**MINUTES OF THE PARISH COUNCIL MEETING**

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

**ON THURSDAY 12th OCTOBER 2017 – NO. 93.**

1. **Record of Members Present:**

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

**2. Apologies:**

County Cllr. Rickhards and District Cllr. Gittus

**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 14th September 2017.**

These were approved by all Cllrs. and signed by Cllr. Wallis.

**5. Public Participation:**

Ms. Edkins, Secretary to the Village Hall, advised that a grant application has been submitted for a small grant from the County Cllrs. Grant Fund to purchase a new floor polisher. She thanked the Cllrs. for their support for this application.

 Ms. Edkins also reported a pothole in Bearley Road on the left approaching Homelea Farm from the village centre. Cllr. Wallis mentioned a pothole on the right beyond Homelea Farm and Cllr. Berry said some are developing again in Mill Lane.

 Mr. Collins from the Green Lane Association was attending to hear the latest position relating to the E5341.

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

 County Cllr Rickhards had no specific report to pass to us but confirmed he has been pressing the case on the E5341 issue.

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

  *Planning application No. 17/01901/FUL* 3 Holyoake Cottage, Little Alne: Retrospective consent for the erection of a summer house. Permission granted.

*Planning application No. 17/02467/FUL* Badbury Hill Barn, Shelfield: Erection of dwelling for equestrian worker (Racing Yard owner) along with the erection of a garage and creation of vehicular access. Application withdrawn.

The following application was then considered:

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

After some discussion it was proposed by Cllr. Harvey and seconded by Cllr. Wallis that the following response should be submitted. All other Cllrs. were in agreement.

Aston Cantlow Parish Council would recommend approving this application providing it meets all the criteria in the Class Q agricultural buildings to dwellinghouses legislation, and the design and finish of the proposed conversion are in keeping with the surrounding buildings and hamlet of Newnham.

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

 All progress is reported in the relevant agenda items.

**9. Correspondence received:**

- Temporary closure of Wilmcote Lane 25th – 27th October

 Received after the agenda was circulated:

 - Advisory of Budget capping and disqualification criteria consultations.

 - Report of damaged Aston Cantlow village sign in Bearley Road near the junction with Salters Lane, Sunnyside nameplate propped up against the wall, black & white markers needing attention at the point where the B4089 connects with Salters Lane.

 A request received from a resident that a polite letter be sent to the residents who regularly park on the grass area and footway in front of the row of cottages adjacent to Chapel Lane. Cllr Harvey felt this was not advisable as the majority of those parking issues are connected with the ongoing neighbour dispute and that is not a matter for the Parish Council to resolve. The Parish Council was also previously advised by WCC that parking on a grass verge is not against the law. The Clerk did point out that she understands one car parks on the footway which is an offence and could be reported to the police. The Chairman felt, with the agreement of the other Cllrs., that the resident could do that himself.

**10. Parish Plan status:**

 The changes suggested by Fiona Blundell, Policy Planner, SDC were fairly minor and Cllr. Harvey has completed them and returned the

 Plan to her. The outstanding matter is the Action Plan and Ms Blundell is keen that it has dates attached to each action.

 Cllr. Harvey feels this is something that needs reviewing in more detail and can be done via email to be agreed formally at the next meeting.

 **11. Reports from Member Training Sessions :**

 Cllr. Harvey attended a Community Safety Training Workshop based on current crime trends. A report is attached on page 6.

 Cllr. Berry attended a Social Media Workshop and his report is attached on page 7.

 **12. E5341 update:**

 No definitive response had been received to the question of whether the lane is to remain closed now the official closure notice has expired, or whether it is actually now open to vehicles.

 Cllr. Rickhards is pursuing the matter on our behalf.

 **13. Draft Communications & Community Engagement Strategy status,**

 **including Social Media:**

Cllrs. comments have been noted and will be incorporated in the document. Cllr. Harvey proposed that this document now be adopted. Seconded by Cllr. FitzGibbon and agreed by all.

Social Media: Cllr. Berry agreed to send a proposal document to all Cllrs. for consideration at the next meeting.

**14. Lengthsman scheme:**

Cllr. Harvey proposed that the rates quoted by the contractor be accepted. Cllr. Wallis seconded this proposal and all were in agreement. Cllr. Berry asked all Cllrs. to bring a list of items they feel need attention to the next meeting

**15. Defibrillator progress report:**

The Clerk confirmed that the electricity was disconnected by Western Power and they are responsible for re-connecting as and when we are ready. The re-connection will have to tie in with when an electrician is available to connect the Defibrillator. Cllr. Berry has approached two electricians and is awaiting their quotes.

 He will also be looking into arrangements for training in the use of a defibrillator.

**16. Website:**

Cllr. Harvey had circulated a draft specification for the website upgrade and asked Cllrs. to insert their comments accordingly. She suggested that we should look to getting quotes in November with a view to upgrading in January next year.

**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

Revised Standing Orders

Assets survey

**19. Date of next meeting:** 9th November 2017.

No further business – Cllr. Harvey closed the meeting at 8.45 p.m.

For information only

The following payments were made between meetings:

WALC Member Training £ 35.00 BACS

Grant Thornton (Audit) £ 120.00 BACS

Aston Cantlow Village Hall 8.25 BACS

Programme for Community Safety Training Workshop

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| **Karin Stanley, Governance & Community Safety Manager** **Police Safer Neighbourhood Inspector****The “level of crime” and current crime trends** – Understanding current crime trends. The Residents’ Survey identifies the ‘level of crime’ as continuing to be the most important factor for residents and young people in the District. In January 2017 residents were asked to prioritise spending against Council services; Crime Reduction & CCTV came out as the top priority, with 32% wanting to see an increase in service. |
| **Lucy Lambert and Bob Church, Rural Crime Coordinators****Tackling crime in rural areas** – over 70% of our District is rural – find out what our Rural Crime Co-ordinators have and can do to support your rural communities; help us to understand your current issues and suggested priorities for 2018/19 |
| **Paul Greewal and Kully Deol, Anti-Social Behaviour Officers****Anti-Social Behaviour** – what it is and what we can do about it? examples of how Council officers have tackled ASB in the District; the challenges; and help us to understand the current issues in your community. |
| **Stuart Danskin, CCTV Supervisor****CCTV** – a rare opportunity to get a glimpse into this service – how the Council’s team work to prevent and detect crime and disorder and look out for those who are vulnerable. Examples from across the District including use of our new mobile CCTV equipment; understand what we can and can’t do; plus the opportunity to book a visit to the CCTV Control Room. |
| **Alex Charles Williams and Alex Gloster, WCC****Cyber Crime and Business Crime** –meet the Cyber & Business Crime Advisors, employed by WCC, hear about what they do and get top tips to share with your communities. |

My overall takeaways from  this event were that the majority of items in the survey related to areas where we already are aware of such as Alcester near the Tesco Express / Playground, Bidford behind the supermarket and  in Stratford in particular locations.  Whilst the overall survey was interesting there was nothing specifically on focused on our own area at all that would be relevant to us taking any action.

The rural crime initiative was interesting in that it pushed home the message that we all have a duty to take care of our properties given the difficult of policing rural areas.  So keeping sheds and garages closed and locked- using outdoor lighting and so on  - the general things that we would all probably be aware of – No major takeaways from this group – other than to say that we need to be vigilant individually and share crime reports perhaps to the community via the website.

Cyber crime whilst interesting again was not relevant to us as a council – especially given our website is hosted by SDC and would come under their governance.

Useful to hear all this information out of interest – and to keep up with trends – but no actions for us as far as I am concerned.

Report on the Social Media workshop.

Subjects covered;

* What messages are appropriate /inappropriate
* Use Social media as part of your overall communications strategy
* Consider what image you want to portray through social media
* Importance of planning
* Consider which platform is most appropriate i.e. Facebook , Twitter, Instagram, YouTube, Flickr,
* How to use Facebook & Twitter
* Facebook pages and groups, surveys.
* Facebook settings
* Linking Facebook and Twitter accounts
* Having a nominated manager/admin of the social media accounts
* Use of photographs
* Key risks
* Summary

Be customer focussed

Be flexible

Be proactive

Be creative

Be prepared

Overall the course was a basic introduction to Social Media mostly aimed at current non users so I found it of limited use. There were however some aspects of Facebook that I was not aware of which may be useful if we decide to use Facebook e.g. setting up Facebook groups and also using it for surveys.