

AVON DASSETT PARISH COUNCIL

Minutes of Meeting held at the Reading Room on Monday 11 May 2009

Present J Burgess; S Richardson; A Rutherford; D Hutt;
Cllr D Booth (part attendance); Clerk

In Attendance J D Davies; A F Rice; G J Rice

1. Apologies: L Hope-Frost; Cllr C Williams

2. Declaration of Interest:

All councillors declared a personal interest in item 6. Planning reference the application at The Old Rectory.

J Burgess declared a personal interest in item 6. Planning reference the planning appeal made regarding the Annex to Post Box Cottage.

3. Confirmation of Minutes:

The minutes of the previous meeting were approved as correct by A Rutherford and seconded by D Hutt; they were then signed by J Burgess.

4. Matters Arising:

a) Community Policing/Neighbourhood Watch (NW)

No representation was made by Warwickshire Police.

Residents are asked to treat all door-to-door enquiries with caution and to report any sightings of individuals selling gravel from a white van (registration P598 KRP) to the police.

b) Best Kept Village Competition

Following closer scrutiny of the application criteria, it was agreed that the Parish Council would not enter this year's BKV competition. However, independent entry to the competition has been made by S Richardson and A Rice. They have submitted a statement explaining that, whilst wishing to engage in the process, they will not conform with the 'new-style' document-based competition criteria and request that the judges revert to the practical format of former years. S Richardson agreed to write a statement for the Compton Chronicle to clarify the Parish Council's position regarding the BKV competition. **Action: S Richardson.**

c) Post Card Competition

All photographs entered into this competition should be sent to the Clerk by the deadline of 15 May. J Burgess and S Richardson will liaise outside of the council meeting regarding the details of the exhibition. **Action: S Richardson/J Burgess.**

d) Traffic and Roads

Traffic – the bollards have been removed from the green.

J Burgess has contacted County Highways regarding the possibility of creating a layby at Lower End. Cllr Booth stated that this facility should be for community use, rather than for individual householders, if it is to be given serious consideration by the County Council. The County Council process to examine village proposals will commence at the end of the year.

Roads – requested repairs are still outstanding. J Burgess to chase. **Action: J Burgess.**

e) Drainage Issues

No update on requested works.

f) Playground

Inspection Report: Thanks expressed to Pete Wallace for undertaking repairs specified within the report.

Improvements: No communication has been received from the land owner regarding the request to extend the lease. A Rutherford committed to write again to the landowner.

Action: A Rutherford.

g) Reading Room - Floor

Following checks to ensure sufficient funds are available within the budget, it was agreed to accept the quote sourced last month by J Burgess. J Burgess to contact the contractor to progress this. **Action: J Burgess.**

h) Future uses for St John the Baptist Church

Despite requests made to SDC by L Hope-Frost, the church yard still requires attention. Cllr Booth to contact Cllr Williams to progress this matter. **Action: Cllr Booth.** In the event of no action by SDC prior to the planned opening event in June, A Rutherford and D Hutt volunteered to tidy the church grounds. **Action: A Rutherford/D Hutt.**

The Local History Group are attempting to arrange a public lecture at St John's by a historian from the University of Warwick. **Action: J D Davies.** It is hoped to hold the event on Saturday 27 June (ie the weekend closest to John the Baptist Day: 24 June).

In addition to the post card exhibition, an exhibition is proposed by the History Group. S Richardson volunteered to write a notice for the Compton Chronicle. **Action: S Richardson.**

L Hope-Frost and Graham Nabb (Coventry Diocesan Guild of Bell Ringers) are in contact with the CCT with the aim of effecting repairs to the bells.

Sandra Rice agreed to contact the Gardening Club regarding the possibility of holding a plant sale at the church. **Action: A F Rice.**

i) Social Housing

Phil Ward, Rural Housing Enabler at WRCC, is awaiting a response from the landowner regarding the specific positioning of houses on the remaining possible site*. (This, and other potential issues with this site, will have to be addressed if this site is to be adopted for social housing purposes.) No progress made.

*A Rutherford agreed to include a request for a response from the landowner on this matter when he writes to him regarding extending the playground lease – see item 4.f) above.

Action: A Rutherford.

j) Proposed Bus Shelter by Playground

A Rutherford has received confirmation from Dave Matthews (Operations Manager South & Central Warwickshire, Transport Operations Group, WCC) that, from 1 June, the bus service will revert to using the existing bus shelter in the main street. This negates the need for an alternative bus shelter on Farnborough Lane. S Richardson will advertise this in the Compton Chronicle. **Action: S Richardson.**

k) Parish Plan

Sustainability: It was agreed that an invitation be extended to WCC's Climate Change Team, Sustainability Unit, to attend a future Parish Council meeting. **Action: S Richardson.**

l) Public Realm Grant:

Benches & Noticeboard: Benches have been positioned outside the cemetery (near Top Lodge) and in the playground. The noticeboard is in place next to the bus shelter. Thanks are expressed to A Rutherford, Steve Mullane and friends for undertaking these tasks on behalf of the Parish Council.

Nature Area: J Burgess issued a plan to John Brown outlining the boundary between County Highways and Knights Farm land; however no response has been received from County Highways. J Burgess to chase. **Action: J Burgess.**

m) Internet Bank Account

The Clerk reported that the online account is now operational.

n) Clerk's Replacement

One enquiry made to date. Clerk to contact WALC regarding the suitability of this possible candidate. **Action: Clerk.**

5. Council Report:

CLlr Booth reminded attendees that County Council elections and European Parliament elections will take place on 4 June.

6. Correspondence:

COMMA. The Community Aggregates Fund 2009-10 – information on grants available for community projects to be displayed on the noticeboard. **Action: Clerk.**

Banbury Citizens Advice Bureau – request for donation declined by the Council.

Parish Flood Relief Grant – J Burgess confirmed to SDC that the flood relief grant has been spent.

Sport England – Rural Sport Fund Opportunity – in light of no available land or suitable premises in which to hold sporting events it was agreed not to respond to the enquiry from David Morgan, Stratford CVS.

WALC Newsletter ADH/82 – information kept on file.

Public Sector Duties – information from the Equality and Human Rights Commission passed to S Richardson.

Concrete Bin Stands – the clerk confirmed that the disused concrete bin stand had been collected by SDC.

European Parliamentary Elections. County Council Elections. Thursday 4 June 2009 – information displayed on village noticeboard.

Planning – no provisional meeting was set for May 2009.

- Ref: 09/00600/LBC – modification of stone mullioned window to form new external door & construction of new stone steps from terrace to serve the new door at The Old Rectory for Ms L Hope-Frost. No representation to make.

- Original Ref: 08/01393/LDE – Planning Inspectorate Ref: APP/J3720/C/09/2100276. Public Inquiry Procedure appeal against enforcement notice made by Caroline Englefield at Post Box Cottage concerning the without planning permission change of use of the Annex to Post Box Cottage. The Council wished to make a statement to the Public Inquiry in line with that made at the time it considered the planning notification in July 2008 and, as such, the Clerk was asked to draft a statement indicating that the Council would not have supported any development of a single dwelling if the request has come before it as a planning application. If it were given the opportunity to comment at the appropriate time (ie before change of use had occurred), the Council would have raised objections in support of the current planning moratorium. **Action: Clerk.**

7. Financial Statement:

Balances at close of business on Monday 11 May 2009:

Current account	£213.53 credit
Deposit account	£7,330.37 credit

Cheques issued:

a) M Maughan (Clerk's pay & expenses including ink cartridges for website printers)	£179.65
b) S Harris (Reading Room cleaning)	£10.00
c) J Sherriff (Coffee mornings – April & May)	£14.81
d) M Harris (Mowing)	£70.00
e) J Glover (Mowing)	£80.00
f) Npower (Street light electricity)	£17.08
g) Zurich Insurance (Insurance)*	£706.08
h) S Rutherford ('Postmix' for noticeboard)	£20.24

The payment of cheques was proposed by D Hutt and seconded by A Rutherford.

Note: DD payment of £62.00 for Reading Room electricity made to Npower on the 5th of each month.

* The clerk notified the Council that this invoice represented a circa 10% increase over last year's insurance charges. On the basis that the Parish Council has a clean claims history, A Rutherford committed to contact Zurich in an attempt to negotiate a reduction to this year's overall increase. **Action: A Rutherford.**

7.1 The Clerk has completed the Audit for financial year 2008-9. John Anderson has, once again, kindly agreed to undertake the internal audit for the Council and has inspected the accounts in advance of the meeting. He will complete Section 4 – Annual Internal Audit Report of the Annual Return form, following completion of Section 1 by the Council.

Section 1 – Statement of Accounts was authorised by J Burgess (Chair) and the Clerk (Responsible Financial Officer).

7.2 Section 2 – Annual Governance Statement was authorised by J Burgess (Chair) and the Clerk (Responsible Financial Officer).

Clerk to forward Annual Return form to Internal Auditor for completion after which she will issue this to the External Auditor (Clement Keys). **Action: Clerk.**

8. Any Other Business:

- a) Following appropriate licence checks with Warwickshire Police Firearms Licensing Department the Council agreed to grant authority to John Glover to control vermin on the cemetery site (next to Top Lodge). Clerk to write to Mr Glover informing him of the Council's decision and requesting that he notify the Council each time he intends to shoot at the cemetery site. **Action: Clerk.**
- b) The Council agreed to a written request made by L Hope-Frost to reward Mary Edgington with a gift in recognition of our appreciation for her voluntary work in maintaining village tubs and borders. **Action: L Hope-Frost.**
- c) Complaints had been received regarding the poor state of the footpath running between St John's cemetery and Spikes Cottage. A Rutherford volunteered to speak to the householder to offer assistance in moving the stones and slabs that have been stored for some months alongside the footpath. **Action: A Rutherford.**
- d) The Council approved Mary Edgington's written request to purchase plants and water-retention granules for the village tubs. Clerk to notify decision. **Action: Clerk.**
- e) Following last month's meeting, the Clerk confirmed with the Land Registry that the cemetery land (by Top Lodge) is registered in the name of the Parish Council, however the Reading Room is currently unregistered. The Council agreed that the Reading Room should be registered and S Richardson undertook to complete the necessary documentation. **Action: S Richardson.**

9. Questions from the Public:

Sandra Rice expressed her appreciation of the work that the Parish Council has done in response to the Parish Plan.

10. Date of Next Meeting:

The next Meeting will be held on Monday 1 June 2009 at 7.30 pm in the Reading Room.

Meeting closed at 9.30 pm.