

Lighthorne Parish Council

Minutes of the Annual Meeting of the Parish Council held in Lighthorne Village Hall on Tuesday, 10th May 2016 at 7.30pm

Present: Cllrs. A. Archer (Chairman), P. Daniel, G. Dick (from 8pm), M. Ryan, L. Steele, District Cllr. C. Mills. County Cllr. Williams (from 8.10pm)
3 members of the public.

1. Election of Chairman

Cllr. Steele proposed Cllr. Archer be appointed as Chairman, seconded Cllr. Daniel and carried unanimously. Cllr. Archer signed the declaration of office form.

2. Apologies for absence

County Cllr. Williams.

3. To take any questions from the floor

A resident asked about the planning condition on Farrier's Way. It was explained that this related to noise.

A resident said that many years ago the bus shelter was cleaned and also the grips (4 in total) were regularly reinstated. Could we please arrange for the grips to be reinstated.

ACTION: The Clerk to liaise with County Highways regarding the grips.

The Parish has 2 old poles which no longer have signage attached. Could the Clerk please arrange for the poles to be removed.

ACTION: The Clerk to liaise with County Highways.

The Council was also made aware of new highways legislation which reduces signage. The Clerk was asked to liaise with County Highways regarding this.

ACTION: The Clerk to liaise with County Highways.

A resident asked if the Parish Council could send a letter to the Police saying that the Community Forum Police Priorities have not been addressed properly. The Chairman said that the Council would look into this.

ACTION: Councillors to review at June's meeting.

The Council was also asked if it could write to JLR and AML to ask them to ask their staff to use junction 12.

ACTION: Gaydon Liaison Committee agenda item.

4. Member's declaration of interest

Cllr. Ryan declared a pecuniary interest in item 10(xi) as a business interest.

Cllr. Steele declared pecuniary interests in item 9(viii) as a recipient and item 7(i) as a near landowner. She also declared a personal interest in item 9(vi) as a member of the Birthday Celebration Committee.

5. Appointment of Vice Chairman, Financial Officer and councillors to committees

Cllr. Steele proposed Cllr. Dick be appointed as Vice Chairman, seconded by Cllr. Ryan and carried unanimously. The Clerk was reappointed as Financial Officer. The Chairman was reappointed as the representative at the Gaydon

Liaison Committee Meeting. Cllr. Steele was reappointed as the representative for the Playground.

6. Acceptance of the minutes of the previous meeting

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

7. To consider the following planning applications

7.50pm Cllr. Steele leaves the meeting.

(i) 16/01362/TREE - Stone House, Bishop's Hill; removal of trees
Councillors agreed that there appeared to be a large number of trees being removed. They would prefer for the trees to be reduced. The Clerk was asked to bring this concern to the attention of Ruth Rose at The District Council.

ACTION: The Clerk to liaise with Ruth Rose at the District Council.

7.55pm Cllr. Steele returns to the meeting.

(ii) 15/00976/OUT - Gaydon/Lighthorne Heath; additional documents.
Cllr. Steele had circulated prior to the meeting a response to this application. Councillors agreed unanimously to object to this application and approved the draft circulated by Cllr. Steele.

ACTION: Cllr. Steele to submit the response to the Planning Department.

8pm Cllr. Dick joins the meeting.

(iii) 16/01129/TREE - Whitegates; reduce trees
Councillors agreed to raise no comments or objections.

ACTION: The Clerk to respond to the Planning Department.

(iv) 16/01069/OUT - land north of Lighthorne; 3 dwellings with garages
Councillors agreed to raise no comments or objections.

ACTION: The Clerk to respond to the Planning Department.

(v) 15/04396/FUL - Stepping Stones; revised design to dwelling
Councillors agreed to continue to object to this application. The Clerk said that she was still waiting for a response from Paul Kinsella at the County Councillor.

ACTION: The Clerk to chase Paul Kinsella for a response and liaise with the Planning Department with regard to revised plans.

The following 4 planning applications were discussed together.

(vi) 16/00294/FUL - Jaguar Land Rover; creation of new visitor entrance

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

(viii) 16/00295/FUL - Jaguar Land Rover; erection of a B1 building

(ix) 16/00296/FUL - Jaguar Land Rover; provision of new northern and southern car parks

Councillors agreed to request a traffic assessment which includes the number of vehicles which would be generated by GLH.

ACTION: The Clerk to liaise with the Planning Department.

(x) 16/00706/FUL - Windrush (amendment); cladding plus extend balcony and new roof on sun lounge

Councillors expressed concern regarding privacy for neighbours. The Clerk to liaise with the Planning Department.

ACTION: The Clerk to liaise with the Planning Department.

8.10pm County Cllr. Williams joins the meeting. Cllr. Dick declared a pecuniary interest as he has a business interest and left the meeting with Cllr. Ryan.

(xi) 16/01263/COUQ - Heath Farm House; change of use of agricultural building to dwelling house

Councillors agreed to raise no objections or comments.

ACTION: The Clerk to respond to the Planning Department.

8.15pm Cllrs. Dick and Ryan return to the meeting.

16/00328/VARY - Oberry Fields; approved.

8. District Council Matters

(i) Draft Core Strategy Main Modifications Consultation

Cllr. Steele had circulated, prior to the meeting, a response to this application.

Councillors unanimously approved the draft response and Cllr. Steele was asked to submit the response to the District Council.

ACTION: Cllr. Steele to submit the approved response to the District Council.

(ii) Supplementary Planning Document update

Cllr. Steele reported that suggested amendments have been put forward to cabinet. The Core Strategy must be adopted first.

(iii) Invitation to JLR planning meeting (9th May).

Unfortunately no one is available to attend this meeting.

(iv) Representatives to the GLH meeting on 11th May

It was agreed that the Chairman and a resident should be our representatives.

ACTION: The Clerk to find out if the resident is able to attend.

9. Contracts and Finance

(i) To consider the draft 2015/16 accounts

The draft accounts had been circulated prior to the meeting. Councillors agreed that they could be forwarded to the internal auditor.

ACTION: The Clerk to arrange for the accounts to be forwarded to the internal auditor.

(ii) Bank balance

The balances are as shown on the accounts.

(iii) HM Revenue and Customs; end of year form filed

The Clerk confirmed that this form has been filed.

(iv) Appointment of internal auditor

It was agreed that Mr. Michael Jaggard should be appointed as our internal auditor.

ACTION: The Clerk to contact Mr. Jaggard.

(v) To review annual insurance cover

2 quotes have been received. One from AON for £1090.76 and one from Zurich Municipal for £251.85. Councillors agreed to accept the quote from Zurich Municipal as it appeared to offer good value.

ACTION: The Clerk to inform Zurich Municipal.

Cllr. Steele did not take part in this discussion.

(vi) To agree to grant £200 towards the Queen's 90th birthday celebrations

The Clerk reported that there is funding available in the section 137 fund.

Councillors agreed unanimously to support this community event.

8.35pm Cllr. Steele leaves the meeting.

(vii) To authorise the signing of orders for payment

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

Payee	Amount
Mrs. C. Hill - Salary (April)	£182.46
E.ON - street lighting	£63.91
Rainbow Garden Services Ltd. - grass maintenance	£324.00
Rainbow Garden Services Ltd. - churchyard maintenance	£78.00
Zurich Municipal - annual insurance premium	£251.85
Ms. L. Steele - Queen's 90 th birthday celebrations (sec 137)	£200.00

8.38pm Cllr. Steele returns to the meeting.

10. Correspondence

- (i) Wellesbourne Safer Neighbourhood Team Report
Circulated via email.
- (ii) emails re. Stepping Stones
Circulated to councillors.

11. To consider any other matters which the Chair decides urgent

No matters were discussed.

12. To agree dates of meetings

It was agreed that meetings would be held on the second Tuesday of every month subject to councillor availability.

13. Date of next meeting

Tuesday, 14th June 2016 at 8pm.
The Chairman closed the meeting at 8.40pm.