

WELLESBOURNE and WALTON PARISH COUNCIL

The minutes for the Meeting of the Council on Tuesday 4th June 2019 at 7.30 pm at the Methodist Hall in Bridge Street Wellesbourne



Present: Chairman: Cllr Mrs Prior Councillors: Mrs Bolton, Jackson, Kendall, Mann, Mrs Paige-Stimson, Shepher
Clerk: Mrs Scriven District/County Cllrs: 2 Members of public: 12

1. Welcome and announcements

2. Apologies for Absence - none

3. Declarations of Interest

Cllr Mrs Prior declared a non pecuniary interest in matters pertaining to the WSCC as a Trustee and item 13.1 Payment for a

mobile phone for office staff use during lone working hours (instructed by PC to purchase on its behalf)

Cllr Kendall declared a non pecuniary interest in matters pertaining to the WSCC as a Trustee

Cllr Jackson declared a non pecuniary interest in matters pertaining to the WSCC as a Trustee

Cllr Shepherd declared a non pecuniary interest in matters pertaining to planning application 10.14 as a neighbor of the applicant

4. Confirmation of the order of the agenda

Items 17.2 & 17.3 to become items 18 & 19 with subsequent numbering to follow. The new item 19 will be Market authority not

marketing, 4 additional items of planning for noting only, add at 13.2 letter from Mr Hargis – agreed.

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

6. Confirmation of the minutes of the Council Meetings of 21st May 2019 – add 18/19 year in 7 May minutes in front of was not an Index year, item 10 Hampdon not ‘den’ – agreed with amendment.

7. Matters arising (not included in the agenda)

7.1 Code of Conduct video – It was agreed that Cllrs would watch the video and consider the content of the case studies - TBA

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

Mr Hargis, Chapel Street raised concern about land at the side of the Medical Centre being unkempt. The Clerk had already

reported it to the landowner requesting it be cut back.

Miss McDonough, Mountford Close complained about the ongoing problems in the close caused by school traffic.

Mr Davis, Oxford Way, raised concern about the non claim by the Council of a perceived shortfall in the Unilateral Agreement.

9. District & County Council matters –

Cllr Kendall – East and West Area planning committees had been restructured to committees A & B to spread the workload.

Cllr Mrs Parry – Urban Tree Grant (available to 2020) required match funding and planting schedule.

Action: Once the Dog Close lease has been signed, consideration of an application would be made	By: WWPC
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Community Forum – Councillors were asked their opinion of the agenda & date - badly co-ordinated meeting with a poor agenda.

Action: Suggest the meeting be postponed until September when Wellesbourne Airfield would be a good agenda heading along with the Child Development Group on Warwickshire University site.	BY Cllr Parry
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10. Planning

10.1 Applications

1.

19/01189/ TREE	T1 – cypress – Crown thin and reduce height by 5 metres to previous pruning points		
At	The Barn House, Chestnut Square Wellesbourne	For	Mrs Mollie Corker
Planning officer	Assistant planner	Date	5 th June 2019

No objection

2.

19/1234/FUL	Single storey rear and second storey side extension
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At	31 Hopkins Way, Wellesbourne	For	Mr & Mrs Reid
Planning officer	Lindsey Young	Date	5 th June 2019

This does not accord with the existing street scene and does not comply with the SDC Extend Your Home document.
The

extension would be so close to neighbouring property that it would give a terracing effect to the street, the roof height should be

lower than that of the original building and would be over development of the site in relation to height, bulk and mass.

Cllr DK abstained from comment and voting

3.

19/01354/FUL	Erection of new security gatehouse to Unit 8 car park with associated fencing, barriers and road works		
At	Wellesbourne Distribution Park, Unit 8 Loxley Road	For	Mr John Lomas Aston Martin
Planning officer	Matthew Coyne	Date	17 th June 2019

No objection

4.

19/01449/TPO	T1 – Ash – Reduce crown by 2 metres to clear property & reduce height to 9 metres and spread to 10 metres		
At	2 Charlecote Fields – Charlecote Road, Wellesbourne	For	Mr Phillip Coton
Planning officer	Ruth Rose	Date	18 th June 2019

No objection

Cllr AS abstained from comment and voting

10.2 Date of next Area Planning Meetings: 12th & 26th June 2019

Additional planning items:

WCC correspondence – Wellesbourne CofE School planning application granted – noted

13 Church Street Wellesbourne – SDC recommendation was to Refuse. This application had been withdrawn to consider the WCC Highways objections - noted

Two applications for Charlecote Parish Meeting ref Kingsmead Farm - noted

11. Approval of Standing Orders and Policies

11.1

Recommendation to adopt the amended Standing Orders	Prop Cllr RB, 2 nd Cllr AP, carried
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11.2

Recommendation to adopt the Media policy with approved minor amendments	Prop Cllr RB, 2 nd Cllr RM, carried
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11.3

Appraisals policy – amendment required – C/fwd to next Council meeting	Agreed
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11.4 Grants

11.4.1 Grants discussion document – considered by Cllrs

11.4.2

Recommendation that the Council amends its current Grants policy in line with such options as Council agree at the meeting	Withdrawn
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11.4.3

Recommendation that the Council adopts the Grant policy	Prop Cllr RB, 2 nd Cllr DK, carried
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11.5 CAB grant correspondence and response from Clerk – noted, response awaited.

12. Finance Committee – Cllr AS

12.1 Chairman's update - none

12.2 Presentation of cheque approval procedure – It was noted that Financial Regulations permits payment to be made between meetings where necessary.

12.3

Approval of monthly accounts as per attached cheque list	Prop Cllr DK, 2 nd Cllr AS, carried
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12.4

Approval of staff salaries	Prop Cllr RB, 2 nd Cllr DK, carried
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12.5 Monthly management accounts – noted. Any questions to be given to the Clerk to pass to the RFO.

12.6 Internal Audit report Clerk – It was noted the Council had received an exemplary internal audit and Cllrs thanked the staff

for their excellent work.

12.7 External Audit update Clerk – External audit paperwork was posted to the auditor on 22nd May 2019, response was awaited.

12.8 Date of next meeting 16th July 2019

13. Highways, Environment and Emergency Committee

13.1 Chairman's report – noted

<p>Actions: pursue funding for road calming measures through Warwickshire Road Safety fund – agenda item for next meeting to discuss and set timescale for applications</p> <p>Before October budget setting, contact WCC to see if they would be willing to continue funding the Lengthsman Scheme and if not, if WCC would permit the PCs to carry on with own budget raised through the precept</p>	By: HEE Committee/office
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13.2 Conservation – correspondence from Mr Hargis on behalf of the working group – Cllrs were pleased to hear that the group would be continuing as a community conservation action group and acknowledged the interest and work the group had previously given to conservation issues in the parish. Any interested parties would be invited to take part in the discussions relating to Dog Close land once the Council had the lease.

13.3 Date of next meeting 25th June 2019

14. Community Facilities Committee – Cllr AP

14.1 Chairman's update – last meeting cancelled as slow progress had been made with issues raised. Instruction for the change of use of Newbold Road land had been issued and discussion with Dr Read-Jones continued as to the reinstatement of the land and safety issues of the balancing pool (previously SUDs) on Dog Close. Quotes were being sought for modular building removal/renovation/installation and car park repairs at the Village Hall site.

Action: A meeting with Walton Estate, Medical Centre and PC to be arranged to discuss the outstanding issues and timescales for these to be rectified in order to progress with the lease	By: Cllr Prior/office
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44.2

Recommendation that the residue of money accrued to pay the retention monies at WSCC should be allocated to the WSCC for the sum of £6097.00	Prop Cllr RB, 2 nd Cllr AS, carried
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14.3 Date of next meeting – 9th July 2019

15. Office & Staffing

15.1 Appraisals update – these were to be carried out on 5th June 2019

15.2 Emergency phone – purchased for staff to keep on their person when lone working.

15.3 Request to use a room at the Council offices on Wednesday evenings from 6pm for approximately two hours for Mr Thomas (WWPC RFO) to meet with the Chairman of Lighthorne Parish Council for whom he Clerks was rejected.

16. Co-option update – Candidates were to be interviewed on 11th June 2019

17. Street Fayre – 15th June 2019

17.1 Council stall – It was agreed to have a stall

18. Development Plan

It was agreed that committees would consider their objectives followed by a meeting of committee Chairman to take the proposals

forward with a draft report/proposal to full Council in October.

18.1

Action: Recommendation to devise a Development Plan covering the Councils activities for the next four years	Prop Cllr AP, 2 nd Cllr DK carried
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19. Market Authority

19.1 It was noted that by becoming a Market Authority the Council could hold events without purchase of a trading licence

Action: Recommendation to meet with Pat Matjaszek to discuss the possibility of Wellesbourne & Walton Parish Council taking on the role of a marketing authority

Prop Cllr AP, 2nd Cllr AS carried

20. Wellesbourne and Walton News - Proposed contents:

Chairman's report, Street Fayre, New Councillors

21. WALC – new Councillor training event – Cllrs were urged to attend where possible as an invaluable introduction to

Council duties and procedures.

22. Cllr and Clerk Exchange of Information

Clerk – A grant application withheld on a criteria of payment on invoice had now been met by the applicant & payment released.

23. Items/reports for the next meeting by 20th June 2019

Table of monthly meeting dates

Full Council	2 nd July 2019
Highways/Environment/Emergency committee	25 th June 2019
Finance	16 th July 2016
Community Facilities committee	9 th July 2019

There being no further business to be discussed the meeting closed at 10pm.

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

Signed.....

Date.....

Completed 6th June 2019