**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE GUILD ROOM, ASTON CANTLOW VILLAGE HALL ON WEDNESDAY 18th JULY 2018 – NO. 98**

1. **Present:**  Cllr. Ray, Chairman, Cllr Stewart, Cllr Shilvock, Cllr. Massey, Cllr. Ledger, Cllr. McMillan, Cllr. Lowis and ten members of the public

 **Part meeting**: Mrs. Abi Moore and Mr. Mark Ratcliffe representing the Shakespeare Birthplace Trust. County Cllr. Cargill

1. **Apologies:** Cllr. Fraser. Member of the press, Mrs. Marr.

 Cllr. Fraser is working almost full time in London until December. She has expressed a wish to remain on the Council and if that is acceptable will do her best to attend. Cllr. Ray proposed we should allow Cllr. Fraser to remain, seconded by Cllr. Stewart and agreed by all.

**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 General meeting and ordinary parish council meeting held on 16th May 2018.**

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

**5. Public Participation:**

 The majority of the members of public present were attending because of their interest in the proposals for extra car parking at Mary Arden’s House. One member of the public was there with an interest in the planning application for Pathlow Farm.

**6. Abi Moore and Mark Ratcliffe, Shakespeare Birthplace Trust, to provide an update on proposals for extra car parking facilities at Mary Arden’s House:**

Cllr. Massey declared an interest in this item and confirmed she was recording this part of the meeting.

 Abi Moore reported that they had a very positive meeting with representatives from the local community in January. A number of suggestions were put forward which they’ve looked into, including the layout of their existing car park and amendments to their initial proposal amongst others. They have been working with heir architects on this and are now in a position to feedback and put forward revised suggestions.

Mark Ratcliffe explained the reasons why certain other suggestions were not viable:

 a) Land behind the Masons Arms – they cannot support this suggestion as this land is on the District list for housing so would only be short term, would entail a lot of work and signage.

b) Mary Arden Inn – they have 19 parking spaces. Likely to be busy during the summer season, there would be operational problems, again would involve extra signage and is used by school parents.

 c) Extend to the rear of existing into ridge and furrow field – there is an agreement in place to keep this as it is, Historic and Natural England would object as would SDC as this is in the Conservation area.

The revised proposals would be to make better use of the existing car park to possibly provide a further 10 spaces. This would require removing 10 trees, although not significant species, and would no doubt raise objections from Ruth Rose, Forestry & Landscape Officer at SDC.

Reduce area to use in field to create 29 spaces. Would need to remove existing hedge and re-plant. Together this would create a further 39 spaces but would still need to use the overflow car park area on high days and holidays albeit to keep within the 28 day allowance.

 It will be necessary for archaeological and ecological surveys to be carried out and to do battle with SDC over trees. The Trust also requires the support of the Parish Council and residents before proceeding further.

 Mr. Massey said that although the new proposal was one he put forward he would like the core group to get together to discuss this before making any specific comment. Abi Moore said she would be happy for them to visit Mary Arden’s House to get a better idea by visiting the site itself. She did also say the sooner the better as they are looking to move forward as quickly as possible now.

 Cllr. Ray confirmed general support from the Parish Council to start progressing this subject to the response from the core group.

 Cllr. Ray thanked Mrs. Moore and Mr. Ratcliffe for attending the meeting and updating on their proposals. Mr. Massey said he is very impressed with the way the Shakespeare Trust have involved the residents. Cllr Ray asked him to keep the Clerk informed.

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

 County Cllr Cargill mentioned the launch of the County Councillors’ Grant Fund and that the deadline for applications is 31st August 2018.

 Cllr Cargill reported that he had a meeting with Gavin Callard from the Forestry Dept. at the County Council and he has no objection to the removal of the existing hedge and trees, including the Silver Birch if necessary, in front of the school. A planning application will have to be submitted by the school or their architects.

 The Canal Quarter is moving along nicely and Stratford District Council has started a compulsory purchase order to buy Wellesbourne Airfield. It is against the Core Strategy for housing to be built on it.

 There was no District Councillor report available.

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

 *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. Permission granted.

 *Planning application No. 18/01295/FUL:* Sunny Nook, 1 Old School Lane,

 Wilmcote. Single storey extension. Permission granted.

 *Planning application No. 18/01329/FUL:* Ardencroft, Featherbed Lane,

 Pathlow: Demolish existing conservatory and replace with extension, demolish

 and replace porch; construction of dormer to front/side, Pending.

 *Planning application No. 18/01415/LBC*: Palmers Farmhouse, Station Road,

 Wilmcote. Repairs to buildings within the Palmer’s Farm site. Works include

 repairs to timber framing, panelling and chimneys at Palmer’s Farmhouse.

 Repairs to external walls at the Great Barn. Pending.

 *Planning application No. 18/01414/LBC:* Mary Arden’s House, Aston Cantlow

 Road, Wilmcote. Installation of helibars to north elevation of Wheelwright

 building at first floor level and installation of bed joint reinforcement to upper

 south west corner of Wagon Bay building. Pending.

 To consider the following applications which were received after the agenda

 was circulated:

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

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

 After discussion with Mrs. Clarke of Pathlow Farm, Featherbed Lane, and

 Giving this due consideration it was proposed by Cllr. Ray the following

 objections should be made to SDC. Cllr. Stewart seconded the proposal and all

 were in agreement.

 a) The proposed extension is disproportionate and inappropriate development in the Green Belt.

 b) The application is unclear on the need for this extension and does not provide any very special circumstances.

 c) An additional unit would increase noise pollution for the residents living in close proximity.

 d) A major concern is additional traffic to this site.

 e) On certain occasions parking on the site is already inadequate.

Mr It was recommended to Mrs. Clarke that she encourage those of her neighbours who have concerns about this application to submit their objections direct to the District Council.

 *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.

 All Cllrs. agreed that, subject to the approval of the Forestry and Landscape Officer, they would have no objection to these works.

 **9. Correspondence:**

-2018 Model Standing Orders – changes.

 - Notification of launch of County Councillors’ grant fund.

- Request received from a resident for a notice board to be

 reinstated at the end of Glebe Estate. **Clerk to action.**

 **10. Progress report:**

Traveller site in Gospel Oak Lane: Awaiting update. The Enforcement Officer has been on extended leave.

 Grit bin: Having carried out a salt bin policy assessment adjacent to Wilmcote Stores, John Brown, Communities, Warwickshire County Council, has advised that it does not achieve the required scoring for County Highways to service a bin at this location.

 **11. Authorisation for the Proper Officer to grant dispensations when required:**

Cllr. Shilvock proposed that the Clerk be authorised to grant dispensation in the future if and when required. Cllr. Fraser to be asked to update the Standing Orders accordingly.

 **Clerk to action**

 **12. Standing Orders review:**

 Appendix 1 Risk Register – currently up to date.

 Asset Register – recently updated by the Clerk. Cllr. Fraser to be asked to revise Standing Orders accordingly. **Clerk to Action**

Privacy Policy to be added to Standing Orders, Website and Clerk’s files when

 available**. Cllr. Lowis to action.**

**13. Quarterly Financial statement:**

Issued to all Councillors ahead of the meeting.

**14. Willow Wood Play Area:**

No issues were raised in the latest monthly inspection report.

 The insurance claim for the damage to the tractor and Douglas King bench has been settled and the tractor repaired. Mrs. Anabel Murphy has chosen and ordered a new bench and Mr. Woodman will fit it when it is available.

 Cllr. McMillan advised that he is waiting for a quote from Playdale Playgrounds for a new roundabout.

 **Cllr McMillan to action.**

**15. Road Traffic Items:**

 Parking: Cllr. Massey will ask PCSO Becky Morris if she can provide some suitable wording for notices.

 Community Speedwatch: All the necessary equipment is now with Cllr. Massey and PCSO Becky Morris has said she will come out with the members of the team to ensure they are doing everything properly.

 **Cllr. Massey to action both of the above.**

School Safety Zone: As reported earlier by Cllr. Cargill there is no objection to the trees and hedge being removed and the school must now ask their Architects to submit a planning application.

 **16. 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:

 Willow Wood Play Area

 Road Traffic Items

 Data Protection

**18. Date of next meeting:** 19th September 2018.

No further business – Chairman closed the meeting at 9.45 p.m.

For information only:

The following payments were made between meetings:

E.on energy (May) £ 166.49 DD

E.on repair 1,236.00 BACS

Stackhouse Poland Insurance 679.63 BACS

The Green mowing 100.00 BACS

WALC Training 35.00 BACS

E.on energy (June) 172.04 DD

E.on maintenance 137.44 BACS

Wilmcote Village Hall 60.00 BACS

HMRC 297.60 BACS

E.on energy (July) 166.49 BACS

WILLOW WOOD PLAY AREA:

D. Woodman (repair) 175.00 BACS

G. Compton 725.00 (100085)

Playground Supplies Ltd (Inv 5556) 72.00 BACS

Playground Supplies Ltd (Inv 5574) 72.00 BACS

District Council Lease 100.00 BACS