**MINUTES OF THE PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 21st MARCH 2018 – NO. 96**

1. **Present:**  Cllr. Ray, Chairman, Cllr Fraser, Cllr. McMillan, Cllr Stewart, Cllr Shilvock, Cllr. Massey, two members of the public and one member of the press.

 **Part meeting**: District Cllr. Lawton

1. **Apologies:** Cllr. Lowis, Cllr. Ledger.

**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 Parish Council meeting held on 17th January 2018.**

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

**5. Public Participation:**

 There were two members of the public present as observers only.

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

 County Cllr. Cargill provided a report in the Annual Parish meeting.

 District Cllr. Lawton arrived towards the end of the meeting having attended a West Area Planning Committee meeting beforehand. He advised that he is the portfolio holder for planning matters.

 Cllr. Lawton’s report included a brief report on the current budget The Police & Crime Commissioner has set his precept at £12.00 for a band D property, action is being taken for more affordable homes and council houses and funding to assist the homeless in the District. Plans are in place to widen the road between Bishopton Island and McDonalds with a new access created to Tescos. All new developments will have electric charging points.

 Cllr. Lawton confirmed that Neighbourhood Plans are a very important part of SDC planning policies.

 Cllr. Ray asked Cllr. Lawton if he could tell us how we should apply for CIL funding as to date neither he nor the Clerk had been able to discover the procedure. He doesn’t know personally but will ask Robert Weeks and let us know.

 Cllr. Ray thanked him for attending and providing a report.

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

*Planning Application No.* 17/01267/OUT 1 The Orchard, Wilmcote: Outline application with all matters reserved except for access for the erection of up to 4 residential dwellings and associated works including demolition of part of single-storey garage forming part of Arden View (no.2 The Orchard). Appeal in progress.

 *Planning Application Nos. 17/03130/FUL & 17/04640/LBC* The Mary Arden Inn:

 A new entrance canopy with new glazed doors, a small flat roof extension

 cedar clad externally, cedar cladding to an existing wall by entrance.

 Applications withdrawn.

 *Planning Application No. 17/02726/FUL* 17 Church Road, Wilmcote:

 Retrospective permission for erection of gate and fencing. Permission granted

 *Planning application No. 18/00079/FUL* 24 Station Road, Wilmcote:

 Retrospective rear extension and internal alterations. Application withdrawn.

 *Planning application No. 18/00273/FUL* 24 Aston Cantlow Road, Wilmcote:

 First floor rear extension. Application withdrawn.

 *Planning application Nos. 18/00133/LBC & 18/00132/FUL* 6 Old School Lane,

 Wilmcote: Proposed wine store under kitchen. Permission granted.

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

 *Planning application No. 17/03676/FUL* Turnlea, 13 Old School Lane,

 Wilmcote: Replacement dormer bungalow together with one additional

 dwelling.

 Cllr. Ray declared a non-pecuniary interest in this application.

 After discussion the following response from the Parish Council to SDC was proposed by Cllr. Shilvock and seconded by Cllr. McMillan. All other Councillors in agreement.

 Wilmcote Parish Council is of the opinion that there is little change to the previous application, No. 17/01435/FUL, and objects to the current application based on the same reasons as before. Two bungalows would be more favourable on this site.’

 **8. Correspondence received:**

 - Site Allocations Plan for Stratford on Avon District – Intention to prepare a Local Plan.

 - World War 1 Centenary Celebrations.

 - Community Infrastructure Levy (CIL) Training for Parish Councillors video of a training session available on the SDC website.

 - Notification of Review of Ethical Standards in Local Government.

 - Canal Quarter Regeneration Zone Framework Masterplan Supplementary planning document.

 - County Church Service to celebrate the Commonwealth.

 -  Development Requirements Supplementary Planning Document Consultation. Cllrs. Ray & Shilvock are registered to attend a training session on this subject.

 **9. Wilmcote Parish Council Emergency Plan:**

Cllr. Stewart had obtained clarification on various points raised by

 Councillors. The community resilience support team has advised that this is a Parish Council Emergency Plan, focussed on the parish council acting as a community in an emergency. The parish council is not a statutory responder and would never replace the emergency services response. This plan only relates to our parish. It is apparent that we do not need to publish the plan or rehearse an incident.

 Cllr. Stewart will circulate a final plan for comment prior to approval and ascertain whether an emergency box is needed, what contents are required and how often it should be reviewed.

 Once a final plan is approved a hard copy should be provided to each Councillor.

 Cllr. Fraser has agreed to remove reference to the plan from the standing orders and ensure removal from the website.

**10. Progress report:**

 Site Allocations Plan for Stratford on Avon District – Parish Council representation submitted.

 Canal Quarter Regeneration Zone Framework Masterplan – Parish Council representation submitted.

 Fly tipping: this has not been so much of a problem recently in Featherbed Lane and the entrance to the site in Pathlow has been cleared of rubbish and generally tidied up.

 Development in the Green Belt training: this was cancelled due to weather conditions and has been re-scheduled for 19th July. Cllr Shilvock was due to attend and will check her diary to see if she is free for the re-scheduled session.

 Parish Council website: Links to the village hall, school and social club have been provided and a general update and reorganisation has been carried out. There is now also provision of a roadworks map.

 **11. Community Infrastructure Levy:**

 Cllr. Ray attended a workshop at the District council offices about this subject which was very useful and indications were that the school road safety zone project we are developing is exactly the type of project that could attract a portion of the SDC CIL funding.

 Having enquired about the process for applying it appears that the spend process for CIL funding is still being drafted by John Careford in Policy and Planning and he has been asked by Henrietta Shapiro, CIL and S106 Monitoring Team, to respond to our query.

 Cllr. Shilvock asked Cllr. Ray if he thought there would be a potential for some CIL funding for the A3400 through Pathlow in view of the additional traffic due to all the new developments. Cllr. Ray suggested it would be necessary to put forward an Investment Plan, obtain Highways support, and provide solid reasons for applying. Cllr. Shilvock agreed to make a start on a report/plan for possible submission.

 A separate bank account will be needed to hold any CUL monies received and it was agreed that as the Neighbourhood Development Plan account will no longer be needed this account can be renamed CIL

 **12. Willow Wood Play Area:**

The Clerk attended the meeting arranged with the playground inspector in place of Cllr. McMillan as he was unable to make it.

 The purpose of the meeting was to look at the items raised in the annual inspection and confirm what action was to be undertaken.

 A quote was requested for the various repairs and removal of the bug rocker which was beyond repair. The Inspector recommended having an internal decay detection inspection carried out on the zipwire and multiplay posts, both of which were raised for monitoring in the annual inspection. Mr. Hawthorn agreed to obtain a quotation for this work for our consideration.

 **13. New External Auditor appointments:**

Smaller Authorities’ Audit Appointments has appointed PKF Littlejohn LLP as the external auditors for the next five years and further information will be provided before the end of March.

 **14. New Data Protection Laws:**

Prior to the meetingCllr. Lowis had agreed to give us some advice on how the new laws may affect the Parish Council. Unfortunately, due to work commitments, he was unable to attend this meeting.

 **15. Neighbourhood Plan bank account:**

A small amount of funds remain in the bank account and the Treasurer of the Neighbourhood Plan Group has suggested this could be used towards something specific in the community. One or two suggestions were put forward, one being road safety and the other a grit bin near to the shop, if this would be allowed by the Highways Authority. Cllr. Ray proposed ringfencing these funds towards road safety in Pathlow and the Clerk was asked to look into the possibility of a grit bin being located by the village stores. The proposal was seconded by Cllr. Stewart and agreed by all.

**16. Road Traffic items:**

School Safety Zone:

 Cllr. Ray and Cllr. Cargill have been discussing proposals and currently Cllr. Ray is waiting on the school to arrange a meeting with their architects. Cllr. Ray has produced an Investment Plan so that when the time is ready an application can be made to SDC for a portion of their CIL funding.

 Community Speedwatch scheme:

 Cllr. Massey confirmed that everything is now in place to proceed with the scheme. The main delay was waiting for the police to carry out their risk assessments and those have now been completed. Cllr. Massey is going to contact the officer who carried out the training to ask if she would be able to pay a visit to refresh people’s memories as it has been quite some time since the original training took place.

 Vehicles parking on the pavement/bridge near the railway station:

 Having made enquiries into permit parking schemes with the Civil Enforcement Dept. at WCC, we were advised that this location does not conform to the parking policies that the County Council uses to implement parking restrictions. It was confirmed that the correct course of action is contacting the police as they have greater authority in dealing with obstructive parking.

 PCSO Bagg has been out again and fixed two new notices on the railings of the bridge and the Clerk is continuing to supply the police with photographs of offending vehicles. Cllr. Ray proposed that we should provide our own polite notices to place on vehicles that are inconsiderately parked. Cllr. Stewart seconded the proposal and all present were in agreement. Cllr Massey will draft a polite notice.

**17. Payment of outstanding invoices:**

 There were no outstanding invoices.

 **18. 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

**19. Date of next meeting:** 16th May 2018. Annual General meeting followed by an ordinary parish council meeting.

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

For information only:

The following payments were made between meetings:

WALC Training £ 35.00 BACS

WILLOW WOOD PLAY AREA:

G. Compton 280.00 BACS

Playground Supplies Ltd (Inv 5512) 72.00 BACS

Playground Supplies Ltd (Inv 5523) 72.00 BACS