**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 18th JANUARY 2017 – NO. 89**

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

Part meeting:County Cllr. Horner.

**2. Apologies:** Cllr. Fraser who is abroad on business.

**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. Minutes of the Parish Council meeting on 16th November 2016:**

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

**5. Public Participation:**

 Mr. Harrison, Wilmcote School Governor, was attending the meeting in connection with agenda item 16, the school safety zone. With the agreement of all members Cllr. Ray brought this item forward to enable Mr. Harrison to put forward the combined views from the school on the report received from Mrs. Poynton, WCC, resulting from the traffic data survey and her meeting on site with the Police. The report is attached on page 9.

 The school is disappointed that the proposal for a “Give and Take” with a widened pavement on Church Road outside the school is said to be not possible to engineer due to the narrow carriageway, as they believe this would provide the best safety solution for pedestrians and road users.

 Mr. Harrison stated that there have been at least 4 near misses in the last 3 years and any one of those could have resulted in serious injury or worse.

 A small proportion of the pupils live in the village and walk to school. Cllr. McMillan suggested it may be worth looking into the possibility of a school bus service being provided to transport some of those out of the catchment area.

 It is considered that parked cars play a positive role in traffic calming and if this is the case the school would support reducing the length of the zigzag markings outside the church. They are also considering having a staggered end to the school day.

 Cllr. Ray proposed that a further meeting should be arranged with Ms. Poynton to agree a way forward and discuss the other possible considerations noted in her report. Mr. Harrison said that the school would strongly support anything that makes good sense to promote safety. Another suggestion was to contact Mr. Tucker who is a specialist in highway, traffic and transportation matters who may be able to help if necessary. The Clerk was asked to organise a date for a meeting to suit all parties.

 Cllr. Ray thanked Mr. Harrison for attending and confirmed we would be in touch as soon as possible.

 **6. County & District Councillor’s reports:**

 A County Council report for December had been provided by Cllr. Horner prior to the meeting and is attached on page 8.

 Cllr. Ray thanked Cllr. Horner on behalf of the Parish Council for the grant received from the County Councillors Grant Fund towards the purchase of Defibrillators for the parish.

 **7. Planning Applications: update on status of current applications:**

 *Planning Application No. 16/03132/FUL* Canada Bridge Stables, Wilmcote: Extension to existing single storey stable and erection of a single storey hay barn with associated hard standing. Permission granted

 *Planning Application No. 16/03196/LDP* Arden View, The Orchard, Wilmcote: Erection of a detached outbuilding for swimming pool, gym and home office. Application withdrawn.

 *Planning Application No. 16/03393/VARY* Primrose Cottage, Featherbed Lane, Wilmcote: To allow the insertion of a kitchen into a building used for ancillary residential purposes. Variation permitted with conditions.

*Planning Application No. 16.03366/FUL* Stone Cottage, Old School Lane, Wilmcote: Construction of a sliding gate: Request received from the Planning Officer for the Parish Council to re-consider their comments in order for this to be considered as a delegated matter.

Cllr Ray declared an interest in this application, therefore not taking part in any discussion or decision, and Cllr. Stewart agreed to Chair the meeting for this item only.

After some discussion the voting Parish Councillors present agreed to recommend grant for this application, subject to the following conditions:

- the height of the proposed fence is reduced, to be no higher than 1 metre in total height. The rationale for this is that the Parish Council does not support the comments of the Case Officer; namely that other boundary treatments are in excess of recommended heights. The essentially solid nature of the proposed sliding fence if retained at the proposed height of 1.8m would detract from the open nature of the current street scene which is within the conservation area of the village and therefore subject to special consideration.

- the external opening gates are removed on the basis that these are already causing an obstruction to traffic flow on occasion and would be superfluous following installation of the sliding fence

- cars belonging to or visiting the property do not park outside the property as this causes an obstruction to other road users with an impact on road safety.

*Planning Application No. 16/03961/LDP* Arden View, The Orchard, Wilmcote: Construction of detached outbuilding. Pending consideration. Advice received from our consultant recommends that this proposal is indeed permitted development and he can see no basis for objection.

 **8. Progress reports:**

Planning training: a session is available on 1st April and the Clerk has registered Cllr. Massey. Unfortunately Cllr. Fraser is unavailable on that date.

Proposed music festival at The Armouries: The licence application was unanimously refused by the panel at SDC.

Security lighting at The Flats, Station Road: Mr. Reid, Environmental Protection Officer, SDC has advised that Orbit have put masking tape over the top of the lights and if this is not satisfactory the complainants will need to compile a log of when the lights are disturbing them and the effect it has upon them. The Clerk was asked to inform Mr. & Mrs Stacey accordingly.

 The faulty footway light outside the Old Post House requires a new bracket and E.on have been given instructions to carry out the necessary repairs and at the same time change the light to the dusk to dawn regime.

**9. Correspondence:**

 - WALC advisory – Defamation and Social Media.

 - WALC - Nominations for Attendance at a Royal Garden Party.

 - WALC training information.

 - Warwickshire Minerals Plan (2017-2032) Publication Consultation.

 - Tiffin Club Event, Friday 27th January, Warwick Castle.

 - Warwickshire Fire & Rescue Service Integrated Risk Management Plan 2017 – 2020.

 - Warwickshire Police and Crime Panel - Independent Member Vacancy.

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

The Clerk had approached the Wilmcote Charitrust regarding a

 donation towards the replacement swings and a cheque for

 £500.00 had been gifted. A letter of thanks was sent by the Clerk

 on behalf of the Parish Council.

 Cllr. McMillan reported that all is currently in order at the play area.

 **11. Precept:**

Cllr. Ray proposed that our Precept requirement for 2017/18 would be £42,423.00. The main purposes of this considerable increase on previous years is to purchase two defibrillators and storage cabinets, £3,600.00, plus anticipated expenditure for improving the school safety zone in Church Road.

 Cllr. McMillan seconded the proposal and all were in agreement.

 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 £660.00, making the actual Precept submission £41,763.00.

 Ring fenced reserves of £2.000.00 each for footway lighting, Neighbourhood Plan and Consultant fees were also agreed.

 **12. Defibrillators:**

A grant of £1000.00 has been received from the County Councillor grant fund and The Shakespeare Trust has promised a donation of £150.00. The Clerk was asked to thank The Trust on behalf of the Parish Council and also to contact the Chairman of the Village Hall who offered to hold an event specifically to raise funds towards the cost of the equipment.

 It was agreed that Cllr. Stewart would place an order as soon as possible for two sets of equipment and also make arrangements for training.

 Cllr. Stewart agreed to approach the shop owners and also the management of the Training Shed in Pathlow requesting their agreement to hosting this equipment. Cllr. McMillan did suggest that maybe the phone kiosk on The Green would be a suitable location as these kiosks are being phased out/removed in most cases. The one on The Green is a listed property so we understand this will remain.

**13. Emergency Plan:**

 Cllr Stewart had circulated an updated version of the Emergency Plan and was awaiting feedback from the other Councillors by the beginning of February. The plan doesn’t have to be ratified until July but Cllr. Stewart would like to invite the Local Resilience team to a future meeting and also to show a short awareness film (4 mins) at a future meeting.

 **14. Neighbourhood Plan Update:**

The re-run of the Regulation 14 consultation period finished on the 5th January and no negative responses were received. Once our Consultant has made any necessary updates the plan will be sent back to Cllr. Ray for re-submission to Stratford on Avon District Council. Cllr. Ray proposed that the updated plan and supporting documents be submitted to SDC and all Cllrs. were in agreement.

 **15. Councillors’ individual responses to planning applications:**

Cllr. Ray reminded Councillors that they must respond to the Clerk on matters where a date has been specified, in particular planning applications. It appears that some Cllrs. are having problems using the form provided for planning responses as they are unable to send them via their mobile phones. Cllr. Ray suggested that Cllrs. responses could be made by email providing full details of the application are stated and reasons provided for their recommendations based on the layout of the original form. All agreed that this would be preferable and the Clerk will ask Cllr. Fraser to amend the Standing Orders accordingly.

**16. Road Traffic Items:**

School Safety Zone: as discussed in agenda item 5.

 Community Speedwatch scheme: The Clerk had been contacted by

 the Clerk for Great Alne Parish Council enquiring whether we had progressed this matter. They are keen to join the scheme but are struggling to get enough volunteers so wondered whether we would be interested in joining forces. As little interest had been expressed when Cllr. Stewart originally contacted bordering Parish Councils the matter had been temporarily put aside.

 It has now become apparent that a scheme is available through the Alcester South Safer Neighbourhood Team whereby a Parish Council can register for training providing a minimum of 6 volunteers are willing to participate. There is a kit available for sharing with other groups and participating volunteers can conduct checks in different areas.

 Cllr. Stewart felt it would be sensible to contact bordering parish councils again with this new information to try and gather a larger group of volunteers to participate. She will prepare a leaflet to circulate with the next Neighbourhood Plan update. Cllr. Ray agreed that would be a good idea and will ask Roger Harrison to have it printed at the same time. In the meantime the Clerk was asked to contact other Parish Councils to gauge interest.

**17. Recording Assets of Community Value:**

 Having read about the residents buying the pub at Norton Lindsey recently, Cllr Ray became aware thatnominations for community assets can be made by Parish Councils or by defined groups with a connection with the community. If the nomination is accepted, the group will be given time to come up with a bid for the asset when it is sold. The scheme does not give first refusal to the community group and it is not a community right to buy the asset, just to bid. This means that in some instances the local community bid may not be the successful one.

 Cllr. Ray proposed that the Masons Arms and the Village Shop are worthy of nomination. Cllr. McMillan seconded the proposal and Cllr. Ray will complete and submit the necessary forms.

**18. Payment of outstanding invoices:**

WALC (Training) £ 45.00 (100560)

Colemans Office Supplies 52.18 (100561)

Information Commissioner 35.00 (100562)

David Holmes Planning 285.00 (100563)

WILLOW WOOD PLAY AREA:

G. Compton 610.00 (100079)

Playground Supplies Ltd 72.00 (100080)

SDC (Lease) 100.00 (100081)

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

 **meeting:**

 Items for the next agenda to include:

 Defibrillators

 Willow Wood Play Area

 Neighbourhood Plan

 Road Traffic items

 Community Speed Watch scheme

 Parish Council Emergency Plan revisions

**21. Date of next meeting:** 15th March 2017. Annual Parish meeting plus ordinary Parish Council meeting.

No further business – Chairman closed the meeting at 9.30 p.m.

**County Councillor Report December**

Following the Chancellor’s Autumn Statement the County Council Administration released its draft budget for the next four years after the Cabinet meeting on December 8. The savings target of £67million will be delivered by spending £5 million on changing the way the Council delivers its services. Council tax will increase by 2% to cover general services and an extra 2% to help fund adult social care. Services will be targeted at the vulnerable in our communities. Headlines are:

* invest in 40 additional children’s social workers, plus additional support capacity, to reduce caseloads and provide greater support for our most vulnerable children i
* invest in the education system for our most vulnerable learners and maintained school transport for special needs pupils
* protect our elderly by investing in extra care housing to meet forecast needs
* councillors community grants will still be available
* capital to fund local small road safety schemes will still be available
* The fire service control centre will be made more resilient by combining with Northamptonshire FRS and the number of fire stations will be unchanged.
* the roads maintenance budget will be maintained

Growth in council tax from new housing development will be used to fund road improvement schemes. Capital will also be invested in priority road safety schemes across the County targeted at reducing the numbers killed or seriously injured on our roads.

Warwick town centre will be given a traffic management makeover designed to reduce the serious levels of air pollution being experienced there and the Warwick University/Stonelieigh junction on the A46 will be upgraded to manage the high volume of traffic going into the Jaguar Landrover and the University.

These proposals will go forward to the full Council for approval on February 2.

John Horner

DEBBIE POYNTON report

Following our recent site meeting and the receipt of the traffic data recently taken within Wilmcote, I am now able to provide you with an update on the issues you have raised as set out below:-

**Road safety outside Wilmcote School**

Wilmcote School is situated on a residential road in the village of Wilmcote.The village forms part of a network of routes that are marked as Leisure Drives for touring the unspoilt Warwickshire countryside.Wilmcote has Mary Arden’s Farm and Palmer’s Farm, The Masons Arms and the stone cottages and Gipsy Hall Farm which are visited regularly by visitors. There is a 30mph speed limit on the roads within Wilmcote village.

Wilmcote Parish has a number of existing leisure and recreation assets in the Parish that benefit these visitors, the local community and the local and wider economy. The Shakespeare Birthplace Trust (SBT) is putting plans together for year round opening of Mary’s Arden Farm located in Wilmcote village which will see an increase in visitor traffic through the village.

Wilmcote School is located to the south of the village on Church Road next to St Andrews Church. Church Road varies in width from 3.67metres at its narrowest point to 5.9 metres at its widest between Manor Drive & Old School Lane. There is an existing footpath located on the west side of the road fronting the School and the Church, the footpath also varies in width. On the opposite side of the road there is a footpath from Manor Drive on the east side which stops adjacent to the telegraph pole near house number 23, there is no footpath from the telegraph pole to Old School Lane only properties fronting the road. This is a Conservation Area where a lot of the properties are Grade1/2 Listed Buildings with gardens which extend up to Church Road, there is a 0.5m strip of land which is highway adopted land. The lighting along this section of road is Parish Lighting.

During the period of 01/01/2012 – 20/12/2016, there is 1 recorded personal injury accident

recorded on Church Road (outside the School)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2011 | 2012 | 2013 | 2014 | 2015 | Total |
| Fatal | 0 | 0 | 0 | 0 | 0 | 0 |
| Serious | 0 | 0 | 0 | 0 | 1 | 1 |
| Slight | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 1 | 1 |

A recent traffic/speed survey was carried out on Church Road for the period 31/10/16 - 07/11/16. A summary of the traffic/speed survey reveals the following:-

Traffic speed survey data was collected on Church Road between the hours of 08:00 –

09:00 hrs on the 31/10/16 – 07/11/16, results show an 85%ile speed of 29.0 mph and a

mean speed of 23.4 mph southbound and an 85%ile speed of 29.8 mph and a mean speed

of 24.9 mph northbound. This data was collected between the hours of 08:00 – 09:00.

The number of vehicles using Church Road between 31/10/16 – 07/11/16 show a 5 day

average of 80 vehicles southbound and 167 vehicles northbound between the hours of

08:00 – 09:00 and 88 vehicles southbound and 60 vehicles northbound between the hours

of 15:00 – 16:00.

There was an average of 9 HGV’s / Buses using this route between 08:00 – 09:00 hours and

8 HGV’s / Buses using this route between 15:00 – 16:00 hours during Monday – Friday in

both directions.

**Parish Council Request**

The Parish Council/School have asked for consideration of a Give & Take on Church Road between Manor Drive and Old School Lane with the provision of a footpath on the eastern side, and a widened footpath on the west side outside the School and Church. The footpath outside the school is narrow in parts.

There is no formalised system of street lighting on this section of Church Road. To make any improvements to this footpath we would have to consider widening the footpath to 1.8 metres (minimum width 1.2 metres). If a similar footpath was provided on the opposite side we would lose nearly 2 metres of the width of the road reducing it to 1.67 metres at its narrowest. The widest section would be 3.9 metres. At 1.67 metres this is barely wide enough to get a car through, farm vehicles or buses would have difficulty in manoeuvring through. We normally look for a minimum of 4.2 metres on a road were agricultural vehicles operate.

The proposals you have put forward include a Give & Take on Church Road with a widened pavement outside the School, and a new pavement on the east side.

Due to the narrow carriageway on Church Road this would be not be possible to engineer. The forward visibility required for a Give & Take would require a minimum forward visibility distance of 90 metres from the position of the Give Way line. The signing for the Give & Take would require external illumination. The build out would need a series of street lighting to cover the length of the build out at each end of Church Road, and the length in between. Any installation of a pedestrian guard railing outside the school would require the guard railing to be set back 0.5 metres from the kerb edge; this would reduce the available footway for pedestrians.

Information held by the School would show a Post Code for each child attending the school. In the last School Travel Plan in 2009, there was one child who walked from the south of the village. The remaining children came from north of the school. This indicates that the improvements should be focused from the Mary Arden PH/Swanfold, Aston Cantlow Road Areas to the School. When we carried out our investigation we walked from the junction of Aston Cantlow Road/Station Road along the footpath towards the school. There are a number of factors which need considering for any proposals detailed. Warwickshire County Council would require an update from the school on the direction the children are travelling from, catchment area and the number of children walking.

We visited Mary Arden’s Farm which had a suitable car park available for the winter months as the Farm is closed through out that time. The pavement on the right hand side of Church Road is suitable for parents & children walking to school. There is a suitable route through the church yard to an entrance at the back of the school which could improve the safety for all. You would have to discuss this with the Church for access to and from school.

This would negate any pinch points or widening of the footpath on Church Road. There would not be any conflicts outside the school with farm vehicles/buses mounting the pavement being in conflict with children & parents.

Where necessary, development proposals should seek to provide new footpaths and pavements and appropriate street lighting.

Request for street lighting to be upgraded to current light technology will reduce energy consumption and improve the effectiveness of each lighting point.

Tourism provides a valuable boost to the local economy and adds to the vibrant community. This needs to be balanced by retaining the village’s rural lifestyle and image.

**Other Factors for Consideration**

Parked cars are a natural form of traffic calming

School Keep Clear – could be improved.

Possible SLOW on carriageway could be used.

Improvements to school signs (these may be intrusive for residents)

Possible advisory 20 outside school – if criteria were met

For information only:

The following payments were made between meetings:

WCC (Lime Tree) £ 225.00 (100556)

HMRC PAYE 298.80 (100557)

David Holmes Planning 190.00 (100558)

E.on maintenance 137.44 (100059)

WILLOW WOOD PLAY AREA

Playground Supplies Ltd £ 180.00 (100077)

 Playdale Playgrounds 1246.39 (100078)