**MINUTES OF THE PARISH COUNCIL MEETING**

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

**ON THURSDAY 13th JULY 2017 – NO. 91.**

1. **Record of Members Present:**

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

Part meeting: District Cllr. Gittus

**2. Apologies:**

Cllr. Berrywho is attending his son’s graduation and County Cllr. Rickhards who is presenting awards at the Fire Service Awards evening in Leamington.

**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 8th June 2017.**

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

**5. Public Participation:**

The members of the public were attending as observers.

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

 Cllr. Rickhards sent details ahead of the meeting of the forthcoming

 County Councillor Grant Scheme being launched on 17th July for allocation to community and voluntary organisation for small scale projects within his division.

 District Cllr. Gittus mentioned that Warwickshire County Council is proposing new ways to offer services and support to children and their families, and in particular children under 5, the object being to save £1.12m from the council budget. Cllr. Gittus is also disappointed to say the he has not seen any benefits of joining the combined authority and none appear to be forthcoming.

 Cllr. Harvey thank Cllr. Gittus for attending.

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

 3 Holyoake Cottage, Little Alne: Mr. Bellamy attended the premises and found that due to its position and overall height the building does not fall within permitted development rights.

 He will be writing to the owner to invite a retrospective planning application or to relocate the summerhouse so that it fits within permitted development requirements and will update us accordingly.

 *Planning Application No. 17/01692/FUL* Telephone box Bearley Road, Aston Cantlow: Install a Defibrillator in the phone box which will be accessible by members of the public. The Defibrillator will be located in a lockable metal cabinet. The application was submitted by the Parish Council and no representation will therefore be made.

 *Planning Application No. 17/01540/FUL* High Bank Farm, Shelfield Green: Frist floor rear extension above existing day room (revised scheme following refusal of planning application 17/00318/FUL on 30/03/2017). Pending consideration

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

 Footpath between the rear of the Club and **t**he Orbit Heart of England bungalows: Mr. Lee Booth-Radford has not yet provided an update.

 E5341: A meeting has been arranged on 25th July between John Gregory, Senior Solicitor, County Council Legal Services, the Rights of Way Officer, Marion Borman, and Cllr. Harvey.

**9. Correspondence received:**

- Consultation on Site Allocations Plan – Preparation of Built up Area Boundaries for Local Service Villages. The Councillors had no comments to make.

 The following notification was received after the agenda was issued and circulated to Cllrs. ahead of the meeting:

 - Consultation on Draft New Code of Conduct for Councillors. Councillors had not specific comments to make and confirmed that they would be happy to adopt this revised code.

**10. Parish Plan status:**

 Fiona Blundell is now SDC’s liaison for all Parish Plans and as such is responsible for assisting us in finalising the Parish Plan. She has returned the plan to Cllr. Harvey with various suggested changes. Cllr. Harvey will review it and circulate to all Cllrs. for comment.

 WRCC have kindly offered us a grant based on a quotation for printing a copy of the final plan for each household.

 **11. Draft Communications & Community Engagement Strategy:**

All comments made by Cllrs. will be incorporated into the document, a final draft will be circulated and it was agreed that this can be adopted via email.

 The suggestion of using social media put forward by Cllr. Berry will be discussed at the next meeting as he was unable to attend this evening.

**12. Lengthsman scheme:**

Koelman Groundworks attended the training by Warwickshire Highways on 30th June so are now ready to undertake work for us. Cllr. Berry has requested information from the contractors on rates for the types of work that have been identified. One this is available Cllr Berry will put forward a proposal for some work to be undertaken

**13. Defibrillator progress report:**

Cllr. Berry has taken delivery of the Defibrillator and Cabinet and has contacted two electricians to obtain quotes for the connection charges. Currently there is uncertainty about the location of the electrical supply and Cllr. Berry has contacted B.T. for clarification. A decision is still awaited on the planning application for change of use for the kiosk.

**14. Website:**

Cllr. Harvey is halfway through drafting a scope of work to send to James Cushing, plus two other website designers for quotations. The Clerk recommended Alison Gregory who has recently created a new website for Haselor Parish Council

**15. Payment of outstanding invoices:**

 There were no outstanding invoices for payment.

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

Items for the next agenda:

Communications & Community Engagement Strategy including Social media

Lengthsman Scheme update

Defibrillator update

Website update

Parish Plan update

**18. Date of next meeting:** 14th September 2017.

No further business – Chairman closed the meeting at 8.15 p.m.