

LIGHTHORNE PARISH COUNCIL

Minutes of an Ordinary Meeting Of Lighthorne Parish Council Held via Zoom On
Tuesday 9th February 2020 At 7.30pm

PRESENT: Parish Councillors: CLLR SMITH(Chair), CLLR LANGHORN(Vice Chair), CLLR STANFORD, CLLR HUNTER and CLLR MIDDLETON

IN ATTENDANCE: 4 members of the public, CLLR C MILLS (Stratford District Council (SDC)).

1. Apologies

Apologies had been received from Cllr Williams due to ill health.

2. Declarations of interests and consideration of dispensation requests

Cllr Stanford and Bob Middleton declared an interest in all matters pertaining to road safety at the junctions of Farrier's Way and Bishops Acre with the C96 Wellesbourne Road. Cllr Hunter declared an interest in the issue of repairing the street light on Post Office Lane.

3. Acceptance of minutes from January

The minutes of the January meeting were accepted and agreed.

4. To consider appointing the Responsible Financial Officer

It was resolved to appoint Laura Newberry.

5. Public Participation

Mike Taylor – the developer purchasing Curacy Farm attended to seek LPC's views on further development opportunities once the farm and barns had been concluded, in particular what the village does and does not want. He was directed to SDC's Core Strategy, The Site Allocations Plan and local documents on LPC's website.

6. Review of street lighting in the village, repairs and LED upgrades

The upgrade and repair of all damaged/degraded light fittings was proposed. Quotes for suggested works to be obtained. Possible lighting to Farriers Way to be considered. Lights directly opposite properties to be consulted upon. Cllr Langhorn will take this matter forward. Clerk to obtain advice as to what our legal obligations and powers are. *Carried forward.*

7. Census 2021

Census Day is Sunday 21 March 2021. The majority of submissions will be online. Help will be offered to those who struggle with forms, but LPC is not considered an appropriate body to offer such help. *Carried forward.*

8. Updated Risk Assessment

Clerk to complete for approval and adoption. *Carried forward.*

9. Review of insurance broker and policy

WALC advice being obtained. Full review to be undertaken to ensure that proper cover is in place. *Carried forward.*

10. To consider adopting NALC standard financial regulations

It was resolved to adopt and publish the financial regulations. *Item closed.*

11. To consider using Google Groups instead of eMailDodo

It was resolved to remain with eMailDodo. *Item closed.*

12. To consider assigning Councillors to specific LPC roles.

Councillors have agreed an informal list assigning responsibility for each role required to be delegated. *Item closed.*

13 Matters arising from the minutes and previous meetings

a. Safe path to the Sports Ground.

No change since January. We are informed by Richard Wain of Hawksmoor that he is not aware of any issues regarding a permissive path but he wishes to clarify. We hope to have an update for the March meeting. *Carried forward*

b. Extending the 30mph speed limit beyond Oberry Fields.

WCC have confirmed that there were no objections from informal consultation. Statutory consultation is taking place between 18th February and 12th March. *Carried forward*

c. Update on Village Hall future spending requirements.

VHC met by zoom last week. Nothing raised which impacts upon LPC. *Carried forward*

d. Adoption of NALC template Standing Orders

It was resolved to adopt the Standing Orders and publish on the website. *Item closed.*

e. Update on resubmission of our 2019-2020 annual return.

It was resolved to accept documents and to publish both. *Item closed.*

f. Update on replacement pump for The Broadwell.

Alan Ferguson will replace the pump in the next 14 days. Paul Tait has kindly offered to paint the pump. *Carried forward*

g. Update on tree maintenance adjacent to Village Hall.

Maintenance on the tree in question is imminent, will notify once known. The contractor will be asked to deal with the tree stump at the Bakers Well at the same time. Financed for this authorised unless excessive. *Carried forward*

14. Planning

a) Applications for comment since last meeting

i. 21/00012/LBC Yew Tree Cottage Internal Alterations N/C

b) Decisions to note since last meeting

i. 20/03514/TREE 18-01-21 Hill Cottage, The Bank Granted

ii. 20/01654/REM 13-01-21 Land North of MM Lane Granted

iii. 20/03278/FUL 04-02-21 Pratts Farm Granted

iv. 20/03279/LBC 04-02-21 Pratts Farm Granted

v. APP/J3720/W/20/3262048: Hill Farm, Chesterton Road Appeal Allowed

c) Enforcement

None

No issues to raise with SDC planners

15. Parish Council Reports: To receive reports on

a. COVID 19 update. Prescription collections ongoing. Vaccinations ongoing.

b. Playground – regular update -Regular checks, no dog fouling, old gate being kept shut. Annual report – we are compliant.

c. The British Motor Museum are planning to build a 240 room hotel. Gaydon PC raised concerns. Old Gated Road – It was confirmed that there is no change to the

original plans submitted, there would be no vehicular access from GLH. ‘Stopping Up’ of the Old gated Road is being considered.

d. Building is ongoing - Wilson and Wimpey sites opposite Lighthorne Heath. There is tendering for a Management Company for the new town and for a community champion role.

16. Reports from Ward Representatives of Stratford District Council and Warwickshire County Council

These reports have been made available on the Parish Council web site.

17. Financial Administration

a) Lighthorne cash book balances

i.	Current account	£13,062.96
ii.	Allocated reserves account	£17,499.80
iii.	Total	£30,562.76

b) Income since last meeting

i.	February rent from Pavillion Café	£690.00
ii.	Compensation from Lloyds Bank	£100.00

c) Expenditure since last meeting

i.	Erika Lilley – PC Xmas tree by Broadwell	£50.00
ii.	Wicksteed – Playground inspection fee	£96.00
iii.	WALC – training EOY finances - Andy Smith	£36.00
iv.	WALC – training EOY finances – Laura Newberry	£36.00
v.	WALC – training Purchase,People, Powers – Andy Smith	£15.00
vi.	WALC – training Purchase,People, Powers – Mike Langhorn	£15.00
vii.	WALC – training Clerk’s Toolkit – Laura Newberry	£18.00
viii.	Clerks Wages – 41 hours @ £13.78 an hour	£564.98
ix.	E-ON street lighting	£357.42

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| x. | WCC Annual Street Lighting Maintenance Charge | £49.64 |
| xi. | Water Plus water supply to sports field | £40.51 |

It was resolved to pay all. Unanimous.

d) Agreeing accounts for payment

- i. **It was resolved** unanimously to purchase Arnold Baker – Local Council Administration for £120
 - ii. **It was resolved** unanimously to make no further changes at present.
 - iii. Cllr Stanford is resolving the current VAT situation. Once the current VAT return has been completed LPC will apply to submit quarterly returns. *Carried forward.*
- e. **It was resolved** unanimously to publish the annual return and supporting statement.

18. Correspondence

A resident reported standing water on Church Lane. This has been reported to WCC and is being treated as urgent.

A resident reported the poor state of repair of the Bus Shelter, a quote for repairs will be obtained. The possibility of lighting inside the bus shelter was raised and will be looked into. *Carried forward.*

19. Other reports and items for future agendas

The costs for advertising in the Parish Magazine are to be considered in March's meeting. *Carried forward.*

20. Date of next meeting: Tuesday 9th March 2021 at 7:30pm via Zoom

MEETING CLOSED 21:00