

# Lighthorne Parish Council

Draft Minutes of an Ordinary Meeting of the Parish Council held in Lighthorne Village Hall on Tuesday, 8<sup>th</sup> March 2016 at 8pm

Present: Cllrs. A. Archer (Chairman), P. Daniel, G. Dick, M. Ryan, L. Steele, District Cllr. C. Mills (until 9.45pm)  
3 members of the public.

## 1. Apologies for absence

County Cllr. C. Williams (unwell).

## 2. To take any questions from the floor

A resident reported that the collapsing of the Bank will be shored up by a contractor employed by the resident and not the County Council. A structural engineer has designed a retaining wall and this is being looked at by a County Highways engineer. It is hoped that work will start at the beginning of April. The road closure will be extended. The resident said that the Parish Council could look at the title deeds to his property which state the length of the garden to determine the boundary. County Highways will determine whether the land at the front of the property belongs to them. It was agreed that the Parish Council will look into whether a land registry search would determine the boundary or whether the deeds should be looked at and then the land measured.

**ACTION: Councillors to investigate whether a land registry search would determine the boundary or whether to look at the deeds and measure the land.**

A resident raised concerns over communication between County Highways, the Police and the Parish Council over the removal of unnecessary signage.

**ACTION: The Clerk to liaise with the Police and County Highways**

Concern was also expressed regarding the lack of Police presence in respect of speeding traffic. The resident said that he wanted to address the matter at the Community Forum but understands that it has been cancelled because there was no suggested topic. The Clerk reported that the Parish Council had asked for County Highways to attend the forum to discuss the traffic issues so it was unclear why the forum had been cancelled.

## 3. Member's declaration of interest

No interests were declared.

## 4. Acceptance of the minutes of the previous meeting

Cllr. Steele proposed that the minutes be agreed, seconded Cllr. Dick and carried unanimously. The Chairman signed the minutes.

## 5. To consider the following planning applications

(i) 16/00270/FUL - Pipers Bath Farm, Moreton Morrell - erection of dwelling  
Councillors agreed that the conditions that were applied to the earlier application should be applied to this application.

**ACTION: The Clerk to respond to Planning.**

(ii) 16/00296/FUL - Jaguar Land Rover - provision of new car parks.  
Councillors agreed to raise no comments or objections.

**ACTION: The Clerk to respond to Planning.**

(iii) 16/00294/FUL - Jaguar Land Rover - creation of new visitor entrance, new parking area and visitor parking area

Councillors agreed to raise no comments or objections.

**ACTION: The Clerk to respond to Planning.**

(iv) 16/00295/FUL - Jaguar Land Rover - erection of new B1 buildings

Councillors agreed to raise no comments or objections.

**ACTION: The Clerk to respond to Planning.**

(v) 16/00288/FUL - Jaguar Land Rover - erection of new B1 buildings

Councillors agreed to raise no comments or objections.

**ACTION: The Clerk to respond to Planning.**

(vi) 16/00328/VARY - Oberry Fields, Bishops Hill - amendment to remove the submission and approval of a noise assessment and associated mitigation

Councillors agreed to raise no comments or objections.

**ACTION: The Clerk to respond to Planning.**

Planning application no. 15/04396 - Stepping Stones update  
(see item 2).

Planning Committee Meeting; 23<sup>rd</sup> March (representative)

It was agreed that Cllr. Ryan would represent the parish at this meeting.

**ACTION: The Clerk to register Cllr. Ryan to speak in support of The Beeches and against Pound Green.**

Planning Committee Meeting update

The Chairman said that he attended this meeting and spoke in favour of the Lighthorne Lamb planning application.

Planning appeal - land off John Taylor Way; 10am on 5<sup>th</sup> April at The Falcon Hotel, Chapel Street, Stratford-upon-Avon

It was agreed that councillors would not attend.

**6. District Council Matters**

(i) To receive report from District Council

District Cllr. Mills reported that Paul Lankester would be leaving the council at the end of this month after 15 years.

There are a large number of planning appeals which are costing the District Council a considerable amount of money.

There has been a meeting with County Highways who have said that once junction 12 is sorted the traffic issues will be fine.

Attended an emergency planning meeting at the County Council which was interesting. The emergency team will attend a Parish Council meeting if required.

Cllr. Steele said that the main modifications on the Core Strategy will be sent to the District Council and we will be told what they are on 31<sup>st</sup> March.

(ii) Supplementary Planning Document; response submitted.

**7. County Council Matters**

(i) To receive report from County Council

No new report.

(ii) Highways issues; removal of signage update

See item 2.

(iii) Mountford Rise; possible water leak and drainage issues update

The Clerk reported that the gulley was jetted on 10<sup>th</sup> February but the Highways Officer is still waiting for the report to find out if there are any additional issues. The Highways Officer is also looking into the separate issue of the water running down Mountford Rise as he believes this might be a Severn Trent responsibility.

**ACTION: The Clerk to chase County Highways for further updates.**

(iv) Signage in Chesterton update

It was reported that the traffic in Chesterton has increased since the signs have been erected.

(v) Community Forum; 10<sup>th</sup> March

Cancelled. See item 2.

(vi) The Bank update on works

See item 2.

(vii) Local Council Charter

It was agreed that this should be placed on the website as it might be of interest to residents.

**ACTION: The Clerk to arrange for this to be placed on the website.**

(viii) Pot holes reported to County Highways

It was noted that County Highways are going to repair the pot holes by the Sports Club.

## **8. Matters arising from previous meetings**

(i) Community Speed Watch

No new report

(ii) Village Hall car park; pot holes

It has been confirmed that this is the responsibility of the Village Hall Committee.

(iii) Clean for the Queen feedback

Councillors thanked all residents who took part especially Nick and Marie Newton-Mason, Peter and Penny Amis, Jess, Lauren and Patrick Daniel and Ella Newberry.

(iv) Events for the Queen's 90<sup>th</sup> birthday

Cllr. Steele reported that a beacon will be lit at Lady Butler's on 21<sup>st</sup> April. The street party will be on 12<sup>th</sup> June and Church Lane will be closed. It was agreed that Cllr. Steele would organise a Village Committee to arrange the street party. The road closure would cost £21.

**ACTION: Cllr. Steele to organise a Village Committee to arrange the street party.**

(v) Newsletter feedback

It was reported that feedback from the newsletter has been very good. The Chairman thanked Cllr. Steele.

## **9. Parish Maintenance**

(i) Sports pavilion/sports ground - to remove the porch

The porch has been removed. Councillors felt that the building is starting to look good. It was agreed that Cllr. Ryan would look at the building and the storage space that is being used by the Cricket Club. The security on the

gate will need sorting to allow people to access the café during opening hours.

**ACTION: Cllr. Ryan to look at the security and storage issues at the club.**

(ii) Playpark

It was reported that we are still waiting to hear about the grant. It was agreed that Cllr. Steele would obtain 3 quotes for equipment.

**ACTION: Cllr. Steele to obtain 3 quotes for equipment.**

(iii) To review the condition of the Horse Chestnut Tree

The Chairman reported that he is trying to get Ruth Rose from the District Council to look at the tree. Cllr. Mills said that he would also try and contact Ruth to ask her to help. Independent advice is required to assist the Parish Council in determining what tree work is needed.

(iv) To review the condition of the Sycamore Tree

Councillors agreed that this tree requires felling.

**ACTION: The Chairman to obtain quotes.**

(v) Request for new windows in the Sports Club at a cost of £1000

Councillors agreed to support this request. The building needs to be water tight and secure as it is a parish asset.

(vi) Request for contribution towards skip at the Sports Club

Councillors agreed to pay for the skip since the rubbish belongs to the Parish.

9.45pm Cllr. Mills leaves the meeting.

## 10. Contracts and Finance

(i) To request copies of bank statements are sent to the Clerk

The Clerk confirmed that she is now receiving copies of bank statements.

(ii) Transparency code; funding received

(iii) Footway lighting maintenance; await response

**ACTION: The Clerk to follow up on this.**

(iv) Electricity update

The Clerk said that she has arranged for the meter at the Sports Club to be read.

**ACTION: April agenda item**

(v) S106 Public Open Space Contribution; approval for reconsideration

The Clerk reported that the Planning Department has calculated the amounts payable under S106 in respect of the Oberry Fields planning approval.

Councillors agreed that funding should be sought from this application.

(vi) To consider a request from the PCC for £300 towards churchyard maintenance

This request was discussed and councillors agreed that the Chairman should liaise with the PCC regarding the maintenance as the parish contractor looks after the churchyard.

**ACTION: April agenda item**

(vii) To authorise the signing of orders for payment

Cllr. Daniel proposed that the following accounts be approved for payment, seconded Cllr. Steele and carried unanimously.

### Payee

Mr. James Newberry - printing of newsletter

Mrs. C. Hill - salary (January/February)

E.ON - street lighting

### Amount

£87.50

£252.64

£68.32

**11. Correspondence**

(i) emails regarding the volume of traffic

Residents should email County Highways Officers and County Cllr. Williams with a copy to the parish.

(ii) email from County Highways Officer re. County Cllr. Williams addressing the parish on traffic issues

Councillors agreed unanimously that they do not wish County Cllr. Williams to address the traffic issues. This matter should be dealt with by a qualified highways engineer from County Highways at the next Community Forum.

**ACTION: The Clerk to request for the second time that this matter is addressed by the forum.**

(iii) WALC Stratford Area Meeting; 23<sup>rd</sup> March (attendees plus agenda items)

Unfortunately councillors are unable to attend. It was agreed that traffic is the top priority in this parish so should be a future agenda item.

**ACTION: The Clerk to forward this request.**

(iv) Request from Gaydon PC to loan speed gun

This was discussed and agreed that a contribution towards the maintenance of the gun should be agreed.

**ACTION: The Clerk to respond to Gaydon PC.**

(v) WALC newsletter

Circulated via email.

(vi) HM Revenue and Customs

The Chairman signed a letter requesting that the Clerk be the point of contact for HM Revenue and Customs. This will then enable her to update the system and respond to HM Revenue and Customs queries.

(vii) Invitation to the British Motor Museum Opening Event

The Chairman and Cllr. Steele attended.

(viii) Broadwell; water coming through the stonework

Cllr. Dick said that he has met with the resident and looked at the leak. He believes that the land drain is blocked which is on parish land and a parish responsibility. It needs clearing which he understands will cost approximately £300. It has been cleared in the past and the resident has details of the company which cleared it. Councillors agreed that the parish should pay for this work. It was further agreed that Cllr. Dick should liaise with the resident to ensure that this work takes place.

**ACTION: Cllr. Dick to liaise with the resident to arrange for the work to take place.**

**12. To consider any other matters which the Chair decides urgent**

No matters were discussed.

**13. Date of next meeting**

It was agreed that the Annual Parish Assembly would take place in May. Tuesday, 12<sup>th</sup> April at 8pm.

The Chairman closed the meeting at 10.10pm