

# Lighthorne Parish Council

Minutes of an Ordinary Meeting of the Parish Council held at the Village Hall on Tuesday, 11<sup>th</sup> June 2019 at 8pm

Present: Cllr. A. Archer (Chairman), Cllr. H. Archer, Cllr. A. Smith, Cllr. C. Mills, Cllr. C. Williams, Cllr. M. Langthorne, Cllr. R. Stanford.

There were no members of the public.

- 1. Apologies for absence**  
There were no apologies for absence.
- 2. To take any questions from the floor**  
There were no questions from the floor.
- 3. Declarations of interest**  
No interests were declared.
- 4. Acceptance of the minutes of the previous meeting**  
The Clerk had circulated prior to the meeting draft minutes. The minutes were accepted, and the Chairman signed the minutes from the previous meeting.
- 5. To consider the following planning applications**
  - (i) 19/00607/LDP Lighthorne Rough – this application had been withdrawn.
  - (ii) 19/00582/FUL Home Farm Gable End – this has now been approved.
  - (iii) 19/01838/VARY Home Farm – awaiting decision.
- 6. District Council Matters**
  - (i) To receive report from Cllr. C. Mills.
- 7. County Council Matters**
  - (i) To receive report from Cllr. C. Williams (please see attached report for more details).
  - (ii) Traffic Calming & Gateway update - A meeting was held today with WCC to discuss what can be done regarding the speed limit through the village. It was resolved to proceed with the design as suggested by WCC. There were also some discussions regarding moving the speed limit but as this does not appear to be possible we agreed to wait for design suggestions from WCC.
- 8. Matters arising from previous meetings**
  - (i) Quotation for tree work / Oak Tree  
Cllr. H Archer agreed to speak with Aiden from Heartwood Tree Surgeons who supplied and planted the tree. Cllr.H Archer will report back at the next meeting.
- 9. Parish maintenance**
  - (i) Sports Pavilion/Sports Ground

There had been no further developments relating to the guard protection during the month. However, Cllr.A Archer reported that the work will be actioned in the near future.

(ii) Gas line Installation Update

There had been a temporary road installed at the sharp corner near Bishop's Gorse and Green Lane, and a rubber mat put in place. It proved to be dangerous, due to no preparation being carried out underneath the rubber mats.

Cllr. A Smith followed this up with an email asking the company to attend to it. The company replied promising to do so, and they have already done some work. The Parishioner had sent Cllr. A Smith an email, thanking him for looking into the matter.

On the subject of the gas main, Cllr.A Smith obtained news from GTC that they are not yet in a position to guarantee that they will be going direct from Heath Farm Lane across the development land. This is their favoured option and they are looking into it, but as yet, no decision has been made. GTC would have to give a statutory notification to close School Lane, but at this time, they have not done so.

(iii) Morton Morrell Lane Closure

Cllr. A. Archer announced that part of Moreton Morrell Lane will be closed right up to Fosse Way on the 4<sup>th</sup> July 2019. The work carried out is estimated to take only one day.

Cllr. Williams left the meeting at 8.40pm.

**10. Contracts and Finance**

(i) Bank balance

In the Treasurers current account, the balance was £8,219.48

In the Business Instant account, the balance was £11,126.44

Taking into consideration the uncleared cheques, the combined total was £19,250.72.

(ii) Café lease

Cllr. A Smith announced that he had been in contact with our solicitors. The final updated copy had been sent to Cllr. Smith, allowing him to approve it.

Cllr. Smith made the request for the contract to be signed before the next meeting.

(iii) Internet Audit Report

It was agreed that the annual reports and approvals would be carried forward, before the signing of the monthly cheque payments.

**11. To Consider approving the Data Protection Policy**

The Data Protection Policy was sent out to the members prior to the meeting and was agreed to be adopted as of the meeting date. A copy of the policies will be published on the website.

- 12. To Consider Approving the Certificate of Exemption 2018/19**  
The Councillors agreed that we meet the exemption criteria and this certificate should be approved. The Chairman and the Clerk signed the form.
- 13. To consider the Annual Governance Statement 2018/19**  
The Clerk outlined the importance of the annual Governance Statement and the content. The Chairman and Clerk signed the statement.
- 14. To Consider the Annual Accounting Statements 2018/19**  
Cllr. A Smith informed the members that he had gone through the information and it all made sense, giving a clear picture of where we are. The Clerk did not have the detailed information from last year's supporting papers and therefore highlighted that the year's comparison figure should not have been used. The Chairman and the Clerk signed the statement.
- 15. To Consider approving the 2018/19 accounts**  
It was agreed that that the accounts be approved as they give a detailed breakdown of the expenditure and income. The Chairman and Clerk signed the accounts.

Cllr. Mills left the meeting at 9.00pm. The meeting reverted back to Contracts and Finance, picking up at (iv).

Contracts and Finance (Continued...)

(iv) To authorise the signing of orders for payment

Cllr. A. Smith highlighted that the salary amount does not add up to the combined HMRC and net wage amount. The Clerk responded stating that it was the pensions element that was missing, and that should have come through the bank as a direct debit. With the explanation, the list of payments were signed and approved

<b>Payee</b>	<b>Amount</b>
Mr. D. Thomas - Salary (May)	£238.33
Expenses	£34.00
Nick Jenvey	£270.00
Nick Jenvey	£315.00
E.on - street lighting	await invoice

- 16. Correspondence**
- (i) Email Communication Update  
There are only 12 people that have signed up for the email communication. No one will be added without them submitting a formal request.
- (ii) Accounts Report and Cashbook update  
It was agreed that this section was no longer required due to the above financial reports already given.

(iii) Resignation of Clerk

The Chairman announced that the Clerk would like to resign within the coming period. The Council has found a suitable replacement in Ian Wilson, who is currently clerk for 3 other parishes.

**17. Date of next meeting**

Due to holiday commitments there will be no meeting in July. The next meeting will be on Tuesday, 13<sup>th</sup> August at 8pm.

The Chairman closed the meeting at 9.22pm.

**Lighthorne Parish Council on 11<sup>th</sup> June 2019**  
**County Councillor's Report**

Since my last report, the County Council's activities continue to be curtailed by the indecision over Brexit and the subsequent delay in passing any other legislation. There has also been a significant change in the WCC management structure as the new Chief Executive, Monica Fogarty, implementing her own organisation. This reorganisation has affected all Officers at senior level and they are all finding their feet in their new responsibilities. The Annual Meeting of the County Council was held on Tuesday 21<sup>st</sup> May 2019. Apart from the routine matters of reappointing the Leader, the Cabinet and the Members to their various committees there was an interesting debate about the effectiveness of scrutiny of the various duties carried out by the Council. In general, there was a feeling that scrutiny is appropriate and this identified potential problems before they occur.

**HS2**

HS2 is still creating disruption in our area as the early works continue. The final decision on spending is now delayed until Christmas although the main contractors are still carrying out work to enable the Ufton Tunnel to start next year.

Amongst the new appointments at the County, Cllr Bob Stevens has been appointed as Chair of the HS2 Board which coordinates all activities relating to HS2 which effect the County Council's responsibilities.

If anyone has any queries regarding road closures I recommend that you contact Bob Stevens direct – email: [bobstevens@warwickshire.gov.uk](mailto:bobstevens@warwickshire.gov.uk)

**Grants**

There are a number of funds available for small grants. The Police and Crime Commissioner has introduced a fund for road safety improvements that could help towards reducing crime. I have a Delegated Budget for minor highway improvements and I have my Community Fund Grant for small village organisations but this will only be available again in September 2019. Those applicants who have not applied before 7<sup>th</sup> June 2019 will have to wait for the second allocation.

**Cllr Chris Williams**  
**Member for Kineton and Red Horse Division**  
**07.06.2019**