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| **ETTINGTON PARISH COUNCIL**  **Minutes of Annual Meeting of 11 May 2016** | |
| Present (Councillors) R Hawksworth, D Hughes and J Witherford  In attendance: S Furniss (Clerk), Kat le Tzar re Item 9 – David’s Orchard, Andrew Nardone re Item 11 – Proposal to Move Village Shop, David Martin in respect of Item 6 Community Centre, Mike Terry in respect of Item 16 – Neighbourhood Plan and approximately 8 members of the public. | |
| 1 | **Election of Chairman and Vice Chairman**  Cllr Witherford nominated and Cllr Hawksworth seconded Clllr Hughes for the position of Chairman and this was **resolved.** Cllr Hughes proposed and Cllr Hawksworth seconded Cllr Holtom as Vice Chairman,(Cllr Holtom having previously indicated that she would accept the office of Vice Chairman) and this was **resolved.**  Cllr Hughes signed the Acceptance of Office and Cllr Holtom will be asked to sign Acceptance of Office at meeting of 8 June 2016.. |
| 2 | **Apologies for Absence**. Cllr R Smith submitted his apologies due to work commitments and Cllr R Holtom due to ill health. |
| 3 | **Acceptance of Apologies for Absence** Cllrs Smith’s and Holtom’s apologies were accepted. |
| 4 | **Declaration of Disclosure Pecuniary Interest**  None declared |
| 5 | **To Confirm Minutes of the last Parish Council Meeting that took place on 13 April 2016**  It was **resolved** that these be recorded as a true record. |
| 6 | **Community Centre Update** - David Martin reported that 10 folding tables have been purchased for the small hall together with 100 padded chairs – 50 each for the small and large halls. Quotes are being obtained in respect of refurbishing the ladies cloakroom.  A request was made for the Parish Council to pay the SDC invoice for recycling for the Community Centre and after discussion, centring around whether it is appropriate for the PC to subsidise core running costs of the Community Centre when it is on a firm financial footing. It was **resolved** not to pay the invoice as requested and that the matter should be an item for the meeting of 8 June in order to agree “guidelines” for funding.  Mr Martin went on to state that following the PC’s clerk’s attendance at Trust Fund Training which had been fed back to Ettington Community Trust there are a number of actions which will be followed up one being the updating of Title Deeds with the Land Registry. The Clerk stated that she has electronic copies of these deeds and will forward them to Mr Martin. |
| 7 | **Warwickshire County Council/Stratford District Council update**  Due to Cllrs I & P Seccombe submitting their apologies this item was not covered. |
| 8 | **Open Forum**  Mrs Collins gave thanks for support of PC and Neighbourhood Plan Steering Group for support in respect of the Spitfire Appeal. Cllr Hughes thanked Kat Le Tzar who had been extremely helpful in drafting submission.  Mr Lyle asked for precis of hearing to date and it was stated that a number of witnesses have appeared including Jenny Henry (for neighbours), Mike Terry (Neighbourhood Plan), Cllr Hughes (Parish Council) and Local Authority representatives. The Appellant’s QC had been quite aggressive in questioning these witnesses. The Inspector has stated that a decision will be made within 6 weeks. |
| 9 | **David’s Orchard Planning Application** Kat le Tzar for Beau Homes presented final plans and stated that the scheme is low density and there is a 25% reduction in floor space from the original scheme. Mr Lyle stated that he still hasn’t been consulted and Kat Le Tzar will contact him. |
| 10 | **White Horse Planning Application** – Mark Sandford was unable to attend the meeting but had circulated information previously which were welcomed by the Council but no comments were made. |
| 11 | **Proposal to Relocate the Village Shop and Post Office** – Andrew Nardone reported that a Planning Application has been submitted for change of use of Ivy Bungalow to Shop and Tea Room. The proposal will include parking for 8 customer cars as well as staff parking with room for delivery vehicles to reverse in off the road. The building would be fully accessible to the disabled. Mr Nardone would encourage as many people as possible to view and comment on the application when it is on the SDC Planning Portal. Mr Nardone was thanked for keeping the Council informed of progress. |
| 12 | **Planning Matters**   1. **Ongoing Matters** 2. **Applications**   **16/00437/LBC** The Post Office Amended application  Comments due by 3 May 2016  **16/00443/FUL** The Post Office Amended application  Comments due by 3 May 2016   1. **Decisions** 2. **Withdrawn** |
| 13 | **Finance Report** – Appendix 1  It was **resolved** that the payments listed be authorised with the exception of the one to Npower as the Clerk has been informed that the invoices can be offset against a credit which is due. Income was noted. |
| 14 | **Clerk's Report** - Appendix 2  The content of the report was noted with the following updates:  **Planters** The Ettington Chase is now in a position to progress installation and planting of these at either end of the village.  **Footpath SD67 –** the clerk to chase progress on this  **Footpath ??** work has been undertaken to relieve the flooding of this path  **S106 Question for Housing Needs Survey** SDC’s comments have been incorporated into the question which has been sent to Sarah Brooke-Taylor for comment. |
| 15 | **Correspondence Report** - Appendix 3  The content of the report was noted with the following update:  **Footpath at Rogers Lane –** Cllr Hawksworth stated that locked gates had been positioned at Rogers Lane and Fosse Way ends of this path which would prevent access by emergency vehicles. It was stated that the PC doesn’t have any jurisdiction over this matter but would investigate how access could be improved from football field entrance (this gate being the responsibility of the PC). The Clerk will liaise with the Ambulance Service regarding this which will be a future agenda item. |
| 16 | **Neighbourhood Plan**  Mike Terry reported that substantial progress has been made since the engagement of Avon Planning Services. The plan has been redrafted but volunteers are required to fill some gaps. The majority of work has been done on assessing the 11 proposed sites for housing and this work will be considered at the next NP Steering Group Meeting (25 May 2016 at 7.30 in the Lounge at the Community Centre). Attendance at the Steering Group has diminished and needs to be “reinvigorated” |
| 17 | **Increasing Width of Public Footpath**  This matter had been raised during the Public Forum at a previous meeting when concerned had been expressed with regarding the public respecting the limited width of footpaths and encroaching onto farmers’ land.  It was **resolved** that notices will be prepared for display on Noticeboards, website and Ettington Village News. *.* |
| 18 | **Charitable Trust Training Fee**  Consideration was given to whether training costs in respect of the Charitable Trust should be met from the Charity rather than the Parish Council.  It was **resolved** that the Parish Council should meet the cost. |
| 19 | **Audit**  Grant Thornton have notified that the date for submission of the annual audit is 30 June and, therefore, the audit will need to be signed off at the meeting of 8 June 2016. The fee to Grant Thornton will be £200. |
| Dates of Future Meetings (meetings commence at 7.30 and are held in the Lounge at Ettington Community Centre unless otherwise stated).  8 June 2016  13 July 2016  There will be no Ordinary Meeting in August  14 September 2016 | |