**MINUTES OF THE PARISH COUNCIL MEETING**

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

**ON THURSDAY 12th MAY 2016 – NO. 79.**

1. **Record of Members Present:**

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

Part Meeting: County Cllr Horner and District Cllr. Gittus

1. **Apologies:** There were no apologies.
2. **Written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members’ interests:**

No requests were received.

1. **Minutes of the meeting held on 14th April 2016.**

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

**5. Public Participation:**

No issues were raised by members of the public.

**6. County and District Cllrs. reports for information only. (Unless known in advance items raised for a decision will appear on the next agenda.)**

Cllr. Gittus reported that the elections were the main focus in the last month and that there had been no major decisions. He welcomed Cllr. Philip Seccombe as the new Police & Crime Commissioner. Cllr. Gittus also informed us that his role as chairman of SDC would be coming to a close in the following week, but that he’d be continuing as a councillor.

Cllr. Gittus reviewed the previous year, highlighting the recent Shakespeare birthday celebrations, and the fact that “Shakespeare” brings in excess of £100m of tourism to the area each year.

The Queen’s 90th birthday celebrations, including the lighting of beacons across the country, was also a major success.

Finally it was mentioned that Stratford’s core strategy consultation has now closed, with it expected to be signed off in July.

County Cllr Horner also reported that it had been a quiet month. He confirmed what Cllr. Gittus had mentioned about the new Police & Crime commissioner. He expects the Fire & Rescue Service to come under this control in the future.

He mentioned that the local Trading Standards Service has launched a new information campaign to warn consumers about the dangers of sharing their personal and financial information in marketing related questionnaires, with consumers not realising how this information may be shared.

Cllr. Horner also informed us that Warwickshire Multi-Agency Safeguarding Hub (MASH) has begun operations from its base in Warwick. The primary focus of the MASH will be on early engagement and providing support to potentially vulnerable children, adults and their families.

It was mentioned that Aston Cantlow would dissolve as a political division and that it would be classified as part of ‘Studley’.

Finally Cllr. Horner informed the council that he was trying to find out further details regarding the recent closure of the E-road, and if the signs were going to be a temporary or permanent fixture.

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

*Planning Application No. 16/00649/FUL Briar Cottage, Shelfield:* Proposed first floor Extension. Permission granted.

*Planning Application No. 16/00654/FUL Fairfield Bearley Road, Aston Cantlow:* Proposed demolition of existing garage and erection of two storey side extension. Permission granted

*Planning Application No. 16/00927/FUL The Olde Barn, Shelfield:* Conversation of store building and part of garage block to two separate holiday lets (resubmission). Pending consideration.

*Planning Application No. 16/00852/FUL Millbank, Mill Lane, Aston Cantlow:* Construction of a three bedroom dwelling. Pending consideration.

*Planning Application No. 16/01041/LBC Meadow Barn, Newnham:*

Replacement of boiler, including installation of new horizontal flue through external wall, in utility room; removal of built-in cupboards and alteration to stud wall arrangement to expose existing Aga flue in office; modernisation and removal of half-partition stud wall, fixed cupboards and immersion tank in main bedroom; modernisation and removal of half-partition stud wall in guest bathroom. Pending consideration.

The following applications were then considered:

*Planning Application No. 16/01070/FUL 18 Chapel Lane, Aston Cantlow:* Single storey rear lean to wrap around extension.

It was understood that the proposed extension, together with previous extensions, would result in just over 30% of additional volume compared to the original building size. Cllr. Gittus reminded us that the core strategy doesn’t just consider this, and also takes into account how appropriate the increase is going to be.

Two relatives of the applicant were attending the meeting and Cllr. Harvey engaged with them during conversations. The neighbourhood plan was queried, with Cllr. Harvey informing the council that a parish plan was being created instead, with a finalised version available soon. It was mentioned that the questionnaire conducted at the end of last year showed a positive reception to the idea of additional houses being built within the AC parish.

The plans for this application were studied by all councillors , with the resulting comments being that it doesn’t impact the area negatively, the house is not within the conservation area, it appears to be in keeping with other extensions, and that there is no environmental impact.

It was recommended that there is no objection to this planning application.

Received after the agenda had been circulated:

*Planning Application No. 16/01006/FUL Pools Barn Farm, Little Alne:*

Change of use of land to residential and conversion of brick/tile barn to ancillary residential accommodation.

Cllr. Berry informed the council that he had carried out a site visit earlier on in the week to understand the application in more detail.

The planning application indicates proposals for use as ancillary residential accommodation. In the conversation with Cllr. Berry, the applicant indicated that the use was intended for meetings/conferences with the windows in the design being high enough to avoid the possible distraction of the children playing outside.

Having studied the plans it appears that the barn is some distance away from the house and this raised the query as to whether it would be suitable for residence use. It was also a concern that this living space would be located within a potentially busy farmyard and the council wondered if this would be suitable for the children it may help to support.

Cllr Harvey proposed that as there is some confusion with the application & its intended use the Parish Council would support the proposals for commercial use but considers it would not be suitable for use as ancillary domestic accommodation and, on this basis, would object to the application. Cllr. Wallis seconded this proposal and Cllr. Berry was in agreement

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

The Clerk will order a bag of sand when she receives the plan Cllr. Wallis is preparing showing direction for the delivery driver and Cllr. Berry agreed to take delivery on a suitably agreed date. Cllr. Wallis has not had time to complete this yet due to other commitments.

PLP Flood Forum: When Cllr. Harvey has prepared the notice it will be posted on the website. Details of a Community Flood Plan have been received from WCC.

Little Alne Bridge: It has been advised that the bridge will be painted white to make it stand out more compared to the existing green colour. Councillors discussed that a future request will be to ask for some priority signs to be installed given that traffic lights are deemed too expensive for consideration.

It was reminded that we should consider applying for a Flood defence grant that could be used for activities such as clearing the ditches. Cllr. Berry will complete an initial draft of the form before forwarding to the other councillors.

An email had been received with regards to the possibility of scattering some ashes at Newnham, with the Clerk asking the county council for advice. The response received said that they could not give permission, yet could not object at the same time. This information has been passed back to the requestor.

**9. Correspondence received:**

- Flood Defence Assistance Grants information and application form.

- Living in Warwickshire survey.

- Invitation to Alcester Mayor Making - 3rd May 2016.

- Invitation to open forum meeting 26th April – Extension to Arden Forest Technology Park.

**10. Insurance Renewal – three quotations received.**

Councillors agreed on an Insurance renewal for a further 1 year with Ecclesiastical for £291. This was deemed the best value for money for the level of cover required.

**11. Annual Accounts of Aston Cantlow Parish Council 2015/16.**

The Income and Expenditure account had been circulated prior to the meeting. This was approved by all and signed by the Chairman, Cllr. Harvey, and the Responsible Financial Officer.

The Annual Governance Statement was approved by all and the Audit Commission Annual Return was duly signed by Cllr Harvey and the Responsible Financial Officer.

**12. Dog bin – Request received for a dog bin to be sited at AL 98 Little Alne.**

Following on from a request from a member of the public, as well as a homemade sign found in the area (reminding dog owners of litter picking) Cllr. Wallis spoke through a pack that had been created on the subject. It informed the council that there were 7 litter & dog bins within Aston Cantlow, but none located outside of this area. It included a map & pictures of the proposed location, as well as considering the option for an existing bin to be relocated, so as to remove the additional costs.

The Clerk informed the council that the existing bins were collected free of charge and that anything new would need to be paid for.

It was also discussed that a litter bin would be preferred because it could be used as a dual purpose bin, rather than choosing a dog bin that could only be used for one thing.

Cllr. Wallis proposed the solution with Cllr. Harvey seconding. The Clerk will place an order with the District council

**13. Number of Councillors.**

Cllr. Berry spoke about the issue of only having the minimum number of councillors and what we should do about this as a group. It was decided that we should put another notice in the Vine, on the notice board, and on website.

Cllr. Berry will also ask the club to put a message in their weekly email.

Cllr. Harvey will draft a notice to put on the website & notice boards.

**14. Standing Orders review:**

Cllr. Harvey has completed the final draft of the standing orders following input from all councillors. It was proposed by Cllr. Harvey that these be adopted, seconded by Cllr. Berry and agreed by all.

**15. Parish Plan Update – Progress report on final draft plan:**

There has been a delay in producing the final draft as one of the group suffered an accident in the last few weeks. The council wish her a speedy recovery, with the other Parish plan member aiming to collect an update so that it can be completed in the meantime.

**16. Payment of outstanding invoices:**

Mrs. G. Comfort (Internal Auditor) £ 75.00 (200460)

Aston Cantlow Village Hall Committee £ 13.00 (200461)

Colemans Office Supplies £ 50.59 (200462)

WALC Membership £156.00 (200463)

Came & Co. (Insurance) £291.04 (200464)

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

Items for the next agenda:

Parish council Activities review

Discussion for use of a defibrillator

Section 137 grants

**18. Date of next meeting:** 9th June 2016. Ordinary Parish Council meeting.

No further business – Chairman closed the meeting at 9.15 p.m