**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 18TH NOVEMBER 2015 – NO. 78**

1. **Present:**  Cllr. Ray, Chairman, Cllr. Roberts, Cllr. Stewart, Cllr. McMillan, Cllr Shilvock, Cllr. Lowis, three members of the public and one member of the press.
2. **Apologies:** District Cllr. Lawton was attending a West Area Planning Committee meeting and said he would attend later if possible. He wasn’t able to make it unfortunately.
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.

1. **Declarations of dispensations granted for Disclosable Pecuniary Interests**

**already in the register of Members’ Interests:**

Cllr. Ray – Pecuniary interest in land identified in the NDP

Cllr. Roberts – Pecuniary interest in land identified in the NDP.

Cllr. McMillan – Potential pecuniary interest in possible development of land identified in the NDP.

**5. Presentation of intent to apply for outline planning permission in The Orchards off Stations Road:**

Mr. Whitfield and his agent, Gary Moss, provided a summary of the proposals for outline planning permission for up to four properties in The Orchards. More detailed information had been circulated to Councillors ahead of the meeting. Mr. Moss and Mr. Whitfield are strongly of the opinion that the proposals could be classed as infill and confirmed that no pre-planning advice had been sought from the District Council.

Councillors were then given the opportunity to ask questions and a brief discussion took place. No decisions or recommendations could be made by the Council until an application is submitted and a formal consultation notice is received from the District Council. Mr. Whitfield indicated that an application would be submitted in the next week or so.

1. **Minutes of the meeting held on 16th September 2015 and the Special Parish Council meeting held on 15th October 2015**

Both sets of minutes were approved by all members and signed by the Chairman.

1. **Public participation:**

A resident from Glebe Estate expressed her concerns about two large vans being regularly parked at the end of Glebe Estate by non-residents of Wilmcote. The Clerk had already received similar reports and asked the police to investigate. On visiting the estate the police found no issues with parking or obstruction and, although the vans were opposite the junction by the village hall, there was plenty of room for access.

The resident was also concerned about parking in general in Glebe estate stating that some vehicles block the footpath and when large vehicles like the bin lorries drive down they often have to mount the pavement to pass parked cars. Cllr. Ray recommended that the resident provides photographic evidence to the Parish Council which in turn can be passed to the police.

The Clerk was asked to contact Warwickshire Fire & Rescue requesting that they carry out a trial one evening to ascertain whether they would be able to get their vehicle safely along Glebe Estate if required in an emergency.

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

District Cllr. Lawton had provided an October report and this is attached on page 9.

County Cllr. Horner had provided a November report prior to the meeting and this is attached on page 10.

1. **Pathlow Park Traveller Site including adjacent public footpath:**

Mr. Russell and Mr. Chatterton own properties bordering the Traveller site and were attending the meeting to gain support from the Parish Council in an attempt to have the site and tenants managed in an acceptable manner.

Both gentlemen have had significant problems caused by the residents of the site over many years and in the last 12 months these problems have intensified. These include windows broken with marbles using catapults, intimidation, trespassing, damage to outbuildings and theft – the list is endless.

It is understood that the site is owned by Stratford District Council and Warwickshire County Council is responsible for all management. Mr. Russell and Mr. Chatterton have had numerous meetings or conversations with the responsible officer from WCC and numerous reports have been made to the police by both parties. Mr. Russell has found the police to be quite helpful but no positive action appears to have been taken to improve the situation.

Cllr. Roberts pointed out that the Planning Policy for Traveller Sites of August 2015 states that local planning authorities should ensure that their policies promote peaceful and integrated co-existence between the site and the local community.

It was agreed that the Parish Council would do everything possible to help and Cllr. Ray asked Mr. Russell and Mr. Chatterton to put together a document briefly identifying the significant issues they have had to deal with, including photographs where possible. On receipt of this the Parish Council will put together an accompanying letter to forward to the M.P., Chief Executives of SDC and WCC and the Police commissioner amongst others. Mr. Russell agreed to deliver the completed document to the Clerk.

A further problem, connected to the above, is the public footway adjacent to the Traveller site. The Clerk first reported to WCC in January this year that the path was impassable, mainly due to the enormous amount of rubbish thrown over the fence from the site. As at the beginning of October no action had been taken to make the public footpath accessible and re-instate the ruined sti le.

1. **Road Traffic Items:**

Cllr. Stewart reported that she now has a list of six people interested in becoming part of a community road safety awareness group. Although ideally a few more would be preferable, Cllr. Ray suggested it would be worth taking the necessary steps to start progressing the project.

As a result of the recent discussions about school safety zones, Cllr. Horner arranged for a flashing speed sign to be sited in Church Road on the approach from Billesley and this is due to be activated shortly.

Parking is still an issue outside the school but generally is only for a limited duration when children are arriving in the morning and leaving at 3.15. Over the past few weeks on occasions several vehicles have again been parking near to the station approach. Unless photographic evidence is provided the Parish Council is unable to take any action.

The Clerk reported that WCC had arranged for tubes to be placed across the A3400 between Pathlow Park Traveller Site and Featherbed Lane as part of their annual monitoring of flows into/out of Stratford. Copies of the data will be received when available.

**11. Appointment of Vice Chairman:**

The Chairman asked Cllr. Shilvock if she would be prepared to take on the position of Vice Chairman and explained that this would mainly be to stand in and chair a meeting if for any reason he were unable to attend. Cllr. Shilvock did agree and this action was proposed by Cllr. Ray and seconded by Cllr. Lowis. All Cllrs. were in agreement.

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

*Application No. 15/01222/FUL* 165 Aston Cantlow Road: Construction of five dwellings with new shared surface access road, closure of existing vehicular access and construction of new access on to Aston Cantlow Road. Awaiting Appeal decision.

Consultant response lodged on behalf of the Parish Council.

*Planning Application No. 15/03733/FUL* Lime House, Church Road, Wilmcote: Redevelopment of existing dwelling to increase first floor area and re-planning of ground floor. Pending consideration.

*Planning application No. 15/02500/OUT* Land off Billesley Road, Wilmcote: Outline planning permission or the erection of 9 no. new dwellings with all matters reserved. Withdrawn.

*Planning Application No. 15/02889/FUL* 22B Aston Cantlow Road, Wilmcote: Demolition of existing single storey rear extension and erection of replacement single storey rear extension. Pending consideration.

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

Application No. 15/03795/FUL: Units 4 & 5 Pathlow Farm, Featherbed Lane, Pathlow: Change of use of Unit 4 from offices (use class B1a) to dance studio (use class D2) to be used in association with Unit 5.

The application was considered and the following response was agreed:

The Parish Council has no objection to the change of use of Unit 4 on the basis that extra parking is being provided and subject to visibility being improved towards the A3400 by re-siting of the hedge. From local knowledge we are aware of occasions when accidents nearly occurred as a consequence of vehicles pulling out from the site having obviously not seen vehicles travelling along Featherbed Lane towards Wilmcote.

**13. Progress reports:**

The Elms, Pathlow: The Camping and Caravanning Club Exempted Camping Team have advised that the Certificated Site application has been approved.

1. **Correspondence:**

- CIL Submission Charging Schedule – deadline 13th November.

- Warwickshire County Council - Minerals Plan – Preferred Option & Policies. Consultation deadline 4th December 2015. Received via disc. Cllr. Lowis agreed to take a look at this to ascertain whether a representation should be made.

- HSBC Important Notice: Confirming your Tax Status.

The questionnaire was passed to the Parish Council by Mr. Harrison and appears to be in relation to the Neighbourhood Plan account. The clerk asked Cllr. Lowis if he would take a look at it and assist with completing it.

After the agenda had been circulated the Clerk received an email from Mr. Boakes of The Old Post House reporting a blocked drain outside his property causing standing water to overflow into his garden. The Clerk had reported this to the Highways Dept. who in turn have asked the jetting team to attend.

**15. Parish Council Standing Orders:**

Cllr. Ray reminded all Cllrs. of the correct procedure laid down in the Standing Orders for responding to planning applications and insisted that this procedure must be followed. The correct form must be completed by each Cllr. and sent to the Clerk by the date specified. No other method of response will be considered.

Cllr. Shilvock feels that it is important and helpful for discussions to take place but unfortunately not all application consultation deadlines coincide with meetings. She suggested that on these occasions email communications between Cllrs. would be an advantage before final responses are sent to the Clerk. This was generally agreed and it was stressed by the Clerk that there would be a short timescale for these actions. Cllr. Ray asked Cllr. Shilvock to put some wording together to this effect for insertion into the Standing Orders.

Cllr. Ray also asked Cllr. Shilvock to put something together to cover the odd occasion when it is not possible to call a special meeting should there be a disagreement in final responses.

**16. Clerk’s expenses in relation to Broadband connection:**

Cllr. Ray proposed that the Parish Council should pay 25% of this cost. The Clerk uses this facility for two other Parish Councils and her own personal use.

Seconded by Cllr. Stewart and all in agreement.

**17. Draft Precept:**

Cllr. Ray had circulated a draft to all Cllrs. prior to the meeting for consideration.

Cllr. Roberts was concerned that we may have considerable expense shortly, and ongoing, with the Play Area and although we have reserves they could easily be used up in no time at all. He recommended that a financial review should be carried out.

The Clerk was asked to obtain a quote for website hosting as that will be due next year and the cost of an inspection and any work needed to the Lime tree.

Cllr. Ray will circulate a revised draft to Cllrs. before the January meeting when the final Precept has to be agreed for submission by 28th of that month.

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

Despite agreement at the previous Parish Council meeting to remove the cradle swing and toddler swings, this was not possible due to the fixings being tamper proof. In view of this the annual inspection was brought forward to obtain the Inspector’s opinion, in particular, for the swing bay.

The detailed inspection report describes new wide cracks in the main supports, cross bar to toddler swings and bracing struts in places. These are classed as low risk and caused by wear and tear.

The centre support post and strut are loose in the ground, classed as medium risk and again caused by wear and tear. A resolve by date of 1st February 2016 is given but no advice is provided as to methods of resolving these new wide cracks.

Cllr. Roberts opinion remains that the whole of the swing bay should be removed to avoid any risk. Cllr. Lowis takes the view that we are not playground experts and shouldn’t substitute our personal views for those of our appointed experts.

It is considered by all Cllrs. that the Inspector’s comments are insufficient regarding action to be taken. Cllr. Ray proposed that we contact Smith Inspection and Consultancy Ltd. requesting further information on the safety of the swing bay, advice on methods of repairing the cracks in the timber supports and, if possible, a site meeting. Cllr. McMillan agreed to pursue this within the next week

Cllr. Stewart seconded the proposal and it was agreed by Cllr. Lowis, Cllr. Shilvock and Cllr. McMillan. Cllr. Roberts abstained.

Cllr. Ray asked the Clerk to call a special meeting next month, once further information is obtained by Cllr. McMillan, to discuss the way forward.

1. **Neighbourhood Plan Update:**

Cllr. Ray reported that the first of two public meetings has been held for residents to view and comment on the first draft of the Neighbourhood Plan.

The Housing Needs Survey has been conducted and WRCC hope to be in a position to send the report to the Parish Council at the end of this month.

**20**. **Stratford on Avon Draft Core Strategy:**

Cllr Roberts reported as follows:

There will be Examination Hearing Sessions commencing on Tuesday 12th January and ending on Thursday 21st January. Assuming all goes well and the Inspector is satisfied that the Council’s proposed modifications are capable of being recommended, the Council will need to undertake a further 6 week comprehensive consultation covering the total Proposed Core Strategy. This would include such items as Local Services Villages and Local Service Villages in the Green Belt. The Inspector would then take any comments made at this consultation into account before his final report is issued.

If the Inspector does not accept that the Council’s proposed modifications can be recommended then the Stratford on Avon Core Strategy would go back to the drawing board.

**21. Bank Mandate:**

An incorrect mandate was provided previously by HSBC and the correct form has now been obtained. Completion deferred to the next meeting.

1. **Payment of outstanding invoices:**

C. P. Wheeler (grasscutting) £ 45.00 (100500)

Getmapping Plc 33.60 (100501)

David Holmes Planning 475.00 (100502)

Mrs. E. Butterworth (expenses 16/07 – 18/11) 125.32 (100503)

WILLOW WOOD PLAY AREA

Playground Supplies 144.00 (100058) Playground Supplies (annual inspection) 156.00 (100059)

NEIGHBOURHOOD PLAN

Mrs. E. Butterworth (printing) 132.40 (100021)

Kirkwells 2,880.00 (100022)

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

**meeting:**

Items for the next agenda to include:

Final Precept

Standing Orders

Willow Wood Play Area

Neighbourhood Plan

Road Traffic items

1. **Date of next meeting:** 27th January 2016.

No further business – Chairman closed the meeting at 10.30 p.m.

**DISTRICT COUNCIL – WOOTTON WAWEN WARD OCTOBER 2015**

Over the past few weeks, Stratford District Council have been heavily involved in debate about whether or not to join, as a non-constituent member, into a proposed West Midlands Combined Authority. Whilst the council at an original debate in September voted to hold a “watching brief” with leader Chris Saint attending meetings of the new shadow WMCA shadow board and to report on progress. A further debate was subsequently held to discuss the benefits or otherwise of joining with metropolitan boroughs including Wolverhampton, Dudley, Birmingham and Coventry in part of a devolved region. On weighing the pro’s and cons from information provided from the shadow Board meetings, the council were asked again to consider the proposition and decided, and on a free vote, to reject the invitation to become further involved. Both Warwickshire County and Warwick District Council have likewise decided not to participate. Stratford District Council will now actively pursue other agreements and opportunities to share and improve services in combination with local “Shire” authorities and perhaps to build on agreements already in place.

With regard to district planning, revisions to the core strategy have been put out to public consultation and the numerous responses, from both private individuals and action groups, commercial companies and other interested parties have been received and recorded. The Council, at its last full meeting, and having listened to various arguments, voted not to make alterations to the revised core strategy but the responses from the public consultation have been sent to the independent inspectorate for scrutiny. I is hoped that the inspectorate will now accept the remaining items within the core strategy as being sound and proceed to make moves to move the process forward to a fully adopted policy in the New Year. It is felt by the council that it is vital to push through the core strategy to avoid any further delay its adoption and to prevent any additional speculative development applications from being approved.

**Councillor Simon Lawton simon.lawton@stratford-dc.gov.uk**

**County Council Report – November**

This is the first month this year I do not have to report something about public sector reorganisation. A few matters of interest involving various services provided by the County are:

**There is a new Consumer Rights Act** that applies to purchases of goods and services made on or after 1st October 2015. It simplifies, strengthens and modernises consumer law, giving consumers clearer rights and remedies. In addition the law now gives consumers specific rights when they download digital content, which they did not have before. Consumers’ rights include:

* A 30-day time period to return most faulty goods and get a full refund
* A ‘tiered’ remedy system, clearly setting out consumers’ rights to a refund, repair or replacement depending on how long the consumer has had the goods.
* The right to a repair or a replacement for faulty digital content such as music downloads and e-books, and additional rights if they cause damage to the consumer’s equipment
* A right to their money back after one failed repair (or one failed replacement), rather than having to accept numerous attempts to get it fixed. No deduction can be made from the refund in the first six months (with the exception of motor vehicles)
* The right to challenge terms and conditions which are not fair or are hidden in the small print
* The right to have a service redone if it has not been done with reasonable care and skill

**Support for small businesses.** Warwickshire County Council has announced new funding worth £1 million to support small businesses in the county. Small and micro firms across Warwickshire will be able to apply for grants worth £5,000 to £35,000. Please contact me for more information.

**CONNECTing Business and Education** is a web portal that enables businesses and education providers to search for specific activity in a defined geographic area. It will mirror the Skills for Employment programme and seek to facilitate higher levels of work experience and get teachers, as well as students, short term placements in businesses. There is also a drive to encourage business leaders to go into schools and deliver motivational speeches.

**Mental health support** has been improved by a new initiative has launched in Warwickshire to try and help the thousands of people in the county who might be anxious, down, or not coping well with everyday life. The county council is working with Big White Wall, an organisation heralded nationally in championing mental health, in helping people to take control back of their lives. Anyone wanting to register should go to [www.bigwhitewall.com](http://track.vuelio.uk.com/z.z?l=aHR0cDovL3d3dy5iaWd3aGl0ZXdhbGwuY29tLw%3d%3d&r=5545652018&d=1408704&p=1&t=h&h=a9e4ac47896be1926cf53ae110641222) and go to the ‘Join Now’ button on the top right of the screen, and enter their post-code in the United Kingdom section.

John Horner

For information only.

The following payments were made between meetings:

HMRC (PAYE ) £ 306.60 (100495)

Mrs. L. Stewart (leaflet printing) 100.16 (100496)

Cheque cancelled - (100497)

Tyler Parkes 798.00 (100498)

Cheque cancelled - (100499)

WILLOW WOOD PLAY AREA

G. Compton 515.00 (100056)

Playground Supplies 72.00 (100057)

NEIGHBOURHOOD PLAN

R. Harrison (printing) 58.00 (100019)

C. Ray (photocopies) 112.08 (100020)