**MINUTES OF THE PARISH COUNCIL MEETING**

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

**ON THURSDAY 9th NOVEMBER 2017 – NO. 94.**

1. **Record of Members Present:**

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

Part meeting: District Cllr. Gittus.

**2. Apologies:**

County Cllr. Rickhards

**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 12th October 2017.**

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

**5. Public Participation:**

Ms. Edkins, Secretary for the Village Hall, had emailed the Clerk yesterday on behalf of the Village Hall Trustees asking if, in principle, the Parish Council would be able to fund a replacement slide for the playground. A recent inspection by ROSPA has deemed the playground high risk due to a couple of pieces of equipment with faults and some at the end of their life. The Trustees have taken the decision to close the playground temporarily whilst obtaining quotes from a professional playground company for repair or removal of certain items.

 Cllr. Gittus said in his opinion the play area is an important provision for the community and appears, from his experience, to be well used. He expects the Village Hall wouldn’t have the funds to provide new equipment and cover ongoing maintenance costs so suggests the Trustees might consider leasing it to the Parish Council which would give the Parish Council added kudos.

 Cllr. Harvey asked Ms. Edkins if the Parish Council could see the Rospa reports for the last two years and if quotes could be provided for the necessary new equipment and repairs to equipment, together with details of their proposed future maintenance programme. Cllr. Harvey confirmed that, in principle, the Parish Council would definitely consider a donation at our next meeting in January if the above information is provided ahead of that to enable the Councillors to have time to study the documents.

 A suggestion was put forward that perhaps it might be a good idea to see if it would be possible to obtain an extra piece of land to create a football pitch.

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

 County Cllr Rickhards had no specific report to pass to us but asks that he is kept informed on the E5341 issues.

 Cllr. Gittus reported that some embarrassment arose by a Councillor and the contents of a letter published in the press relating to the Children’ s Centre consultation. It appears that more than originally expected will be retained but as Children and Family Centres, one of those being the Alcester Centre. Cllr. Gittus also reported that there are complications to be resolved regarding taxi rules and regulations.

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

  *Planning application No. 17/03162/TREE* Devon Cottage, Pear Tree Gardens, Aston Cantlow : Silver Birch: reduce height by approximately 4.5 metres and spread by approximately 1.8 metres. Cypress: Fell. Pending consideration.

*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. Pending consideration.

*Planning application No. 17/02998/COUQ* Lower Farm, Newnham: Notification of change of use of agricultural building to dwelling house within use class C3 (one dwelling of 244 square metres) with building operations reasonably necessary to convert the building (class Qa and b). Pending consideration.

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

 All progress is reported in the relevant agenda items.

**9. Correspondence:**

- Temporary closure of C39 Whitehouse Hill, Little Alne 20th November to 1st December 2017.

 - Request for relevant information relating to existence, position, width or status of the AL86 to be provided by 23rd November 2017.

 The Parish Council has no information to provide.

 - Consultation document on the Local Government finance settlement for 2018-19.

 The following were received after the agenda was circulated:

 - WCC Floor Risk Management Team invitation to a Flood Groups Networking Event on Tuesday 21st November 2017.

 - WCC Trading Standards Briefing document.

 - The Clerk received a message from a resident expressing concern that the strip of grass verge has been taken up outside Nos. 6, 7, & 8 Brook Road and replaced by grey stone. The Clerk spoke to the owner of the property who said that BT had created a lot of damage to the verge creating a mud patch whilst digging a channel in the footpath. The owner had no success with requests to BT to come back and reinstate the verge so decided to level it, put rubber matting down covered by gravel to tidy it up. It is their intention to turf or seed this area in the Spring. The Clerk was asked to contact the Highways Dept. to ascertain if it is acceptable for a resident to do this to land belonging to the County Council.

**10. Parish Plan status:**

 Awaiting response to revisions from Fiona Blundell, Policy Planner, SDC. The action plan is still work in progress for reviewing in detail by Cllrs. by email for formal agreement at the next meeting.

 **11. Revised Standing Orders:**

 Cllr. Harvey had completed the revisions and circulated the draft document to all Cllrs. for review. Cllrs. Berry, Wallis and FitzGibbon confirmed their approval to the revisions via email.

 **12. Asset register report:**

Cllr. Wallis has inspected the assets and confirms they all appear to be in good condition. The defibrillator and cabinet plus the telephone kiosk have been inserted into the register.

 **13. E5341:**  County Cllr. Rickhards had requested a more definitive response from Ms. Borman as to whether the E road is actually now open to vehicles or not. The request had been passed to Richard Barnard, Enforcement and Maintenance Officer, Public Rights of Way, WCC and he advised that the status of the route is unknown and they can only “assert and protect” the public right to footpath status. In practical terms it means that until there is sufficient evidence to determine the correct status of the route the County will only maintain or take enforcement action to ensure that the route is accessible for foot passengers.

 **14. Social Media:**

Prior to the meeting Cllr. Berry circulated a comprehensive proposal for the Parish Council to use Social Media as a method of communication with residents of the Parish, businesses and visitors.

 Cllr Harvey felt that this proposal was ideal but in view of the fact that we are also currently proposing to upgrade the website, it would be advisable to link Facebook with the website and launch both together hopefully by the end of January. Cllr. FitzGibbon seconded the proposal and Cllrs. Berry and Wallis were in agreement. Cllr. Wallis suggested that it would be advisable to re- visit the social media section in three months to gauge interest.

**14. Lengthsman scheme:**

The following items were put forward for Cllr. Berry to instruct our contractor to carry out:

 -Reinstate ditch and clear vegetation at the junction of the B4089 and the bridge. This to wait until the planned installation of gabions to the watercourse has been completed.

 -Clear ditch and vegetation in Mill Lane.

 -Clear both sides of the road and bridge from Aston Cantlow towards Little Alne.

**15. Defibrillator progress report:**

Cllr Berry has received three quotations as follows:

 Black Pear Electrical - £540.00 including VAT

 T Sparkes Electrical - £298.20

 Bright Spark Electrical - £220.00

 Cllr. Berry proposed asking Bright Spark Electrical to carry out the installation works subject to receiving confirmation that a domestic approved electrician can be used. Seconded by Cllr. Wallis and agreed by all.

 The Clerk was asked to obtain a quotation from WPD for re- connection of the electricity supply due to the uncertainty of when BT might be able to get this carried out.

**16. Website:**

Cllr. Harvey had received one quotation for the upgrade based on the agreed proposals and was expecting a second one within the week. The Clerk suggested that a third quotation could be obtained from the lady who created the new Haselor Parish Council website and agreed to forward the contact details to Cllr. Harvey.

**17. Payment of outstanding invoices:**

There were no outstanding invoices.

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

Items for the next agenda:

Lengthsman Scheme

Defibrillator

Website & Social media

Parish Plan

**19. Date of next meeting:** 11th January 2018.

No further business – Cllr. Harvey closed the meeting at 9.50 p.m.

For information only

The following payment was made between meetings:

HMRC PAYE £ 200.60 BACS