**MINUTES OF THE PARISH COUNCIL MEETING**

**HELD AT THE GUILD HALL, ASTON CANTLOW**

**ON THURSDAY 8th MARCH 2018 – NO. 96.**

1. **Record of Members Present:**

Cllr. Harvey, Chairman, Cllr. Wallis, Cllr. FitzGibbon, Cllr. Berry and 6 members of the public.

Part meeting: County Cllr. Rickhards.

**2. Apologies:**

There were no apologies.

**3. Written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members’ interests:**

 No requests were received.

**4. Minutes of the Parish Council meeting held on 11th January 2018.**

These were approved by all Cllrs. and signed by the Chairman.

**5. Public Participation:**

Ms. Edkins asked if it would be possible for the Parish Council to arrange for a grit bin to be put in Chapel Lane as currently the only one in the parish is in Mill Lane. It was explained that permission has to be obtained from WCC as the location of bins is strictly controlled and they tend to be authorised on roads which are away from precautionary gritted routes and have a steep inclines.

 Cllr.Rickhards offered to contact the relevant Department at WCC to enquire whether it would be possible for a bin to be located in the centre of Aston Cantlow.

Mr. Green from Newnham had reported his concerns to the County Councillor that due to recent traffic on the lane his opinion is that it is now not fit for walkers, cyclists or horse riders. Mr. Green had requested that a risk assessment be carried out by the highways authority so that they may take responsibility for future public access. He is disappointed that to date he has received no feedback indicating a course of action. Cllr Rickhards confirmed that he had passed on these safety concerns to the highways authority but to date had received no reply and would follow this up. Cllr. Rickhards also indicated that he would make enquiries to see if it is possible to obtain an indication of when a decision might be made. The Chairman also confirmed that the Parish Council has requested a further closure in view of the recent inclement weather conditions and in a bid to avoid further damage to the surface. To date we have been advised that there are no plans to close the route.

 The Chairman confirmed that as and when we receive any feedback it will be shared with the residents.

 Mr. Harris asked if we have been advised of the outcome of the planning application for Wheathills Cottage, Salters Lane and the Clerk advised that this application has been withdrawn

**6**. **County and District Cllrs. reports for information only.**

County Cllr. Rickhards confirmed that he will continue to support the Parish in matters relating to the unclassified route as above.

 Cllr. Richards then went on to report that the budget is currently being considered and savings of over 80 million have to be made over the next three years and Central Government is putting considerable downward pressure on expenditure.

 The Chairman thanked Cllr. Rickhards for his report and continued support.

**7. Planning matters – update on current planning applications:**

*Planning application No.* *17/02630/REM* Pinehurst, Alcester Road, Little Alne: Application for approval of reserved matters relating to access, appearance, landscaping (including specifically details of removed and retained trees), layout and scale for the erection of a new local needs bungalow pursuant to outline planning permission 16/02539/OUT. An amendment notification was received and considered and the views of the Parish Council remained the same as for their previous objection. Approval of reserved matters.

*Planning application No. 17/03346/FUL* Badbury Hill Barn, Burford Lane, Shelfield: Retention of extensions to existing barns (to provide additional stabling, a covered shelter, a covered paddock and an external paddock). Change of use of agricultural barn to stables to increase the capacity for horses on-site to 51, and a gallop and menage. Permission granted.

*Planning application No. 17/03395/LBC* Crusoe Cottage, Chapel Lane, Aston Cantlow: Replacement of two window openings and one door opening for relocated, wider door opening to accommodate aluminium folding doors, removal of wall between utility and kitchen on ground floor, replacement and relocation of wall partition on first floor, part removal of staircase wall, raise height of bedroom door on first floor. An amendment notification was received for information only. Listed building consent approved.

*Planning application No. 17/03605/FUL* 2 Wheathills Cottage, Salters Lane: Erection of new steel portal framed building for domestic storage, garaging and home workshop and change of use of paddock land to residential curtilage. Application withdrawn.

*Planning application No. 18/00281/LBC* Swallow Cottage, Burford Lane, Aston Cantlow: Removal of internal wall. Pending consideration.

**8. Progress Report for information only:**

Nos 6, 7, & 8 Brook Road: No response received to date from the Highways Dept. regarding the removal of the grass verge outside this property.

 Brook Road ditch: The Clerk had confirmed to Cllr. Berry ahead of the meeting that a request for replacement b & w marker posts was made on 19th December and followed up on 31st January. Request for replacement b & w marker posts along the verges of the deep ditches on the C39 in Little Alne was made on 31st January. In this case it may be that they will provide them after the gabion work, due to be re-commenced on 12th March, has been completed.

 The Orchard, Mill Lane: No update from the District Council regarding a possible breach of planning.

 All other progress as reported in the relevant agenda items.

**9. Correspondence:**

- Site Allocations Plan for Stratford on Avon District – Intention to Prepare a

 Local Plan.

- AL86 Definitive map amendment notification.

- World War 1 Centenary Celebrations.

- Community Infrastructure Levy (CIL) Training for Parish Councillors –

 Video of a training session available on the SDC website

- Notification of Review of Ethical Standards in Local Government.

- Advisory on new booking and heating systems for the Village Hall.

- Request from a resident to put Aston Cantlow forward for Village of the

 Year.

 The following was received after the agenda had been circulated:

 - The Lord Lieutenant of Warwickshire and the Chairman of the County Council invitation for a representative of the Council, plus one guest, to attend a County Church Service to celebrate the Commonwealth.

 - It was reported to the Clerk by Mr. Evans that the depth marker at the bridge in Salters Lane, approaching from the A3400 has been displaced and the one approaching the bridge from Aston Cantlow has disappeared. The Clerk has reported these as a matter of urgency in view of the flooding history at this location. Mr. Evans also asked if the debris each side of the bridge in Little Alne could be cleared before it starts to encroach further into the road. The other question was to enquire if it’s possible for the grips created by the Council in the verges could be continued in Salters Lane as far as the bridge and also along Bearley Road towards Homelea Farm.

 - Development Requirements Supplementary Planning Document Consultation

**10. Parish Plan progress:**

 Cllr. Harvey received an update this afternoon from Fiona Blundell, Policy Planner SDC referring to three items requiring attention and advising that she is intending to put the Parish Plan forward for consideration at the April Cabinet meeting.

 **11. E5341:**

As discussed in agenda item No. 5.

 **12. Aston Cantlow Children’s Playground:**

A considerable amount of information had been provided by the Village Hall Secretary prior to the meeting. Considerable discussion took place and various questions and concerns were raised by Cllrs. It has become apparent that the Trustees can’t continue to use local people to carry out repairs to the equipment but several residents have recently agreed to assist by raising funds in various ways to help towards the maintenance costs of the playground.

 Cllr. Harvey proposed that this item be deferred to next month for more information from the Trustees, partly regarding how much time they commit to looking after the playground and a potential joint arrangement. In principle all Cllrs were in favour of making some financial support but not necessarily taking over full responsibility.

 Cllr. Berry seconded the proposal and all were in agreement.

 The representative of the company approached by the Village Hall Trustees was not able to supply an official report, only an opinion. The Clerk offered to contact the company that carries out the inspections at the play area in Wilmcote to enquire whether they would be prepared to provide an independent report.

**13. New external auditor appointments:**

Information regarding the new auditors, PKF Littlejohn LLP, had been circulated to the Cllrs. prior to the meeting. The basics remain fairly similar to previous years with a few minor alterations and further instructions are expected by the end of the month. Smaller Councils below the £25k threshold have the option to declare themselves exempt from the review and must complete a Certificate of Exemption after the year end and after the accounts have been prepared. Cllr. Wallis proposed that we should declare the Parish Council exempt, Cllr. Berry seconded the proposal and all were in agreement.

**14. New Data Protection Laws guidance and requirements:**

 Cllr. Wallis had managed to have a quick look at the documents received from WALC and has agreed to work through the action list to assist with GDPR compliance and ascertain what areas are relevant to Parish Councils. Cllr Harvey has registered to attend a WALC training session on 3rd May 2018 entitled GDPR Made Simple.

**15. Consultation: Canal Quarter Regeneration Zone Framework Masterplan Supplementary planning document:**

Councillors were in agreement that no formal response was necessary from Aston Cantlow Parish Council.

**16. Lengthsman Scheme update:**

Works to ditches in Little Alne and Aston Cantlow have been completed satisfactorily by Koelman Groundworks & Landscaping and an invoice received. A quotation of £1,160.00 had been approved electronically due to the February meeting being unexpectedly cancelled. The funding for this is covered by the grant received from SDC. Cllr. Berry proposed that the invoice be paid, seconded by Cllr. Wallis and agreed by all.

**17. Defibrillator update:**

Cllr. Berry reported that a Community Heartbeat Trustseminar has been arranged for the 20th March. Advisory notices have been put up on the three notice boards, on the website and in the Village Vine. There are twenty six confirmed attendees so far.

**18. Website progress on upgrade:**

Cllr. Harvey circulated a document summarising the information and quotations she received for upgrading the website from three sources for Councillors to consider prior to the meeting.

 Stratford District Council, who currently host our site, quoted £1,176.00. MI Business Services quoted £1,500.00 and Studio Twentyeleven quoted £1,495.00.

 Cllr. Harvey proposed using SDC, the benefit being that SDC host a number of sites and has hosted ours problem free since its inception.

Cllr. FitzGibbon seconded the proposal and all were in agreement.

**19. Parish Council events 2018:**

After some discussion it was agreed by all the Cllrs. that the World War 1 Centenary would be an ideal occasion to hold an event.

 Cllr. Harvey proposed that Cllr. Wallis contact the Village Hall Trustees asking if they would like to join with the Parish Council. If not the Parish Council will organise something and contact the pub and social club.

**20. Payment of outstanding invoices:**

Information Commissioner £35.00 (200490)

**18. Councillor’s reports and items for the agenda for the next meeting:**

Items for the next agenda:

Website

Parish Plan

Events

Aston Cantlow Children’s Playground

**19. Date of next meeting:** 12th April 2018. Annual Parish meeting followed by ordinary Parish Council meeting.

No further business – Cllr. Harvey closed the meeting at 9.35 p.m.

For information only

The following payments were made between meetings:

Aston Cantlow Village Hall £ 9.75 BACS

Colemans Office Supplies 47.47 BACS

Mrs. Butterworth (expenses 01/04 – 09/11) 228.90 BACS

Aston Cantlow Village Hall 16.25 BACS

Bright Spark Electrical 220.00 BACS

CPRE 36.00 BACS

HMRC (PAYE) 200.60 BACS