

## AVON DASSETT PARISH COUNCIL

### Minutes of Meeting held at the Reading Room on Monday 3 April 2006

- Present L Hope-Frost; D Brangwyn; J Burgess; A Fraser; K Martin;  
Cllr D Booth (part attendance); Clerk
- In Attendance J Birkbeck (part attendance)
1. Apologies: Cllr C Williams
  2. Declaration of Interest: None
  3. Confirmation of Minutes:  
The minutes of the previous meeting were approved as correct by J Burgess and seconded by A Fraser; they were then signed by L Hope-Frost.
  4. Matters Arising:
    - a) Traffic Calming – Jerry Birkbeck of the County Council's Environmental Design Team for Rural Traffic Management introduced the County Council's traffic calming scheme and described the process to be undertaken should Avon Dassetts wish to take measures to ameliorate perceived local traffic problems. J Burgess agreed to write to J Birkbeck requesting a traffic survey for the village; J Birkbeck to send a map on which preferred survey sites should be identified by the Parish Council.  
Prior to departing the meeting, Cllr Booth gave a brief update of communications he has had with County Highways reference the junction at the B4100 – see Section 8 below.
    - b) Reading Room – A Fraser to contact D Lawson to instruct him to go ahead with the repairs and make good the inside of the porch after the electricity bill dispute with Npower has been resolved; thus ensuring that sufficient funds are in place to cover repair works. Upon completion of this work A Fraser to carry out woodworm treatment.  
A Fraser to ask Pete Wallace to construct a small noticeboard to be placed on, or adjacent to, the Reading Room door.  
It was noted that the external light was not working.  
J Burgess to ask Steve Mullane to repair the leaking tap to the Reading Room sink.  
Electricity Bill – Clerk provided update reference ongoing dispute with Npower regarding outstanding bill for Reading Room electricity supply. Npower have issued a revised bill totalling £2,252.30 encompassing agreed usage from March 2005 to March 2006 and including amended arrears from August 2002 to March 2005. It was agreed that this bill be paid and that this issue is resolved.  
Clerk notified Council of Economy7 tariffs; it was agreed that an application form be submitted to Npower to switch tariff to Economy7 – Clerk to action.  
A Fraser investigated the possibility of using timer switches on both storage heaters; it was agreed that this should be actioned in the future.
    - c) Playground Equipment – J Burgess (as Chair of the Fête Committee) informed the meeting that Pete Wallace will manufacture a bench for the playground once a suitable design has been agreed.  
A Fraser provided update reference mats required at the base of some of the playground swings; A Fraser to measure and obtain quote for purchase of mats and installation costs.
    - d) Street Lighting  
Light above Lichgate at St John the Baptist Church – the County Council has refurbished the lantern at their expense and will charge the Parish installation costs of circa £80.

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Lamp 10 – Clerk read contents of an e-mail from Annette Mackie at County Council Street Lighting Department. Central Networks propose to run an underground cable from Lamp 9 (by Honeywood House) to Lamp 10 at no cost to Parish Council; historical problems of spring-water surfacing at the site were recognised and appropriate investigations will be undertaken prior to commencement of works. If Lamp 10 were to be relocated further up the hill (possibly by the public footpath at the side of Spikes Cottage) cabling costs of circa £30 per metre would be charged to the Parish Council. In order to minimise costs, it was agreed to explore the possibility of running an overhead cable from the existing pole at Lamp 10 to a new pole near Spikes Cottage, whilst re-using the lamp itself at the new location – Clerk to action. Concern was expressed that it may not be possible to run an overhead cable directly from the existing pole at Lamp 10 to the new position; L Hope-Frost to contact Church Commissioners if this proves necessary.

- e) Parish Website – Decisions regarding the Awards for All bids will be issued shortly.
- f) Parish Plan – Discussions ensued reference the level of involvement of the Parish Council in developing a Parish Plan; no agreement was reached regarding this matter. However, J Burgess to attend meeting on 11 April 2006 arranged by Sandra Rice; J Burgess to provide update to Parish Council at next meeting.
- g) Clerk's Pay – L Hope-Frost reviewed WALC/NALC guidelines regarding clerks' salaries. It was agreed that the Clerk should log the number of hours worked on Council business over a period of 3 months. A one-off payment of £300 was agreed to be made to the Clerk in recognition of increased workload during the past 6 months.

#### 5. Correspondence:

'Speed Aware' – road safety initiative by County Council to provide free assistance to communities with problems of speeding traffic.

The Local Channel – offering 'free' web page for Avon Dassett Parish Council on the Local Channel web site; offer declined by the Parish Council.

Street lighting – e-mail from Cllr Booth regarding requirement for light at junction of C35/A423 at Fenny Compton.

B4100 Crossroads – e-mail correspondence between Cllr Booth and County Highways personnel; hard copies circulated between K Martin and L Hope-Frost; Clerk to forward e-mails to D Brangwyn, J Burgess and A Fraser. Clerk instructed to issue copies to M Edgington who raised this issue at the last meeting.

Grass Cutting – letter from Robert Weeks, Head of Environment at Stratford District Council. Reduced number of cuts (from 13 to 9) due to budget constraints. Service to provide additional cuts offered at cost to Parish; suggests extra cuts be co-ordinated with nearby parishes to provide economies of scale.

Warwickshire Advisory Lorry Route Map – letter from PTES at Warwick County Council with maps indicating best available routes for HGVs travelling in and through Warwickshire.

Planning – A provisional date was set for the next extraordinary planning meeting on Thursday 20 April 2006 at 7.30 pm in the Reading Room, should responses to applications be required prior to the next ordinary Parish Council meeting.

An application was considered to replace stair hand rail and planks with moulded hand rail and vertical square balustrades at 11 Avon Carrow for Mr M Forbes; there was no representation to make.

#### 6. Financial Statement:

Balances at close of business on Monday 3 April 2006:

· Current account	£272.80 credit
· Deposit account	£5,225.58 credit

*AJ Fraser  
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**Cheques to be issued:**

a) M Maughan (Clerk's pay & expenses)	£105.86
b) WALC (membership subscription)	£75.00
c) Zurich Insurance	£502.05
d) Stratford District Council (Reading Room rates)	£111.61
e) Warwickshire County Training Partnership (re-issue of cancelled cheque no. 607)	£25.00
f) J Kipling (cleaning)	£16.00
g) Npower (Reading Room electricity bill)	£2252.30
h) M Maughan (payment for extra duties undertaken over 6 month period October 2005-March 2006)	£300.00

The payment of cheques was proposed by A Fraser and seconded by J Burgess.

**7. AGM:**

Agenda for May AGM considered – Clerk to action.

**8. Council Report:**

Clr Booth supported the initiative outlined by J Birkbeck (see item 4.a) above).

Clr Booth referred to e-mail correspondence with County Highways reference the B4100 crossroads; both Simon Jackson (at Arlescote) and Warmington Parish Council supported improvements to signs and road-markings at this junction.

**9. Any Other Business:**

- A Fraser identified a problem with the burial ground gate-post; A Fraser to obtain quote for repairs from Jerry Davies.
- A requirement to provide a clear statement of duties for M Harris was recognised; A Fraser to identify these to Clerk in order that a written notification of duties be issued.
- J Burgess expressed her wish to attend the next available induction course for 'new' councillors run by the Warwickshire County Training Partnership – Clerk to action.
- D Brangwyn requested information regarding who is eligible to be buried at Avon Dasset burial ground; Clerk to action.
- L Hope-Frost noted that the lime trees along the village thoroughfare had been pruned.

**10. Questions from the Public:**

None

**11. Date of Next Meeting:**

The AGM will be held on Monday 8 May 2006 at 7.30 pm in the Reading Room; the next Ordinary meeting will immediately follow the AGM.

Meeting closed at 10.15 pm.

*ATK  
8/5/06*