



WELLESBOURNE and WALTON PARISH COUNCIL

The minutes of the Annual Meeting of the Council on Tuesday 7th May 2019 at 7.30 pm at the Methodist Hall in Bridge Street Wellesbourne

Present: Councillors: Mrs Bolton, Kendall, Mann, Mrs Paige-Stimson, Mrs Prior, Shepherd Clerk: Mrs Scriven
Members of public 4 County/District Cllrs: 1

1. Election of Chairman (currently Cllr Prior)

Cllr Kendall proposed Cllr Mrs Prior be elected as Chairman, 2nd Cllr Shepherd – no other nominations were received, carried.

2. **Chairman's Declaration of Acceptance of Office** -Cllr Mrs Prior signed the Declaration of office witnessed by the Clerk.

3. Election of Vice Chairman (currently Cllr Bolton)

Cllr Kendall proposed Cllr Mrs Bolton be elected as Vice Chairman, 2nd Cllr Shepherd – no other nominations were received, carried.

4. **Councillors Declaration of acceptance of office** - Councillors signed their Declaration of office witnessed by the Clerk.

5. **Welcome and announcements** Election results – 7 Councillors were duly elected leaving 4 casual vacancies for co-option

6. **Approval for Apologies of Absence** - none

7. Consideration of Council documents

7.1 **Approval of Standing Orders** – moved to June agenda

7.2 **Approval of Financial Regulations** – approved Prop Cllr AP, 2nd Cllr AS carried

7.3 **Review of Councils power to use the General Power of Competence**

Recommendation to accept the Council no longer have the General Power of Competence
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Prop Cllr AP 2 nd Cllr RB carried
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7.4 **Review of Complaints procedure** - agreed

7.5 **Review of FOIA policy** - agreed

7.6 **Review of GDPR policy** - agreed

7.7 **Review of Press /Media policies** – moved to June agenda

8. Committees 2019/20

8.1 **Consideration of committee structure** - agreed

8.2

Recommendation from Office & Staffing committee not to reinstate the committee - to be reviewed after 6 months

Prop Cllr RB, 2 nd Cllr DK carried

8.3 **Consideration of committee membership** - agreed

8.4 **Consideration of committee Chairmen** – Community Facilities – agreed HEE – moved to the HEE meeting - agreed

9. Working Parties

9.1 **Consideration of current working party structure** - agreed

9.2

Recommendation to reinstate the Index working party
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Prop Cllr RB, 2 nd Cllr DK carried

9.3

Recommendation not to continue with the Conservation working party

Prop Cllr AP, 2 nd Cllr AS carried

9.4 **Membership of working party – Index** – Cllrs RB & RM - agreed

10. Nominations for representation to other Bodies 2019/20

10.1 **Consideration of Council representatives to other Bodies** - agreed

11. Signatories for finance

11.1 **Recommendation to approve delegated signatories** – Cllrs Prior, Bolton, Shepherd, Mann - agreed

12. Calendar of Meetings

12.1 May – April 2019/20 - agreed

13. Declarations of Interest - none

14. Confirmation of the order of the agenda – Item 26 remove, new amended Asset Register - agreed

15. Identification of any items that might be resolved for confidential session - none

16. Confirmation of the minutes of the Council Meetings of 16th April 2019 - agreed

17. Matters arising (not included in the agenda) - none

18. Open Session for members of the public to raise any matters of relevance to the Parish

Mrs Dane, Newbold Road asked if the accounts for the previous financial year could be placed on the Council website along with

the current year's budget.

Miss McDonough, Mountford Close, had attended the planning meeting for the Annex school where she noted no Councillor had

questioned the traffic problems caused in Mountford Close. She said 40 – 50 parking spaces on the Newbold Road land would not

be adequate to resolve the traffic problems and asked how many more houses were to be built in the parish.

19. County/District Council matters – Cllrs Kendall and Mrs Parry had been re-elected.

20. Planning

20.1 Applications

1.

19/00310/FUL	Conversion, alterations and rationalisation of existing holiday let accommodation to provide one dwelling with associated works		
At	Kingsmead Farm, Stratford Road, Wellesbourne	For	Mr Simon Butterfield Lionsgate Capital
Planning officer	Amy Flute	Date	9 th May 2019

The Council made no response

2.

19/00868/FUL	Timber office to replace existing office building and demolition of 2 sheds		
At	Moor Meadow, Hunscombe Lane, Wellesbourne	For	Hunscombe Kennels Ltd
Planning officer	Joe Brooke	Date	8 th May 2019

No objection

3.

19/00867/FUL	Timber cabin for additional ancillary accommodation/timber garage/store, following demolition of 2 sheds		
At	Ashmoor, Hunscombe Lane, Wellesbourne	For	Mr & Mrs Jackman
Planning officer	Sian Gardner	Date	9 th May

No objection

4.

19/00937	Cart shed		
At	Staple Hill Farm, Staple Hill, Wellesbourne	For	M J Male
Planning officer	Louise Casey	Date	13 th May 2019

No objection

5.

19/00525/LDE	Conservatory		
At	14 Grange Gardens, Wellesbourne	For	Mr & Mrs Oliver
Planning officer	Sarah Chadwick	Date	14 th May 2019

No Objection

6.

19/01034/FUL	Conversion of existing garage to living area and hallway and replacement of garage windows with floor to ceiling height windows. 1no. 5.9m front extension of left hand side elevation to align with existing neighbouring properties front facades. Extension of pitched roof to front elevation as required. 1no. 4.2m extension to rear living area. Internal alterations. All materials to match existing.		
At	46 Mountford Close, Wellesbourne	For	Mrs G S Blyth
Planning officer	Ryan O’Keeffe	Date	16 th May 2019

No objection

20.2 Date of next Area Planning Meetings: TBA

21. Finance Committee – Cllr AS

21.1 Chairman’s update – Had met with the RFO to discuss the Management Accounts and to review reserves and the Internal Audit had been completed.

21.2

Approval of monthly accounts as per attached cheque list	Prop Cllr AS, 2 nd Cllr RM carried
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21.3

Approval of staff salaries	Prop Cllr AS, 2 nd Cllr DK carried
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21.4 End of year SAGE accounting report RFO - to follow

21.5

Recommendation to approve the Asset Register	Prop Cllr AS, 2 nd Cllr RM carried
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21.6 Date of next meeting 16th July 2019

22. Highways, Environment and Emergency Committee

22.1 Parking on Pavement Inquiry launch – Cllr AP to respond on behalf of WWPC.

22.2 Date of next meeting 14th May 2019

23. Community Facilities Committee – Cllr AP

23.1 Chairman’s update – No dogs allowed signs had been ordered for the Mountford play area fence, wet pour repairs to be carried out within a week weather permitting, issues raised regarding Dog Close lease remained outstanding, quotes for options for the youth hut and car park were to be sought, quotes had been agreed by the committee as within budget for the cutting of Newbold Road land and provision for a new youth shelter and possible skate park were to be considered.

23.2 Date of next meeting – 21st May 2019

24. Office & Staffing Committee – Cllr RB

24.1 *Confirmation of the minutes of the Office & Staffing committee Meeting of 29th April 2019 – item 7 correct spelling

to Mr Crossling, item 10.2.2 add Village Design Statement. It was noted that SAGE could not provide temporary or short term

RFO cover – agreed with amendments.

It was agreed that whilst the Office and Staffing committee would cease, the heading would remain on the full council agenda.

25. Co-option procedures

Adverts for the 4 vacancies would be posted on May 8th with interviews taking place in the evening at the Council offices shortly

after the closing date on 29th May.

26. Review of other Council Policies – Recommendation to readopt all other existing Council policies as follows:

- Vexatious & repeated correspondence policy - agreed
- Equal Opportunities policy - agreed
- Grants policy – moved to June full council agenda
- Overtime & Management policy - agreed
- Appraisal Scheme – moved to June full council agenda

27. Wellesbourne and Walton News - Cllr AP

Proposed contents:

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|-------------------|-------------------|--------------------------------------|
| Chairman’s report | Council structure | CAT – Customer Access Terminal use |
| Lease update | Defibrillators | Thanks for assistance with Youth Hut |

28. Cllr and Clerk Exchange of Information

Clerk – the dates given for the airfield café to close had now been extended to September

Cllr Paige – Stimson requested her address be removed from the Council website

Cllr Bolton said the Code of Conduct video taken by SDC of the PC meeting should be released shortly

Cllr Kendall gave apologies on behalf of Cllr Parry and announced the early launch of the County Councillors grant.

29. Items/reports for the next meeting by 23th May 2019

Table of monthly meeting dates

Full Council	4 th June 2019
Highways/Environment/Emergency committee	14 th May 2019
Finance	16 th July 2016
Community Facilities committee	21 st May 2019

There being no further business to discuss, the meeting closed at 9.25pm

Chairman...Cllr Mrs Prior.....

Signed.....

Date.....