

Minutes of Ordinary Meeting of Avon Dassett Parish Council

Monday 1st February 2016, 7.30 pm at The Reading Room, Avon Dassett.

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The meeting opened at 7.30pm.

1. APOLOGIES (with acceptance of apologies): Helen Hide-Wright; Cllr Chris Williams
Present: Trevor Gill (Chair); Mike Blakeman; Martyn Heard; Darrell Muffitt; Alistair Whetstone;
Cllr Bart Dalla Mura
2. DECLARATION OF INTERESTS: None
3. CONFIRM MINUTES OF LAST MEETING: Were accepted by the PC. Signed and dated by Trevor Gill
4. QUESTIONS FROM THE PUBLIC: None
5. MATTERS ARISING:

Community

- a) Burial Ground – Nothing to report
- b) Community Policing/Neighbourhood Watch – Nothing to report
- c) Playground – working party for repairs (including monthly check) – the Playground is very wet and some access areas need digging out, in-filling, and re-laying. There are also some necessary fence repairs. A quotation for the materials has been provided but a price for labour will be sought from local contractors. It was agreed that the areas covered by matting would be attended to in the Spring.
- d) Superfast Broadband – Nothing to report.
- e) Post Office – the Public Consultation period has now lapsed, but no feedback has yet been provided. The Chair has arranged to meet with Post Office Managers and organise for communications to be arranged, equipment to be removed and any refurbishments to be undertaken. It was agreed that any changes to the opening times for The Post Office would require adequate lead in time to ensure that everyone can be fully advised of the changes.

Action: Trevor Gill to meet with the Post Office representatives and circulate councillors with agreed actions and proposed dates

- f) The Avon Pub – no formal communications have been received on when The Avon will be opening.
- g) Village Communications – Darrell Muffitt gave an update on the development of the mailing list for communications. Other Councils, including Warwickshire County Council, use an application called Mail Chimp for communications and surveys. It was agreed that the Parish Council will use Mail Chimp and brand this in the name of the Council.
- h) The Parish Plan - Mike Blakeman circulated the spreadsheet on the Action Plan, prior to the meeting. He agreed to include comments received and publish the final version of the Action Plan.

Action: Mike Blakeman to update the spreadsheet and a copy is to be attached to these minutes

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- i) Gaydon/Lighthorne Heath – this has now moved into the Public Consultation phase.
- j) Her Majesty Queen Elizabeth II's 90th birthday celebrations: Trevor Gill, Michele Gill and Anna Prosser, attended a meeting with a sub committee of Farnborough Parish Council on 6 January 2016 on the arrangements being made for a celebration in the Drive of Farnborough Hall. The event will be held on 12 June 2016. It was agreed that the Parish Council would match the grant awarded by Farnborough Parish Council of £250 towards the event.
- k) Village Housing Needs Survey – Nothing to report
- l) Village Tidy Up – as part of the Queen's Birthday celebrations there is a national initiative to tidy up villages and towns. The Parish Council has registered with Stratford DC to be involved with the initiative. Trevor Gill suggested that a priority area should be the Nature Reserve, which is looking overgrown and some trees need to be felled. In addition, Western Power have identified that the trees are tangled with the power cables and the trees will need to be pruned or felled. The poor state of the lower land at Treetops Farm was noted and it was agreed that Stratford DC, Environmental Health should be contacted in relation to waste disposal.

Action: Trevor Gill to obtain an update from Western Power for all work in Avon Dassett and also to log the issue with SDC re Treetops Farm

Roads: Traffic, Roads and Drains

Environment/Maintenance

- m) Green areas (including condition of verges): There has been some street sweeping undertaken but there are still areas that are in need of cleaning up. In addition the condition of many verges were in poor repair. It was agreed that Patch Byrne of Warwickshire County Council should be asked to inspect the condition of the verges together with Trevor Gill.
- n) Reading Room maintenance – an order for the windows has been placed. A copy of the estimate is attached and a formal letter accepting this will be sent.

Action: Trevor Gill to ensure formal acceptance letter is sent.

- o) Street Lighting – it was agreed to continue the maintenance contract with Warwickshire CC for the next year. A copy of the terms is attached. A faulty street light in Park Close has been advised to Warwickshire County Council

Communication / Administration

- p) Administration –The Transparency Grant has been received by the Parish Council. ADPC acknowledges the support from WALC and NALC in progressing this matter. Trevor Gill proposed and it was unanimously agreed that expenditure of up to £500 be approved to procure a laptop and software for use by the Parish Council.

Action:Darrell Muffitt agreed to research the latest prices and sources of a laptop and software.

- q) Transparency Code - It was agreed that the Memorandum of Understanding should be signed and accepted.

Action:Darrell Muffitt to progress

6. COUNCIL REPORTS:

Cllr Bart Dalla Mura advised the meeting the Stratford DC had reversed its previous decision and now agreed to join the West Midlands group of local authorities. He expressed some concerns as to the strength of Stratford DC's voice in the light of the pressing issues facing some of the member authorities, including infrastructure, rail links to Birmingham Airport etc.

A written report was received from Cllr Williams and this is attached.

7. CORRESPONDENCE – Following a complaint by the Parish Council a refund of £50 had been received from nPower. The complaint related to the work done in The Reading Room to change the meter.

8. PLANNING: Amended planning application for Treetops Farm and a decision on a chimney in Avon Carrow were noted and are available for public interest on the Stratford District Council Planning web site.

9. FINANCIAL STATEMENT

Balance at close of business 31.1.16

Current Account	£ 7,253.57
Savings Account	£ 9,004.20* Ring fenced funds and interest received.

Bank Transactions

Current Account	Chq/SO/DD	In	Out
4 Jan 2016	1357		90.70
5 Jan 2016	N Power DD		23.00
6 Jan 2016	1358		11.71
18 Jan 2016	Trans. Fund Grant	522.00	
21 Jan 2016	Salary Transfer		226.30

Deposit Account

	In	Out
1.12.15 Fete Committee (Playground)	£250.00	
8.12.15 Fete Committee (RR Maint)	£250.00	
9.12.15 Fete Committee (RR Maint)	£250.00	
9.12.15 Interest	£ 0.34	
11.1.16 Interest	£ 0.41	

Cheques issued from mtg

	Cheque No	Amount
1.2.16 J. Sherriff	January Coffee	1360 £11.82
1.2.16 H. Hide-Wright	Expenses January	1361 £ 9.30
1.2.16 Warwickshire County Council	Street light Maintent.	1362 £111.17
Total Cheques		£132.29

New Balances for Ring Fenced Funds:

Neighbourhood Watch	£ 185.00
St John's Steps appeal Funds	£ 359.13
Community Grant Fund (Laptop)	£ 9.32
Interest Received	£ 0.75
Play area lease grant from AD Fete Committee	£ 200.00
RR Maintenance (From Fete Committee)	£ 1,000.00
Playground (from fete committee)	£ 250.00
Ring fenced RR Maintenance	£ 5,000.00
Ring fenced Parish Plan/RR Refurbishment	£ 2,000.00
Total	£ 9,004.20

Budget for 2016/17: The budget was agreed at the last PC meeting and the precept application has been submitted to Stratford District Council

10. MEMBER REPORTS:

Darrell Muffitt reported that he had advised Orbit of villagers concerns and complaints about one of their properties that appeared to be vacant or unused. He also reported that he had met Orbit's Housing Officer during his visit to the property. The Housing Officer has made contact with the tenant and the matter is now in hand.

Action:Trevor Gill to advise the residents who raised their concerns as to the actions taken

Trevor Gill reported on the Lengthsmans Scheme and that it was unclear who would fund additional work commissioned by the Parish Council. It was agreed that the Parish Council would monitor the situation, but would take no action at the present time.

Trevor Gill also drew attention to a request that he had received to see if the Parish Council could exercise influence to get additional trees or banking on the M40 to reduce noise pollution. It was agreed that there are no funds currently available and, in the light of this, no action should be taken.

Mike Blakeman advised that he would not be able to attend the next meeting and tendered his apologies

The meeting originally scheduled for 2 May 2016 has been moved to 9 May 2016 as the 2nd May is a Bank Holiday

11. DATE OF NEXT MEETINGS for 2016: 7th March, 4th April, 9th May, 6th June, 4th July, 22nd Aug, 3rd Oct, 7th Nov, 5th Dec.

The meeting closed at 20.45

5.1 Avon Dassett Parish Action Plan 1

AVON DASSETT PARISH PLAN ACTION PLAN UPDATE

Comments	Proposed Action	Partners	Priority	Time	Update May 2011 See Attached	Update Sept 2015
1. Notice boards need improvement. 1a. Upper board, larger and clear cover. b. Lower board - provide a cover.	1a. Upper board - repair and improve access and cover. b. Consider providing a cover.	PC PC	High Medium	Short Medium	ONGOING NO UPDATE	Completed Completed No cover to be provided
1. Additional provision needed for 11-16 year olds (and 17 - 25 year olds.) 3. Pilot a variety of activities for young people in the Reading Room.	1. PC to consider alternative provision. 3. Invite parents and young people to suggest pilot schemes	PC to discuss PC Parents and young people	Medium High	Medium Short	NO UPDATE NO UPDATE	Ongoing Continued support to be given to Scouts and Brownies Ongoing PC to reconsider as part of overall review of the Reading Room
1. Improve the playground facility, supplementing the work already carried out by the PC. 2. Apply for additional external funding for playground development. 3. Consider ways of preventing and removing dog fouling from the playground.	b. Encourage playground users and guardians to report any problems to the PC and Management Group. 2. Carry out a Feasibility Study to define the specific needs for which additional funding could be used. 3. Investigate use of bylaws and regulations to enforce clean neighbourhood practice.	PC and Management Group PC and Management Group PC & SDC	High Medium Medium	Short Medium Medium	ONGOING ONGOING ONGOING	Ongoing Ongoing Ongoing
2. Organise a search to determine the ownership of land within the village to define any public land. 3. When more space is available pilot a range of community activities as suggested by parishioners.	2a. Land registry search b. Talk to long term residents. 3. Pilot a range of activities eg. Language Club, Art Club, Local History Group	ADPPSG ADPPSG & PC Volunteer Parishioners	High Medium	Short Medium	ONGOING ONGOING	Ongoing Need to check land ownerships including Cemetery Car Park, and land adjacent to the Nature Reserve Completed
Provide a Parish Welcome Pack.	Form a group of volunteers to produce a Welcome Pack using the suggestions made by the community.	A group of parish volunteers. WRCC	High	Short	ACTION COMPLETED	Parish Welcome Pack to be replaced by Welcome letter which links to the website.
1. Consider how to improve PC publicity and aim for a more high profile, open-door policy. 2. Consider how to publicise the contribution of District and County Councillors.	1. PC to discuss measures which could help parishioners recognise the work that is carried out by the PC. 2a. Include photos and information about members of the three councils in the Reading Room. c. Include information in Welcome Pack.	PC PC, SDC, WCC Councillors PC & Welcome Pack Team	High Ongoing Medium Medium	Short / Ongoing Medium Medium	ONGOING ACTION COMPLETED	Completed Improved communications initiative established Completed Completed Included in website
The parish will back any campaign to preserve rural post offices.	Monitor decisions by regular discussion with the Postmaster.	Postmaster, PC, Parishioners SDC & WCC	Medium	Medium	ONGOING	Discussions ongoing to change to a mobile office
Increase the provision of community parking within the village.	PC to discuss with SDC and WCC.	PC, SDC & WCC	Medium	Medium		Ongoing

5.1 Avon Dassett Parish Action Plan 2

Comments	Proposed Action	Partners	Priority	Time	Update May 2011	Update Sept 2015
1. Concern over increased traffic noise from lorries through village if quarry landfill site is approved.	1. PC to monitor progress of any future plans.	PC	Low	Long	ONGOING	Ongoing: Representations made to SDC regarding Gaydon/Lighthorne Heath Developments
2. Consider restrictions for HGVs using the route through village.	2.PC to investigate an HGV limit and signage on entrance from B4100 and Fenny Compton.	PC, Highways Dept	High	Medium	ONGOING	Ongoing: Representations made to SDC regarding Gaydon/Lighthorne Heath Developments
1.The PC has the support of the parish in trying to reduce speeds through the village.	1a. Continue pressure on SDC & WCC to monitor situation.	SDC, WCC	Ongoing	Ongoing	ONGOING	Completed: Extended 30 mph zone introduced with additional signage
	b. Form a local group to monitor speeding and complaints.	PC and volunteers	Medium	Medium	ONGOING	Completed: No current issues recorded
The PC has the support of the village in monitoring the standard of village lighting.	An ongoing process.	PC &WCC	Ongoing	Ongoing	ONGOING	Ongoing
3.Encourage all parishioners, including businesses, to recycle waste.	3. PC to increase publicity, using the website and the Compton Chronicle.	Welcome Pack and Parish Clerk SDC, PC	High	Short	ONGOING	Ongoing
Quality of Services - Issues of Concern						
1.There is a need to ensure that road signs are kept clear of foliage and remain visible at all times.	1.Clear road signs on hill and entries to village. PC to monitor.	PC Clerk to discuss with Highways. PC and Parishioners	High Ongoing	Short Ongoing	ONGOING ONGOING	Completed: Village Clean up covers this
2.Ensure pavements are kept clear of debris.	2a. Encourage owners of trees dropping leaves to keep paths clear. 2b. PC to fund more pavement clearing throughout the year.	PC	High	Short	ONGOING	Completed: Village Clean up covers this
4. Improve footpaths and signage.	4.Establish a Parish Footpath Team to monitor conditions and signage. Liaise with Fenny Compton Team and WCC.	FC Footpath Team, WCC	Medium	Medium	NO UPDATE	Completed
5. Monitor road conditions within the parish i.e.springs on the hill, subsidence either side of the motorway bridge.	5. Already noted by PC who will monitor situation.	PC and WCC	Ongoing	Ongoing	ONGOING	Completed
7. Monitor storm drainage and drain clearance to reduce chance of flooding.	7. PC continue to monitor and improve where possible.	PC, WCC and land owners	Medium	Medium	ONGOING	Completed
3. Encourage the use of and good maintenance of footpaths in the parish. Improve signage.	3a .Establish a Parish Footpath Team to monitor condition and signage. Liaise with Fenny Compton Team and WCC. 3b. Improve access on arable fields by improving communications with farmland owners.	FC Footpath Team, WCC Public Rights of Way Office. Parish Clerk PC, farmland owners	Medium	Medium	ONGOING ONGOING	Completed Completed
2.Conservation area to be retained.	2. Confirm current regulations and their timespan.	PC	High	Short	ONGOING	Completed
3. Retain the traditional character of the village and the environment.	3. Set up a group to develop a Design Statement for Avon Dassett, to give guidance on how the traditional character of the village can be maintained, including the use of materials and design features.	PC & Volunteers	Medium	Long	ONGOING	Completed Completed agreed that a Village Design Statement was not necessary at this stage
4.Consider the impact on the whole community of any future development or expansion.	4. PC & SDC to consider all opinions when making decisions.	PC SDC	High	Short/ Ongoing	ONGOING	Completed agreed that the Housing Needs Study was still valid in terms of the need for affordable housing within the village core. This was to be validated at the next PC meeting

5.1 Avon Dassett Parish Action Plan 3

Comments	Proposed Action	Partners	Priority	Time	Update May 2011	Update Sept 2015
1.Encourage greater Neighbourhood Watch awareness and activity by a wider spread of information. 2.Encourage the reporting to the Police of any incidents to help build a clearer picture.	1a. PC to review practice and work with the Community Project Officer for the area. 1b. Set up a team to ensure that information is passed to all parishioners to increase awareness and community support. 2. Increase NW publicity working with the CPO.	PC, NW Team. CPO PC, NW Team, CPO, Parish Clerk NW Team and CPO	High High High	Long/ Ongoing Short Long/ Ongoing	ONGOING ONGOING ONGOING	Completed: Covered by Safer Neighbourhood Team Completed: Covered by Safer Neighbourhood Team Ongoing
1. Arrange a village twin in another country. 2.Consider the promotion of use of alternative energy sources for both personal and community use. 3. Improve the maintenance of St. John the Baptist Churchyard. 4.Ensure that owners of woodland and large trees by roadsides meet their obligations and take responsibility for the removal of dead, dangerous and potentially dangerous trees and branches. 5. Organise a Parish Sports Day for children - of all ages.	1. Nominate an organiser to investigate the possibilities and level of interest. 2. PC to investigate the feasibility of using a wind turbine to provide energy to run the street lighting and grants availability. 3. PC to negotiate with SDCC re. additional provision by SDC and PC. 4. PC to discuss with landowners and define responsibility. Survey trees and encourage replanting if necessary. 5. Pilot Parish Sports Day on the day after the Fete.	ADPPSG and PC PC PC, SDC PC, Landowners AD Fete Committee and young people.	Medium Medium High Medium High	Long Long Short Medium Short	NO UPDATE ONGOING ONGOING ONGOING NO UPDATE	Completed not considered viable Completed not considered viable Ongoing Completed Completed the Country Fair was considered as adequate

Category	Comments	Proposed Action	Update January 2016
Village Matters Youth Provision	1. Additional provision needed for 11-16 year olds (and 17 - 25 year olds.) 2. Pilot a variety of activities for young people in the Reading Room.	1. PC to consider alternative provision. 2. Invite parents and young people to suggest pilot schemes	Ongoing: Continued support to be given to Scouts and Brownies Ongoing: PC to reconsider as part of overall review of the Reading Room usage
Village Matters Playground	1. Improve the playground facility, supplementing the work already carried out by the PC. 2. Apply for additional external funding for playground development. 3. Consider ways of preventing and removing dog fouling from the playground.	1. Encourage playground users and guardians to report any problems to the PC and Management Group. 2. Carry out a Feasibility Study to define the specific needs for which additional funding C15 could be used. 3. Investigate use of bylaws and regulations to enforce clean neighbourhood practice.	Ongoing Ongoing: Additional funding sources to be investigated Ongoing
Village Matters Use of Land	Organise a search to determine the ownership of land within the village to define any public land.	a. Land registry search b. Talk to long term residents.	Ongoing: Need to check land ownerships including Cemetery Car Park, and land adjacent to the Nature Reserve
Village Matters	Provide a Parish Welcome Pack.	Form a group of volunteers to produce a Welcome Pack using the suggestions made by the community.	Ongoing: Parish Welcome Pack to be replaced by a welcome letter which links to the website.
Village Matters	The parish will back any campaign to preserve rural post offices.	Monitor decisions by regular discussion with the Postmaster.	Discussions ongoing to change to a mobile office
Transport	Increase the provision of community parking within the village.	PC to discuss with SDC and WCC.	Ongoing: Additional sites to be sought
Traffic	Consider restrictions for HGVs using the route through village.	PC to investigate an HGV limit and signage on entrance from B4100 and Fenny Compton.	Ongoing: Representations made to SDC regarding Gaydon/Lighthorne Heath Developments
Traffic	The PC has the support of the parish in trying to reduce speeds through the village.	Form a local group to monitor speeding and complaints.	Ongoing: Situation to be monitored
Environment	The PC has the support of the village in monitoring the standard of village lighting.	An ongoing process.	Ongoing
Environment	Encourage all parishioners, including businesses, to recycle waste.	PC to increase publicity, using the website and the Compton Chronicle.	Ongoing: Recycling dates on website
Crime	Encourage the reporting to the Police of any incidents to help build a clearer picture.	Increase NW publicity working with the CPO.	Ongoing: Liaison with Safer Neighbourhood Team
Appendix Comments	Improve the maintenance of St. John the Baptist Churchyard.	PC to negotiate with SDCC re. additional provision by SDC and PC.	Ongoing: Additional Funding to be investigated

Messenger Brothers Joinery

JOINERY MANUFACTURERS

Nichols Ash, Christmas Corner, Shenington, Banbury, Oxon. OX15 6NR

Telephone: 01295 688288

V.A.T. Reg. No. 443 8736 27

Partners: M. Messenger & L. Messenger

Avon Dassett Reading Room
c/o Mr M Heard
Honeywood House
Avon Dassett
Warwickshire
CV47 2AH

21st January 2016
Ref : LWJE507RE

Revised Estimate for Proposed Replacement Windows.

Manufacture the following purpose made joinery in our workshop as detailed below.

Windows. (manufacture)

Construct windows as per details taken and discussions on site.

The new windows to be of an all flush casement design, with bonded on glazing bars to divide each casement onto 6 small panes to match existing. Made from Sapele hardwood complete with weather seals, double glazing, black antique ironmongery as required and arch head fillers to fit brickwork. Treat with preservative, apply 1 primer / base coat of paint, fit glass and glazing beads ready for collection, installation and finishing by others.

3 - 1060mm x 1150mm (2 light with 2 opening casement).

6 - 14mm clear double glazing units.

Estimated cost (inc ironmongery PC of £25)...£875.00 + VAT (each)

2 - 570mm x 1150mm (1 light with 1 opening casement)

2 - 14mm clear double glazing units.

Estimated cost (inc ironmongery PC of £25)...£540.00 + VAT (each)

1 - 450mm x 700mm (1 light fixed no opening casement)

1 - 14mm clear double glazing unit.

Estimated cost (no ironmongery)...£370.00 + VAT

Total Estimated cost for 6 windows would be...£4075.00 + VAT

Note.

A - Provisional cost (PC) may go up or down depending on final specification.

B - All sizes are approximate at this stage.

C - Above prices assumes all 6 windows would be made at the same time.

Windows. (extra paint)

Before final assembly, rub down / de-nib as necessary and spray apply 1 top coat of paint to 6 frames, 9 casements and all glazing beads.

Top coat 6no windows...£340.00 + VAT

Windows. (installation 6no)

Carefully remove existing windows and install new windows into existing brickwork openings.

Supply and fit new internal architraves, perimeter capping and window boards.

Remove temporary tiled cill on left hand side window to match the rest

Cement point under exterior window cills and silicone seal round outside of windows to brickwork.

(C Sabin & Son) estimated cost...£1480.00

General Notes.

1. Payment Terms

Manufacture - A deposit of 30% would be required as work starts with a further 30% stage payment during manufacture and the balance due, on collection from our workshop or when delivered to site.

2. Above prices can be held for 90 days (assuming no large increases in timber or glass prices)

3. Double glazing units are guaranteed for 5 years after installation providing beads, seals and decoration are maintained in good order.

Dear Martyn.

Please find above revised estimate now including for top coat painting, as requested.

Installation cost is by C Sabin and Son now they have done a site visit.

As before if fitters are paid direct there would be no VAT on installation work.

Please ring if you have any questions, otherwise we hope the above is acceptable and look forward to hearing from you.

Kind Regards.

Les Messenger

Subject: FOOTWAY LIGHTING MAINTENANCE 2016/17

Date: 12 January 2016 at 15:09:46 GMT

To: undisclosed-recipients::

Dear Sir or Madam,

FOOTWAY LIGHTING MAINTENANCE 2016/17

Warwickshire County Council's current Highway Maintenance Contract (HMC11) is coming to an end, and a new contract is going to commence in financial year 2016/17 (HMC16). In HMC11, WCC has benefited from some very competitive rates for street lighting maintenance for the last five years, which in turn has been passed on to yourselves for the maintenance of your lights. HMC16 sees an increase in rates, and I am writing to offer you my quotation for carrying out the maintenance to your street lights for financial year 2016/17, which is **£1.80 plus VAT for LED** lanterns, and **£9.26 plus VAT for Non-LED** lanterns.

LED lanterns @ £1.80 per lantern

The reason this quotation is so low and the “what’s included” is so minimal is because LED lanterns require significantly less maintenance than traditional light sources.

What's included:-

1. Cyclic electrical safety testing. You will only be notified if there is a problem and this will be carried out every six years.
2. Initial visit should a fault arise to an LED lantern and identification of the problem. As and when it does become necessary to carry out maintenance to an LED lantern, this will be carried out on a rechargeable basis. This includes the replacement of the photocell should it fail.
3. A standby service to receive and deal with emergency issues with the installation 24 hours a day. Work carried out on site by contractors will be rechargeable.
4. A service that liaises with Western Power Distribution (modern equivalent to the old Electricity Board) should a supply fault develop to the light from their network.

What's not included:-

1. Any repairs to faulty Western Power Distribution cables, cut outs or fuses (only WPD can undertake these repairs).
2. Repairs following road traffic accidents.
3. Cyclic painting.
4. Any improvement works, eg replacing old lanterns, replacing timeswitches with photocells.
5. Immediate attendance to rectify dangerous occurrences such as doors removed or hanging lantern bowls etc. However attendances to any potentially dangerous occurrence will be carried out immediately and recharged accordingly.
6. Any repairs due to third party damage such as vandalism or vehicle impact.
7. Structural testing of street lighting.
8. Should a fault arise at an LED street lighting point the problem will be identified, and then a recommendation referred to the light owner. Any repairs will be on a rechargeable basis for Plant, Labour, and Materials.

Non-LED lanterns @ £9.26 per lantern

What's included:-

1. Cyclic lantern clean and lamp change, and visual structural inspection.
2. Cyclic electrical safety testing. You will only be notified if there is a problem and this will be carried out every six years.
3. A standby service to receive and deal with emergency issues with the installation 24 hours a day. Work carried out on site by contractors will be rechargeable.
4. A service that liaises with Western Power Distribution (modern equivalent to the old Electricity Board) should a supply fault develop to the light from their network.
5. Repair of virtually all faults, though please be aware that equipment

does have a finite life and sometimes it is necessary to completely replace equipment due to old age or being obsolete which would require an additional charge. (We will advise you if this is something that we find and offer you a quotation for replacing any old or obsolete lanterns). **Please note that these faults are only covered as long as the components are not obsolete. If the components are obsolete you will be contacted and advised accordingly.**

Faults that are covered are defined as:-

- i) Faulty lamp or tube;
- ii) Faulty lamp holder or lamp holder support bracket;
- iii) Faulty lamp or tube support bracket;
- iv) Missing, cracked or broken lantern bowl or faulty gasket;
- v) Loose or mis-aligned lantern;
- vi) Missing or faulty clip, bolt, screw, wingnut, hinge or toggle;
- vii) Missing or faulty Photocell or socket (Photocell will be replaced a maximum of two occasions if missing due to theft without a recharge of costs to yourself);
- viii) Reset mistimed timeswitch or timing device;
- ix) Faulty wiring having an open or short circuit or defective insulation resistance of less than 0.5 megohms;
- x) Cracked or broken connector block;
- xi) Faulty ballast, ignitor, capacitor, starter, gear tray;
- xii) Faulty, cracked or broken cut out or termination but excluding any Western Power Distribution cut out (we will issue orders to WPD but payment for repair, if applicable, will be the responsibility of the Owner);
- xiii) Faulty fuse or fuse carrier;
- xiv) Missing, damaged or incorrect door locks;
- xv) Loose or mis-aligned road or footway lighting column projection arm;

xvi) Inoperative isolator;

xvii) Missing or unreadable (from 5 metres distance) identification numeral(s);

xviii) Offensive graffiti or unauthorised signs;

I would be grateful if you could advise me if you would like WCC to continue carrying out your maintenance in 2016/17 (please feel free to email if this would be convenient).

Regards,

Mike.

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Mike Cunningham
Principal Lighting Engineer
County Highways - Street Lighting
Communities
Warwickshire County Council
Telephone: 01926 736548
mikecunningham@warwickshire.gov.uk
www.warwickshire.gov.uk

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**AVON DASSETT PARISH COUNCIL 2015 - 2016 FINANCIAL YEAR
SUMMARY AS AT 31 December 2015**

Receipts

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Precept	£10,480.00	£10,480.00	100%
VAT Reimbursement	£312.49	£0.00	0%
Hire of Reading Room, car park etc	£0.00	£0.00	0%
Christmas Cards	£0.00	£0.00	0%
Bank Interest	£3.07	£0.00	0%
Burial Ground	£0.00	£0.00	0%
SDC hire of Reading Room for Election	£220.00	£0.00	0%
Miscellaneous - AD Fete Re Reading Room & Playground	£750.00	£0.00	0%
Miscellaneous - Mowing Refund	£118.24	£0.00	0%
Miscellaneous - Transparency Grant	£522.00	£0.00	0%
Miscellaneous - Electricity Refund	£346.94	£0.00	0%
Miscellaneous - Tub Grant from AD Fete Committee	£500.00	£0.00	0%
Total Receipts	£13,252.74	£10,480.00	

Payments

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Reading Room			
Insurance	£817.76	£935.00	87%
Reading Room: Rates	£0.00	£100.00	0%
Reading Room: Cleaning	£0.00	£165.00	0%
Reading Room: Maintenance	£0.00	£400.00	0%
	£817.76	£1,600.00	51%
Administration			
Staff costs:			
Clerk's Pay	£2,231.95	£2,800.00	80%
Administration expenses	£309.22	£400.00	77%
ADPC Training	£0.00	£100.00	0%
Councillors' expenses	£0.00	£0.00	0%
WALC subscriptions	£94.00	£100.00	94%
Community Links	£0.00	£0.00	0%
Xmas Cards	£0.00	£0.00	0%
Total Administration	£2,635.17	£3,400.00	78%
Utilities			
Electricity Supply	£409.00	£650.00	63%
RR Annual Charges	£0.00	£0.00	0%
Street Light Supply & Replacement	£615.62	£892.00	69%
Total Utilities	£1,024.62	£1,542.00	66%
Miscellaneous			
Parish Council Elections	£100.00	£1,000.00	10%
Playground Lease	£0.00	£50.00	0%
Website	£0.00	£400.00	0%
Playground	£261.00	£150.00	174%
Other - Section 137	£1,329.35	£0.00	0%
Grants	£0.00	£0.00	0%
Street Lights	£0.00	£0.00	0%
Total Miscellaneous	£1,690.35	£1,600.00	106%
Maintenance			
Village Gardening, Mowing	£1,230.00	£1,800.00	68%
Audit Fees	£180.00	£200.00	90%
Safe Fees	£0.00	£0.00	0%
Coffee Morning Expenses & Xmas Gathering	£69.04	£138.00	50%
Election Fees	£0.00	£200.00	0%
Total Maintenance	£1,479.04	£2,338.00	63%
Total Payments	£7,646.94	£10,480.00	73%

Ring Fenced Funds

St John's Steps Appeal Funds	£359.13
Community Grant - Laptop	£10.07
Playground Lease Grant From AD Fete Committee	£450.00
Neighbourhood Watch	£185.00
Reading Room Maintenance - AD Fete Committee	£1,000.00
Reading Room Maintenance - AD Parish Council	£5,000.00
Parish Plan & Reading Room Refurbishment	£2,000.00
Total	£9,004.20

Current Account Balances As At 30 June 2015

£7,253.57

Avon Dassett Parish Council Meeting – 1st February 2016
County Councillor's Report

- 1. County Council Budget** – It is expected that on Thursday the County will set the Budget for next year's expenditure. This year is not going to be as straight forward as normal. The County Treasurer is still trying to decipher the Chancellor's statement regarding the Budget settlement. It seems that WCC has to find an extra £12 million for the next 2 years. By using £5 million of reserves, this year's Budget will remain more or less as planned. Next year we will have to find the full £12 million. (Our total budget is in the order of £350 million.) Most of the budget (over 50%) goes on providing Adult Social Care. The government has agreed that a special year on year levy of 2% on the Council Tax can be raised. This will hardly cover the new Minimum Working Wage and leaves the additional pressures of increasing numbers to be funded. We are also working with the Health Authorities to maximise savings and efficiency through more joint working especially with respect to Hospital discharges and subsequent care in the community.

There is also continued pressure on the Children's Services and the establishment of a Multi Agency Safeguarding Hub (MASH) as the number of reported child abuse cases continues to increase. These cases now have to be investigated immediately regardless of their credibility. (More time, more Staff, more money). The overall outcome is that 2016/17 Budget will be tight but manageable with a total Council Tax rise of 3.9% with further cuts a real prospect for 2017/18.

- 2. Combined Authority** - Warwickshire County Council is still opposing joining any form of Combined Authority with Birmingham and the West Midland Metropolitan Authorities. I can see no advantage in joining one and although not being sold as a political union, like the EU, I believe it will be seen as one eventually. An Elected Mayor seems to be a prerequisite. I do not believe our not joining would lead to less capital investment in Warwickshire but has the potential for more housing as the Metropolitan areas, Birmingham and Coventry try to meet their housing targets.

Cllr Chris Williams
Member for Kineton Division – WCC
29.01.2016.