

AVON DASSETT PARISH COUNCIL

Minutes of Meeting held at the Reading Room on Monday 7 April 2008

Present A Fraser; J Burgess; L Hope-Frost; S Richardson; P Wallace;
Cllr C Williams; Cllr D Booth; Clerk

In Attendance J D Davies; C Heath; N Walker
Part attendance:
Charles Barlow (WRCC Rural Housing Enabler);
M Edgington; M Harris; C Worrall; A Rice; G Rice

1. Apologies: PC Rod Joy
2. Declaration of Interest:
S Richardson declared a prejudicial interest in item 4.d) Traffic lights on Church Hill.
A Fraser declared a prejudicial interest in item 4.e) Parking layby by playground, and a personal interest in item 4.g) Reading Room maintenance.
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.
4. Matters Arising:
NOTE: Item 4. m) discussed first.
 - a) Community Policing/Neighbourhood Watch (NW) – apologies for non-attendance given by Warwickshire Police. (Cllr Williams reported that WPC Katrina Taylor was called to a fatal accident in Fenny Compton, thus explaining her absence from the March meeting.)
L Hope-Frost gave the following report:
 - police had been notified that a young man with an axe had chased 3 local youths in the vicinity of St John's churchyard, the Old Rectory and Dasset House.
 - 3 youths were seen climbing the scaffolding at St John's spire. (It is not known if these two events are connected.)
 - Bill Heath and Natalie Walker from Spinney Bank were introduced to the meeting. Bill Heath has volunteered to join Lily Hope-Frost, Jill Burgess and Mary Edgington as NW co-ordinators for the village.
 - the next PACT Panel will be held on Wednesday 16 April.
 J Burgess has asked Rod Joy to forward her request to the Probation Service for a litter picking detail in Avon Dasset.
 - b) Traffic Calming – J Burgess informed the meeting that the SpeedAware team had visited the village for half a day during the Easter break.
 - c) Drainage: J Burgess reported that the following drainage works were still outstanding: inspection of the drain at the entrance to Avon Carrow; jetting of all village drains; installation of water bar. J Burgess to make enquires regarding schedule of works. **Action: J Burgess.** A Fraser stated that, following completion of works at The Thatches, the drains and ditches appear to be functioning effectively.
Community Flood Prevention Tools: Cllr Williams reported that the District Council intends to contact communities affected by flooding, asking them for costed requirements for flood prevention tools/measures.

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

J Burgess to contact Gez Romano to request that the County Council makes good any damage to the road and pavement at Church Hill. **Action: J Burgess.**

L Hope-Frost understands that planned completion of works has slipped to late summer.

e) Miscellaneous

Parking layby by playground: quotes to edge the boundary between the parking surface and the surrounding grass supplied by Jeremy Davies as follows:

i) small concrete curb – circa £700; ii) wooden border – circa £400.

The Council was divided as to whether a border to the hardstanding was necessary.

Following discussion, it was agreed that Mary Edgington, Mick Harris and Jill Burgess will prepare and seed the area to the left of the hardstanding. J Burgess commented that, whilst grateful that WCC had carried out works to the layby, she felt that the area to the side of the layby had been left in an unacceptable state by the contractors.

In an attempt to prevent further damage to this area by heavy trucks it was agreed to purchase 2 additional flower tubs (plus compost) to act as a barrier between the hardstanding and the newly-seeded grass area. **Action: L Hope-Frost.** M Edgington kindly volunteered to provide plants for the new tubs. The requirement to provide a border would be reviewed in 6 months time.

M40 Motorway bridge: Gez Romano plans a site visit next week.

f) Playground

Inspection Report: A Fraser to report back to May meeting. **Action: A Fraser.**

g) Reading Room

Maintenance: A Fraser to contact Ryan Groves i) to ascertain when the loft-hatch work is scheduled to commence and ii) to arrange for removal of scaffolding. **Action: A Fraser.**

Cleaning: A Fraser's cleaner is prepared to clean the Reading Room but must first arrange for insurance cover. Clerk to provide insurance company information to A Fraser which he, in turn, will pass to his cleaner. **Action: Clerk/A Fraser.**

In the interim period M Harris will provide a cleaning service on an ad hoc basis.

Display boards: no funds have been set aside in the budget for these; however it may be possible to divert funds allocated for Parish Plan projects to purchase display boards. Item to be reviewed later in the year.

Pest infestation: A Fraser to refill bait traps. **Action: A Fraser.**

h) Future Uses for St John the Baptist Church – L Hope-Frost understands that the CCT will arrange for the church to be cleaned upon completion of restoration works. Chana Bedford will consider proposals put forward by the Council for future uses for the Church.

L Hope-Frost proposed that 'Fiori Musicali' be invited to perform at an opening event; S Richardson to approach Chana Bedford for approval of this proposal. **Action: S Richardson.**

Cllr Booth suggested that Rev Philip Francis be contacted for advice regarding appropriate uses for St John's.

i) 'Volunteer' Projects:

S Richardson, J Burgess and M Maughan held a site meeting with Tahaira Ali of BTCV Warwickshire on 1 April 2008. Tahaira Ali will provide a quotation for making a 'rustic' seating area and nature trail at the land behind, and to the right of, the bus shelter. J Burgess had contacted Jane Starkey who informed her that the land is owned by the Trustees of Knights Farm. J Burgess to contact the Trustees to attempt to gain permissions to make use of this land. **Action: J Burgess.** It is hoped that improvements to this area would encourage a greater respect of the local environment.

Later in the year, it is hoped that BTCV will undertake a wild-flower survey on the verge by the M40 motorway bridge (forming part of Centenary Way), the results of which would be displayed on an information board. This is subject to Parish Council consideration and approval of the quotation to be provided by Tahaira Ali.

The request to paint the Reading Room has been passed to NFU Mutual – response awaited.

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- j) Warwickshire Best Village of the Year Competition 2008 – information passed to the Fête Committee, History Group and Gardening Club. It was agreed that Avon Dasset would not participate in this year's competition.
- k) Dog Fouling – despite assurances given to A Fraser by the owners, the dog from the Avon Pub has been observed persistently fouling village verges, gardens and driveways. It was agreed that this be reported to the Animal Welfare Officer. **Action: A Fraser.** Villagers urged to report incidents of dog fouling either directly to the Animal Welfare Officer, or to Parish Councillors; names of those residents reporting dog fouling will remain anonymous if desired. A notice to this effect is to be included in the Compton Chronicle and displayed at the Pub and on village noticeboards. **Action: A Fraser.** A Fraser to provide contact details of Animal Welfare Officer to Clerk. **Action: A Fraser.**
Post meeting note: Animal Welfare Officer contact details – Name: Sophie Peacock, Tel: 01789 260834, Email: sophie.peacock@stratford-dc.gov.uk.
- l) Parish Plan – Information has been published in the Chronicle, and letters and Plans have been delivered to all residents. J Burgess plans to include some of the 'display' information on the website. **Action: J Burgess.**
- m) Housing Needs Survey
Lengthy discussions took place regarding the next step following the results of the Housing Needs Survey. In summary:
- Although a small majority of those who responded to the survey (53%) were in favour of some social housing in the village, it was noted that the total response rate was only 41%. It was felt that the support of fewer than one-quarter of residents gave an insufficient mandate to proceed with this project; a greater response rate was required.
 - In an attempt to determine whether there *is* sufficient community support for social housing in Avon Dasset, it was agreed that a second brief survey was necessary. It is intended to make clear that, if it were to go ahead, the scope for a social housing project would be limited to the requirements suggested in the first survey ie 3 'social' houses for tenants with a local connection.
 - Charles Barlow agreed to draft this second survey, which will be presented to the next meeting of the Parish Council; once the content has been approved, this second survey will be sent to all residents with a deadline for responses. **Action: C Barlow.**
 - Responses will be returned in sealed envelopes and results counted in a public forum – possibly at the first available Parish Council meeting following the specified deadline.
 - If sufficient community support for a social housing development was established, the Parish Council would undertake to contact local land-owners to determine potential development sites. This would form the next phase of the social housing project process.
- n) Website – S Richardson reported that the 'Google' issues have now been resolved and that site statistics were being produced.
It was agreed that a mouse be purchased for use with the community laptop. **Action: J Burgess.**
The Clerk thanked Cllr Williams for providing the template letter generated by SDC asking for an extension to the Awards for All deadline. However, she felt that sufficient information was now available to complete the Awards for All 'proof of expenditure' schedule and meet the deadline of May 2008. **Action: Clerk/S Richardson.**
- o) Procedures –
Health & Safety: J Burgess intends to produce a concise H&S document to be kept in the Reading Room. **Action: J Burgess.**
Schedule for review of expenditure: S Richardson requested that a regular review of expenditure versus budget be presented to the Parish Council and proposed that this be analysed at the May, September and December meetings. **Action: Clerk.**

A Fraser requested that a copy of the 2007/8 financial documents be distributed to all Councillors in advance of the AGM. **Action: Clerk.**

Agricultural Planning Processes: Thanks expressed to Cllr Williams for producing an information sheet which has been issued to Parish Councillors.

5. Council Report:

Cllr Williams informed the meeting of the introduction of Concessionary Fares on bus travel for the over 60s. J Burgess asked for more information regarding the bus travel scheme. **Action: Cllr Williams.**

An information sheet will be issued to all residents prior to the introduction of the new waste collection/recycling scheme that is due to come into effect on 1 August 2008. S Richardson hoped that SDC will learn from the mistakes made in Warwick at the recent launch of their new recycling scheme.

Cllr Booth reported that the law governing the use of speed cameras is to change and that a seminar with councils will take place in May.

The police precept has been questioned by the Government; the police are appealing against a cap to their planned 12.5% increase over last year's precept figure.

6. Correspondence:

Save Parish Councils – No 10 Downing Street Petition – request from a Parish Councillor from Cambridgeshire to sign a petition to reduce the bureaucracy with which Parish Councils are now faced. Also, email from WALC urging caution prior to signing the petition. It was agreed that any concerns regarding increased bureaucracy be forwarded to WALC.

Insurance Renewal – accompanying the renewal documents, Zurich Insurance requests completion of a Local Councils Activities Questionnaire. **Action: Clerk.**

WRCC Evaluation Survey – request for completion. **Action: Clerk.**

Grass Cutting for 2008 – quotation received by Mick Jones. The Clerk had requested a quotation from Michael Mann who had responded directly to A Fraser. A Fraser to contact M Mann for a written quotation. Clerk instructed to make comparisons and accept the cheapest quotation. **Action: A Fraser/Clerk.**

Park Close – letter from Simon Gennings reference the grass adjoining 3 Park Close. This item was discussed at length. Clerk to provide written response to Mr Gennings. **Action: Clerk.**

WALC Newsletter – includes statement on Post Office closures. Clerk to forward to Councillors. **Action: Clerk.**

Age Concern – Handyman – J Burgess has requested extra copies of this information for local distribution. **Action: Clerk.**

Planning – provisional planning meeting set for Thursday 24 April 2008.

No Planning applications have been received from SDC, however information has been sourced from Cherwell District Council regarding an application for a gypsy caravan site at Corner Meadow, Mollington. Whilst individuals may have concerns about this proposal, it was felt that there were no 'material considerations' against which the Parish Council could object to this proposal. No action to be taken.

7. Financial Statement:

Balances at close of business on Monday 7 April 2008:

Current account	£204.45 credit
Deposit account	£9,624.47 credit

Cheques to be issued:

a) M Maughan (Clerk's pay & expenses)	£111.80
b) M Harris (Mowing verges)	£42.00
c) Zurich Municipal (Insurance)	£642.05
d) Npower (Reading Room electricity)	£319.05
e) W Sherriff (Coffee morning expenses - April)	£10.31
f) SDC (Website charges)	£1,098.92
g) L Hope-Frost (plant for M Edgington)	£12.99
h) SDC (Reading Room Rates)*	£306.82
i) WALC (subscription renewal)	£80.00

The payment of cheques was proposed by L Hope-Frost and seconded by S Richardson.

* Clerk to investigate possibility of rate rebate. **Action: Clerk.**

8. Any Other Business:

- a) L Hope-Frost read a letter of thanks from Mary Edgington for the plant given in appreciation of Mary's work for the village.
- b) L Hope-Frost will publicise the list of Avon Dasset's Neighbourhood Watch co-ordinators in the Compton Chronicle. **Action: L Hope-Frost.**
- c) J Burgess plans to refresh the information on the Reading Room display boards. **Action: J Burgess.**
- d) J Burgess will attend a WALC training course at the weekend and update the Council at the May meeting. **Action: J Burgess.**
- e) A Fraser to attend a Code of Conduct training session on 8 May 2008.
- f) Complaints had been received regarding a motocross event held at Avon Hill Quarry on Easter Sunday. Clerk to ascertain how residents can best forward their concerns to the relevant authorities. Information to be published in the Compton Chronicle. **Action: Clerk.**

9. Questions from the Public: None.

10.

Date of Next Meeting:

The Annual General Meeting will be held on Monday 12 May at 7.30 pm in the Reading Room; the next Ordinary Meeting will immediately follow the AGM.

Meeting closed at 10.05 pm.