



WELLESBOURNE and WALTON PARISH COUNCIL

The minutes for the Meeting of the Council on Tuesday 7th January 2020 at 7.30 pm at the Methodist Hall in Bridge Street Wellesbourne

Present: Chairman: Cllr Mrs Prior
Shepherd

Councillors: Mrs Bolton, Mrs Burnard, Cannon, Dipple, Kendall,

Clerk: Mrs Scriven

County/District Cllrs: 2

Members of public: 8

1. **Welcome and announcements** – The Chairman wished everyone a Happy New Year and announced that Cllr Mann had resigned his position for personal reasons. The Chairman announced that Mr Mike Podbury had sadly passed away saying he was an ex Cllr and an active member of village sports and social groups who would be missed by many.
2. **Apologies for Absence** – Cllrs Harte, Jackson and Mrs Paige-Stimson
3. **Declarations of Interest**
Cllr Mrs Prior declared a non pecuniary interest in matters pertaining to WSCC as a Trustee and a pecuniary interest in matters pertaining to the Chairman's Allowance as the recipient.
Cllr Kendall declared a non pecuniary interest in matters pertaining to WSCC as a Trustee
Cllr Mrs Bolton declared a non pecuniary interest in matters pertaining to the Village Hall as the Council representative.
Cllr Mrs Burnard declared a non pecuniary interest in matters pertaining to Girl Guides & Scouts as a member of the organisations
and planning item 19/03556/TREE as known to the applicant
Cllr Shepherd declared a non pecuniary interest in matters pertaining to planning item 19/03535/FUL as a neighbour
4. **Confirmation of the order of the agenda** – Remove item 14.3.1 and add Risk Register at item 11.6 -agreed
5. **Identification of any items that might be resolved for confidential session** – Item 15.1 Social Media policy as a working policy still to be discussed and finalised - agreed.
6. **Confirmation of the minutes of the Council Meetings:**
3rd December - agreed
10th December – Item 6 Mr Shepherd – replace emailed with “contacted” and remove “to his email” at the end of the sentence.
Replace Mrs with “Ms” McDonough – agreed with amendments
17th December 2019 - Item 7 change lease to “sub lease”, add to the recommendation at item 7 “for the purpose of replacement of the heating system instead of the previously agreed purpose”, Item 9 Wanderers should be capital W and replace annotating with “advertising”– agreed with amendments
7. **Matters arising**
 - 7.1 Kineton Road bus stop update – the bus stop flag had now been installed
 - 7.2 Parish Council website update – Cllr Paige-Stimson was still to arrange dates with the Admin Assistant & Webmaster
 - 7.3 Ditch on Newbold Road – It had been ascertained that ownership of the ditch between the road and the leased field was the responsibility of the Parish Council, with the rest of the ditch being the responsibility of the tenant farmer. The advice from WCC was to seek assistance from the Environment Agency regarding any clearance works, and to give due consideration of any wildlife species which might trigger an Ecological report prior to any works commencing. It was agreed to notify the Flood Action Group of this advice.
 - 7.4 Walton drains – this had been reported to WCC for priority clearance with a request for a regular maintenance schedule.
8. **Open Session for members of the public to raise any matters of relevance to the Parish**
Mrs Gibson, Horseshoe Crescent raised concern about the crossing area from this new estate across Loxley Road as approaching vehicles could not be seen until pedestrians had stepped out onto the crossing area. The farm entrance on the opposite side of the crossing was flooding badly and the drain appeared to be blocked making it more dangerous as vehicles aqua plane on the water.
Mr Davis, Oxford Way, asked if Councillors had considered his suggestion that all parties involved in the Airfield be invited as speakers at the Annual Parish Meeting. As there had been public meetings about the Airfield attended by all parties the Council did not think it appropriate to repeat this at the APM. The Police Commissioner would be speaking about the Community Speed Watch campaign.

9. District & County Council matters – Cllr Kendall/ Cllr Mrs Parry -report noted. Cllrs raised queries about the green waste consultation and asked if charging for green waste would impact the national ranking position of the SDC on recycling.

10. Planning

10.1 Applications

1.

19/03421/TPO	T1 - walnut - Crown reduce by 1-2.5metres to leave height of approx 12metres and spread of approx 14metres. Remove deadwood.		
At	9 Farrington Close	For	Mr Andy Fielding
Planning officer	Ruth Rose	Date	8 th January 2020

No objection – this is an important tree with a TPO but the Council acknowledged the need for maintenance subject to the District Tree Officer’s approval of the works to be carried out.

2.

19/03297/OUT	Outline application (all matters reserved except access) for one two storey dwelling		
At	52 Westfield Crescent, Wellesbourne	For	Ms Patricia Williams
Planning officer	Louise Casey	Date	20 th January 2020

Objected on the grounds this would be overdevelopment of the site with an adverse effect on the neighbouring property.

3.

19/02979/ VARY	Variation of condition no.2 and the removal of conditions 5, 6, and 9, of planning permission 19/00308/FUL dated 14 June 2019 to revise position of roof lights and the removal of window opening (south elevation), in addition to fenestration changes to include alteration to window arrangement, insertion of flues, re-roofing, internal layout and level changes around building. Original description of development: Conversion of barn into 1 x 4-bed dwelling		
At	Kingsmead Farm, Stratford Road, Wellesbourne	For	Mr Simon Butterfield
Planning officer	Amy Flute	Date	20 th January 2020

Notification as an adjoining parish - noted

4.

19/03535/FUL	First floor side extension over part of existing ground floor side extension to provide a master bedroom suite		
At	4 Charlecote Road, Wellesbourne	For	Mr & Mrs Hugh Carr-Archer
Planning officer	Issy Howell	Date	17 th January 2020

No objection

5.

19/03556/ TREE	T1 – willow - Remove		
At	Willow Dene, Chapel Street,	For	Mr Chris Wyatt CTS Forestry & arboriculture Ltd
Planning officer	Assistant planner	Date	20 th January 2020

Objected on the grounds it is a significant tree within the conservation area, characteristic of the area (willows and riverbank) The applicant gives no real reason for removal of the tree as maintenance would resolve any issues of shading or overhang.

10.2 Date of next Area Planning Meetings: 8/1/2020, 22/1/2020, 5/2/2020

11. Finance Committee – Cllr AS

11.1 Responsible Finance Officer – No candidate appointed so temporary agency cover to be arranged and re-advertise the role

Action: Contact Agency to arrange temporary cover whilst re-advertising the vacancy	By: Office
11.2 Chairman's report - noted	
11.3	
Approval of monthly accounts as per attached cheque list	Prop Cllr TD, 2 nd Cllr AB carried
11.4	
Approval of staff salaries	Prop Cllr RB, 2 nd Cllr DK carried
11.5	
Recommendation from the finance committee to accept the 2020/2021 precept of £240,000	Prop Cllr AS, 2nd Cllr DK carried
11.6	
Recommendation to approve the Risk Assessment for the Community Events Grant	Prop Cllr AS, 2 nd Cllr AB carried
11.6.1	
Recommendation to approve the draft Community Events Grant Tors with the first payment to be considered in year 20/21	Prop Cllr AS, 2 nd Cllr DK carried
11.7 Date of next meeting 21 st April 2020	
12. Draft Development Plan Discussion document – Cllr AP	
12.1 Cllrs received an updated Draft Development Plan to be further discussed at meetings of the relevant committees.	
13. Highways, Environment and Emergency Committee – Cllr SJ	
13.1 Chairman's report – No report available	
13.2 School Transport update – Cllr AP had received an acknowledgement of the letter sent but no response to date.	
13.3 Response from WCC regarding footpath clearance – A decision was still awaited	
13.4 Speed Aware Campaign update – Due to restructuring of the department dealing with the Speed Aware Campaign following the dissolution of the West Mercia and Warwickshire Police Partnership, new staff were being trained and it was anticipated that the scheme would be ready to commence with volunteer training by March 2020.	
13.5 Dog fouling on Ettington Park and in the village update – following complaints from residents relating to fouling the Council handyman had been given a can of neon spray to highlight areas of fouling and the SDC Dog Warden had been informed	
13.6 Lengthsman Training update – The Lengthsman undertook training for the role on 6 th January and his certificate of competency had been sent to the Council's insurance for his indemnity insurance to be arranged. The scheme would recommence shortly.	
13.7	
Recommendation to contact WCC and offer to pay towards the purchase of 5 signs to be used at the school in Mountford Close	Prop Cllr AP, 2 nd Cllr OC carried
13.8	
Recommendation that WWPC obtain and keep a supply of sandbags to be used in the event of flooding	Withdrawn – to be discussed again at HEE Committee
13.9 Date of next meeting 11 th February 2020	
14. Community Facilities Committee – Cllr AP	
14.1 Chairman's update – The planning application for the land at Newbold Road had been delayed as SDC had considered the whole acreage of the site including the intended sports pitches making it a "large development" application which required further information and cost.	
14.2 Dog Close update – as requested by Medical Centre, a quote for flay cutting, raking and re-seeding from the Council's grounds maintenance contract had been sent to Wildgoose (Medical Centre contractor) and upon confirmation of acceptance the Parish Council can sign the lease to Dog Close land.	
14.3 Village Hall update – Cllr RB said the Management Committee were meeting on 27 th January and hoped to sign the sub lease at that meeting. Cllr RB volunteered to become a Trustee on behalf of the Parish Council – approved.	

14.3.1

Recommendation to release the 2019/2020 grant funding to the Village Hall Management Committee for the purpose of replacement of the heating system instead of the previous agreed purpose	Prop Cllr AS, 2 nd Cllr DK carried
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14.4 Youth bus correspondence – Walton Estate had confirmed they supported the storage (parking) of a youth bus at the Village Hall car park provided no neighbouring properties were inconvenienced

Action: Notify St Peter’s Church of the approval	By: Office
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14.5 Date of next meeting – 21st January 2020

15. Office & Staffing

15.1 Social Media policy discussion – MOVED TO CONFIDENTIAL SESSION (as a working document)

16. Annual Parish Meeting update– Cllr AP

16.1

Recommendation to accept the quote for printing the Annual Report	Prop Cllr AP, 2 nd Cllr RB carried
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17. Wellesbourne and Walton News - Cllr AP

Annual Parish Meeting Flooding (Emergency Plan in report)
Thanks to Cllr Mann

18. Cllr and Clerk Exchange of Information

Cllr Mrs Bolton asked if WCC could be asked to implement a regular maintenance schedule for drain clearance at Willow Drive as the slip road flooded considerably every heavy rainfall.
Cllr Mrs Prior said there would be a meeting with the Christmas Lights contractor to discuss the problems with the lighting
Cllr Cannon asked if Cllrs would get a copy of the parish meeting booklet prior to print – the Clerk said only if he wished to proof-read the document prior to submission, but that it was not usual practice.
Cllr Mrs Prior said the WSCC Trustees had received a consultation paper on the intended CCTV installation by the subway which had been completed and submitted in support of the additional camera.

19. Items/reports for the next meeting by 23rd January 2020

Table of monthly meeting dates

Full Council	4 th February 2020
Highways/Environment/Emergency committee	11 th February 2020
Community Facilities committee	21 st January 2020
Finance	14 th January 2020

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:

15.1 Social Media Policy

Cllrs considered the content of both WWPC’s and SDC’s Social Media Policies. Cllrs agreed the two policies should be merged and reviewed at the February Full Council meeting.

Action: Merge the two policies for further scrutiny and discussion	By: Cllr RB
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There being no further business to discuss the meeting closed at 9.50pm

Chairman.....

Signed.....

Date..... (completed 10.01.2020)