments were only required if evidence that the proposal exceeds what is reasonably required for the purposes of agriculture on the land. It was agreed by all Cllrs. that the proposed grain store is reasonable for the requirements of Hardwick Farm therefore no comments were necessary.

Cllr. Roberts reported on the following issues:

The Stables, Featherbed Lane, Wilmcote: The owner was given the option to submit an application within a month for a Lawful Development Certificate, if she considers the activities are lawful. If such an application is not received Mr. Kocon will be reviewing the matter with his Manager.

We expect to be receiving an update very shortly.

Willowdene: Mr. Kocon has advised that the planning records are not complete. What can be confirmed is a caravan site licence (based on the 60/11/08 planning reference) referring to no more than 12 caravans. From the available information there appear to be no planning conditions relating to the numbers or their use. The caravan site licence will cover the number of caravans permitted on the site.

9. Progress reports – for information only and are items not on the agenda:

Speeding along the A3400 at Pathlow: As a result of the voting at the recent Alcester/Bidford community Forum this will be one of the top three policing priorities for the next quarter.

Grass Verge cutting: As a result of the recent advisory regarding a reduction in grass cutting over the next three years Cllr. Horner made enquiries with SDC to be told that they have no plans in place to significantly change the number in the next three years, and WCC have not advised them that they are looking to change their arrangements.

Goal Posts on Bovis Triangle: After consultation with the District Council they have agreed to fund 5-a-side goal posts on the Bovis Triangle, supply and installation being in the region of £600.00. If these are provided any vandalism or damage could result in them being removed completely. Cllr. Ray proposed this offer be accepted, seconded by Cllr. Roberts and all in agreement. A notice to be published in the Village Vine advising the basis on which these goal posts will be provided.

Pavement Parking Bill: Cllr. Ray reported that there is currently a Bill going through Parliament which could make parking on pavements an offence and subject to a fine.

10. Correspondence received:

- Alcester Bidford Community Forum Agenda for 16th September 2014.
- Rural Crime Co-ordinator: Stratford District Council has launched a new role this month to help address the concerns raised by residents within the rural communities across Stratford District. The clerk was asked to invite the Co-ordinator, Lucy Lambert to the November meeting.
- Police and Crime Commissioner Warwickshire – Public Scrutiny Meeting.
- Warwickshire Fire & Rescue Service – Report from the Chief Fire Officer on the Operational Implications of the 2014/2018 Budget.
- Electoral Review of Warwickshire County Council Draft Recommendation.

11. Willow Wood Play Area:

Three quotations were invited for this particular type of gates, one company did not respond and the other company do not carry out installation. Mr. Compton had advised that he would not be able to carry out installation.

A budget quotation of £2,020.15 including VAT, subject to a site visit before they can accept an order, was received from H.S. Jackson & Son Ltd. to supply and install 1 No. Single Leaf Anti Trap Bowtop Gate and 1 No. Double leaf Anti Trap Bowtop Gate in Green Powder Coated finish (RoSPA approved).

Cllr. A. McMillan proposed that this quotation be accepted, seconded by Cllr. Clarke and agreed by all Cllrs..

12. Consultations: Site Allocation Plan to accompany Core Strategy:

Cllr. Roberts confirmed that the formal representation prepared by Tyler-Parkes on behalf of Wilmcote Parish Council has been submitted by letter as follows:

Given that there are significant outstanding objections to the Core Strategy, Wilmcote Parish Council does not believe the Site Allocations Plan should be progressed on the assumption that the dispersal policy will be adopted. The following main points were made:

- The District Council should prepare a comprehensive detailed assessment of each settlement where it is hoped to direct

development, including an assessment of the redevelopment potential of any brownfield land.

- The District Council should carry out a comprehensive Green Belt review to inform the decision about if and/or where to alter Green Belt boundaries.
- There should not be an over reliance on NP preparation and there should not be pressure for NPs to allocate sites beyond those supported by the community to meet any shortfall elsewhere in the District.
- Wilmcote should remain washed over by Green Belt to protect the open character of the village.

13. Website Update and gallery page for photographs:

Cllr. Ray and the Clerk recently had a meeting with the webmaster who is continuing to develop the website on our behalf. It was agreed that certain links would be added and a facility for photographs of the Parish.

Once this is set up a notice will be published in the Vine inviting residents to share interesting suitable photographs.

14. Internet Banking facilities:

Cllr. Ray proposed that internet banking should be arranged to enable the Clerk to transfer funds between Parish Council accounts when the need arises. As these actions have been made much more secure Cllr. Ledger seconded this proposal and all were in agreement.

15. Alcester South Safer Neighbourhood Team and Neighbourhood Watch Scheme:

It is understood that PCSO Andy Hymen is due to leave the Safer Neighbourhood Team to join the regular Police Force but I am assured that he won't be going anywhere until a replacement has been put in place.

The Neighbourhood Watch Scheme is still functioning but the co-ordinator is unable to fulfil her obligation, due to other commitments, at the present time. It may be possible to engage another co-ordinator in the near future.

16. Pathlow Residential Home Site update:

Robert Weeks, Head of Environment and Planning, SDC advised that the District Council still owns the site but colleagues at WCC are helping them complete some repair works on site. The signs have

been erected to help direct contractors.

17. Report of tree clearance to the rear of Aston Cantlow road:

As discussed with Mr. Harris in agenda item 5.

18. Payment of outstanding invoices:

Tyler-Parkes	1440.00 (100448)
Cheque cancelled	- (100449)
E.on	137.44 (100450)
Mrs. E. Butterworth (expenses August – Sept)	64.37 (100451)
1 st Wilmcote Scouts (S137)	300.00 (100452)
St. Andrews Church (S137)	300.00 (100453)

WILLOW WOOD PLAY AREA ACCOUNT

Mr. G. Compton	550.00 (100031)
Playground Supplies	144.00 (100032)

NEIGHBOURHOOD PLAN ACCOUNT

David Holmes Planning Ltd.	2000.00 (100001)
Wilmcote Village Hall	21.00 (100002)
Lisa Foskett	59.00 (100003)

19. Councillors' reports and items for the agenda for the next meeting:

Willow Wood Play Area
Neighbourhood Plan update

20. Date of next meeting: 26th November 2014.

No further business – Chairman closed the meeting at 10.10 p.m.

For information only:

The following payments were made between meetings:

C. P. Wheeler	60.00 (100441)
CPRE	36.00 (100442)
SDC Website setup & hosting	1869.49 (100443)
Colemans Office Supplies	93.79 (100444)
Tyler-Parkes	192.00 (100445)
Grant Thornton (Audit)	120.00 (100446)
Transfer to Willow Wood account (Vat refund)	238.00 (100447)

County Council Report - August 2014

The County Council has agreed a one-off allocation of £2m spent over 4 years to ensure that young people are trained in the skills that local businesses need. This will focus on apprenticeships, company/school links and industry placements. Also a group of adult learners successfully completed a level one Award in Caring for Children, the first course to take place thanks to a brand new partnership between Warwickshire County Council and Coventry City Council. Both these initiatives will increase employability of residents.

A joint initiative has been launched by the County Safer Warwickshire Board and the Police and Crime Commissioner to combat the emerging issues of cyber-crime, metal theft, shoplifting and crime in rural areas. Rural crime has been increasing and was highlighted in the residents' questionnaire I carried out last year.

I will be running a similar survey in the autumn to see how priorities have changed and will use the emails of people who responded to my first questionnaire rather than mail shot because of cost. If anyone else wants to be included would you please send me your email at johnhorner@warwickshire.gov.uk.

Two waste disposal initiatives have been launched this month. The first involved advertising that recycling centres now take waste electrical and electronic equipment and the other is aimed at parents to encourage them to use washable nappies. Disposable nappies are a major waste disposal issue for the developed world, not just in Warwickshire.

Warwickshire's public health department is lobbying the Government for the packaging of tobacco products to be standardised. This is the position taken by most County Councils.

Warwickshire County Council has won the Best 'All Round Small Business Friendliness' award as part of the Federation of Small Businesses' Local Authority Awards.

On Monday 21 July Warwickshire County Council started a 10 week consultation on its plans to implement new charges for a number of adult social care services to bring these in line with the council's policy to charge for services at full cost.

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