

Lighthorne Parish Council

Draft Minutes of an Ordinary Meeting of the Parish Council held at the Village Hall on Tuesday, 13th March 2018 at 8pm

Present: Cllrs. A. Archer (Chairman), H. Archer, A. Smith, L. Steele, District Cllr. C. Mills

4 members of the public.

1. Apologies for absence

Cllr. Reynolds (business commitment) and County Cllr. Williams.

2. To take any questions from the floor

A resident asked the Parish Council for support for a footpath from the end of Post Office Lane to the village hall and also for signage warning of the bend. Councillors agreed that this was an excellent suggestion since there are safety issues for pedestrians. The resident said that he would contact County Highways.

A resident thanked the Parish Council for the written response from County Highways in respect of whether the damaged culvert at Home Farm can cope with the water which it carries. However, he reported that it has cracked again. Councillors agreed that this should now be reported to the Flood Defence Team at the County Council as properties could be at risk of flooding. Cllr. Steele agreed to make them aware of this risk.

ACTION: Cllr. Steele to liaise with the Flood Defence Team at the County Council.

A resident said that he has received a response from County Cllr. Williams regarding the highways issues on land at Home Farm.

The new Home Farm planning application has been submitted to the District Council but it has not appeared on the weekly sheet. The clerk confirmed that she has not received notification.

ACTION: District Cllr. Mills to discuss with the planning department.

The planting of the new Oak tree was discussed. Councillors agreed that the resident who has kindly donated the funds for the tree should be asked to attend a planting ceremony and a plaque should be erected.

ACTION: Cllr. Steele to organise the ceremony and wording plus plaque.

A resident enquired as to whether planning has been granted to remove more trees on the Oberry Fields site. Cllr. Steele said that she understood that no more trees were to be removed. It was also reported that the bird nesting season started on 1st March and, therefore, no tree work could be undertaken. The resident was directed towards the tree officer at the District Council for clarification.

3. Declarations of interest

Cllr. Smith declared a pecuniary interest in item 5(iii) as the applicant.

4. Acceptance of the minutes of the previous meeting

The Clerk had circulated prior to the meeting draft minutes. The minutes were amended following requests from councillors and new minutes were

circulated. Cllr. Steele proposed that they be accepted, seconded Cllr. Archer and carried unanimously. The Chairman signed the minutes.

5. To consider the following planning applications

(i) 18/00529/VARY - Pipers Bath Farm

No comments or objections.

ACTION: The Clerk to respond to the planning department.

(ii) 18/00307/FUL - Tylers Barn

No comments or objections.

ACTION: The Clerk to respond to the planning department.

8.30pm Cllr. Smith leaves the meeting.

(iii) DISCN/00043/18 - The Beeches, Lighthorne Rough

No comments or objections.

ACTION: The Clerk to respond to the planning department.

8.32pm Cllr. Smith returns to the meeting.

Planning notice; 18/00261/TREE - St. Laurence Church; no objection

Planning notice; 17/02346/FUL - Village Hall; granted

Garages at Verney Close; representation at Planning Committee Meeting
It was agreed that Cllr. Smith would respond to the planning officer regarding the advice supplied by County Highways. It was further agreed that Cllr. Reynolds would be asked if he could represent the parish at this meeting.

ACTION: Cllr. Smith to draft an email and to ask Cllr. Reynolds if he is able to attend this meeting.

Land north of Moreton Morrell; update from Planning Committee Meeting
The Chairman and Cllr. Smith represented the Parish Council.

6. District Council Matters

(i) To receive report

District Cllr. Mills said that every resident will be receiving a booklet with their council tax bill. It is funded by advertisements. Council tax will be increased by 1%. There is funding in the budget for support for the homeless. Funding has also been allocated for economic development priorities, extra security at public events and broadband. A fourth Syrian refugee family will be welcomed to Stratford shortly. Cllr. Riches replace Cllr. Saint on the CWLEP board.

(ii) Development Requirements SPD - Parish Council consultation

Councillors agreed to make no comments.

(iii) Planning enforcement investigation update - Home Farm (17/00558/CRIT)

The clerk said that she has not received an update.

ACTION: District Cllr. Mills to request an update.

(iv) Section 106 funding from Oberry Fields development

It was reported that this funding is agreed at the time the application is granted. The agreement is between the landowner and the District Council. The affordable housing sum is considerable as there are no affordable houses on site. This funding will enable the District Council to fund affordable housing on other sites. Officers have invoiced the applicant for the play area funding.

(v) Enforcement issues; Hill Farm update

No new report.

ACTION: District Cllr. Mills to request an update.

7. County Council Matters

(i) To receive report

District Cllr. Mills read out County Cllr. Williams report. A copy is attached to these minutes.

(ii) Grit bins

The Chairman reported that the bins have finally been filled. County Cllr. Williams has apologised for the delay.

(iii) WCC Rural Growth Plan

Noted.

(iv) Home Farm culvert update

See item 2.

8. Matters arising from previous meetings

(i) Defibrillator update

The Chairman reported that County Cllr. Williams has said that 3 of his parish councils have obtained funding for a defibrillator from the National Lottery Grant Funding. Cllr. Steele repeated that she has been unable to find any organisations offering grants. She has approached The National Lottery and Camelot and neither is providing funds for defibrillators. The clerk confirmed that the Fenny Compton defibrillator was partly funded by The British Heart Foundation. They are no longer providing funding. County Cllr. Williams has stated that his community grant allowance precludes funding for items for which funding can be obtained elsewhere. Although the Parish Council is unable to find an organisation which will fund the purchase councillors agreed that this is taking a considerable amount of time when we should be purchasing a defibrillator. Cllr. Steele showed the meeting details relating to a defibrillator which is recommended by the Ambulance Service. The cost would be £1500. Councillor agreed that Cllr. Steele should order a defibrillator and arrange for it to be installed in the telephone box.

ACTION: Cllr. Steele to order a defibrillator.

(ii) Western Power box; map

The clerk to forward the map to councillors.

(iii) Transparency Code

The clerk said that she has passed the complaint from a resident regarding whether we are complying with the transparency code to WALC. They have looked at our website and advised that we do not have a legal requirement to display our Code of Conduct. We have adopted the District's Code of Conduct and it is displayed on their website. Cllr. Smith confirmed that he has now provided a link from our website to the District Council's website for any resident wishing to read the code. The Chairman thanked Cllr. Smith.

(iv) Dog warden

The clerk confirmed that the dog warden is hoping to visit the parish.

9. Parish maintenance

(i) Sports Pavilion/Sports Ground update

The Chairman reported that the septic tank has been found and emptied. He is meeting with a contractor next week to establish whether the tank requires

replacing. Our tenant has been made aware of issues regarding grease and he will be fitting a 'grease trap'.

10. Contracts and Finance

(i) Bank balance

The treasurer account bank balance was reported as £4,555.56 with the business bank account at £15,916.50. The donation for the tree has been received. A letter to transfer £5000 from our business bank account to our treasurer account was approved and signed.

(ii) Café lease update

Cllr. Smith reported that questions arising from the draft lease are being addressed. Whilst the lease remains unsigned we do not think it appropriate to discuss details. A surveyor was appointed to advise on an appropriate rent and we have followed his advice.

(iii) Annual Parish Assembly; to agree date

Councillors agreed that this should take place in May.

(iv) Street light maintenance contract

It was agreed that this should be continued with the County Council.

(v) Grass maintenance contract

Councillors agreed that the contract should remain with Rainbow Garden Services. The Chairman and Cllr. Smith agreed to mark a map detailing the areas that require cutting which can be passed to our contractor.

ACTION: The Chairman and Cllr. Smith to mark a map.

(vi) To consider adopting the new Code of Conduct

The clerk confirmed that the revised code was forwarded to councillors together with information relating to training. Cllr. Smith proposed that the new code be adopted, seconded Cllr. Steele and carried unanimously.

(vii) To consider the lease for the allotments and review the rent

The lease had been circulated to councillors prior to the meeting. The clerk had also circulated details of rents payable at Wellesbourne and Bishop's Tachbrook. It was reported that the plots at Wellesbourne are larger than at Lighthorne. The resident who kindly assists with the management has confirmed that priority is given to residents for plots. He has also reported that a charge of £10 is added to the rent to cover the removal of waste.

Councillors agreed that this would increase the cost significantly for allotment holders. The clerk reported that the rent from the allotments covers the overheads. Cllr. Smith proposed a reduction in the rent to £10 per year per plot for the next 3 years, seconded Cllr. Steele and carried unanimously. There were no proposed changes to the lease.

ACTION: The clerk to liaise with the allotments association.

(viii) To authorise the signing of orders for payment

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

Payee	Amount
Mrs. C. Hill - Salary (February)	£186.14
e.on - street lighting	£81.17
Mrs. C. Hill - expenses (Jan-Mar)	£30.00
Water plus - sports pavilion/grounds	£92.54
Heartwood Tree Surgeons Ltd. - English Oak	£643.20
Cammock and Wilcox - emptying septic tank	£175.65

South Warwickshire Contractors - locating septic tank

£259.20

11. Correspondence

(i) Data Protection Act

The clerk reported that she has received a 60 page document from WALC which she will read shortly. She advised councillors to create a dedicated parish council email address which refers to the parish council.

ACTION: April agenda item.

(ii) Consultation to revisions to NPPF

Cllr. Steele agreed to look at this.

(iii) JLR

The clerk confirmed that the complaint she received regarding driving was forwarded to JLR. They said that they would be following up on this.

The resident has been made aware.

12. Date of next meeting

Tuesday, 10th April at 8pm.

The Chairman closed the meeting at 10.10pm.