

Lighthorne Parish Council

Draft Minutes of an Ordinary Meeting of the Parish Council held in Lighthorne Village Hall on Tuesday, 13th June 2017 at 8pm

Present: Cllrs. A. Archer (Chairman), L. Steele, A. Smith, District Cllr. C. Mills
11 members of the public

1. **Apologies for absence**
Cllr. Reynolds (business commitment) and County Cllr. Williams (holiday).
2. **To take any questions from the floor**
Residents expressed concern about the development proposal being put forward for the garages. Parking was considered a major problem. The turning circle would be lost which would result in cars reversing on to the main village road. Some residents explained that the photos were several years old and did not show their drives. The development would make it difficult for them to access their off road parking areas. All agreed that the garages need improving but the recent proposal creates too many problems. Concern was also expressed that some of the land marked is in the ownership of County Highways. The Clerk was asked to investigate.
ACTION: The Clerk to find out if any land is in the ownership of County Highways. District Cllr. Mills to find out if there are any restrictions on the garages since they were originally owned by the District Council.
The Parish Council was thanked for holding the meeting to discuss Hill Farm planning application. The applicant said that she is working towards modifications to the original plan based on feedback from the meeting. Cllr. Smith explained that he would like the reasoning behind the need to import so much material for landscaping rather than moving what is already there. This was seconded by the Chairman.
3. **Declarations of interest**
Cllr. Smith declared a pecuniary interest in item 5(iv) as the applicant.
4. **Acceptance of the minutes of the previous meeting**
The Clerk had circulated prior to the meeting draft minutes. Cllr. Steele proposed that they be accepted, seconded Cllr. Smith and carried unanimously. The Chairman signed the minutes.
5. **To consider the following planning applications**
 - (i) Planning application no. 17/01071/FUL - Woodstock
Councillors agreed to raise no comments or objections.
ACTION: The Clerk to respond to the Planning Department.
 - (ii) 17/01270/VARY - Oberry Fields, Bishops Hill
Councillors agreed to object as they understand additional vegetation will be removed and a third access instated. The road is 50mph with limited visibility. The removal of more vegetation will affect wildlife.
ACTION: The Clerk to respond to the Planning Department.
 - (iii) 17/01238/FUL - Oberry Fields, Bishops Hill

Councillors agreed to comment on the building materials. They would like this addition to be stone faced so as it is in keeping with the character of the village. Many residents have commented on the red brick finish of this development being out of character with the village.

ACTION: The Clerk to respond to the Planning Department.

(iv) 17/01059/FUL - The Beeches, Lighthorne Rough

ACTION: July agenda item.

Planning Committee Meeting update

Notes had been circulated prior to the meeting by Cllr. Smith.

6. District Council Matters

(i) To receive report.

District Cllr. Mills said that he has received a letter regarding the planning application for the village hall. Cllr. Steele explained that the Parish Council would not be commenting on the application because we are the custodian.

(ii) Mountford Rise (evens) parking

ACTION: July agenda

(iii) Community Governance Review update

Cllrs. Steele and Smith represented the parish. Cllr. Steele said that she stated that Lighthorne Parish wishes to remain independent. The meeting indicated that parishes, apart from Lighthorne Heath, would receive no funding from the S106 despite being asked for 'wish lists'. The meeting appeared not to have any record of the 'wish lists' that were submitted. There will be a follow-on meeting on 22nd June.

7. County Council Matters

(i) To receive report

No new report.

8. Matters arising from previous meetings

(i) Defibrillator update

ACTION: July agenda item.

(ii) Review of parish owned land boundary update

Cllr. Steele said that residents are expressing concern about the stability of the bank. The Clerk said that they should report this to the County Council.

The Clerk was also asked to report it.

ACTION: The Clerk to request that County Highways inspects the bank.

(iii) Councillor vacancy

ACTION: The Clerk to produce a new notice for the website and noticeboard.

(iv) Planning application for Hill Farm

See item 2.

9. Parish Maintenance

(i) Sports pavilion/sports ground update

Cllr. Smith reported that our solicitor is reviewing the agreement with Khalsa Cricket Club. The solicitor is also drawing up a lease agreement with the Café. It was agreed that the solicitor should also be asked to review the covenant that sets out the relationship with the Village Hall Committee.

ACTION: Cllr. Smith to contact the solicitor.

(ii) Broadwell; update on repairs

The Chairman reported that it is being cleared. A quote has been received for £2000 to clear and repair the Broadwell. The Chairman said that he has had difficulties finding a contractor to undertake this work. Councillors agreed to accept this quote.

ACTION: The Chairman to instruct the contractor.

(c) To request an annual play area inspection

The Clerk was asked to arrange this.

ACTION: The Clerk to arrange.

10. Contracts and Finance

(i) Bank balance

The bank balance was reported as £8,072.87. The Clerk reported that she hasn't received a statement for the second account. The Clerk to follow up on the funding for the play area.

ACTION: The Clerk to liaise with the District Council regarding this funding.

(ii) To consider the recommendations from the internal audit report

There were no recommendations.

(iii) To approve the asset register

The asset register had been circulated prior to the meeting. Councillors agreed that it was accurate.

(iv) To approve the 2016/17 accounts

Cllr. Steele proposed that the accounts be approved, seconded Cllr. Smith and carried unanimously. The Chairman signed the accounts.

(v) To authorise the signing of orders for payment

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

Payee	Amount
Mrs. C. Hill - Salary (May)	£186.14
E.ON - street lighting	£86.77
Rainbow Garden Services - grass maintenance	£648.00
Zurich Municipal - annual insurance	£457.60
Severn Trent Water Ltd. - sports pavilion	£175.70

11. To consider and approve the Annual Governance Statement

The questions were considered and answers provided by councillors. Cllr. Steele proposed that the statement be approved, seconded Cllr. Smith and carried unanimously. The Chairman and the Clerk signed the statement.

12. To consider and approve the Accounting Statements 2016/17

The statements were circulated. Cllr. Steele proposed that they be approved, seconded Cllr. Smith and carried unanimously. The Chairman and the Clerk signed the statements.

13. Correspondence

(i) Gaydon Liaison Committee Meeting; 10th July

The Chairman confirmed that he was able to attend.

(ii) Verney Close development

This correspondence was discussed and councillors agreed that parking will be an issue on this site, the plans do not reflect the area correctly which could cause issues for residents exiting from their drives, garages are required and would certainly ease the parking issues we currently have, removing the turning circle could result in highway safety being compromised. It was agreed that Cllr. Steele would write to the developer outlining these concerns. It was further agreed that refurbishing the garages would be very welcome as it would greatly improve the appearance and much needed additional parking would be provided.

ACTION: Cllr. Steele to write to the developer.

- 14. To consider any other matters which the Chair decides urgent.**
No matters were discussed.
- 15. Date of next meeting**
Tuesday, 11th July at 8pm.
The Chairman closed the meeting at 9.30pm.