



# WELLESBOURNE and WALTON PARISH COUNCIL

The minutes for the Meeting of the Council on Tuesday 6<sup>th</sup> August 2019 at 7.30 pm at the Methodist Hall in Bridge Street Wellesbourne

Present: Vice Chairman (acting in Chairman's absence): Cllr Mrs Bolton Councillors: Dipple, Harte, Kendall, Mann, Shepherd  
Clerk: Mrs Scriven District/County Cllrs: 2 Members of public: 10

1. **Welcome and announcements** – it was noted that the Lengthsman was off work currently and the Council wished him a speedy recovery to full health.
2. **Apologies for Absence-** Cllrs Mrs Burnard, Cannon, Jackson, Mrs Paige-Stimson, Mrs Prior
3. **Declarations of Interest** –  
Cllr Mrs Bolton declared a non pecuniary interest in matters pertaining to item 13.2 Village Hall as the PC representative on the Village Hall Management Committee.
4. **Confirmation of the order of the agenda** - agreed
5. **Identification of any items that might be resolved for confidential session**  
13.2 Village Hall sublease as legal matter - agreed
6. **Confirmation of the minutes of the Council Meetings**  
2<sup>nd</sup> July 2019 - agreed  
16<sup>th</sup> July 2019 - agreed
7. **Matters arising** (not included in the agenda)  
7.1 Spoil heaps at the Grange – Cllr Kendall – Planning Enforcement Officer Mr Thatcher was looking into the matter and the heap was not to remain permanently.
8. **Open Session for members of the public to raise any matters of relevance to the Parish**  
Mrs Dane, Newbold Road, raised concern that the soapy discharge into the river at Bridge Street continued and that the bridge webcam was not working.
9. **District & County Council matters**  
Cllr Kendall  
Cllr Mrs Parry – Report noted. The 5 year housing and land supply had been increased to 6.5 which meant Wellesbourne & Walton Parish was now well protected under the core strategy. SDC and Biffa had been asked not to put bins on the footway after complaints were received from pedestrians finding it difficult to safely pass them. A meeting had been arranged for August 30<sup>th</sup> to meet with the County Officer to ascertain the position for the village gateway on Charlecote Road and Cllrs Mann and Harte agreed to attend.

## 10. Planning

### 10.1 Applications

1.

19/01801/FUL	Two storey rear extension		
At	14 Chapel Street, Wellesbourne	For	Mr David Halliwal
Planning officer	Victoria Kempton	Date	5 <sup>th</sup> August 2019

No objection

2.

19/01861/FUL	Proposed single storey flat roof rear extension and pitched roof front porch		
At	19 Mordaunt Road, Wellesbourne	For	Mr & Mrs S Bates
Planning officer	Richard Lambert	Date	9 <sup>th</sup> August 2019

No objection

3.

19/02084/ TREE	T1 Prunus - remove		
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At	St Peter's Church, Wellesbourne	For	St Peters Church
Planning officer	Assistant Planner	Date	21 <sup>st</sup> August 2019

No objection

#### 4. FOR INFORMATION ONLY

19/02073/DDT	T1 unidentified species – Fell.(Dead, no replacement required as growing beneath crown of adjacent tree)		
At	3 Peacock Court, Chapel Street, Wellesbourne	For	Mr B Waight
Planning officer	Ruth Rose	Date	N/A

Noted

10.2 19/01615/FUL Formulation of Bio-digestate lagoon, Little Hill Farm Wellesbourne (Charlecote parish – queries raised)

Action: Enquire as to what distance from the parish negates notification to neighbouring PCs.	By: Cllr Kendall
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10.3 Site Allocations Plan for Stratford upon Avon District July 2019 (supplement to the Core Strategy 2011 – 2031) – noted

10.4 Date of next Planning Committee Meeting: 7<sup>th</sup> August 2019

#### 11. Finance Committee – Cllr AS

11.1 Chairman's report – noted. New revised Financial Regulations were to be released by NALC.

Action: Look at the revisions and bring comments to the next meeting of the committee	By: Cllr Shepherd
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11.2 Correspondence re WSCC insurance – noted

Action: Obtain a copy of the WSCC insurance quote and send to Council insurers requesting explanation of why the quotes differ so greatly	By: Office
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11.3

Approval of monthly accounts as per attached cheque list	Prop Cllr AS 2 <sup>nd</sup> Cllr Dk carried
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11.4

Approval of staff salaries	Prop Cllr AS 2 <sup>nd</sup> Cllr DK carried
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11.5 Monthly management accounts – June & July – noted. The high telephone expenditure was queried, it appeared an item of expenditure had been charged to the incorrect budget heading. It was noted that some grant cheques had not been sent yet due to conditions placed upon the applicant.

11.6

Recommendation from the Finance Committee to adopt the amended Risk Register	Prop Cllr AS 2 <sup>nd</sup> Cllr RM carried
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11.7 External Audit update Clerk - Some queries had been raised, it appeared there had been a misunderstanding by the Auditor, now rectified. The RFO was required to resend the accounting statement in line with the Auditor's requests relating to the entering of totals and the structure of the final reconciliation.

11.8 Date of next meeting 24<sup>th</sup> September 2019

#### 12. Highways, Environment and Emergency Committee – Cllr RM

Cllr Cannon had asked to join the committee - agreed

12.1 Chairman's update – Specific tasks were currently being targeted and suggestions for HEE related issues were invited.

12.2 Repeater 30mph signs Loxley Road – purchased and awaiting fitting

12.3 Contracts for bus shelter cleaning and litter picking – revised. New locations would require adding during the contract.

12.3.1

Recommendation from the HEE committee to approve the 3 year contracts for bus shelter cleaning and litter picking	Prop Cllr RM 2 <sup>nd</sup> Cllr AS carried
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12.4 Issues with the discharge in the river and the broken webcam raised in public session – The Environment Agency and WCC

had confirmed that the discharge was non toxic and therefore non hazardous, no further action was to be taken. The webcam on the river had been switched off due to software problems which were being investigated.

12.5 Date of next meeting 13<sup>th</sup> August 2019

**13. Community Facilities Committee – Cllr AP**

Cllrs Burnard and Dipple had asked to join the committee – agreed.

13.1 Chairman’s report - noted

13.2 Village Hall sublease update Cllr RB – The Chairman, Cllr RB and the Clerk had met with the Council solicitor to discuss

the sublease.

13.3 Contracts for grounds maintenance

13.3.1

Recommendation from the Community Facilities committee to approve the 3 year contract for grounds maintenance	Deferred for further clarification of reason for inclusion of footpath works.
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12.4

Quote for White Bridge area cut back – agreed Action: Progress the works	Prop Cllr RM, 2 <sup>nd</sup> Cllr TD carried. By: Office
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13.4 Date of next meeting – 20<sup>th</sup> August 2019

**14. Office & Staffing**

14.1 Office clearing – update Clerk – a date was to be agreed at the end of August for skip hire and confidential waste removal.

The office would be closed for one or two days whilst the clear up was undertaken by the office staff. Any Councillor wishing to

assist with the clearance would be welcome to do so.

14.2 Staff liaison meetings – Cllr RB – These meetings would commence after Cllr holidays.

**15. Index of Shops and Amenities – Cllr RB explained the processes involved in putting together this booklet and invited**

Cllrs to get involved in the data collection process.

**16. Wellesbourne & Walton Parish Council - as a Market Authority (MA) – The Chairman and Clerk were to put together**

a document for Cllrs and if the Council wished to proceed with becoming a Market Authority a letter declaring this would be sent

to SDC. Becoming a MA would give WWPC the authority to hold fetes and street fayres without the need to apply for a licence.

**17. Code of Conduct video**

17.1 Cllr training report – Clerk - noted

**18. Wellesbourne and Walton News - Cllr AP**

18.1 Proposed contents - Page completed

**19. Cllr and Clerk Exchange of Information**

Clerk – Following correspondence and a meeting with Mr Vane (Head of Warwickshire CAB Outreach) it was confirmed that the

service level for Wellesbourne would remain the same as the previous year with their grateful thanks for the free room.

**20. Items/reports for the next meeting by 22<sup>nd</sup> August 2019**

**Table of monthly meeting dates**

Full Council	3 <sup>rd</sup> September 2019
Highways/Environment/Emergency committee	13 <sup>th</sup> August 2019
Community Facilities committee	20 <sup>th</sup> August 2019

*Under section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 and Part 1 Schedule 12A of the said Act, that the public will be excluded*

CONFIDENTIAL:

Item 13.2 Village Management Committee sublease

Many issues raised by the VHMC had been resolved, and they were to contact their solicitor to look into the inclusion of points relating to the Charities Act. The responsibility for the outside maintenance of an old building was still a concern for the committee and the PC would have to consider whether a sinking fund could be held for the hall's ongoing maintenance under the PC's full repairing lease. It had been agreed that a decision to sign the lease would have to be made by 31<sup>st</sup> October 2019.

There being no further business to discuss the meeting closed at 9.10pm

Chairman.....

Signed.....

Date.....

Completed 7<sup>th</sup> August 2019