

## AVON DASSETT PARISH COUNCIL

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

Present J Burgess; L Hope-Frost; S Richardson; Cllr D Booth; Clerk

In Attendance Sgt M Crust (part attendance); C Barlow (part attendance);  
A F Rice; G J Rice; T Richardson; M J Edgington;  
M Harris (part attendance)

1. Apologies: Cllr Williams

2. Declaration of Interest:

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

J Burgess declared a personal interest in item 5. Planning, specifically regarding the application pertaining to the Annex at Post Box Cottage.

3. Confirmation of Minutes:

The minutes of the previous meeting were approved as correct by S Richardson and seconded by L Hope-Frost; they were then signed by J Burgess.

4. Matters Arising:

Note: Item 4.k) was discussed first.

a) Community Policing/Neighbourhood Watch (NW) –

4 independent reports of dangerous driving by the same offender had been reported to the police. Villagers are requested to report all serious incidents of dangerous driving to both the police and to the NW team to enable a comprehensive understanding of local driving behaviour to be established.

L Hope-Frost to advertise local NW issues in the Compton Chronicle and on noticeboards/S Richardson to include on website. **Action: L Hope-Frost/S Richardson.**

L Hope-Frost will attend the next PACT panel on 16 July at which she will raise the issue of speeding traffic (see item 4.b) below). **Action: L Hope-Frost**

Sgt Mandy Crust reported that the focus of recent police action concerned nuisance youths and speeding traffic. Mobile units will be visiting local areas in the future to monitor speeding traffic.

Sgt Crust wished to make residents aware of seasonal crime such as theft of hanging baskets and theft of items from unattended motor vehicles; to this end, owners are reminded not to leave items of value on display in their cars.

b) Traffic Calming – J Burgess reported that:

- the mobile speed camera visited Avon Dasset on 11 and 30 June. Detailed feedback from these visits can be obtained from J Burgess.

- the fixed camera (positioned near to The Avon pub) is planned to be in use on 22 September.

Discussion ensued regarding the possible implementation of 20mph zones and the desire to utilise traffic police with speed guns in order to collect evidence of speeding traffic; such evidence may lead to prosecution and, hopefully, serve as a deterrent to other drivers who fail to keep within speed limits. L Hope-Frost to raise at PACT panel. **Action: L Hope-Frost.**

Cllr Booth to make enquiries reference the use of granite sets as a traffic calming measure; this method is used in Oxfordshire but has not been adopted in Warwickshire. **Action: D Booth.**

- c) Drainage: J Burgess read the contents of an email from Gez Romano (County Highways Department of WCC). No timescales have been identified for completion of drainage works, however WCC road-patching work is 3 months behind schedule.  
Community Flood Prevention Tools: J Burgess has completed an application to fund the purchase of a flood pump for community use from SDC's flood assistance grant.
- d) Church Hill:  
 Traffic lights – no update.  
 Repairs to church – it is hoped that these will be complete by the end of August.  
 Church Hill Footpath: Tony Iwanikiw from WCC has received costings from BT; the next step is to cost necessary works to the Bitham Hall wall. Once these costs are known a report will be compiled and presented to the Area Committee. J Burgess requested that this item be removed from the agenda until October. **Action: Clerk.**
- e) Miscellaneous  
 M40 Motorway Bridge: No action planned to conduct repairs in the near future.
- f) Playground  
 Playground Management Group: established by Sarah Rutherford and Alysoun Glasspool.  
 Repairs to Bench: Pete Wallace has inspected the bench and suggested that the metal supports be shot-blasted and powder-coated, and that some wooden slats require repair. The Council expressed its thanks to Pete and agreed to request that he make the necessary repairs to the playground bench. **Action: J Burgess.**  
 Swing seats: Information circulated to Councillors. J Burgess to review and purchase.  
**Action: J Burgess.**  
 A member of the public reported that the gate to the playground had been left open and that sheep had escaped from the neighbouring field. It was agreed that the Playground Management Group be contacted to request that playground users ensure that gates are closed. **Action: J Burgess.**
- g) Reading Room  
 Cleaning: An advertisement for the cleaning vacancy has been placed in the Compton Chronicle; responses awaited.
- h) Future Uses for St John the Baptist Church – Meeting held on 18 June with Philip Francis, CCT and Parish Council representatives to determine the boundaries and possibilities for future use of St John's. It was agreed that, once works are complete, a programme of events should be established, with villagers encouraged to make use of the building. The Church will be open on Fête day; a CCT exhibition of the works undertaken at St John's over the past year will be on display in the church. The Christmas gathering is planned to take place at St John's on Sunday 14 December 2008.
- i) 'Volunteer' Projects:  
 J Burgess had contacted Ms Starkey's land agent in an attempt to gain permissions for plans for a rustic seating area and nature trail at the land behind, and to the right of, the bus shelter. As no response had been received to date, J Burgess agreed to write a letter to Berry Morris repeating her emailed request. **Action: J Burgess.**
- j) Stratford District Public Realm Grant Scheme: J Burgess had completed three applications:  
 - Community Nature Area (by bus shelter) - £434  
 - Community Seating - £166  
 - Community Noticeboard - £400.  
 Sandra Rice has applied for funding to produce a Welcome Pack. It is envisaged that funds will also be available to develop the website – see item 4.l) below.
- k) Housing Needs Survey  
 A total of 100 survey forms were delivered to households in the village on or before Monday 16 June. 70 forms had been completed by residents; sealed envelopes were opened at the meeting.

In answer to the question: "Would you support a development of 3 new affordable homes, to be occupied by people with a local connection to Avon Dassett?", the responses revealed:

YES – 47 votes      NO – 22 votes      Spoiled Paper - 1

The next step is to make an approach to local landowners to ask if they are willing to make land available for such a project. Charles Barlow (WRCC) to draft response for PC approval, after which this will be advertised on the website, noticeboards and in the Compton Chronicle. **Action: S Richardson/Clerk.** Thanks expressed to Charles Barlow for his assistance.

l) Website

Norton Anti-Virus software has been installed on the second laptop.

S Richardson reported that the website was updated regularly and was receiving over 100 visitors a week (some from as far afield as Mexico and USA).

S Richardson to complete 'website' section of Welcome Pack grant application. **Action: S Richardson.**

m) Procedures

Parish Council Vacancies: As there was no demand by residents to hold an election to fill the vacancies, the Parish Council is given the mandate to co-opt two representatives to its ranks. Following the process set out by WALC, J Burgess requested that a closed written ballot be held to choose from the four candidates who wished to become Parish Councillors. Two separate ballots took place, one for each vacancy. The Clerk revealed that David Hutt and Graham Miller were appointed to fill the two vacancies on the Parish Council. (Note: Thanks expressed to Cllr Booth who acted as an independent witness to the vote count.)

Letters to be sent to all four candidates informing them of the result. **Action: Clerk/J Burgess.** Thanks were expressed to all four candidates for their interest in the Council.

Clerk to notify SDC of results. **Action: Clerk.**

Health & Safety: The Reading Room is now Health & Safety compliant.

J Burgess created an H&S folder containing emergency contact numbers, first aid information, etc. which, once complete, will be held in the Reading Room. Items outstanding:

- Dates to be entered indicating when the most recent electrical inspection, fire extinguisher inspection, and chimney clean were completed. **Action: Clerk.**

- Information pertaining to Reading Room drains to be mapped. It was suggested that this item might be passed to one of the newly appointed councillors. Chair to request. **Action: J Burgess.**

- First aid kit to be purchased and placed in Reading Room. **Action: L Hope-Frost.**

n) Street light electricity

In an attempt to source cheaper energy costs, the Clerk had made enquiries to ESPO reference electricity supply to street lights (unmetered) and the Reading Room (metered).

- Unmetered street light energy supply: ESPO are awaiting a larger group of parish councils to request quotes prior to providing a 'bulk purchase' quotation.

- Metered Reading Room supply: the ESPO quote was more expensive than the current supplier!

Clerk asked Cllr Booth if it would be possible to link to WCC's supply contract? Cllr Booth to make enquiries. **Action: Cllr Booth.**

5. Council Report:

Cllr Booth reported that:

- the County Council is undertaking a review of speed enforcement on county roads. Options such as: placing speed cameras at known accident sites; using cameras to catch drivers who use mobile 'phones whilst driving; and utilising networked average speed cameras, are being

considered. It is felt that most speed limits in the county are set at the correct limit, however these need to be enforced.

- the County Council assessment process is underway; judgement will be pronounced in October. It is hoped to match or improve upon the current rating of 'good'.
- the County Council budget process has commenced for next year's budget.
- Post Office review results are now known. Avon Dassett post office is unaffected.
- County Councillor pay awards are linked to Council officer awards.

S Richardson asked about a reported dispute between SDC and WCC reference waste disposal plans. Cllr Booth explained that WCC were surprised at SDC's decision to include food with green waste disposal. The existing green waste disposal facility is not able to process food waste and the new green waste & food processing plant is not due to come on stream until April 2009. There is likely to be a cessation of green waste collection from October 2008 to April 2009; however, there is no current intention to stop 'winter' collections of green waste in future years.

The new waste disposal regime will be made clear to all residents prior to implementation in August 2008.

#### 6. Correspondence:

Community Links – Contacts for Older People's Events: Chris Mitchell, Policy Officer at SDC was invited to attend the July coffee morning to promote the Community Links transport scheme.

Lighthorne Parish Council: email from Clerk of Lighthorne PC expressing problems that they will experience with new refuse collection/recycling regime with specific concern about each property having to store 3 wheelie bins. It was felt that there are likely to be fewer problems in Avon Dassett; however it was agreed that residents who may experience problems with storage of wheelie bins be given the opportunity to contact SDC to discuss alternative arrangements.

**Action: L Hope-Frost.**

BT's Proposals to remove Public Payphone: Deadline extended for comments to 24 July.

Avian Influenza – Final Update: restrictions around Oxfordshire premises now relaxed.

Children Starting School in September 2009: notices on noticeboards explaining process for parents to apply for their child's first school placement. Deadline – 24 October 2008.

Post Office Closure Programme: Avon Dassett Post Office not earmarked for closure.

Planning – a provisional planning meeting was set for Thursday 24 July 2008.

Planning permission was granted to Mr Graham Miller to fell 1 x apple tree at St Anne's Cottage. The application for revisions to listed building consent (Ref: 08/01058/LBC) at Hillside Farm has been withdrawn by Mr C Worrall.

An application to use the Annex as a single dwelling house at Post Box Cottage for Ms Caroline Englefield was considered. The Parish Council objected to the application as follows: "We question whether this application is permissible due to the current moratorium. We would not support it as an application for a new dwelling".

An e-mail had been received from David Hicks suggesting that the permissible number of days per year on which the Avon Hill Quarry is entitled to hold 4x4 and Motocross events had been exceeded. The Parish Council agreed to contact the Planning Enforcement Officer at SDC.

**Action: Clerk.**

#### 7. Financial Statement:

Balances at close of business on Monday 7 July 2008:

Current account	£315.38 credit
Deposit account	£7,798.22 credit

## Cheques issued:

a) M Maughan (Clerk's pay & expenses)	£109.93
b) M Harris (Mowing verges & cleaning Reading Room)	£54.00
c) W Sherriff (Coffee mornings – June & July)	£18.58
d) Clement Keys (Audit fees)	£158.63
e) Npower (Reading Room electricity supply)	£130.48
f) M Mann (Mowing & strimming – May & June)	£355.00
g) Chubb Fire Limited (Disposal of fire extinguishers)	£31.61
h) Chubb Fire Limited (Lease of fire extinguishers for Reading Room)	£97.76

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

7.1. The Clerk reported that the audit process for 2007-8 had been completed and the necessary notification of closure of audit had been posted on the noticeboard.

## 8. Any Other Business:

- a) An approach had been made from David Morgan, Project Manager for Parish Plans to attend a future meeting of the Council to ascertain how our Parish Plan was progressing. Clerk to invite Mr Morgan to the August meeting. **Action: Clerk.**
- b) J Burgess proposed that Councillors hold a separate meeting to establish actions required to complete the Parish Council's display at this year's Fête. It was agreed to invite the new councillors to this meeting. **Action: J Burgess.**

## 9. Questions from the Public:

Graham Rice asked whether the community computers were being used? S Richardson replied that she would be providing PC user support on Tuesday mornings from 9.30 am to 12 noon in the Reading Room, commencing 8 July. It was hoped that this would encourage community computer use.

## 10. Date of Next Meeting:

The next Meeting will be held on **Monday 11 August** 2008 at 7.30 pm in the Reading Room.

Meeting closed at 9.30 pm.