

Minutes of Ordinary Meeting of Avon Dassett Parish Council Monday 12th December 2016, 7.30 pm at The Reading Room.

The meeting commenced at 7.30pm.

1. APOLOGIES: Chris Williams (attendance at planning meeting).
Present: Trevor Gill, Mike Blakeman, Darrell Muffitt, Martyn Heard.
Public: Peter Biddleston, Candy and John Cegg.
2. DECLARATION OF INTERESTS: Trevor Gill: Declaration of interest on planning application 16/03070/FUL
3. CONFIRM MINUTES OF LAST MEETING: Accepted by the Councillors, Signed and dated by Trevor Gill.
4. QUESTIONS FROM THE PUBLIC: The members of the public present requested to ask their questions during the presentation of agenda items. The Chair of the meeting agreed to this request.
5. MATTERS ARISING:

Community

- a) Burial Ground: Nothing to report.
- b) Community Policing/Neighbourhood Watch: There have been reports of burglaries further afield. Residents are encouraged to ensure their properties are secure.
- c) Playground – Trevor Gill confirmed that the regular inspections have been ongoing. A review has taken place of the RoSPA inspection report with no urgent matters identified. A further review will be undertaken in the Spring 2017.
- d) Superfast Broadband: Trevor Gill has spoken to the CSW project in respect of the lines in the village that are connected direct to the exchange. He has suggested that as there is an active box in the village, an alternate solution could be to re-route the exchange only lines via the new active box. It has been established that the box has capacity. A response is awaited on this and will be communicated via the communications website.

Peter Biddleston asked about connections and the timescales on the phases of installation. Trevor Gill said that he understood that Phase 4 would take place next year. Peter Biddleston, Candy & John Cegg confirmed that broadband service has been very poor recently.

- e) Post Office: The Post Office has reopened in the Reading Room but the computer connection has not been working, so no post office services have been available. The Parish Council has been actively seeking a resolution to the problems so that the service will be available.
- f) Village Communications: Darrell Muffitt confirmed that the December issue of the Compton Chronicle is a double issue.

A couple more people have joined the communications database. Trevor Gill had spoken about the database at the recent Plunkett Foundation workshop. Delegates have asked for information on this matter. The meeting supported sharing the establishment of a database with The Plunkett Foundation and delegates and TG will progress this. **ACTION: Trevor Gill prepare a paper on the use of Mail Chimp as an aid to communications and then to circulate it to interested parties.**

- g) The Avon Pub: Darrell Muffitt gave an update. The pub is still for sale. It is registered as a Community Asset until January 2020. The owners of the pub had sought an exemption on the ACV order on the basis of their claim that it was being sold as a going concern. ADPC queried this and submitted information outlining the definition of this from accountants and

auditors. This was conceded by the Head of Technical and Community Services. The owners then asked for a site visit to prove that the pub was a going concern. The Head of Technical and Community Services subsequently agreed to the owners claim that the pub is a going concern. The Parish Council continues to dispute this. The sale price is £425,000.

The Parish Council is about to send in the membership form for The Plunkett Foundation and has obtained a bursary. A meeting has taken place with The Plunkett Foundation's advisor who has provided information on community ownership of the pub. Trevor Gill attended a recent workshop. The Plunkett Foundation recommended the Parish Council make representation to the local MP. It was agreed to contact Jeremy Wright MP. Proposed: Mike Blakeman, seconded by Darrell Muffitt, unanimous. **ACTION: Trevor Gill to write to Jeremy Wright regarding The Avon Pub.**

A research visit to a community owned pub is being considered.

A community bid is being formulated to submit a bid based on pledges received and submitted to Sidney Phillips, agents for The Avon pub.

Mike Blakeman confirmed that there have been a number of viewings and a couple of bids.

- h) Christmas Gathering: 18th December at St John's Church.
- i) BT Phone: The payphone outside The Reading Room has been the subject of a consultation in respect of usage. The phone has not been used for some time and it is therefore very likely that it will be removed by BT.
- j) Defibrillator: Trevor Gill confirmed that information is being sought from the local Ambulance Service about which makes they support. Several suppliers are being spoken to about this the provision of a machine.
- k) Snow Warden training. Darrell Muffitt confirmed that the Snow Warden, Phil Baxter is seeking to establish what training is available to him in this role. **ACTION: The Clerk will contact the Council to establish what training is available and when it will be given.**

Roads: Traffic, Roads and Drains (HGV Traffic). Trevor Gill has spoken to Patch Byrne about several aspects, including the sweeping of leaves from the road and pavement. The leaves have been cleared by a contractor on behalf of Bitham Hall, on one occasion. John Cegg commented that there has been a change in the management of Bitham Hall and that he is challenging the principle of Bitham Hall clearing the leaves from the pavement on Church Hill. He commented that it is therefore unknown if or when the Bitham Hall contractor will undertake this work again. The Parish Council commented that it was grateful for the clearing of the leaves which had taken place as members of the public had complained about this and that it is an ongoing problem at this time of year, affecting pedestrians using the pavement. They requested to be kept informed of the decision of Bitham Hall as to whether it would continue to clear the leaves, as indicated in an earlier email.

The B4100, 50 mph limits will come into place in December, when the signage is installed.

Trevor Gill wrote to Debbie Poynton regarding extending the 30 mph limit but heard that there was no basis for this because there are no houses on this stretch of road. The Parish Council continues to try to progress this matter.

Environment/Maintenance

- l) Green areas (including condition of verges): Nothing to report.
- m) Reading Room: Trevor Gill has spoken to Western Power about the relocation of the electricity cable in the RR in order that the final window can be installed. Trevor suggested that a review of proposed work and usage of The Reading Room is required. Trevor & Martyn to meet to discuss.

Work is needed to tidy up the areas at the front of The Reading Room. It was agreed that the shrubs etc will be removed, hard standing installed and pots put down. Consideration will be made for the installation of a bench outside the Reading Room.

ACTION: Trevor Gill and Martyn Heard to meet and discuss a way ahead on the use of the Reading Room.

Communication/Administration

Training: CiLCA training for the Clerk was discussed and approved at a cost of £350 (with £100 reimbursed upon completion)

AVG Pro annual renewal has been undertaken at a cost of £39.99. The Clerk went on to outline the IT support provided by HP for both hardware and software at £60 for a further 2 years, once the initial 12 months cover expires. It was agreed that the Clerk investigate this option with a view to taking up the additional cover. **ACTION: Clerk to enquire about extended warranty for the ADPC laptop.**

5. COUNCIL REPORTS

County Councillor's Report: Chris Williams

1. **Personnel** – Jim Graham, the Chief Executive of Warwickshire County Council, has announced his retirement to take effect on 5th February 2017, the day after the Budget setting process. There will be no replacement until after the May 2017 elections for County Councillors and whichever party has the majority will select the new Chief Executive to the County Council.
2. **Finance** – The Conservative Group have announced their proposals for the next financial year regarding budgetary predictions. There is disappointment that the Chancellor of the Exchequer did not allow for any additional funding for the care of the aged which in Warwickshire instance accounts for 40% of the budgetary expenditure. It is proposed to increase Council Tax by 1.99% together with an additional 2% which will be ring fenced towards care for the aged. This proposal will require government support as was given last year. I can confirm that there will be no cuts to the Fire Service and no closures of any Fire Station. The proposals will be debated at the Annual Meeting of the Council on 2nd February 2017.
3. **Highways** – A review of the new dual carriageway between M40 and Jaguar Land Rover will commence in January. This is to allow the new system to become recognized by users and already there has been a noticeable reduction in drivers using short cuts through local villages.
4. **Gaydon/Lighthorne Heath proposals** – There will be an exhibition in Lighthorne Heath Village Hall on Tuesday and Wednesday 13th and 14th December between 2:00 and 7:00 p.m. It is advertised as an invitation to attend a Public Exhibition on B4100 Banbury Road scheme. In essence, the road scheme is to help connectivity between Lighthorne Heath and the new community. It is expected that full planning application for the improved scheme will be submitted in 2017. It is hoped that this event will allow visitors to view, discuss and comment on the draft proposals.

There was no report from District Councillor Bart Dalla-Mura who had confirmed his resignation from the District Council via email to Trevor Gill, the previous week.

7. CORRESPONDENCE – Paper copies circulated at meeting. Emails circulated prior to meeting.

8. PLANNING (Declarations of interests):

Extraordinary Planning Meetings: 24.10.16: 16/03109/FUL Orchard End: Comment: No Representation.

15.11.16: 16/03070/FUL Old Orchard House: Comment: Object.

16/03070 FUL Old Orchard House, amended plans for comment by 19th Dec 2016. A further report had been prepared and attached with a recommendation for no representation. Proposed: Mike Blakeman, seconded: Martyn Heard.

The Parish Council noted that the documentation associated with the application remains incomplete on the website. The Clerk had to chase up the details of the amended plans as they were not listed on the original email. **ACTION: Mike Blakeman to write to the Head of Planning and list the issues being encountered with the Planning Department.**

16/03843/DDT Dead/Dangerous Tree Notification, Bitham Hall.

9. FINANCIAL STATEMENT

Appendix A: FINANCIAL STATEMENT December 2016, Avon Dassett Parish Council:**Balance at close of business 30.11.16**

Current Account	£ 8,339.62
Savings Account	£ 7,349.66* Ring fenced funds and interest received.

Bank Transactions

<u>Current Account</u>	<u>Chq/SO/DD/TRF</u>	<u>In</u>	<u>Out</u>
7 Nov N power	DD		23.00
8 Nov SDC Mowing repayment	TFR		2,338.05
9 Nov WALC	001392		76.50
17 Nov C. Sabin	TFR		480.00
17 Nov Royal British Legion	TRF		50.00
18 Nov C. Sabin	TFR		1,000.00
22 Nov Clerk Salary (Nov)	TFR		291.43

<u>Deposit Account</u>	<u>In</u>	<u>Out</u>
09 Nov	Interest	£0.30

<u>Payments Authorised from mtg</u>	<u>Cheque No</u>	<u>Amount</u>
12 Dec J. Sheriff	Coffee Nov 1393	£ 12.14
12 Dec H. Hide-Wright	AVG Pro (PC Laptop) TFR	£ 39.99
12 Dec H. Hide-Wright	Expenses (Nov) TFR	£ 12.90
12 Dec H. Hide-Wright	Core Strategy Doc. TRF	£ 25.00
12 Dec D. Hicks	Restocking flower tubs 1394	£116.00
<u>Total Expenditure</u>		<u>£206.03</u>

Financial Statement summarising Windows for Reading Room.

December 2015 Quotation for £5,555 accepted by ADPC for manufacture of windows and painting.
Installation cost of £1,480.00 separate cost for billing purposes.

<u>Date of Invoice</u>	<u>Gross Amount</u>	<u>Net Amount</u>	<u>VAT</u>	<u>Source of funding</u>
18.6.16	£1,464.00	£1,220.00 A	£244.00	Grants to ADPC (Ring Fenced Funds)
4.7.16	£1,464.00	£1,220.00 B	£244.00	Grants to ADPC (Ring Fenced Funds)
30.9.16	£2,362.32	£1,986.60	£393.72	Grants to ADPC (Ring Fenced Funds)
12.10.16	£1,480.00		Nil	Grants to ADPC (Ring Fenced Funds)

Transfers from Ring Fenced Funds

5.7.16	£1,220.00 A
12.7.16	£1,220.00 B

New Balances for Ring Fenced Funds:

Neighbourhood Watch	£ 185.00
St John's Steps appeal Funds	£ 359.74
I.T. (& Bank Interest)	£ 289.92
Play area lease grant from AD Fete Committee	£ 200.00
The Reading Room	£ 3,560.00
Playground (from fete committee)	£ 250.00
Ring fenced Parish Plan/RR Refurbishment	£ 2,000.00
Open Gardens	£ 230.00
Burial Ground	£ 275.00
<u>Total</u>	<u>£ 7,349.66</u>

Budget and precept 2017/18. A draft budget was circulated and agreed. Appendix 1.

10. MEMBER REPORTS: Darrell Muffitt spoke about re-paving the area around the War Memorial to make it even. It was decided to seek two quotes for the work. **ACTION: Darrell Muffitt to seek quotations for the work on the area around the War Memorial.**

Darrell Muffitt asked about the Seniors Lunch. Trevor Gill confirmed that the Fete Committee decided that the future of the Senior's Lunch will be discussed at a future committee meeting.

Darrell Muffitt noted that the land behind the Reading Room is for sale.

Trevor Gill relayed a request from Warwickshire CC regarding reformulating the Emergency Plan. **ACTION: Trevor Gill to seek clarification on the areas for review.**

Trevor Gill confirmed that the Fete Committee will donate to Dogs for Good and a Cancer charity, in memory of the Wallaces'.

11. DATE OF NEXT MEETINGS: No meeting in January, 6 Feb, 6th March, 3rd April, 8th May, 5th June, 3rd July, 7th Aug, 4th Sept, 2nd Oct, 6th Nov, 4th Dec.

The meeting closed at 9.00pm.

PLANNING APPLICATION 16/03070/FUL (Amended)
Old Orchard House Dasset Road Avon Dasset CV47 2AY

Summary

- ! The amended application is for the construction of a detached timber garage with a ground floor office to replace the existing garage. The replacement of an existing conservatory with single storey rear extension. The installation of new windows to the first floor to the side elevation and a new porch to the front.
- ! As previously stated, the initial information provided was lacking in certain details. There were no drawings showing the existing garage elevations. Additionally, there were no "streetscene" drawings provided showing the relationship of the proposed new garage and the existing house and more importantly the relationship to the adjacent listed property. The Block Plan drawing did not show the garage block.
- ! Additional amended drawings have now been provided showing the revised proposals, however, two of the drawings on the E Planning Website remain incorrect and the Planning Notification description of the proposal is incorrect as this still refers to an "office over" the garage.
- ! A Heritage statement has now been provided although a Design and Access Statement is still referred to on the planning application form.

Observations

- The majority of the alterations to the main residential building are to the side or rear of the property
- The extension to the main building comprises of the replacement of an existing glazed conservatory with a larger ashlar stone clad flat roofed extension with full height timber sliding folding timber doors to the south west elevation
- The existing garage is a rather ugly prefabricated concrete panel construction
- The replacement garage is a larger footprint than the existing building but is now a storey timber clad construction with a ground floor.

Conclusions

- It is somewhat surprising that the application was originally registered by SDC when the information provided was incomplete.
- The E Planning website remains inaccurate with the original "Streetscene" drawing still listed as a current drawing along with the new "Streetscene" drawing. Additionally, drawing S728-002 Block Plan still does not show the garage block.
- The alterations and extension are generally sympathetic and the materials used are in keeping with the main building
- The design of the garage block is now more in keeping with the adjacent buildings. The height of the proposed extension has been reduced and will now have less of an impact on the adjacent listed building (The Thatches). In my opinion the impact would have been further reduced if the gable end fronting the Thatches had been hipped.

Recommendation

The original objection is withdrawn and no representation is now made on the basis that the revised garage block is a much more acceptable solution.

Mike Blakeman
Vice Chairman, Avon Dasset Parish Council
09 December 2016

AVON DASSETT PARISH COUNCIL			
	2016 - 2017	2017 - 2018	
	Budget Figures	Budget Figures	Variance
Receipts			
Precept	11,100	13,050	1,950
Bank Interest	-		-
Burial Ground	-		-
Grants	-		-
Hire of Reading Room, car park etc	-		-
Miscellaneous	-		-
Miscellaneous - Electricity Refund Reading Room	-		-
Miscellaneous - Funds From Village Functions	-		-
Mowing Refund From Stratford District Council	-		-
SDC hire of Reading Room for Election	-		-
VAT Reimbursement	-		-
TOTAL RECEIPTS	11,100	13,050	1,950
Payments (Annual expenses)			
Reading Room			
Reading Room: Cleaning	165	180	15
Reading Room: Electricity Supply	600	300	300
Reading Room: Maintenance	1,400	1,000	400
Reading Room: Rates	100	100	-
Total Reading Room	2,265	1,580	685
Administration			
Staff costs:			
Clerk's Pay	3,250	4,000	750
Administration expenses	470	470	-
ADPC Training	100	250	150
Audit Fees	200	200	-
Data Protection	-		-
Election Fees	-		-
Councillors' expenses	-		-
WALC subscriptions	100	100	-
Insurance	935	600	335
Total Administration	5,055	5,620	565
Village Maintenance			
Street Light Maintenance	-		-
Street Light Electricity Supply	892	750	142
Village Gardening, Mowing	1,800	2,500	700
Tubs Etc	-	250	250
Total Utilities	2,692	3,500	808
Playground			
Playground Lease		100	100
Playground Equipment and Repairs		250	250
Playground General Maintenance	150	250	100
Total Playground	150	600	450
Communications & IT Expenditure			
Website	800	400	400
Communications & Surveys			-
IT Software & Hardware		200	200
Total Communications & IT Expenditure	800	600	200
Miscellaneous			
Coffee Morning Expenses & Xmas Gathering	138	150	12
Other - Section 137			-
Community Projects		1,000	1,000
Total Miscellaneous	138	1,150	1,012
Total Payments	11,100	13,050	1,950

Coffee Morning 2/11/2016		73
Cherry Madonna	1.00	
Angel Slices	0.89	
Cheese Buns	5.50	
Fresh Milk	0.75	
McVities Cake	1.00	
Cheese Cakes	13.00	
Total	22.14	

Terms and conditions apply,
please see website for details.

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Discount GBP:						-8.33
Subtotal GBP:						33.33

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Total VAT GBP:				6.66
Total GBP:				39.99

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Clerk Expenses: November 2016

<u>Month</u>	<u>Phone</u>	<u>Mileage</u>	<u>Stamps</u>	<u>Misc</u>
Nov	£ 7.50	£ 5.40		
<u>Total</u>	<u>£12.90</u>			

Avon Dassett Parish Council

From: cashiers@stratford-dc.gov.uk
Sent: 07 December 2016 14:13
To: avondassett.clerk@googlemail.com
Subject: Stratford-on-Avon District Council Online Payment

Thank you!

Thank you for making a payment via telephone.

Please find the details of your payment below.

Description: Payment for Core Strategy for Avon Dassett Parish Council
Amount: £25.00
Card Number: 446291*****0
Authorisation Code: 007373
Date: 07/12/2016 at 14:12

If you would like any further advice or information, please contact us on 01789 260 979 or email us cashiers@stratford-dc.gov.uk. Please quote the above authorisation code and your account number.

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20/11/16

INVOICE No 11/09/16

TO ACON DASSETT PARISH COUNCIL

FROM DAVID HICKS

ACON DASSETT.

PLANTS FOR ACON DASSETT TUBS

160 WALLFLOWER @ £0.20 EA 32-00

78 PANSIES @ £5.00/15 26-00

200 DAFFODILS @ £15.00/100 30-00

4 BALES COMPOST @ £7.00 EA. 28-00

TOTAL £116-00



THE ROYAL BRITISH
LEGION



Avon Dasset Parish Council
The Reading Room
Avon Dasset
SOUTHAM
Warwickshire
CV47 2AL

Ref: PAOR/382588
Date: 28 November 2016

Dear Sirs

Official Receipt

Thank you most sincerely for this contribution to the Poppy Appeal. Please accept this letter as our formal receipt for the amount shown.

The Poppy Appeal is the major single source of revenue for the Royal British Legion's Benevolent Fund. Each year more people come to the Legion for help and the cost of that help is continually increasing. Daily we see and read of young Service men and women employed in peace keeping duties in many parts of the world, often in considerable danger, and this means that there will always be a need to provide help for them and their dependants, when they themselves no longer can. That is why it is so important that the Legion can continue with its vital work.

Thank you on behalf of those who will now benefit from your support.

Yours sincerely,

Shane Crowhurst
Interim Head of Poppy Appeal
Date: 17/11/2016

Amount of donation £50.00

LIVE ON

Legion Contact Centre 0808 802 8080
Registered Charity Number: 219279

Patron Her Majesty The Queen

POPPY APPEAL
The Royal British Legion Village
Aylesford
Kent ME20 7NX

Telephone 01622717172
Fax 0203 207 2172
www.britishlegion.org.uk

CARE : 18364151