

# Lighthorne Parish Council

Draft Minutes of an Ordinary Meeting of the Parish Council held at the Village Hall on Tuesday, 24<sup>th</sup> July 2018 at 8pm

Present: Cllrs. A. Archer (Chairman), H. Archer, A. Smith, L. Steele, District Cllr. C. Mills, 10 members of the public.

## 1. Apologies for absence

County Cllr. Williams (illness).

## 2. To take any questions from the floor

A resident expressed concern that the lease with the Café hasn't been signed yet. Concern was also made about the Parish Council funding the replacement septic tank. Cllr. Smith explained that the replacement of the septic tank is our responsibility as landowner. The Café has had a rent free period in recognition of the amount of work that has been put into the structure. The lease is still to be signed which is why the rent has not been disclosed. The Café is paying rent.

A resident suggested we seek independent advice regarding replacing the septic tank before we do so.

Has the Parish Council been in touch with the District Council regarding the Sports Club? The Chairman said that the Café had contacted the District Council to make them aware the Cafe is operating from this site. The Clerk reported that the District Council has contacted the Parish Council in the last 2 years to review the sports facilities. Cllr. Steele met with the officer at the Sports Club.

Concern was expressed regarding the request from the Café to extend its hours to closing at 6pm. The Café has said that it will not trade after 4.30pm. The evening functions are causing problems. The Café's evening functions are very infrequent and they check that there are no other evening functions in the parish before arranging them.

A resident said that he would be upset if the Café did not cater for private functions since the pub is unsuitable for him.

Is there a deadline on the signing of the lease? Cllr. Smith explained that there are more amendments required and the matter is with our solicitor. We need this resolved and we are trying to get it resolved.

Could accounts be placed on the website and noticeboard. The Clerk explained that the requirement to display accounts has changed. If residents wish to view accounts they can contact her.

A resident reported serious concerns about dog fouling. District Cllr. Mills suggested signage. He said that he would arrange for some signs.

Traffic has increased and it is difficult to walk up the road. There is no signage regarding the bend. A footway is needed and County Highways have no problem with this. The clerk reported that County Cllr. Williams has a £35,000 budget for road safety projects. Cllr. Smith said that he would follow up on this.

**3. Declarations of interest**

Cllr. Steele declared a pecuniary interest in item 11(iv) as a recipient. Cllr. Smith declared a pecuniary interest in item 5(iv) as the applicant and 11(iv) as the recipient.

**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. Archer and carried unanimously. The Chairman signed the minutes.

**5. To consider the following planning applications**

(i) 18/01652/FUL - Pratts Farm, Old School Lane  
Councillors agreed to raise no comments or objections.

(ii) 18/01653/LBC - Pratts Farm, Old School Lane  
No objections or comments.

(iii) 18/01388/VARY - Oberry Fields  
No objections or comments.

Cllr. Smith did not take part in the next item.

(iv) 18/01524/VARY - Lighthorne Rough, The Beeches  
No objections or comments.

(v) 18/02053/FUL - Home Farm

Councillors agreed to object for the reasons set out in their detailed response to refused application 18/00549/FUL. It was agreed that Cllr. Smith could draft a response.

**ACTION: Cllr. Smith to draft a response.**

**6. To consider the request following the village meeting in respect of Home Farm**

Cllrs. Smith and Steele facilitated the village meeting. Cllr. Smith reported that the majority of the meeting felt that the enforcement action should be followed through. Councillors agreed to follow through with this. It was agreed that Cllr. Smith would relay this message to the District Council.

**ACTION: Cllr. Smith to write to the District Council.**

**7. District Council Matters**

(i) To receive report

District Cllr. Mills reported that the District Council has appointed a new executive director. District Cllr. Kettle is now Chairman. Children's activities are back in the holidays. CCTV is being used to keep the District's streets safe. If anyone wants to put their name forward to be a district councillor please contact me.

(ii) Planning enforcement investigation update - Home Farm (17/00558/CRIT)  
A resident asked District Cllr. Mills how the appeal works and what is the timescale.

**ACTION: District Cllr. Mills to follow up on this.**

(iii) Enforcement issues; Hill Farm update

**ACTION: District Cllr. Mills to follow up on this.**

(iv) Community Governance Review update

Cllr. Steele updated the meeting. Councillors agreed that a letter should be circulated to residents, explaining the situation, prior to the start of the public

consultation. We would arrange for the printing of the letter and then request the 3 other parishes to contribute to the costs. It was agreed that Cllr. Steele would agree a draft letter with the other parishes and arrange printing and the reimbursement.

## **8. County Council Matters**

(i) To receive report

The Chairman read out the report.

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

(i) Defibrillator; grant agreed

Cllr. Steele was thanked for her hard work. It was noted that the information provided by County Cllr. Williams on providers of suitable grants was incorrect. The ambulance service will provide free training.

(ii) Bench; to discuss repairs

The Chairman said that he has asked 2 people if they could please repair the bench and both have declined. A resident said that he would mend the bench on the Broadwell and would look at the other 2 benches. Councillors thanked him.

(iii) Quotation for Willow tree work

The Chairman confirmed that this tree needs felling. Councillors agreed that we should instruct a tree surgeon to carry out this work as soon as possible.

**ACTION: The Chairman to instruct a tree surgeon.**

(iv) Gaydon Liaison Committee Meeting update

Cllr. Smith attended this meeting. JLR are concerned about their staff speeding through the village. Gaydon Speedwatch has quite a few volunteers and JLR are taking notice. Police will act on evidence if they are caught 3 times. JLR are happy for their staff to take part in speedwatch. In October there will be traffic assessments carried out by County Highways for GLH.

## **10. Parish Maintenance**

(i) Sports Pavilion/Sports Ground; update

See item 2.

(ii) Annual play area inspection; to be requested

**ACTION: The Clerk to arrange.**

## **11. Contracts and Finance**

(i) Bank balance

The treasurer account bank balance was reported as £7,219.56 with the business bank account at £10,918.42.

(ii) Café lease update

Cllr. Smith said that he hoped that this would be signed shortly.

(iii) Grass maintenance contract map

**ACTION: September agenda item.**

(iv) Data Protection Act update

The Clerk advised that the parish should register with the Information Commissioner's Office.

**ACTION: September agenda item.**

(v) Speed gun; to consider asking GPC for payment towards this

The Clerk reported that the device cost £500. Councillors agreed that since Gaydon Parish Council is using the device they thought it reasonable to request 50% of the purchase price.

**ACTION: The Clerk to write to Gaydon Parish Council.**

Cllrs. Smith and Steele did not take part in the following item.

(vi) To authorise the signing of orders for payment

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

<b>Payee</b>	<b>Amount</b>
Mrs. C. Hill - Salary (June)	£189.85
Rainbow Garden Services Ltd. - grass maintenance	£648.00
Mr. A. Smith - reimbursement for website	£70.73
Ms. L. Steele - reimbursement for paper	£4.00
Lighthorne Allotment Association - reimbursement for 3 plots	£30.00
Wadsworths Solicitors - Café lease	£900.00
Mr. P. Amis - reimbursement for cleaning solution	£31.56

## **12. Correspondence**

(i) Stepping Stones

Concern has been expressed regarding this building.

**ACTION: The Clerk to liaise with planning.**

(ii) Bellway Homes consultation; 17<sup>th</sup> July

Cllr. Steele attended the consultation. She briefly updated the meeting.

Councillors agreed that a response should be drafted.

**ACTION: Cllr. Steele to draft a response, circulate to councillors for comments and submit.**

(iii) Village meeting

The Clerk reported that the emails have been responded to.

## **13. Date of next meeting**

4<sup>th</sup> September, 2018.

The Chairman closed the meeting at 10.10pm.