**MINUTES OF THE PARISH COUNCIL MEETING**

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

**ON THURSDAY 14th SEPTEMBER 2017 – NO. 92.**

1. **Record of Members Present:**

Cllr. Wallis, Cllr. FitzGibbon, Cllr. Berry and five members of the public.

Part meeting: District Cllr. Gittus and County Cllr. Rickhards.

In the absence of Cllr. Harvey, Cllr Wallis was acting Chairman.

**2. Apologies:**

Cllr. Harvey, Chairman.

**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 13th July 2017.**

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

**5. Public Participation:**

Local residentsMr. Evans, Mr. Harris Senior, Mr. Harris Junior, plus Mr. Collins from the Green Lane Association have an interest in the E5341.

 The following update had been received from Mr. Gregory, Senior Solicitor, WCC and copied to residents of Newnham and Mr. Evans.

 Ms. Borman, Rights of Way Definitive Map Officer, has now managed to review the relevant documents held by the Council. Her conclusion is that there is no evidence before her that shows that the E5341 carries vehicular rights. Rather, it appears that the E5241 is a bridleway which, as you are aware, means that people have the right to travel along it on foot and on horseback, but not using motorised vehicles.

 Of course, should evidence come to the Council’s attention to show that vehicular rights do exist, then this view could change. At present however, because the Council is of the view that there is no right to drive vehicles along the route, it follows that there is no requirement for a Traffic Regulation Order to be made in order to suspend such a right.

 Ms. Borman is considering what action should be taken in order to prevent vehicles from being driven along the route and will update us in due course. However, it is possible that some form of physical barrier will be appropriate.

 Residents were heartened by this report and appreciate that we now have to wait for a further update from the County Council.

 Mr. Collins had been following the account of recent incidents through the parish council minutes on the website. His intention had been to aim at some sort of agreement whereby the E5341 would be closed to vehicles for the worst of the winter months but then back in use the rest of the year, that of course being before he was aware of the current update from Ms. Borman. Mr. Collins said that if the final decision is to prevent vehicles from driving along this route then so be it but he felt the Green Lane association would contest it.

 Mr. Evans requested that if the E5341 is to be permanently closed to vehicles we ask for some proper metal signs saying no vehicles to be attached to the existing posts. Cllr. Rickhards reminded us that he has a delegated budget if funding is required for signs.

 Just prior to leaving Mr. Evans mentioned the poor state of the public footpaths in the parish, some of which are very overgrown, and asked if we can make some arrangements to have these attended to. Cllrs. Berry & Wallis agreed that certain ones need attention and Cllr. Berry offered to have a word with Mr.Turney about those on his land in Little Alne. Both Cllrs. agreed to put together a detailed list of footpath issues.

 District Cllr. Gittus said that he had been involved in obtaining equipment for a voluntary group in Oversley Green to look after the public footpaths there and wondered if this might be something we could do.

 Ms. Edkins, representing the village hall committee, asked whether the Chairman of the village hall had been in touch but the Clerk had not received any communication from him. She also requested an update for the Parish Plan and unfortunately, due to the Chairman being absent, we were not able to provide one.

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

 District Cllr. Gittus advised that Alcester Town Council had taken part in the consultation about children’s centres and is very critical about the proposals to close them even though there would still be one in Alcester.

 Community Infrastructure Levy: SDC has received the final report from the Planning Inspector and it has to be considered by the full Council. The training originally planned for October is now likely to be deferred until early in the New Year.

 Cllr. Gittus advised that the Core Strategy is still working but there are difficulties finding a five year land supply.

 Regarding the Badbury Hill Barn planning application, Cllr. Gittus has been rather cautious and made no comment either way at present. He is hoping to obtain a guide from the Case Officer.

 County Cllr Rickhards reminded the Council that the closing date for applications for a share of the County Councillors’ Grant fund, is 9th October 2017. This fund is aimed at community and voluntary organisations.

**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. Pending consideration.

 *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. Permission granted

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

The following application was then considered:

*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.

Cllr. Berry proposed that a site visit would be beneficial and due to time restrictions the Clerk agreed to arrange a visit, if possible, for either Monday or Tuesday evening at around 6.30 p.m.

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

 All progress is reported in the relevant agenda items.

**9. Correspondence received:**

- Invitation from the Chairman and Consort of WCC to Open Evening & Reception on 16th September 2017

 - Member Training – Community Safety Workshop 21st September 2017.

 - Cllr. Rickhards issued information about Members Delegated Budget 2017/18.

 Received after the agenda was circulated:

 - Stratford District Member Training: using social media for community engagement on 5th October 2017. Cllr. Berry asked the Clerk to register him for this workshop.

**10. Parish Plan status:**

 No update available.

 **11. E5341 update following meeting with WCC Solicitor and Rights of**

 **Way Officer:**

 This was provided under agenda item 5, Public participation.

 Cllr. Rickhards had made representation on our behalf and will continue to support us.

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

 **including Social Media:**

The final draft of the document is yet to be circulated for approval.

Social Media will be discussed at the next meeting following Cllr. Berry’s attendance at the District Council Member Training session.

**13. Lengthsman scheme:**

Cllr. Berry had a meeting with the contractor last evening and provided details of his proposed rates. Once these have been considered, and if acceptable, Cllr. Berry proposed we wait a couple of months until vegetation dies back before starting any work unless there is an emergency. In the meantime it was agreed that Cllrs. would start a list of works they feel should be carried out.

**14. Defibrillator progress report:**

Planning permission has been granted for the change of use of the phone kiosk. Cllr. Berry asked an electrician to provide a quote for fitting the defibrillator and cabinet but it transpired the power cable has been pot ended above ground level and the fuse box removed so he was not able to progress the matter. The representative at BT payphones was going to investigate.

 In the meantime the Clerk had been in contact with the unmetered supplies department at Western Power Developments on another matter and suggested perhaps, with Cllrs. agreement, she could make contact with them tomorrow to try and sort out the next step. This offer was accepted.

**14. Website:**

No update available.

**15. Payment of outstanding invoices and re-visit BACS payment limit:**

 D. G. Watt (Millenium plaque) £1,4400.00 (200488)

 The BACS payment limit is currently set at £300.00 and the Clerk asked if the limit could be raised as it is likely we will be having bigger bills to pay in the future. The Clerk suggested that any invoice over £300.00 must be approved by email by the Cllrs. before payment is made. Councillors were in agreement with that arrangement and an amendment form was duly signed in line with the rules of the Bank mandate.

**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

Reports from Member Training sessions.

**18. Date of next meeting:** 12th October 2017.

No further business – Cllr. Wallis closed the meeting at 9.00 p.m.

For information only

The following payments were made between meetings:

Aston Cantlow Village Hall £ 8.25 BACS

Aston Cantlow Village Hall 5.50 BACS

Cllr Wallis event expenses 51.05 BACS

WALC Member Training 35.00 BACS

SDC bin emptying 126.90 BACS