**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT WILMCOTE VILLAGE HALL ON WEDNESDAY 22ND MAY 2019**

**Election of Chairman:**

Cllr. Ray Proposed by Cllr. Simmons

Seconded by Cllr. Fraser

Cllr. Ray confirmed that that he would be happy to accept the post.

**Present:** Cllr. Ray, Cllr Shilvock, Cllr. Fraser, Cllr. Simmons, Cllr. E. Lee, County Cllr. Cargill, four members of the public and one member of the press.

**Apologies:** District Cllr Ian Shenton.

**Chairman’s Declaration of Acceptance of Office:**

Cllr. Ray signed the Declaration of Acceptance of Office.

**Councillors’ Declarations of Acceptance of Office:**

These had been signed in the presence of the Proper Officer of the Council prior to the meeting.

**Declaration by Councillors of any changes to their Declarations of**

**Interest as already shown on the public register.**

None declared.

Cllr. Simmons passed her completed Register of Interests to the Clerk.

**Election of Vice Chairman:**

Cllr. Shilvock Proposed by Cllr. Ray

Seconded by Cllr. Simmons

Cllr. Shilvock accepted the post.

**Appointment of Internal Auditor:**

Having received confirmation that she is happy to continue as Internal Auditor, Cllr. Ray proposed that Mrs. Hilary Martin should be appointed. Seconded by Cllr. Fraser and all in agreement.

**Statement of Finances as at 31st March 2019:**

As at the 31st March 2019 the Parish Council had a credit balance of £62,112.00. A large proportion of this is ringfenced for specific items.

**Approval of the following accounts for payment:**

*WALC annual subscription*

*Insurance renewal Premium*

*Data Protection*

*CPRE subscription*

*Audit fees*

*Clerk’s salary and accounting to the Inland Revenue for all tax deducted*

It was agreed that the Responsible Financial Officer be authorised to pay these invoices. Proposed by Cllr. Ray and seconded by Cllr. Shilvock. All Cllrs. in agreement.

**Followed by Ordinary Parish Council Meeting No. 102**

**1. 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.

**2**. **To approve for signature the Minutes of the Parish Council meetings**

**held on 20th March 2019.**

These minutes were approved by Cllr. Ray, Cllr. Fraser and Cllr. Shilvock and signed by the Chairman.

**3. Co-option of Councillors:**

Gavin Stewart, Janine Lee and Karl McMillan had expressed a wish to be co-opted as Parish Councillors.

All three residents are known to Councillors and Cllr. Ray proposed they be co-opted. Proposal seconded by Cllr. Fraser and agreed by all current Councillors.

Declarations of Acceptance of Office were completed and signed.

**4. Public participation**

Mrs. Drysdale was asking for some advice regarding an application she has submitted for a first floor extension to 145 Aston Cantlow Road. The Case Officer advised her that the proposed and previous extensions amounted to 178% increase on the original dwelling and they would be refusing the application on Green Belt grounds. In order not to make the same mistakes with a new submission she asked for help understanding the planning procedures. Cllr. Ray suggested that as the property is in Green Belt, where development is limited, they should consider working with SDC and providing very special circumstances to possibly achieve their requirements.

Cllr Cargill kindly explained the process to her in detail and agreed with Cllr. Ray’s suggestion about providing special circumstances. Mrs. Drysdale thanked Councillors for their advice and left the meeting.

Pathlow Traveller Site: There was a serious fire on the site

today, one of many incidents since the site was transferred to WCC. Mr. Chatterton from Pathlow thanked the Clerk and Cllr. Cargill for pursuing the issues with WCC and the police. Cllr Cargill advised that the fencing damaged by the fire has to be reinstated without delay and he is chasing for a more regular presence on the site and perhaps cameras. Cllr Cargill suggested that this would be an ideal time for the Parish Council to write to the leader of WCC, Izzi Seccombe, requesting that the fencing around the whole site should be reinstated on the original boundary line. There are no water hydrants on the site and it would appear to be overcrowded now that most tenants have mobile homes instead of touring caravans. The Clerk will prepare a letter and circulate for comment. Mr. Chatterton asks that we continue to put pressure on WCC to rectify the misconduct of the tenants and police the site more efficiently. He then left the meeting.

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

District Cllr. Shenton had provided a report and this is on page 8.

County Cllr Cargill reported that he was re-elected to the District Council and is Portfolio Holder for Transformation and Digital as well as having other committee responsibilities.

He advised that it is intended to review the Core Strategy with a focus on jobs creation and the medium term financial plan needs to be addressed.

The County is busy looking into the health needs of our residents and air quality amongst other issues, and speeding through villages continues to be a problem due to them being used more and more as rat runs. There do, however, have to be very special circumstances for speed reductions to be introduced and then they have to be self-policed which is not altogether satisfactory.

**6. Annual Accounts for Wilmcote Parish Council for 2018/19:**

a) The Annual Governance Statement was considered and it was agreed by all that boxes 1 to 8 be ticked as yes and box 9 was not applicable.

b) The Income & Expenditure account had been circulated

prior to the meeting. This was approved by all and signed by

the Chairman, Cllr. Ray, and the Responsible Financial Officer.

The Accounting Statement was then signed by the Chairman

and Responsible Financial Officer.

**7. Progress reports – for information only and items not on the agenda:**

Grant application form: The finalised form was posted on the notice board after the last meeting and to date no applications have been received.

Cllr. Shilvock suggested that perhaps we should extend the deadline for applications on this occasion to the 31st July and include details in the Parish magazine. Any applications received can then be considered at our September meeting. This was proposed by Cllr. J. Lee seconded by Cllr. McMillan and all Cllrs. were in agreement.

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

*Planning application No. 19/00626/FUL* 145 Aston Cantlow Road, Wilmcote: Alterations to roof to form adequate living accommodation on first floor including associated internal alterations. Pending consideration.

The following applications were considered:

*Planning application No. 19/01025/FUL* Dunroaming Stable, Gospel Oak Lane, Pathlow: Planning application for second mobile home and shared utility block with associated hard standing on existing Gypsy Traveller Site.

Cllr Shilvock proposed that the same response as for the withdrawn application should be submitted, seconded by Cllr Ray and agreed by all. As follows:

Wilmcote Parish Council recommends refusal of this application on the grounds that the proposals in the application would be inappropriate development, and over development, in the Green belt and would contravene previous specific planning permissions for this site.

*Planning application No. 19/01378/TREE* 6 Church Road, Wilmcote: Magnolia – crown thin by 15% and reduce top sections 1m-1.5m and side sections 0.5m-1m.

Cllr Shilvock proposed that we should support this application as it would appear to be necessary work to keep the tree in good order. Seconded by Cllr Simmons and agreed by all.

Timetable for planning applications when a Consultant’s advice is requested: Cllr. Shilvock had produced a revised timeline as requested but some of the timings were quite tight and possibly not feasible so she was asked to revisit it to see if it could be improved. The Clerk was concerned that very little time was left for the actual agreed submission and it may not be possible for her to deal with it. Cllr. Shilvock suggested that she or one of the Councillors could send the representation if necessary.

**9. Correspondence:**

Parish Council election results of persons nominated.

District Councillors’ election results of persons nominated.

**10. Consideration of Councillor participation and responsibilities:**

The following were agreed:

Planning matters including Cllr. Shilvock, Cllr. Simmons

Website: Cllr. Ray, Clerk

Standing Orders: Cllr. Fraser

Play Area: Cllr. K. McMillan, Cllr. J. Lee

Risk Register: Cllr. Ray

Financial matters: Cllr. Ray

Road Safety and Parking To be arranged

Defibrillators: Mrs. Louise Stewart

Wilmcote School Trust Fund: Cllr. E. Lee

**11. Wilmcote School Trust Fund:**

Mrs. Stewart is now a School Governor and to avoid any conflict of interest will no longer continue as a Trustee on behalf of the Parish Council. Cllr. Eden Lee agreed to take over this position.

**12. Willow Wood Play Area:**

The Clerk confirmed that the gate has now been fitted by SDC, as agreed, at the entrance to the Bovis Triangle from Swans Close.

Future inspections: As requested at the March meeting, the Clerk had contacted several Parish Councils to enquire who carries out their monthly inspections. In all cases an official annual inspection is carried out but the regular visual inspections throughout the year are carried out by members of the Parish Councils or other members of the Parishes.

The Clerk was also asked to find out if there are any suitable training courses available. Details of RoSPA training courses were circulated to Councillors as was information about a course being held by WALC on the 10th May 2019 entitled Basic introduction to Playground Management and Inspection training.

At present Playground Supplies are continuing to visit monthly. Cllr. Ray did state that his preference would be to continue having these inspections carried out by trained personnel.

As and when equipment needs replacing Cllrs. J. Lee and McMillan will place a notice in the Vine asking residents for suggestions/equipment preferences.

**13. Road Traffic items:**

Community Speedwatch: Two members of the initial group have now indicated that they are prepared to take over managing the scheme going forward and further information is awaited.

Car parking: The situation near the bridge in Station Road has eased now work has been completed along the canal. Councillors have been provided with a copy of a flyer to place under windscreen wipers of cars parked in an inconsiderate manner on footpaths.

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

**meeting:**

Nothing was reported and no items were requested for addition to the agenda of the next meeting.

**15. Date of next meeting:** 17th July 2019.

*No.*

No further business – Chairman closed the meeting at 10.05 p.m.

**District Councillor report for the month of May 2019**

Dear Chairman, Members & Parish Clerk

Right at the outset I’d like to say a big thank you to everyone who voted for me, I am extremely grateful for the support I got in what was an unusual election dominated by the backdrop of National issues rather than local issues. I hope to repay the faith in me.

This month so far has proved interesting not least because a number of very experienced councillors stood down but also because the mix between the parties has changed. I think it’s fair to say that we are in interesting times.

I have been given a portfolio (and a place in the cabinet) which potentially puts us closer to the Leader of the Council, the policy making and key decisions. I hope that I can serve the ward and the district well in this role as well as the wider Stratford on Avon district.

As there is no Council meeting until 22nd May I thought that I’d raise one of the common issues that I’ve come across whilst canvassing and then give you an insight into some of the areas that I will be involved in, in my enhanced role plus some of the other issues/projects that the Council is engaged in.

**Common Issue**

A number of residents in the Parishes in our ward have raised the issue of speeding & road safety and as you may already know there is match funding available through the Warwickshire Road Safety Fund for projects dealing with the above issue but time is limited for applications if you are interested in applying. Your County Councillor can help on this (Also see <https://www.warwickshire-pcc.gov.uk/your-pcc/commissioners-grants/warwickshire-road-safety-fund/>).

**Moving onto the areas that I will be looking at in my portfolio:-**

* Alcester Greig Centre – Negotiations are ongoing on the acquisition
* Wellesbourne Mountford Airfield – the Council position is to acquire the airfield and protect the existing planning use as identified in the Core Strategy.
* Henley Street Infrastructure Improvements
* Studley Medical Centre & Studley Gym – high level option paper is being considered.
* Car Parking
* Waste & Recycling
* Public Conveniences
* Markets

**Other projects that are being worked on and/or considered:**

* Development of local industrial and economic strategy
* Solutions for Wireless Broadband
* CCTV upgrade – 6 additional cameras are being considered of which 3 will be in Stratford upon Avon plus control room upgrade and camera upgrades.
* Proposal for a Housing Investment panel.
* Land Charges System update – Elizabeth House
* Transformation/Elizabeth House accommodation including refurbishment and digital strategy.
* Corporate Strategy – development of updated themes.
* Long Marston Airfield – Housing investment funding and possible

funding for the delivery of the South Western Relief Road.

* Vision 2050 – development of a longer term strategy to act as a guiding document to harness future investment opportunities.

As you can see, there are some big and exciting projects covering short to long term planning and development that will ensure that Stratford on Avon attracts funding, leads and controls development and involves Parish Councils, residents, businesses and wider stakeholders in the various strands.

Over the next month I’ll be getting behind some of these projects to understand them more fully and I’ll be able to update the next meeting with this additional knowledge.

I can be contacted at any time and I am keen to hear views and help the Parish Council and the Parish residents in any way I can.

I will always try my hardest to ensure the Wootton Wawen Ward, its constituent Parishes and residents are heard and we receive a fair share of any investment and/or funding.

Kind regards

Cllr. Ian Shenton

For information only

The following payments were made between meetings:

SDC website hosting £ 262.78 BACS

David Holmes 294.00 BACS

HMRC 304.80 BACS

WALC 421.00 BACS

E.on energy (April) 171.42 BACS

E.on energy (new charges) 34.35 BACS

Wilmcote Village Hall 56.00 BACS

WILLOW WOOD PLAY AREA

Playground Supplies (Inv 5691) 72.00 BACS

Playground Supplies (Inv 5708) 72.00 BACS