

AVON DASSETT PARISH COUNCIL

Minutes of Meeting held at the Reading Room on Monday 6 October 2008

Present J Burgess; L Hope-Frost; D Hutt; S Richardson; A Rutherford;
Cllr D Booth; Cllr C Williams; Clerk

In Attendance PCSO Katrina Taylor (part attendance)

1. Apologies: -

2. Declaration of Interest:

Personal interests declared as follows:

Item 6. Correspondence, Planning with specific regard to the applications at:

- Honeysuckle Cottage – J Burgess.
- Church Cottage – J Burgess, S Richardson, L Hope-Frost, A Rutherford.
- The Coach House – J Burgess, S Richardson, D Hutt.

3. Confirmation of Minutes:

The minutes of the previous meeting were approved as correct by L Hope-Frost and seconded by S Richardson; they were then signed by J Burgess.

4. Matters Arising:

a) Community Policing/Neighbourhood Watch (NW)

L Hope-Frost commented that the most recent Crime Survey from Southam included a 'distraction' burglary in Fenny Compton where thieves claimed to be from The Water Board. L Hope-Frost has circulated the report to the NW team.

C Williams to provide 'safety' pack to L Hope-Frost for her to distribute to the elderly/vulnerable members of our community. **Action: Cllr Williams/L Hope-Frost.**

PCSO Katrina Taylor reported that:

- recent police activity has focussed on:

- i) nuisance youths (resulting in the issue of warning letters and leading to some arrests); and
- ii) road traffic (speeding/seatbelts/use of mobile 'phones whilst driving).

- A new PCSO will be joining the Southam team in November.

- The next Community Forum meeting will be held in November.

S Richardson asked if, in the light of recent fatalities, more could be done to highlight the dangers on the A423 Southam Road such as the introduction of 'Think Bike' notices on the stretch of road between Ladbrooke and Fenny Compton? Cllr Booth to investigate. **Action: Cllr Booth.**

b) Post Office

J Burgess stated that Coffee Mornings would be held on the first Tuesday of each month until further notice. It was hoped that this would increase footfall at the Post Office. J Burgess to feedback in November. **Action: J Burgess.**

The grant application provided by Steve Patalong at WRCC has now been completed; outcome pending.

The village has been leafleted requesting support for local PO services.

In response to advice sought by J Burgess, the Post Office (organisation) is unable to act unless a resignation letter is received from the Post Master.

Thus it is felt that the Parish Council has explored all avenues and awaits the Post Master's decision regarding the economic viability of his continuing Post Office services at Avon Dasset.

c) Traffic

The fixed camera did not arrive as scheduled; J Burgess to investigate the revised timetable.

Action: J Burgess.

HGVs: Cllr Booth provided a copy of WCC's policy on restricting HGVs' use of specific roads and routes, which included a 'Heavy Goods Vehicle Monitoring Form'. In order to provide evidence of HGVs travelling through our village, it was agreed to complete the monitoring form. To this end, residents are requested to log incidents of HGV traffic through the village (ideally this would include: Date/Time/Company Name/Registration No); responses should be passed to Parish Councillors for collation.

Pot Holes: A Rutherford reported the need for repairs to the C113 Dasset Road. He committed to identify the worst areas of road and report to County Highways. **Action: A Rutherford.**

d) Drainage Issues

J Burgess stated that the grant application for the purchase of two pumps was successful. County Highways have arranged for all village drains to be 'jetted'; specific action on the drain by Bitham Hall is planned for next week.

Dave Tiley, Cllr Williams, L Hope-Frost and J Burgess met on 24 September to assist SDC's understanding of the flooding events of 12 September. A further visit by a hydrological expert is to be organised.

e) Church Hill

Footpath extension: J Burgess reported that WCC are still preparing full costings for this project; latest timing is that it should be discussed at the January 2009 Committee. J Burgess requested that this item be removed from the PC agenda until February 2009.

Action: Clerk.

f) Miscellaneous

M40 Motorway Bridge: heavy patching to be completed at a timetable to be advised.

g) Playground

On behalf of the Playground Management Group A Rutherford informed the meeting that Alysoun Glasspool and Sarah Rutherford have arranged for 3 quotes for playground equipment. An update will be given at the November meeting. **Action: Playground Management Group.**

The repaired bench is to be returned to the playground when ground conditions permit.

Action: A Rutherford.

Recently-purchased swing seats to be fitted. **Action: A Rutherford.**

J Burgess identified an action still outstanding from the last playground inspection report to protect exposed screws at the base of the picnic bench. S Mullane to purchase and fit plastic screw caps to the exposed bench screws. **Action: S Mullane.**

h) Reading Room

Cleaning: Sue Harris has signed a contract of employment which will be kept on file. Sue Harris recommended that the Reading Room curtains be kept closed when the room is not in use.

Painting: A meeting has been arranged for 16 October to establish whether Warwickshire Probation Service is able to provide 'community service' volunteers to decorate the Reading Room. **Action: Clerk.**

i) Future Uses for St John the Baptist Church

A meeting was held on 16 September with S Richardson, L Hope-Frost and CCT representatives Mick Padmore, Sheila Stone and Chana Bedford.

- In order to facilitate increased access to the church it was suggested that a key be kept at The Avon and that the church be left open in daylight hours and at weekends. It was suggested that a noticeboard or banner be placed to advertise when the church is open. It was agreed that the proposal to open the church at weekends be actioned. **Action: L Hope-Frost.**

- It was proposed that guidebooks/leaflets be distributed to places such as The Avon and The Herb Centre.

- Apart from the Christmas gathering, it was agreed that events should be organised between March and October.

- It was proposed that an opening event be organised on or around St John The Baptist Day (24 June).

It was agreed to report back to the CCT. **Action: L Hope-Frost.**

The Local History Group has volunteered to clean the church.

L Hope-Frost volunteered to make new curtains for the belfry; the CCT have been asked to provide a new pole.

L Hope-Frost was pleased to report that Weldon Stone had met her requests to remove remaining detritus from the churchyard. Cllr Williams agreed to chase Matt Austin regarding the necessary work agreed at the churchyard. **Action: Cllr Williams.**

j) Street Light Electricity Supply

Cllr Booth reported that WCC were unable to assist with electricity procurement for the Parish Council.

k) Social Housing

A Rutherford reported that no local landowners have come forward with proposals of land on which houses could be built. Charles Barlow (WRCC Rural Housing Enabler) wished to wait a further month for responses. Charles Barlow to be invited to the November meeting of the Parish Council. **Action: A Rutherford.**

l) Parish Council Surgery/PC Support

S Richardson confirmed that 1-hour monthly surgeries will be held in the Reading Room as follows:

- Monday 20 October at 7.30 pm: D Hutt & A Rutherford

- Saturday 22 November at 5.00 pm: J Burgess & S Richardson

- Tuesday 9 December at 9.00 am (PO Opening hours): J Burgess & S Richardson.

S Richardson has advertised this in the Compton Chronicle and on the website and will put notices on village noticeboards. **Action: S Richardson.**

S Richardson has arranged a follow-up PC support session with a resident.

m) Procedures

Health & Safety folder: No progress made to map position of Reading Room drains for inclusion in the H&S folder. **Action: D Hutt & A Rutherford.**

n) Parish Plan

J Burgess reported that the Village Design Statement Group had met and plan to have a follow-up session in October. Additional members are wanted to join this group.

Next steps include the investigation of available grants and funding.

Sandra Rice has commenced compilation of a Welcome Pack. J Burgess to draft the Parish Council's section of the Welcome Pack; comments on the draft content are required by all Councillors. **Action: J Burgess/All.**

S Richardson reported that the communications grant application was successful. £500 will be spent on the Welcome Pack and on photographs for the website.

J Burgess congratulated Sarah and Sandra for their work in securing this grant.

5. Council Report:

Cllr Williams presented his report – see attached.

In response to a question from the Council, Cllr Williams stated that half-size wheelie bins will be available for general household waste in the spring of next year.

S Richardson notified the meeting that Dave Miller of 14 Meadow Way, Fenny Compton (Tel: 770136) is collecting the black boxes (previously used for recycling) to raise money for Guide Dogs for the Blind. Please contact Mr Miller for details.

Cllr Booth stated that:

- he will progress the Parish Council's wish to display 'Think Bike' signs on the A423. **Action: Cllr Booth.**
- the Environment Agency has an overall co-ordinating role for flooding.
- funding problems have been identified for County Council capital projects.
- the Environment & Economy Department (which includes road repairs and waste disposal) has issues with its revenue budget that require addressing.

6. Correspondence:

Town & Parish Standard, September 2008: Standards Board for England newsletter issued to all Councillors.

Communications – Noticeboards & Newsletters: questionnaire to be completed and returned to WCC. **Action: J Burgess.**

Freedom of Information Act: New Model Publication Scheme to be adopted by year end. S Richardson proposed the formal adoption of the new model; this proposal was seconded by J Burgess and unanimously supported by the Parish Council. Therefore a formal resolution was passed by Avon Dassett Parish Council to adopt the Model Publication Scheme.

Code of Conduct Training: A Rutherford and D Hutt to attend training session by the Monitoring Officer on 28 October 2008. Clerk to notify SDC. **Action: Clerk.**

Parish Council Community Emergency Plan 2008/9: Paper copy in Reading Room, CD copy held by Clerk and Emergency Plan also available on website.

Birthday Honours Citations: whilst it was felt that the 9 October deadline for nominations could not be met. S Richardson agreed to commence drafting a proposal to be included in the next cycle of nominations. **Action: S Richardson.**

COMMA fund: possible funding available to communities within a certain proximity to quarries. J Burgess suggested that funds might be sought for the St John the Baptist project, for playground equipment and towards improvements to the Reading Room. However, it was agreed that only the playground project was sufficiently advanced to meet the deadline for application of funding from this source. Paperwork to be forwarded to the Playground Management Group. **Action: A Rutherford.**

Planning – a provisional meeting was set for 23 October at 7.30 pm in the Reading Room.

The following applications were considered:

- Retrospective application for a 2.15m boundary fence adjacent to the highway and next property at south entrance for Mr Jeremy Davies at The Old Pump House; the following comments were made: "Whilst we are unhappy with the appearance of the fence, we would be satisfied if it were mitigated by the introduction of soft planting. We do not consider it necessary to go to Planning Committee if this condition is met".
- Tree works at St John The Baptist Churchyard for SDC; no representation made.
- 2 storey extension adjoined at 90 degrees to existing property. Demolish front wall to rebuild with gate for Mr Phillip Worrall at Honeysuckle Cottage; the following comments were made: "There are issues of drainage (sewers) which need to be addressed by Building Control".
- Full & LBC for proposed alterations and additions to boundary garden wall for Mr J Glasspool at Church Cottage; no representation made.
- Tree works at The Coach House for Mr Graham Rice; no representation made.

Notice of decision:

- Permissions with conditions granted to Mr Anthony Deeming at Orchard Lodge to remove part of roof plus gable construction. Lower roof to match rear extension and form HIP to rear corner.
- Permission with conditions granted to Mrs L Rocher at Dassett Fields for construction of 4 new stables adjoining previously consented free standing stable block.
- Listed building consent not required for above stable block at Dassett Fields.

7. Financial Statement:

Balances at close of business on Monday 6 October 2008:

Current account	£278.82 credit
Deposit account	£9,917.27 credit

Cheques issued:

a) M Maughan (Clerk's pay)	£105.00
b) J Sherriff (Coffee morning)	£17.41
c) S Harris (Reading Room cleaning/purchase of cleaning products)	£27.79
d) M Mann (Mowing – August & September)	£300.00
e) Npower (Reading Room electricity)	£87.40
f) M Harris (Mowing & leaf clearance)	£102.00

The payment of cheques was proposed by L Hope-Frost and seconded by D Hutt.

8. Any Other Business:

- a) D Hutt asked if there was any progress with the Parish Plan proposal for a village shop? J Burgess replied that no formal proposal had been prepared and said she would discover if any progress had been made. **Action: J Burgess.**
- b) J Burgess was pleased to inform the meeting that the Public Realm Grant application was successful which will enable the Parish Council to i) purchase a noticeboard; ii) purchase a bench; and iii) progress the 'Nature Area project' (by the bus shelter). J Burgess to contact Berry Morris to inform them of our plans to develop the area of land by the shelter. **Action: J Burgess.**
- c) J Burgess planned to write to the Chair of the Fête Committee to claim monies set aside by the Fête Committee in 2006 for Parish Council expenditure on community projects. **Action: J Burgess.**
- d) Mary Edgington recommended that winter bedding plants be purchased for the village tubs. Clerk to ask Mary Edgington to purchase and plant winter pansies. **Action: Clerk.**
- e) Clerk enquired whether the bank authorisation form had been completed by the newly appointed councillors? D Hutt to complete. **Action: D Hutt.**
- f) The public payphone has been cleaned.
- g) The Monitoring Officer's Assistant confirmed that Cllr Isobel Seccombe plans to attend the December meeting of the Parish Council to explain the work of the Standards Board for England. To be confirmed by Cllr Seccombe.
- h) Clerk asked for permission to purchase new ink cartridges for community printer(s); this was approved. **Action: Clerk.**
- i) Thanks expressed to Kevin Martin for volunteering to organise the blessing of the Remembrance Wreath at St Joseph's; however, J Burgess had already contacted Philip Francis. Post Meeting Note: The wreath laying will take place at the War Memorial at 12.15 on Sunday 9 November, officiated by Father Bill.

9. Questions from the Public:

None.

10. Date of Next Meeting:

The next Meeting will be held on Monday 3 November 2008 at 7.30 pm in the Reading Room.

Meeting closed at 9.40 pm.

Avon Dassett Parish Council Meeting 06.10.08.
District Councillor's Report

1. **Community Forum** – I am pleased to report that as a direct result of representation by me aided by a letter from your Chairman, those who administer Community Forum meetings have agreed that it is far more appropriate for Avon Dassett to be aligned with the Southam and Feldon Community Forum. Commonsense has prevailed and the Parish Council will receive an invitation to attend the next meeting of the Community Forum to which I hope a Parish Councillor will be nominated to attend. The next meeting is on Tuesday 18th November at 7.00 p.m. at the school in Welsh Road West. It is expected that the Southam PACT group will meet before hand under the guise of a surgery, but to all intents and purposes it will be administered as the previous PACT meetings.

2. **Operation Changes to Waste Collection** – The District Council is not denying that there have been certain inconveniences with the establishment of the new waste collection regime. The contractors, Verdant, are bending over the backwards to be helpful and where individual householders have experienced problems with collections, I believe that their Customer Service and that of the District Council have tried to ensure that most people's concerns have been addressed. To put it into perspective, some 100,000 wheelie bins were distributed throughout the district; a new contractor started on 1st August and it was inevitable that teething problems would occur. The good news is that the percentage of material sent for recycling in the first month has risen by 12% to 52%. This puts our recycling rates amongst the very highest in the country.
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I have been made aware that there are certain households in the Parish that are still in possession of concrete stands with galvanised lids. It would be helpful if the Parish Council could compile a list of those householders still possessing the concrete stands so that special arrangements can be made to collect the few that this exist. The concrete stands were discontinued in 1974 when Southam Rural District Council was absorbed into the Stratford regime. I suspect that the few stands that still exist are within the social housing properties.

3. **Flooding** - At this stage, I do not intend to dwell too much on the flooding of 12th September. However, the total number of properties flooded was far greater than last July's floods. It is little consolation to be told that Avon Dassett and Fenny Compton were the only two communities in the whole of Warwickshire that suffered household flooding on that date. The main problem was after the continuous wetness of this summer, the land was supersaturated and the rainfall (some 35mm in an hour) ran off the land. There were some inadequacies with the Highways drainage system but it was accepted that this was a flash flood – our Boscastle! The District Council has no remit for flood prevention. We are a catalyst between the Environment Agency and those affected by flooding. After a visit from the Flood Prevention Officer, we are preparing proposals that might help on some future occasion. At the end of the day, when events such as 12th September occur, there is nothing engineering can do to control such a deluge but that does not mean that everyone of us has a responsibility to minimise the affects of climate change. It is worth remembering that the present land drain system has been in place for some 80 years. Climate change has obviously altered the way in which we tackle flood control although I am informed that flash flooding cannot be controlled. One bit of good news is that your application for a grant for £89 towards the cost of purchasing a pump has been approved and the money will shortly be in the Parish Council bank account. The initial sum allocated by government towards flood control measures was £100,000. Some parishes applied for grants for £110,000, £80,000 – Avon Dassett took the accolade for the

smallest application. I am afraid that those who applied for high figures will be disappointed as the grants for only for small projects – not rebuilding the Aswan High Dam.

CRW

07.10.08.