**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 20th JULY 2016 – NO. 85**

1. **Present:**  Cllr. Ray, Chairman, Cllr. Stewart, Cllr. Fraser and one member of the press.

**2. Apologies:** Cllr. Lowis, Cllr. McMillan, County Cllr. Horner.

**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. Parish Councillor resignation:**

Regrettably, for personal reasons, Mrs. Shilvock has had to resign from her position as a Parish Councillor.

**5. Minutes of the Annual General meeting and ordinary meeting held on 18th May 2016 and Special Parish meeting held on 14th June 2016.**

All of the above minutes were approved by all members and signed by the Chairman.

**6. Public Participation:**

There were no members of the public present.

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

 No reports were available at the meeting.

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

*Planning Application No. 15/04499/OUT* Land to The North and West of Bishopton Lane, Stratford on Avon: Outline planning application with means of site access from Bishopton Lane and The Ridgeway for the erection of up to 500 dwellings safeguarding land for a single form entry Primary School, public open space and all other necessary ancillary and enabling works. Pending consideration.

 *Planning Application No.16/01409/AGNOT* Gypsy Hall Farm, Aston Cantlow Road, Wilmcote: machinery and tool store. Agricultural notification approved.

*Planning Application No.16/01080/FUL* Hill House*,* Birmingham Road, Bishopton Hill, Pathlow:Demolition of Hill House, erection of No. 1 dwelling and re-roofing of adjacent garage. Pending consideration.

*Planning Application No.16/01277/FUL* Primrose Cottage, Featherbed Lane, Wilmcote: proposed conversion of ancillary building to a single dwelling. Application withdrawn.

*Planning Application No.16/01262/FUL* 65 Aston Cantlow Road, Wilmcote: conversion of outbuildings, relocation of chimney stack, replace flat roof with a pitched roof, relocation of front door and new canopy. Permission granted.

The following applications were then considered:

 *Planning Application No. 16/01580/FUL* Moor Farm, Billesley Road, Wilmcote: Proposed change of use of land to provide for an extension of horse exercise track and erection of 1.4 metres high post and rail fencing.

 No objections were raised and Cllr. Ray proposed that the application be granted. All were in agreement.

*Planning Application Nos. 16.02004/FUL and 16/02005/LBC* Wilmcote C of E School, Church Road, Wilmcote: Erection of new canopy link and new gates/fencing.

No objections were raised and it was agreed that the proposals would benefit the children and staff so a recommendation of grant was proposed by Cllr. Ray. All Cllrs. were in agreement.

 **9. Progress reports:**

A planning application is due to be submitted to SDC for necessary work to the Lime tree on The Green.

Stratford-on-Avon District Core Strategy - Adoption Statement:

In accordance with Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012, notice is hereby given that at a meeting held on 11 July 2016 Stratford-on-Avon District Council resolved to adopt the Stratford-on-Avon District Core

Strategy (SDCS). In resolving to adopt the Core Strategy the Council agreed to incorporate all changes recommended in the Appendix 2 Schedule.

**10. Correspondence:**

 - E02-16 - NALC and SLCC Salary Scales 2016-18 Final.

 - Big Lottery Fund – Awards For All (Lottery Grants of between £300 and £10,000).

 - Flying a Flag for Commonwealth Day 2017.

 - Stratford District Core Strategy–Publication of Inspector’s final report.

 - Government briefing paper on Fly Tipping. To be made available on the Parish Council website.

 The following correspondence was received after the agenda was circulated:

 - Police and Crime Panel Consultation notification. Cllr. Ray agreed to respond to this on behalf of the Council.

 - The Shakespeare Line – membership renewal. It was agreed that the £5.00 annual renewal should be paid.

**11**. **Brief report from Cllr. Fraser on “Being a Good Councillor and Clerk” induction day including the following two items to consider whether they would benefit our parish:**

 **- Monthly surgery where members of the public can come and talk to a Councillor**

 **- Social media presence e.g. Facebook page and Twitter account.**

 Cllr. Fraser reported that she felt the course was well run and provided a good introduction for her as a new Councillor.

 It was generally agreed that surgeries were perhaps not the most satisfactory method of reaching out to the people and that it would be preferable for an appointment to be arranged through the clerk if someone wished to discuss a specific matter with a Councillor. Cllr. Fraser agreed to draft a notice for inclusion in the vine each month to this effect. Perhaps this could also be included in the school weekly Newsletter – the Clerk to enquire.

 It was also agreed that social media is the way forward and Cllr. Fraser agreed to set up Facebook and Twitter accounts for the Parish Council.

 Some photographs and Councillor information is still awaited for posting on the Parish Council website.

**12. Parish Council Standing Orders:**

 Cllr. Fraser agreed to take over maintenance of the Standing Orders in view of Cllr. Shilvock’s resignation. Cllr. Ray agreed to circulate draft wording on the Council’s procedure ahead of formal consultation notifications for Cllrs. approval and insertion into the Standing Orders.

**13. Shakespeare Hospice request for a charitable donation:**

It was agreed that a one off donation of £100.00 should be sent to the Hospice. The facilities provided could benefit any of the Parish Council residents at some time in the future.

 The subject of a Defibrillator for Wilmcote was also raised by Cllrs. Stewart and Fraser. Cllr. Stewart agreed to investigate and also try and arrange for a member of West Midlands Ambulance Service to come along to our September meeting to give a presentation.

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

Carousel – due to safety concerns Playground Supplies Ltd. have removed this item from the Play Area. A replacement is planned for 2017.

The revised quotation from Playdale Playgrounds Ltd. requested by Cllr. McMillan for a set of traditional swings and a separate set of toddler swings has not yet been received. Cllr. McMillan will be pursuing this.

**15. Neighbourhood Plan Update:**

All the documents necessary to proceed with the ‘submission’ Regulation 16 consultation on the NDP are now with Matthew Neal at the District Council. The statutory consultation will take place between 30th June and 12th August 2016 and the next steps will be:

1. Examination – SDC accepted our choice of examiner and this is programmed for October
2. SDC consider Examiners report and identify any changes needed and preparation of referendum draft, this to be reported to the SDC Cabinet – complete November
3. Conduct referendum – mid December
4. Report to cabinet for endorsement, then report to full Council for adoption – early 2017.

**16. Road Traffic Items:**

 There is currently no specific update.

 Cllr. Stewart has been in touch with clerks of neighbouring parish councils to see if they would be interested in submitting a joint application to the Big Lottery Fund for a speed gun and relevant training to manage local traffic issues. Two other councils have responded so far, indicating that they will discuss this with their relevant councils. There is no time limit / deadline for applications, although there will be a significant amount of preparation involved in submitting an application.

**17. Parish Council Emergency Box.**

Cllr. Stewart agreed to find out whether there are currently any updates applicable to our Emergency Plan and exactly what our emergency box should contain.

**18. Payment of outstanding invoices:**

Shakespeare Line supporters renewal £ 5.00 (100536)

Shakespeare Hospice donation 100.00 (100537)

WILLOW WOOD PLAY AREA:

SDC Lease 100.00 (100070)

Playground Supplies Ltd 648.00 (100071)

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

 **meeting:**

 Items for the next agenda to include:

 Social media

 Defibrillator

 Willow Wood Play Area

 Neighbourhood Plan

 Road Traffic items

**21. Date of next meeting:** 21st September 2016.

No further business – Chairman closed the meeting at 8.55 p.m.

For information only:

The following payments were made between meetings:

E.on £137.44 (100533)

C. P.Wheeler (grass cutting) 60.00 (100534)

HMRC (PAYE) 295.20 (100535)

WILLOW WOOD PLAY AREA

G. Compton £420.00 (100068)

Playground Supplies Ltd 72.00 (100069)