|  |  |
| --- | --- |
| **ETTINGTON PARISH COUNCIL** | |
| **Minutes of the Ordinary Meeting of the Council held on 13 February 2019** | |
| **Present (Councillors)** J Collins, R Hawksworth, J Henry, D Hughes and R Smith of Ettington Parish Council  **In Attendance:** S Furniss, Clerk, Cllr P-A O’Donnell, SDC, Michelle Beaty, Community Centre and approximately 6 members of the public. | |
| 1 | **Apologies for Absence** None received. |
| 2 | **Acceptance of Apologies for Absence** N/A |
| 3 | **Declaration of Disclosure Pecuniary Interest** None declared |
| 4 | **To Confirm Minutes** the minutes of the meeting of 19 January 2019 were **approved** as a true record |
| 5 | **Community Centre Update**  A wish list of projects has been collated including decorating, installation of a bar, development of 1st floor which would require change of use planning permission, updating CCTV, installation of water heaters (in order that the 600 litre tank does not need to be heated when it is only really needed for the changing room showers on an irregular basis) and improvements to heating in main hall.  It was **resolved** that this year’s budget allocation of £1,600 could be spent at the discretion of the management committee and this is likely to be for the water heaters with potential for balance to be allocated to CCTV. The question was asked if the Council would be interested in CCTV for skatepark and it was agreed that this will be considered before the next PC meeting. |
| 6 | **Warwickshire County Council/Stratford District Council update**  Cllr Seccombe sent her apologies.  Cllr O’Donnell gave the following update:   * There is a proposed 1.5% increase in the precept for 2019-20 * £1m has been set aside for the compulsory purchase of Wellesbourne Airfield * Elizabeth House will be subject to renovation (approximately £250k which will allow for income generation through sub-letting); * Allocations for Homelessness will allow purchase of properties to prevent families being housed in Bed and Breakfast and minimising cases of eviction. * Avon Navigation scheme has been shelved; * Double council tax will be charged on empty properties (unless in circumstances such as property being for sale, pending probate etc); * Rural crime will be a focus; |
| 7 | **Open Forum** (Approximately 15 minutes is allocated to this item)  The following issues were raised:   * Accident blackspot at junction of Fosseway and A422. Cllr Hughes summarised discussion at meeting with WCC, local MP and interested organisations when it was stated that WCC budget for blackspots for county is £350k per annum and its use has to be prioritised. It was **resolved** that the Council will propose to WCC that they consider a) replacement of Give Way with Stop signs; b) installation of traffic lights; c) installation of a roundabout. * Kat le Tzar offered apologies for the painful few months caused by the construction site on Rogers Lane and summarised actions which have been taken to mitigate against the problems. Following Cllr Smith raising the issue of the continuation of the footpath surface from that on site to the pavement Ms le Tzar stated that, subject to the Council gaining approval of WCC, her company will undertake this work. It was **resolved** that this offer would be very welcome and the Clerk will contact WCC Footpaths Officer to seek their approval * The potential for travellers to take up residence on the playing field was raised with the suggestion that a suitable barrier be installed. It was clarified that, as the leaseholders, the Community Centre Management Team and that this has been considered at length in the past; It was **resolved** that Cllr Hughes would request that this be raised as an agenda item for next next Community Centre Management Team. * The question was raised as to what consideration has been given to potential vandalism/graffiti at skatepark and the surrounding area. It was clarified that the skatepark surfaces will be graffiti resistant and that consideration is being given to installation of CCTV. |
| 8 | **Planning Matters**  **A – Applications**  ***18/03669/FUL***  : Construction of a two storey dwelling on Plot 6, located at a  development land off Old Warwick Road, Ettington. The site has been subdivided into eight  self build plots as per outline planning permission (15/04449/OUT). This application is for a  single dwelling on this site located in plot 6. At Land Off , Old Warwick Road, Ettington, CV37  7SH Comments due by: **4 February 2019.**  ***19/00094/COUNTY (Ettington Parish Council Reference: SDC19CM002)***    Proposed extension to existing Recycling Facility to form a shredding and flocking facility with  conveyor link to existing MRF and external rear yard area, together with associated  landscaping environment (renewal of previously approved planning permission  SDC/15CMm022) Comments due **1 February 2019**    No objections had been submitted in response to these applications.  **B – Decisions**  18/03363/FUL 10 Ivy Lane, Ettington Extension. **Granted**  **18/03229/FUL** 3 Avon Fields, Ettington, two storey side extension and extension to porch. **Granted**  The decisions were noted.  There was discussion regarding street lighting on any future developments and it was agreed that this matter should be considered as and when applications arise.  In response to a query, Cllr O’Donnell will establish whether lapsed planning applications which are resubmitted are automatically approved. |

|  |  |
| --- | --- |
| **9** | **Finance Report** - Appendix 1 It was **resolved** that the payments listed be approved. |
| **10** | **Clerk's Report** - Appendix 2 The content of the report was noted without discussion other than items:  **Item 1 :** Hedge has been cut back but solar powered speed monitor is not working and WCC will be informed;  **Item 2b**: will be removed from the report;  **Item 3a:** Cllr Hughes will check the condition of the hedge;  Item 6: The Clerk will seek to move this forward by contacting Brook Plants who had offered to cost planters. |
| **11** | **Correspondence Report** The content of the report was noted and no further actions were required other than the copy complaint re the Community Centre booking on which there was a lengthy discussion. Cllr Hawksworth had been provided with further correspondence.  There were specific concerns regarding CCTV in relation to Safeguarding and GDPR whether those who review the footage are DBS checked and under what circumstances the footage is examined. It was agreed that the Community Centre would inform all hall users that CCTV is used inside the building. Concerns were also raised regarding the processes of decision making. Michelle Beatty confirmed that the management committee is aware that a number of policies need to be reviewed/drafted. It was **resolved** that Cllr Hughes, as the representative of the PC (which is a trustee) will support and monitor progress on ensuring polices and processes are fit for purpose. |
| **12** | **Naming of White Horse Development**  It was **resolved** that no objection will be raised in response to suggestion of name of White Horse Gardens and the integration of the existing occupied property being integrated into this naming. |
| **13** | **Section 106 Agreement –**It was **resolved** that the document be signed and returned and noted that, the allocation towards allotment must be set aside for that specific purpose. |
| **14** | **Audit 2018-19** It was **resolved** that for the audit of 2018-19 a WALC trained auditor will be engaged. |
| **15** | **Street Lighting Maintenance** Further to research undertaken by Cllr Hawksworth clarification will be sought in respect of a number of matters prior to a decision being made. |
| **16** | **Ettington Rubbish Friends** It was **resolved** that the Parish Council will pay the upfront costs as requested with the expectation that sponsorship sought by, and awarded to, Ettington Rubbish Friends will be set against the costs. The items will remain the property of the Parish Council and loaned to ERF. |
| **17** | **Halford Road – ‘fly tipping’** It was **resolved** that WCC be approached to ask if it is their responsibility to address this as SDC have indicated that the rubbish is not on public property and not, therefore, their responsibility. |
| **18** | **Parish Meeting Format** – progress is being made as per update at last month’s meeting and Cllrs Henry and Collins will seek support from colleagues as necessary. |
| **19** | **Grounds Maintenance Tender** As only one tender was received and this was substantially more expensive than current contract it was resolved that it would not be awarded to the applicant. In response to a query to the existing contractor it has been established that he is prepared to carry on for a further year with an inflation uplift. It was **resolved** that the current contract will be extended for a further 12 months. Retendering will be an agenda item for the October meeting. |
| **20** | **Community Orchard** Following discussion it was agreed that the matters of planting and recruitment of volunteers will be the subject of a ‘stall’ at the Parish Meeting and Ms le Tzar will man said stall. |
| **21** | **Youth Project** – not discussed due to time restraints. |
| **22** | **Future Agenda Items**   * New Councillor Induction – March 2019 * Affordable Housing – April 2019 * Purchase of IT Equipment for Chairman – May 2019 * Councillor Portfolios – June 2019 * Meeting Schedule – June 2019 * Grounds Maintenance Tender October 2019 |
| **Dates of Future Meetings (meetings commence at 7.30 and are held in the Lounge at Ettington Community Centre unless otherwise stated).**  **13 March 2019**  **23 March 2019 – Parish Meeting**  **10 April 2019**  **15 May 2019** | |