

AVON DASSETT PARISH COUNCIL

Minutes of Meeting held at the Reading Room on Monday 10 March 2008

Present A Fraser; J Burgess; S Richardson; P Wallace; Cllr C Williams;
Cllr D Booth (part attendance); Clerk

In Attendance J D Davies

1. Apologies: L Hope-Frost

2. Declaration of Interest:

S Richardson declared a prejudicial interest in item 4.d) Traffic lights on Church Hill.

P Wallace and A Fraser declared a prejudicial interest in item 6. Correspondence, Planning with reference to the planning application at Hillside Farm.

3. Confirmation of Minutes:

The minutes of the previous meeting were approved as correct by J Burgess and seconded by P Wallace; they were then signed by A Fraser.

A Fraser thanked J Burgess for Chairing the February meeting in his absence.

4. Matters Arising:

a) Community Policing/Neighbourhood Watch (NW) – no representation was made by Warwickshire Police.

Nuisance behaviour by a car driver and a scooter driver was reported to the police. Number plates were recorded, and it is hoped that the culprits will be apprehended.

Lorry drivers are still ignoring the width restriction imposed through the village. Residents are requested to take details of any offenders and pass this information to Parish Councillors so that the Council may (i) report these incidents to the police and (ii) get an overview of the companies that use Avon Dassett as a cut-through route. It is hoped that data collected may be used in support of the desire for a more permanent HGV restriction.

b) Traffic Calming – J Burgess reported that the post on which the static camera will be housed is now in place. Unfortunately, only 5 cameras are available for the entire county; therefore this facility is likely to be available in Avon Dassett just once each year.

The CATS posters will be removed in the near future. **Action: J Burgess.**

c) Drainage Issues – J Burgess reported that planned drainage works had commenced. To date a section of pipe has been replaced between the Reading Room and 4 Hill View and repairs to the pavements made, although repairs to the road surface at this site were yet to be completed. Further drainage works to take place in the near future.

Cllr Williams reported that SDC was unable to contribute to the cost of works recently carried out at The Thatches; he had informed Mrs Coupe of the District Council's decision.

Flood Prevention: J Burgess has made enquiries reference the purchase of items for 'local flood recovery' use. It was hoped to purchase a vacuum pump and some interlocking plastic blocks (to be used in lieu of sandbags) for community use. Cllr Williams reported that the District Council is making funds available and will forward details to the Parish Council when they are known. **Action: Cllr Williams.**

d) Traffic Lights on Church Hill/Repairs to St John the Baptist Church

The Churches Conservation Trust is keen that the Church be used by the village – see item 4.i) below.

It was reported that Bitham Hall wall had sustained further damage.
Gradual removal of some of the scaffolding at St John's will commence in the near future.

e) Miscellaneous

M40 Motorway bridge: J Burgess reported that road surface repair works are scheduled for April.

Potholes in Farnborough Lane: works completed.

Parking layby by playground: A Fraser to ask Jeremy Davies to provide a quote to edge the boundary between the parking surface and the surrounding grass. **Action: A Fraser.**

A decision regarding whether to carry out this work was deferred to the April meeting.

f) Playground

Compost Bays: An open-fronted design, using posts and wire mesh bays was constructed by P Wallace, J Burgess and M Maughan.

Inspection Report: No action taken to date. A Fraser to investigate and report back to April meeting. **Action: A Fraser.**

g) Reading Room

Maintenance: External repairs to main roof, porch roof and window frame have been completed. Internal repairs have not yet begun. Awaiting installation of roof hatch. P Wallace volunteered to carry out repairs to inside of porch free of charge, provided the Parish Council provide cost of materials. To this end P Wallace to measure porch and advise cost of materials at April meeting. **Action: P Wallace.**

Reception Chairs: In order to free-up much needed space in the Room, the unwanted seating has been removed by J Burgess.

Pest infestation: Ongoing checks required. **Action: P Wallace.**

Cleaning: L Hope-Frost had provided written information from her broker that a cleaner should expect to pay in the region of £72pa insurance cover. Unfortunately, the villager contacted by L Hope-Frost does not wish to clean the Reading Room. A Fraser to ask his cleaner if she is prepared to clean the Reading Room. **Action: A Fraser.**

S Richardson reiterated the Parish Council's willingness to incorporate the cost of insurance cover in hourly cleaning rates.

h) Proposed Bus Shelter by Playground – J Burgess reported that, following enquiries, it is evident that the majority of 'mothers and children' for whom the bus shelter was intended, have no desire for a shelter at this site. This lack of enthusiasm for the project, coupled with the potential limited usage by other bus users, has led to the decision to cancel this project.

i) Future Uses for St John the Baptist Church – Chana Bedford (Churches Conservation Trust Volunteer for Warwickshire) attended the Parish Plan launch event on Sunday 9 March. The CCT is looking for the Parish Council to put forward proposals for future community use of the church. S Richardson to contact CCT with regard to their attitude regarding overcoming the limitations/obstacles to effective community use: eg no disabled access, lack of toilets, the need for an improved electricity supply. **Action: S Richardson.**

j) Parish Plan – The launch event took place on Sunday 9 March 2008 in the Reading Room. J Burgess reported that, although the turnout was disappointing, those villagers who did attend the event were enthusiastic and complimentary about both the Parish Plan document and the event itself. A Fraser congratulated Sandra Rice and her team for the production of such a high quality Parish Plan.

The Parish Council expressed its gratitude to Jill Burgess for her endeavours in making the launch event such a success.

J Burgess reported that community involvement was essential in driving forward the Parish Plan Action Plan and a number of villagers have already volunteered to lead activities. Until such time as community groups are established for all proposed activities, J Burgess asked if Parish Councillors would agree to be named as contact points to collect information on the following projects/issues:

Village Shop – M Maughan; Young People's Activities – S Richardson;

Poor Water Pressure – M Maughan; Design Statement – Steve Mullane.

The Parish Council will issue a letter to accompany the Parish Plan document to be delivered to all householders. This letter will include information on village matters, transport & traffic, environment, housing, crime and issues arising from the Parish Plan Appendix comments. **Action: J Burgess.**

J Burgess proposed that the Parish Council refer to the Parish Plan on an ongoing basis when considering future projects for the village. The Parish Council concurred.

Noticeboards: P Wallace has painted the outside of the noticeboard by the Reading Room. He will repair the inside of this noticeboard when the weather permits. **Action: P Wallace.**

P Wallace to make repairs to the smaller noticeboard at Lower End – again when weather permits. **Action: P Wallace.**

A new noticeboard has been placed on the Reading Room on which details of Parish, District and County Councillor profiles have been placed. Thanks to P Wallace and J Burgess.

- k) Housing Needs Survey – Charles Barlow (WRCC) will attend the 7 April meeting of the Parish Council to discuss the 'next steps' following the Housing Needs Survey. His guidance will be sought regarding the most appropriate manner to approach residents at a second HNS meeting which is yet to be arranged. To reinforce the need for transparency regarding this emotive issue, S Richardson proposed that it be advertised both in the Compton Chronicle and in the Parish Plan letter that Charles Barlow will be present at the April meeting of the Parish Council – this was agreed. A Fraser stressed that no decisions regarding possible housing in the village would be made at the April meeting; the presence of Charles Barlow was requested to gain his advice and expertise to aid the Parish Council in establishing the best way in which to move forward.

S Richardson was keen that lands identified as available for a possible social housing project should also be considered to satisfy those projects requiring plots of land as highlighted in the Parish Plan.

- l) Website – S Richardson informed the meeting that the website was well-received at the launch event on 9 March 2008. There is a need to approach groups in the village to offer them the opportunity to display/advertise/promote their activities on the website. There are a couple of minor technical issues to be resolved by SDC – **Action: S Richardson.** Cllr Williams suggested the value of including a directory of village email addresses on the site in order to aid communication.

A directory of local business was considered to be a useful addition; this may provide a possible means of generating a small income to cover mobile broadband fees.

Cllr Williams committed to send to the Clerk the template letter generated by SDC; this letter is addressed to Awards for All requesting an extension to the May 2008 deadline for production of proof of expenditure of their £5,000 website grant. **Action: Cllr Williams.**

The Parish Council expressed its gratitude to Sarah Richardson for leading this project, and for the high quality of content posted on the site to-date.

- m) Procedures –

Code of Conduct: A Fraser expressed his displeasure that the planned Code of Conduct presentation failed to take place at the Clerks and Chairmen meeting held at SDC in February. He planned to contact Liam Nevin to arrange training in this regard. All other members of the Parish Council have completed Code of Conduct training.

Health & Safety: The Clerk provided information regarding conducting a Health & Safety audit of the Reading Room. Item to be deferred to the April meeting. **Action: Clerk.**

Agricultural Planning Processes: Cllr Williams has drafted an information sheet and will issue this to Parish Councillors prior to the April meeting. **Action: Cllr Williams.**

5. Council Report:

Cllr Williams presented his report – see attached.

In response to a question from S Richardson, Cllr Booth explained that the 12.5% increase put

forward by Warwickshire Police in the coming Council Tax fees was partly as a result of central

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government providing more money to urban areas, leaving rural counties less well supported. He stated that effective policing comes at a cost.

Cllrs Booth and Williams were present at the Parish Plan launch event.

6. Correspondence:

Memorial Garden – Peggy Wormell – the Parish Council considered a request from Mary Edgington (on behalf of Avon Dassetts Gardening Club) to plant a memorial tree for Mrs Wormell in the Avon Dassetts Cemetery. Permission granted. **Action: Clerk.**

Working Together for Our Environment – Letter from the Campaign to Protect Rural England (Warwickshire) requesting attendance at meeting to be arranged to support and develop a successful relationship with planning authorities and minimise development in Green Belt areas. No representation would be made from Avon Dassetts Parish Council at this meeting.

BTCV Warwickshire (Conservation Charity) and NFU Mutual Group – letters received offering services of volunteers to create a nature area, pond, woodland trail etc in Avon Dassetts. Clerk instructed to contact both organisations regarding i) undertaking a wild flower/habitat survey and ii) painting of the Reading Room. **Action: Clerk.**

Park Close – letter from Simon Gennings reference the unkempt appearance of Park Close. A Fraser agreed to contact landowners responsible for overgrown trees/hedgerows and comment back directly to Mr Gennings. Clerk to provide interim response. **Action: A Fraser/Clerk.**

Street Cleansing – Spreadsheet provided by SDC indicating litter pick schedule for Avon Dassetts.

WALC Newsletter – includes launch/application form for Warwickshire Best Village of the Year Competition 2008. J Burgess to digest information provided. **Action: J Burgess.** A decision as to whether the village should participate in this year's competition will be made at the next meeting.

Planning – provisional planning meeting set for Thursday 27 March 2008.

Applications (full and listed building consent) for the following were considered by the Council:

Demolition of existing corrugated metal sheet building. Erection of single storey extension to existing ancillary domestic building to provide a garage, gym/games room and pool room.

Insertion of window in Building 1. Insertion of 2 roof lights, reinstatement of existing doorway and conversion of existing door openings into windows in Building 2. J Burgess and S

Richardson had no comment to make regarding these applications. Given the prejudicial interest declared by A Fraser and P Wallace the Clerk is instructed to forward plans to L Hope-Frost prior to responding to SDC. Post meeting note: following L Hope-Frost's comments the Parish Council makes no representation regarding the above Full and LBC applications.

7. Financial Statement:

Balances at close of business on Monday 10 March 2008:

Current account	£115.47 credit
Deposit account	£10,185.60 credit

Cheques to be issued:

a) M Maughan (Clerk's pay & expenses)	£107.93
b) S Richardson (Mobile Broadband top-up fee)	£10.00
c) J Burgess (£30 administration expenses + £57.44 ink cartridges for 'community' printer)	£87.44
d) Chubb (Reading Room alarm maintenance)	£146.23
e) W Sherriff (Coffee morning expenses February & March)	£12.53
f) SDC (Artwork and printing for Parish Plan)	£1,573.33*

* Cheque for £1,339.00 received from ADPPSG to cover Plan fees minus VAT.

The payment of cheques was proposed by J Burgess and seconded by S Richardson.

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8. Any Other Business:

- a) S Richardson requested that a review of the year's expenditure be included as an agenda item for the April meeting. The Clerk requested that this be delayed by one month to coincide with year-end financial requirements. **Action: Clerk.**
- b) Following recent bad weather J Burgess asked who is responsible for taking action to ensure that trees are safe? It was agreed that landowners be notified that it is their responsibility to maintain trees and hedgerows on their property. It was agreed that this be incorporated in the Parish Plan letter. **Action: J Burgess.**
It was noted that trees that present a danger to highway safety should be reported to County Highways.
- c) J Burgess requested that the Parish Council purchase its own set of display boards for future use. Discussion ensued regarding the cost of boards versus durability. It may be possible to divert funds set aside for the now cancelled bus shelter project for this purpose. No decision was reached.
- d) Complaints had been received from several villagers regarding the bright lights outside The Avon. Cllr Williams agreed to investigate whether permissions are required for these. **Action: Cllr Williams.**
- e) It was commented that no retrospective planning permissions had yet been received regarding the smoking den at The Avon.

9. Questions from the Public: None.

10.

Date of Next Meeting:

The next meeting will be held on Monday 7 April 2008 at 7.30 pm in the Reading Room.

Meeting closed at 9.50 pm.