

**Minutes of Ordinary Meeting of Avon Dassett Parish Council
Monday 8th July 2019 at The Reading Room.**

The meeting commenced at 7.30pm.

- 1) APOLOGIES: County Councillor Chris Williams, District Councillor John Feilding.

Present: Trevor Gill, Mike Blakeman, Darrell Muffitt, Liz Hirst, Phil Baxter, Clerk (Helen Hide-Wright), 5 members of the public, the planning applicant & 2 others.

DECLARATIONS OF INTEREST: None.

- 2) CONFIRM MINUTES: Ordinary Meeting: 3 June and Extraordinary Planning Meeting: 13 June. Proposed: Darrell Muffitt, Seconded: Mike Blakeman. The minutes were signed and dated by Trevor Gill.
- 3) MATTERS ARISING: Trevor Gill outlined the various matters which are listed below.
- 4) QUESTIONS FROM THE PUBLIC: None.
- 5) COMMUNITY

a) Burial Ground and Cemetery Car Park: A member of the public recommended that the owner of the land adjacent to the field (or her agent) should be contacted to seek permission for the work.

b) Community Policing / Neighbourhood Watch: Darrell Muffitt has spoken to Bob Church about the property marking scheme. **Action: Darrell Muffitt and Trevor Gill to arrange a date for the Property Marking Event this to be held at The Yew Tree.**

Trevor Gill highlighted the information about crime and policing on the community website. This is attached in Appendix 1. Trevor asked that Phil Baxter pass on thanks to the administrator of the community website for collating this information and requested that, if possible, this information is made available so that it can be added to the minutes of future meetings.

Trevor Gill confirmed that a meeting has been set up by the District Councillor with the Police Commissioner to discuss recent crime issues. This is provisionally set up for 4 September but we await the official invitation and agenda. There were concerns about the delay in the meeting and Trevor agreed that the date was a long way off, which was not ideal and understood that this related to the booking of the venue for the meeting and the availability of attendees.

c) Superfast Broadband. Phil Baxter confirmed that work has started on Bitham Hall. Trevor Gill commented that there may be a date pending for Avon Carrow. **Action: Carried forward from the June meeting Trevor Gill to draft an email to residents to try to get up to date information from residents re the status of broadband that is available at their property.**

d) Playground: Liz confirmed that the play area is in good order.

e) The Post Office: Trevor Gill confirmed that the old Post Office sign would be delivered to The Yew Tree Pub. **Action: Trevor Gill to arrange.**

f) Soap Box – Review. Phil Baxter confirmed that the Team is in the process of writing a report on the outcomes of the event. Liz Hirst mentioned comments about the red wire running up the road and going into the trees which members of the public were not happy with. Phil Baxter expressed surprise that this had not been dealt with and undertook to attend to the issues shortly. **Action: Phil Baxter to arrange.**

g) The Village War Memorial – Quotation for cleaning and repair. Phil Baxter confirmed that he would chase the second quote again and ask for a quotation in writing which will be sent to the Clerk and circulate to Councillors for their consideration. **Action: Phil Baxter to arrange.**

h) The Reading Room: Trevor Gill has published the scale of fees on the Parish Council website.

i) Roads, Traffic & Drains: Clearing of leaves from Church Hill.

Trevor Gill thanked Phil Baxter and volunteers for clearing the leaves on the pavement, on Church Hill. It was decided that the Parish Council should write to WALC to find out the definitive position on whose responsibility it is to do this. The Parish Council will then consider the implications of this. **Action: Trevor Gill will draft a letter for approval and will then send it to WALC.**

The Clerk confirmed that she has been in touch with Zurich Insurance to check on insurance cover for council volunteers. The existing policy does not include this cover and Zurich will need specific details in order to supply a quote for the additional cover. The parish council would need to ensure that a note is kept of all volunteers taken on, that an appropriate risk assessment is in place and that adequate training and equipment is provided and that all health and safety guidelines are adhered to with records kept.

Phil Baxter wrote to Patch Byrne who had responded, confirming that he had raised the following defects:

- Grass & weed strimming just uphill of The Old School House (on a 28 day priority)
- A pot hole repair near St Anne's cottage (on a 28 day priority).
- A pole replacement for the 30/60 signs on the left hand side as you leave the village on Dassett Rd (listed as non urgent and could take up to six months to complete)
- The gully by Park Cl has been repaired

j) St John's Church – Gate: Trevor Gill confirmed that a photograph of the gate has been sent on to the Church. It was decided to wait to see the outcome of their considerations. **Action: Trevor Gill to monitor.**

k) VE Celebrations 2020: Darrell Muffitt has looked into the national celebration plans. There will be a bank holiday on Friday 8th May 2020. Various events are being planned nationally, in Europe and further afield. 3pm on the Friday: Battles Over event. This will involve pipers. There will be a toast to the heroes of WWII. Thousands of pubs across the UK will be encouraging their customers to raise a glass. Bells will be rung for peace. After 7pm parties and celebrations will commence and which will continue the following day.

Church services will be held on the following day.

The PC needs to consider whether it wishes to be involved and if it does, to register. There were discussions about whether there should be an AD event or to join with a neighbouring village.

Action: Phil Baxter said that he would make enquiries at the MOD Camp as to their plans for this event.

Action: Darrell Muffitt will ask if the tenants of the Yew Tree would be prepared to host an event.

Action: Trevor Gill to contact Farnborough Village Hall committee to see if they are considering holding an event

6) COMMUNICATION & ADMINISTRATION

Phil Baxter advised that he had received a response from Ross Chambers, Stratford District Council Monitoring Officer who confirmed that he did not propose to take the matter further. The letter is attached in Appendix 2.

The Clerk read an email in Appendix 3 from a resident with questions, comments and queries about the Soap Box Derby. This requires a response from the Soap Box Derby Team. **Action: The Clerk to send the contents of the email to Phil Baxter for delivery to the Soap Box Team.**

7) COUNCIL REPORTS

- a) Warwickshire County Council: Appendix 4.
- b) Stratford On Avon District Council: No report.

8) CORRESPONDENCE: Electronic items were circulated in advance of the meeting. The Clerk confirmed a £200 credit from Stratford District Council for the hire of the Reading Room for the recent election.

9) PLANNING

- a) Declarations of interests : Phil Baxter. The Clerk confirmed that dispensations are still in place for Trevor Gill, Mike Blakeman and Darrell Muffitt.
- b) Planning Applications: 19/01235/FUL: Amended/Additional Details. The applicant and two advisors had no further comments to make on the changes to the application.

The residents were asked if they had any comments on the changes. One member of the public confirmed that it was difficult to discern what the changes were. Mike Blakeman offered to run through the details received by the Parish Council in his report. The member of the public confirmed that they wished to hear those details and Mike Blakeman ran through the details. The full report is attached in Appendix 4.

Mike Blakeman explained that the amendments came in with little time to review and respond.

The principle of the application has not changed. Mike Blakeman highlighted that there is an existing access and therefore the application is flawed at the outset. There is no implied benefit to the community as a whole as the establishment of the bridleway and footpath were to remain private.

The claims that the application will handle environmental issues sensitively is refuted, as it would involve the removal of an old hedgerow and several trees. The entire hedgerow would have to be removed to facilitate the access, causing an impact on local ecology, habitats and would not provide safe access into and out of the site. The proposed removal of the hedgerow could potentially be in violation of the Hedgerow Regulation 1997. No habitat survey has been undertaken. The Ecology Officer will be sent a copy of the Parish Council's report.

The plans are flawed and do not accurately reflect the site. The block plan was not to scale as printed and therefore it is difficult to assess the details of the application. There are two different scales on the drawings neither of which applied to the drawing as printed.

Mike Blakeman outlined the difficulties in the application relating to Highways and his report will be sent to Warwickshire County Council Highways Department. The access proposed is on a steep hill, on a sharp bend with very limited visibility. It is an area known to have safety issues to pedestrians, cyclists and motorists.

Trevor Gill thanked Mike Blakeman for his report and in-depth research.

It was unanimously agreed that the comment would be, "Object."

One member of the public questioned the usage of the road. They mentioned that the road is subject to considerable usage, that it is being used as a, "rat run," for large vehicles. Vehicles are driving fast and some have to mount the pavement to pass oncoming traffic to avoid collisions.

Mike Blakeman responded by explaining that the Parish Council raised these points some time ago and it was confirmed that there could be no restriction on large vehicles. Mike Blakeman raised these issues with County Highways.

The full report is attached in Appendix 5

- d) Planning Decisions: None
- e) Neighbourhood Plan: Darrell Muffitt confirmed that the decision was to have the Housing Needs Survey first. The Clerk mentioned that she had noted significant grant funds are available for neighbourhood plans.
- f) Housing Needs Survey: Next month Sarah Brooke-Taylor will attend the Parish Council meeting to discuss how this can be progressed.

Action: Trevor Gill to contact John Feilding to ask for a meeting to discuss various aspects of Stratford District Council's housing policy.

10) FINANCE:

Audit: The Clerk confirmed that the audit has been submitted to PKF Littlejohn, the external auditor.

VAT: The Clerk confirmed that she had submitted a VAT reclaim last week and that on the 3rd July 2019 a credit of £1,975.64 had been received into the current account from HMRC.

Payments for authorisation

Thomas Fox Landscaping Invoice 26883

£373.20

David Hicks Invoice	£150.00
Administration expenses	£ 10.40
Pro Steam Ltd (War Memorial Cleaning)	£750.00
T. Gill (Lock for Cemetery Lock)	£ 14.21

All the payments were authorised: Proposed: Liz Hirst, Seconded: Mike Blakeman.

The financial statement was circulated. Appendix 6

- g) **MEMBER REPORTS:** Darrell Muffitt addressed the meeting about Open Gardens. He commented that although the shuttle service from the Cemetery car park had worked well, many drivers seemed unaware of the car park and the service and that the car-parking around the village detracted from the event. He felt that the parking made it look untidy and could be better signposted and organised. He questioned why the signs for free parking were not placed outside the village directing drivers to the Cemetery car park, to take the traffic out of the village. In discussion the Parish Council had not been consistent in requesting that the Soapbox Derby organisers to place no parking bollards on the verges into the village, but not requiring the same of the Open Gardens organisers. It was agreed that a note would be sent to the local Open Gardens organisers requesting a better approach to parking in future years. Phil Baxter asked about the lack of money to pay for car-parking. Trevor Gill explained that the Open Garden's scheme did not allow for charging for parking and that, as a public highway, there were no legal restrictions that could stop visitors from parking on the road. **Action: Darrell Muffitt will draft a letter, circulate it for comment and send it on to the Open Garden's organisers.** Appendix 7.

A copy of the financial results for Open Gardens is attached Appendix 8

Trevor Gill mentioned the difficulties caused by the late cancellation of the meeting on the 1st July. It was fortunate that he had picked up the email which came in on Friday night. The Clerk commented that it was fortunate, on this occasion, that the meeting was able to be rescheduled in order to deal with key matters including planning and financial payments. Trevor Gill asked that if such a situation arose again, that all of the Councillors are contacted as the Clerk only works limited hours it is important that late notices are dealt with so that meetings can be rearranged and notice given to residents as early as possible

- h) **DATE OF MEETINGS:** 5th Aug, 2nd Sept, 7th Oct, 11th Nov, 9th Dec.

The meeting closed at 8.40pm

Appendix 1

Information available on the Avon Dassett Community Website re local crime.

There has been a worrying increase in local crime – particularly thefts. Recent incidents include:

- 14 Rhea chicks stolen from **Avon Dassett**, overnight 29-30 June 2019. Male Rhea killed and female escaped (incident 170 of 1 July 2019)
- ATM stolen from **Fenny Compton** Co-op on 25 June 2019 (incident 38 of 25 June 2019)
- Horse tack and trailer stolen from **Radway**, overnight 28-29 June 2019 (incident 106 of 30 June 2019)
- Burglary at the Post Office, Main Street, **Tysoe** at 0015 hours on 29 June 2019 (incident 7 of 29 June)
- Swift Hi-Style caravan stolen from **Ladbroke**, overnight 29-30 June 2019 (incident 83 of 30 June 2019)
- Theft from van **Long Itchington**, overnight 1-2 July 2019 (incident 61 of 2 July)
- Diesel stolen from **Stockton**, overnight 29-30 June 2019 (incident 105 of 30 June 2019)
- Tools stolen from Business Park in **Southam**, overnight 25-26 June 2019 (incident WK-20190625-0120)
- Tools stolen from van in **Southam**, overnight 25-26 June 2019 (incident WK-20190626-0043)

Appendix 2

Direct Line : 01789 260 471
Fax : 01789 260 207
e-mail : Ross.Chambers@stratford-dc.gov.uk
My ref : RC/021019
Your ref :
Date : 5 July 2019



Philip Baxter
Flat 4, Bitham Hall
Avon Dassett
Southam
CV47 2AH

Phil Grafton
Head of Governance and Democracy

Also sent by e-mail

Dear Councillor Baxter,

Complaint about Chair of Avon Dassett Parish Council

I refer to your complaint about the Chair of Avon Dassett Parish Council, Cllr Trevor Gill, sent to the Monitoring Officer on 5 June 2019. The paragraph of the Code of Conduct that you allege has been breached by Councillor Gill is 'do not disclose confidential information'.

In accordance with Stratford on Avon District Council's councillor complaints procedure I have carried out an initial assessment of the complaint. To assist with this I have obtained comments from Councillor Gill. I have also sought comments from the Independent Persons but have not received a response from them.

I have decided that your complaint does not merit a full investigation. My reasons are as follows:

You state that your e-mail to the clerk contained confidential information, namely the fact that you intended to stand as a Parish Councillor. Your e-mail was marked 'confidential' and in the e-mail you asked the clerk that this is kept confidential and not to share the information with any existing Parish Councillors. You also say you set the e-mail sensitivity setting to 'confidential'. You sent the e-mail to the address avondassett.clerk@googlemail.com (note that this is not a personal account). You are aggrieved because it transpired the clerk's e-mail is automatically forwarded to the Chair of the Parish Council.

In councillor Gill's response to the complaint he explains that the clerk only works on a part time basis. In order to ensure Parish Council business continues to be efficiently dealt with when the clerk is absent (e.g. on a non-working day or when she is on holiday or off sick) a procedure was implemented whereby all e-mails addressed to the clerk are automatically copied to the Chair. This procedure was implemented in 2014

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following conversations with the internal auditor. The procedure is set out in the Council's Communications Policy which was most recently agreed at a Council meeting on 13 May 2019. The Parish Council's website also contains a statement that all e-mails addressed to the clerk are automatically copied to the Chair to ensure the correspondence is dealt with.

On receipt of your e-mail the Chair telephoned the Clerk to ensure she received it and requested that she give it urgent attention. I consider this was sensible in light of the fact that the clerk had recently been off work and the deadline for submitting election nominations was imminent. The clerk then actioned your request. Councillor Gill had no further involvement in the matter. The e-mail was not disclosed to anyone else.

I do not consider this amounts to Councillor Gill disclosing confidential information or that there has been a breach of confidence. The e-mail was received by the Chair of the Parish Council. He is not a third party separate to the Council. The arrangement allows Parish Council business to be properly administered when the clerk is unavailable. This arrangement was endorsed by the internal auditor. I do not consider that this matter has caused any detriment to you. The Chair simply ensured that the matter was being dealt with by the clerk. The e-mail was not disclosed to anyone else.

Furthermore, I do not consider that the auto forwarding of the e-mail to the Chair constitutes a breach of confidence. The case of *Coco v A N Clark (Engineers) Limited* [1968] FSR 415 sets out a test for assessing whether a disclosure would constitute a breach of confidence. The judge suggested that three elements are usually required to bring an action for a breach of confidence: the information must have the necessary quality of confidence; it must have been imparted in circumstances importing an obligation of confidence; and there must have been an unauthorised use of the information to the detriment of the confider.

Your e-mail to the clerk was unsolicited and there was no suggestion from the clerk that it would be kept confidential. In any event there was no detriment caused because the Chair merely ensured that your request for a nomination pack was being dealt with in order to comply with election deadlines. There was no further disclosure of the e-mail beyond the Chair of the Parish Council. The procedure allows the Parish Council to efficiently conduct business when the clerk is unavailable.

Accordingly, for the reasons stated above, I conclude that Councillor Gill has not disclosed confidential information in this matter and that your complaint does not merit full investigation.

Yours sincerely



Ross Chambers
Solicitor
Legal Services
Stratford-on-Avon District Council

Dear Clerk,

On reading the agenda for July's upcoming meeting I noted the Parish Council will be reviewing the Soapbox Derby 2019. As a resident of the village I would like to make a few observations from this years events.

Firstly it is great to see our small village putting on another event in aid of charity to the benefit of local and national causes, given the size of the village we manage to run several events that benefit the community in which we live. I do however have a few points to raise:

- 1) Over the few weeks before the Soapbox event I received several communications through my post box, while this was commendable in keeping me updated on progress these notes were simply addressed from The Avon Dassett Soapbox Team. Unfortunately this left me with no way to communicate with the "Team" as no Phone, Email or even contact names were provided. May I suggest that in Future the "Team" provide residents with a way of contacting them to raise concerns such as the road closure.
- 2) The "Team" did arrange for a public open meeting to discuss the event however holding such an event early evening mid week again precludes those of us who work away or some distance from the village from attending, could I suggest in future this be held at a different time or provide adequate contact details for the "Team"
- 3) I have attempted to find details of the accounts for the Soapbox event 2018 without success. Given the event attracts in excess of 2000 people I feel it would be appropriate that the "Team" to make these available in the future, such as the 2019 event to allow attendees and patrons confidence in the financial management of the event.
- 4) My last observation is one of a safety issue. I have been made aware that there was a video in the internet purporting to show a trail run being made on 17 June whilst the road in open for general use. The video clearly shows that there was vehicle on the road at the same time. I will be interested to receive confirmation that this was one-off occurrence and that whilst this was taking place sufficient marshalling was in place to ensure that neither the trialist nor any member of the public was in any danger.

Avon Dassett Parish Council Meeting on 8nd July 2019

County Councillor's Report

Administration

With the significant changes that have taken place with the management structure at the County Council we have now started on new proposals which sets out a clear vision to make Warwickshire forward-thinking, supporting its communities and delivering a vibrant economy.

The new strategic directors are formulating their departments. The new director of Highways is Scott Thompkins who, with 18 years' experience, joins us from Gloucestershire. The County Highways will continue to have an experienced Highways Engineer in charge.

Public Health

Whilst we await the Government's Green Paper on Health and Social Care the Public Health Department, led by the new Directors of Public Health, Helen King and Adult and Children Social Care, John Coleman, are working together to highlight the need for healthy living in the community. Dementia, obesity, exercise and mental health are top of the list of long- term concerns that are being highlighted. As Parish Councils you can do your bit by encouraging activities for the young (walking, use of sports fields, etc) and tackling loneliness by encouraging social activities for single elderly residents

HS2

The early works are nearing completion and the contractors are commencing some preparatory works in particular connected with the tunnel boring machine. They have trials in Wormleighton which are finally getting underway. Cllr Bob Stevens has been appointed as Cabinet Advisor on HS2 matter and will be working to get better and more accurate communications regarding HS2. He is also aiming to get the three District Councils who are affected by HS2 to accept their responsibilities and to appoint a dedicated Officer as a point of contact.

Grants

There are still pockets of money around for small grants for community benefit. When I hear of them I will forward details to your clerk. My community grant closed on 7th June 2019. There were no applications from Avon Dassett on this occasion. Although there may be a second round, I am afraid that all my grant money has been allocated and I will therefore have no further funds available from this source.

Cllr Chris Williams

Member for Kineton and Red Horse Division

05.07.2019

AVON DASSETT PARISH COUNCIL
PLANNING APPLICATION 19/01235/FUL
Land South West of Bitham Hall, Avon Dassett
APPLICANT: Mr Ray Randerson
SUPPLEMENTARY PLANNING REPORT

Summary

- This report supersedes all previous reports.
- The original Application was a full application for the creation of a vehicular access for agriculture/forestry maintenance of the Application Site including the creation of a new private footpath and bridleway running along the vehicular access. It was subsequently confirmed by the Planning Officer that as the proposed footpath and bridleway was not a public footpath and bridleway and did not involve any operational development it did not therefore require planning permission.
- The site lies within the Conservation Area.
- It is important that the Application is considered in isolation on its merits and not viewed in the context of any potential future applications that the Applicant has stated that he may or may not intend to submit for development of the land in the future.
- The decision on whether the Parish Council's response to the Application is to remain as an **Objection** is a matter for the entire Parish Council to decide.

Additional Information Submitted

- Amended Block Plan and Section 19/013/01 prepared by Brown & Co (Issued by SDC on 28 June 2019 and received by ADPC on 4th July)
- Tree Constraints Plan, Tree Schedule and Tree Protection Plan prepared by Aspect Arboriculture (Issued by SDC on 28 June 2019 and received by ADPC on 4th July)
- A Statement by the Applicant dated the 13 June 2019 read at the Extraordinary Parish Council Meeting held on 13 June 2019

Observations

1. The amended documents were submitted very late in the consultation process only being received by Avon Dassett Parish Council as had copies on 4th July only 4 days before the end of the consultation period allowing little time for an in depth assessment of the additional information.

2. Neither the Application nor the covering letter have been amended, therefore, the statement made by the Applicant that there is no existing access remains. As previously reported, this is incorrect as there is an existing agricultural access to the south of 4 Hill View which has been used to maintain the land for many years. The Applicant obtained a right of access when the land was acquired. Therefore, the whole basis on which the Application is based is flawed from the outset.
3. As the footpath and bridleway are **not** to be public right of way then any stated or implied benefits to the local community are totally irrelevant. There would be **no** public access to the “moat” if and when restored.
4. In his statement to the Parish Council, the Applicant referred to the Moat Restoration Project this is incorrect as the Application is for an additional agricultural and forestry access. The Applicant also confirmed that the access will be “created in a sensitive manner to protect the trees and hedgerow”, however, the access as proposed would require the removal of the entire length of the hedgerow and mature trees.
5. The drawings are based on outdated Ordnance Survey data and digital imagery and do not adequately reflect the current road layout. No topographical survey has been undertaken and the road width and alignments are incorrect and misleading. No plan of the existing road layout has been provided.
6. Block Plan 19-013-01: As submitted the Block Plan is not to scale. The scales stated in the drawing title block and the bar scales are different and neither are relevant to the drawing as submitted. This means that the drawing can only be reviewed as diagrammatic and the validity of the information provided cannot be validated. As the vision splays are a critical element of the access location it is unacceptable that accurate scale drawings have not been provided.
7. Neither the existing trees nor the existing electricity distribution poles are shown. There is no indication of the severity of the gradient of the road which is an absolutely critical consideration at the point where the access is proposed.
8. The proposed alignment of the road to the south is incorrect as it seems to project in front of the line of the Old School House boundary and would reduce the width of the road further at this point to an unacceptable and dangerous width within Highways Land. (See photos 1 & 2 in Appendix B)
9. It is unclear why, what appears to be a footpath, is being indicated to the west of the roadway when the access is purportedly to be for agricultural and forestry access only. The “footpath” to the south of the access serves no useful purpose as it would have to terminate at the boundary and hedge line of the Old School House property, if correctly drawn. There is no connection shown to the footpath to the north at the Bitham Hall boundary. There is no indication as to whether it is intended that the footpath will be to adoptable standards.

10. With regard to the vision splays indicated, these do not reflect the standards set down in The Manual for Streets published by the Department for Transport (Appendix A). The “X” dimension, for the distance back from the edge of the carriageway, has now been correctly drawn as 2.4m as confirmed by the Highway Authority, the vision splay to the north is incorrect. Whilst a vision splay of 43 metres is shown to nearside kerb it does not make any allowance for vehicles travelling down the hill, on the left hand side of the road, which would not be visible until they were rounding the bend due to the high wall around the churchyard. The alternative visibility splays, as set out in diagram b) of paragraph 7.7.9 of the Manual for Streets suggests alternative options for the vision splay based on the vision splay being taken tangentially to the kerb which would also provide inadequate vision. Even if the vision splay was taken to the centre line of the road at the apex of the bend the vision splay would again be inadequate.
11. As the applicant’s land extends to some 44 metres south of the access road, the hedgerow to the south would have to be removed in its entirety in order to achieve the requisite vision splay.
12. It is unclear how the change in level between the applicant’s land and the public highway would be dealt with. The difference in level varies between 600 mm and 750 mm.
13. As previously stated, the design of the access does not take into account its proposed location directly opposite an existing driveway, on a steep hill, close to a sharp bend and on a road, which is only 4.5 metres wide. The drawings are incorrect in that they imply that the main roadway widens in front of the steps to St. John’s Church. (See Photo 3 in Appendix B)
14. With regard to the access road itself, whilst the applicant has adhered to the advice given by the Highway Authority and set the access gates back from the highway and has indicated a longitudinal gradient of 1:15 it is unclear how this will actually be achieved taking into account the difference in level between the Application Site and the public highway and how the transverse gradient will be dealt with where the access road meets the steeply sloping main road.
15. The information provided by Aspect Arboriculture shows the approximate location of the trees and hedges their species, size and condition. The condition of the mature sycamore tree is stated as being “average” with dense ivy coverage due to lack of maintenance.
16. The inappropriately named Tree Protection Plan is again based on an OS extract and aerial imagery is incorrectly drawn as the vision splay is shown as 2.0m not 2.4m as required by the Highway Authority. The Tree Protection Plan indicates that the large mature sycamore is to be removed along with the hedgerow and the mature Elder. There is no reference to the removal of any mature trees in the main application.

17. No habitat survey has been undertaken and therefore it is impossible to assess the impact on the local habitat of the removal of the entire length of the hedgerow along the eastern edge of the application site.
18. The proposal to remove the hedgerow, which is an important feature within the village is potentially contrary to the Hedgerow Regulations 1997.
19. There is no indication as to what will constitute the planting for the replacement hedgerow nor is there any indication that the trees that will be removed are to be replaced.

Conclusions

1. There is already an existing vehicular access to the land which has been adequate to date and there would appear to be no justification for an additional access for agriculture and forestry maintenance only.
2. No topographical survey has been undertaken and the drawings are based on historic OS data and aerial imagery. Due to the inadequate vision splays to the north, the proposed access would potentially present an unacceptable danger to motorists and cyclists traveling along the main road from the north and for pedestrians trying to cross the road by St. John's Church which is already a dangerous operation. The bend on Church Hill is notoriously dangerous as recently as the end of June a motorcyclist was hospitalised having come off his motorcycle on the bend. There have been numerous other instances where cyclists have come off the bikes when meeting motor vehicles in the middle of the road on the bend. The main roadway is a well-used cycle route and although there are warning signs recommending that cyclists dismount when coming down the hill, groups of cyclists frequently come down the hill at speed and they would have little time to avoid a vehicle entering or existing the site. No speed data has been provided to justify any reduction in the vision splay to the north and no account has been taken of the gradient of the main road.
3. The removal of the mature trees and the existing hedgerow in its entirety would be detrimental to the local ecology and without an in-depth study in accordance with the 1981 Wildlife and Conservation Act the removal of the hedgerow cannot be justified. The Applicant cannot be certain that the removal of the hedgerow would not have an adverse effect on the local ecology and it would permanently change the character of this part of the village. The removal of the hedgerow is also potentially at variance with the principles of The Hedgerow Regulations (1997).

Mike Blakeman

Vice Chairman
Avon Dasset Parish Council
08 July 2019

APPENDIX A

Table 7.1 Derived SSDs for streets (figures rounded).

Speed	Kilometres per hour	16	20	24	25	30	32	40	45	48	50	60
	Miles per hour	10	12	15	16	19	20	25	28	30	31	37
SSD (metres)		9	12	15	16	20	22	31	36	40	43	56
SSD adjusted for bonnet length. See 7.6.4		11	14	17	18	23	25	33	39	43	45	59
Additional features will be needed to achieve low speeds												

7.5.7 The SSD values used in MfS are based on a perception–reaction time of 1.5 seconds and a deceleration rate of $0.45g$ (4.41 m/s^2). Table 7.1 uses these values to show the effect of speed on SSD.

7.5.8 Below around 20 m, shorter SSDs themselves will not achieve low vehicle speeds: speed-reducing features will be needed. For higher speed roads, i.e. with an 85th percentile speed over 60 km/h, it may be appropriate to use longer SSDs, as set out in the *Design Manual for Roads and Bridges*.

7.5.9 Gradients affect stopping distances. The deceleration rate of $0.45g$ used to calculate the figures in Table 7.1 is for a level road. A 10% gradient will increase (or decrease) the rate by around $0.1g$.

7.6 Visibility requirements

7.6.1 Visibility should be checked at junctions and along the street. Visibility is measured horizontally and vertically.

7.6.2 Using plan views of proposed layouts, checks for visibility in the horizontal plane ensure that views are not obscured by vertical obstructions.

7.6.3 Checking visibility in the vertical plane is then carried out to ensure that views in the horizontal plane are not compromised by obstructions such as the crest of a hill, or a bridge at a dip in the road ahead. It also takes into account the variation in driver eye height and the height range of obstructions. Eye height is assumed to range from 1.05 m (for car drivers) to 2 m (for lorry drivers). Drivers need to be able to see obstructions 2 m high down to a point 600 mm above the carriageway. The latter dimension is used to ensure small children can be seen (Fig. 7.17).

7.6.4 The SSD figure relates to the position of the driver. However, the distance between the driver and the front of the vehicle is typically up to 2.4 m, which is a significant proportion of shorter stopping distances. It is therefore recommended that an allowance is made by adding 2.4 m to the SSD.

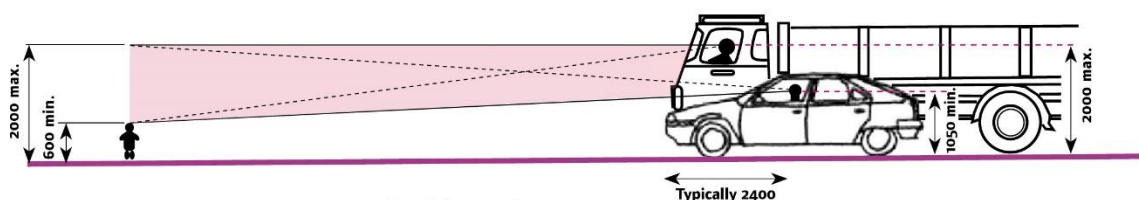


Figure 7.17 Vertical visibility envelope.

7.7 Visibility splays at junctions

7.7.1 The visibility splay at a junction ensures there is adequate inter-visibility between vehicles on the major and minor arms (Fig. 7.18).

7.7.2 The distance back along the minor arm from which visibility is measured is known as the X distance. It is generally measured back from the 'give way' line (or an imaginary 'give way' line if no such markings are provided). This distance is normally measured along the centreline of the minor arm for simplicity, but in some circumstances (for example where there is a wide splitter island on the minor arm) it will be more appropriate to measure it from the actual position of the driver.

7.7.3 The Y distance represents the distance that a driver who is about to exit from the minor arm can see to his left and right along the main alignment. For simplicity it is measured along the nearside kerb line of the main arm, although vehicles will normally be travelling a distance from the kerb line. The measurement is taken from the point where this line intersects the centreline of the minor arm (unless, as above, there is a splitter island in the minor arm).

7.7.4 When the main alignment is curved and the minor arm joins on the outside of a bend, another check is necessary to make sure that an approaching vehicle on the main arm is visible over the whole of the Y distance. This is done by drawing an additional sight line which meets the kerb line at a tangent.

7.7.5 Some circumstances make it unlikely that vehicles approaching from the left on the main arm will cross the centreline of the main arm – opposing flows may be physically

segregated at that point, for example. If so, the visibility splay to the left can be measured to the centreline of the main arm.

X distance

7.7.6 An X distance of 2.4 m should normally be used in most built-up situations, as this represents a reasonable maximum distance between the front of the car and the driver's eye.

7.7.7 A minimum figure of 2 m may be considered in some very lightly-trafficked and slow-speed situations, but using this value will mean that the front of some vehicles will protrude slightly into the running carriageway of the major arm. The ability of drivers and cyclists to see this overhang from a reasonable distance, and to manoeuvre around it without undue difficulty, should be considered.

7.7.8 Using an X distance in excess of 2.4 m is not generally required in built-up areas.

7.7.9 Longer X distances enable drivers to look for gaps as they approach the junction. This increases junction capacity for the minor arm, and so may be justified in some circumstances, but it also increases the possibility that drivers on the minor approach will fail to take account of other road users, particularly pedestrians and cyclists. Longer X distances may also result in more shunt accidents on the minor arm. TRL Report No. 184²⁰ found that accident risk increased with greater minor-road sight distance.

Y distance

7.7.10 The Y distance should be based on values for SSD (Table 7.1).

²⁰ Summersgill I., Kennedy, J. and Baynes, D. (1996) *Accidents at Three-arm Priority Junctions on Urban Single-carriageway Roads* TRL Report no. 184. Crowthorne: TRL.

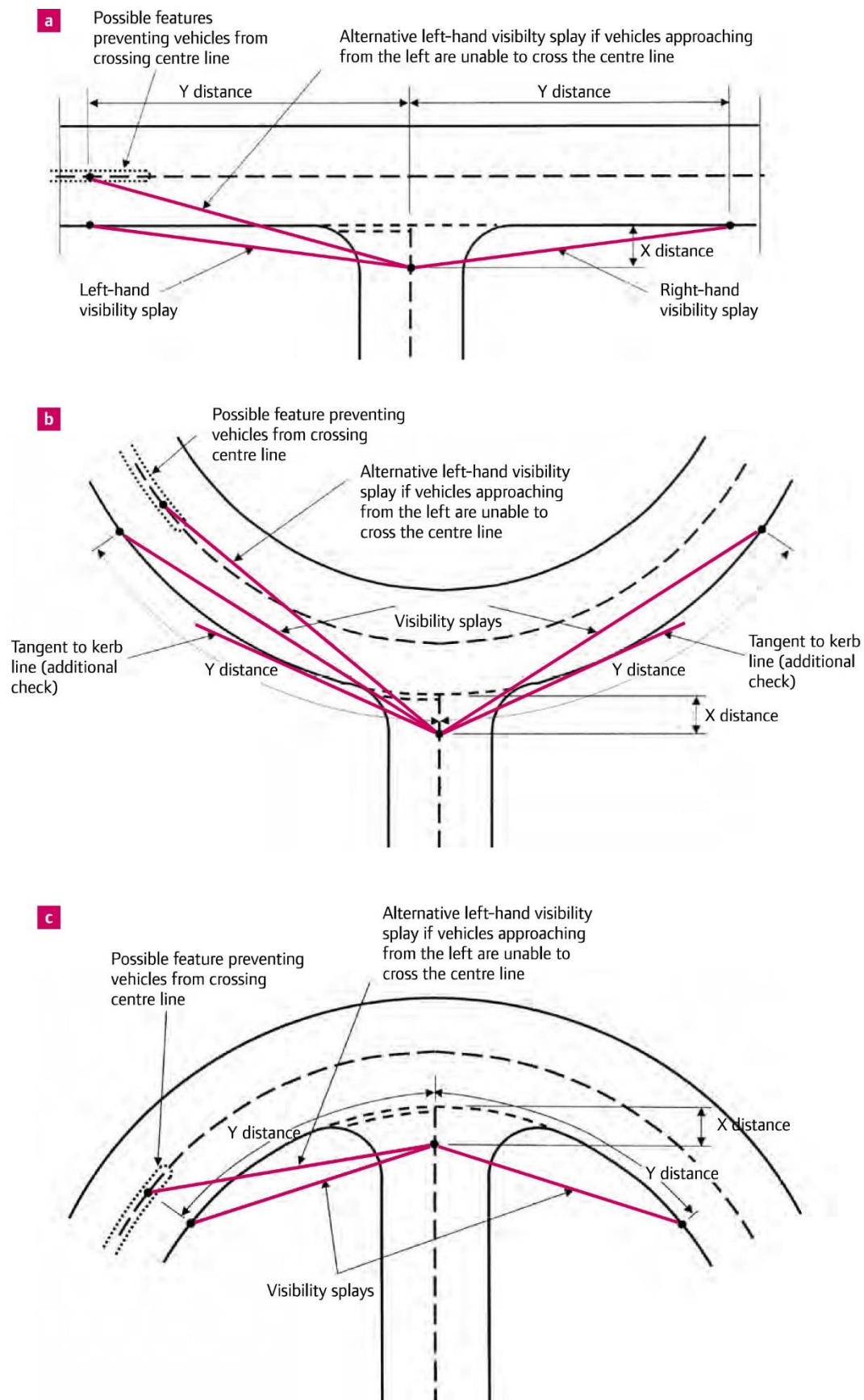


Figure 7.18 Measurement of junction visibility splays (a) on a straight road, (b) and (c) on bends.

7.8 Forward visibility

7.8.1 Forward visibility is the distance a driver needs to see ahead to stop safely for obstructions in the road. The minimum forward visibility required is equal to the minimum SSD. It is checked by measuring between points on a curve along the centreline of the inner traffic lane (see Fig. 7.19).

7.8.2 There will be situations where it is desirable to reduce forward visibility to control traffic speed – the Influence of geometry on speed box describes how forward visibility influences speed. An example is shown in Fig 7.20.

Visibility along the street edge

7.8.3 Vehicle exits at the back edge of the footway mean that emerging drivers will have to take account of people on the footway. The absence of wide visibility splays at private driveways will encourage drivers to emerge more cautiously. Consideration should be given to whether this will be appropriate, taking into account the following:

- the frequency of vehicle movements;
- the amount of pedestrian activity; and
- the width of the footway.

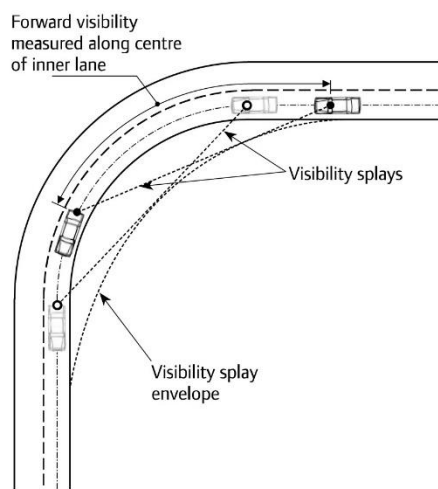


Figure 7.19 Measurement of forward visibility.



Figure 7.20 Limiting forward visibility helps keep speeds down in Poundbury, Dorset.

7.8.4 When it is judged that footway visibility splays are to be provided, consideration should be given to the best means of achieving this in a manner sympathetic to the visual appearance of the street (Fig. 7.21). This may include:

- the use of boundary railings rather than walls (Fig. 7.22); and
- the omission of boundary walls or fences at the exit location.

Obstacles to visibility

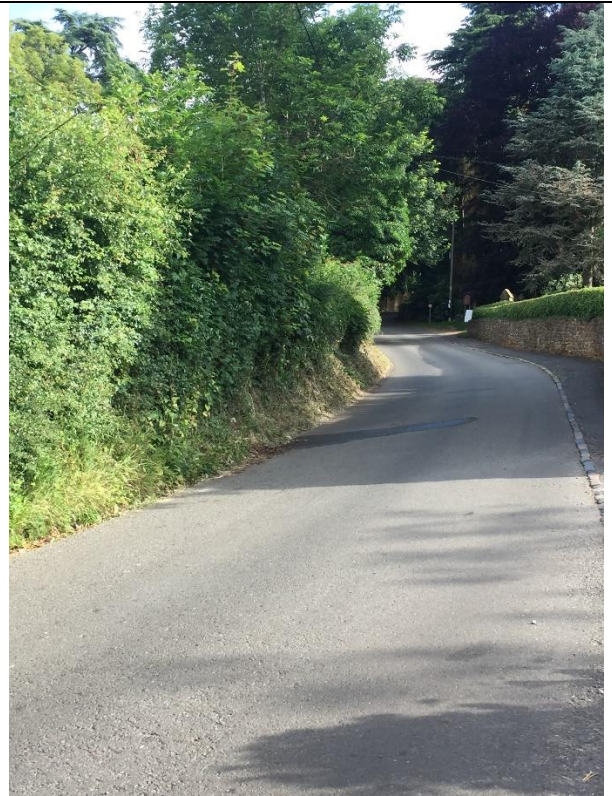
7.8.5 Parking in visibility splays in built-up areas is quite common, yet it does not appear to create significant problems in practice. Ideally, defined parking bays should be provided outside the visibility splay. However, in some circumstances, where speeds are low, some encroachment may be acceptable.

7.8.6 The impact of other obstacles, such as street trees and street lighting columns, should be assessed in terms of their impact on the overall envelope of visibility. In general, occasional obstacles to visibility that are not large enough to fully obscure a whole vehicle or a pedestrian, including a child or wheelchair user, will not have a significant impact on road safety.

APPENDIX B



1. View Northwards at the boundary with The Old School House



2. View Northwards at the boundary with The Old School House



3. View up Church Hill at the entrance to St. John's Church



3. Mature Sycamore at the proposed site entrance (To be removed)

Appendix 6

Avon Dasset Parish Council Financial Statement

Balances as at close of business:

Sunday, 30 June 2019

Current Account:	£10,275.94	
Deposit Account	£12,842.30	(Ring fenced funds and interest received)

Bank transactions

Current Account:						
Date	Payee	Details	Budget Category	Receipt	Payment	
05/06/2019	H L Hide-Wright	May expenses	Administration Expenses			(£12.90)
05/06/2019	T Gill	Reading Room Sign	Reading Room: Maintenance			(£63.00)
05/06/2019	W. Robinson	Internal Audit	Audit Fees			(£90.00)
13/06/2019	SDC	Elections	Reading Room	£200.00	£0.00	
19/06/2019	1 & 1 Internet Ltd	Website	IT Software, Hardware & Consumables	£0.00		(£17.98)
20/06/2019	H L Hide-Wright	Salary - June	Clerk's Pay	£0.00		(£329.36)
20/06/2019	nPower	Reading Room Electricity	Reading Room: Electricity Supply	£0.00		(£42.00)
24/06/2019	Warwickshire Pension Fund	ADPC Pension Contribution	ADPC Pension Contribution	£0.00		(£82.05)
24/06/2019	Warwickshire Pension Fund	Employee Pension Contribution	Employee Pension Contribution	£0.00		(£18.80)

Deposit Account						
Date	Payee	Details	Budget Category	Receipt	Payment	
10/06/2019	Lloyds Bank	Bank Interest	Bank Interest	£0.56		

Ring Fenced Funds

Defibrillator	£250.00
St John's Steps Appeal Funds	£86.19
IT Equipment & Software	£556.11
Playground Lease Grant	£200.00
Neighbourhood Watch	£185.00
Village Cemetery	£275.00
Reading Room Maintenance	£8,810.00
Parish Plan	£2,000.00
Playground Maintenance	£250.00
Village Maintenance	£230.00
Deposit Account Balances As At:	Sunday, 30 June 2019
	£12,842.30

Payments For Authorisation

Payment for authorisation			
Thomas Fox	Mowing	Invoice 26883	£373.20
Thomas Fox	Mowing	Invoice 27016	£373.20
David Hicks	Tubs Planting		£150.00
H L Hide-Wright	June Expenses		£10.40
Pro Steam	War Memorial Cleaning		£750.00
T Gill	Lock for cemetery car park	Emergency Payment	£14.21
			£1,671.01

Dated:

Sunday, 30 June 2019

AVON DASSETT PARISH COUNCIL 2018 - 2019 FINANCIAL YEAR**Sunday, 30 June 2019**

	<u>Actual</u>	<u>Net Receipts</u>	<u>Variance With Budget</u>	<u>Budget</u>
<u>Receipts</u>				
Precept	£7,805.00	£7,805.00	(£7,805.00)	£15,610.00
Bank Interest	£1.60	£1.60	£1.60	£0.00
Burial Ground	£0.00	£0.00	£0.00	£0.00
Miscellaneous - Funds From Village Functions	£0.00	£0.00	£0.00	£0.00
Hire of Reading Room, car park etc	£0.00	£0.00	£0.00	£0.00
Mowing Refund From Stratford District Council	£0.00	£0.00	£0.00	£0.00
Election Fees Re The Use Of The Reading Room	£200.00	£200.00	£200.00	£0.00
VAT Reimbursement	£0.00	£0.00	£0.00	£0.00
TOTAL RECEIPTS	£8,006.60	£0.00	£8,006.60	(£7,603.40)
				£15,610.00

	Actual	Ring Fenced Funds	Net Expenditure	Variance With Budget	Budget
Payments (Annual expenses)					
The Reading Room					
Reading Room: Cleaning	£0.00		£0.00	£0.00	£0.00
Reading Room: Electricity Supply	(£126.00)		(£126.00)	£374.00	£500.00
Reading Room: Maintenance	(£124.95)		(£124.95)	£875.05	£1,000.00
Reading Room: Rates	£0.00		£0.00	£0.00	£0.00
Total Reading Room	(£250.95)	£0.00	(£250.95)	£1,249.05	£1,500.00

Administration**Staff costs:**

Clerk's Pay	(£975.07)		(£975.07)	£3,524.93	£4,500.00
ADPC Pension Contribution	(£283.75)		(£283.75)	£816.25	£1,100.00
Employee Pension Contribution	(£18.80)		(£18.80)	(£18.80)	£0.00
Administration Expenses	(£39.00)		(£39.00)	£441.00	£480.00
ADPC Training	£0.00		£0.00	£150.00	£150.00
Audit Fees	(£90.00)		(£90.00)	£260.00	£350.00
Data Protection	£0.00		£0.00	£50.00	£50.00
Election Fees	£0.00		£0.00	£1,000.00	£1,000.00
Councillors' expenses	£0.00		£0.00	£0.00	£0.00
WALC Subscriptions	(£104.00)		(£104.00)	£26.00	£130.00
Insurance	£0.00		£0.00	£650.00	£650.00
Total Administration	(£1,510.62)	£0.00	(£1,510.62)	£6,899.38	£8,410.00

Village Maintenance

Street Light Maintenance	£0.00		£0.00	£150.00	£150.00
Street Light Electricity Supply	(£479.50)		(£479.50)	£270.50	£750.00
Village Maintenance & Mowing	(£559.80)		(£559.80)	£2,440.20	£3,000.00
Tubs Etc	£0.00		£0.00	£250.00	£250.00
Total Village Maintenance	(£1,039.30)	£0.00	(£1,039.30)	£3,110.70	£4,150.00

Playground

Playground Lease & Inspections	£0.00		£0.00	£100.00	£100.00
Playground Equipment and Repairs	£0.00		£0.00	£250.00	£250.00
Playground General Maintenance	£0.00		£0.00	£250.00	£250.00
Total Playground	£0.00	£0.00	£0.00	£600.00	£600.00

Communications & IT Expenditure

Avon Dasset Parish Council Website	£0.00		£0.00	£300.00	£300.00
Communications & Surveys	£0.00		£0.00	£0.00	£0.00
IT Software, Hardware & Consumables	(£47.92)		(£47.92)	£252.08	£300.00
Total Communications & IT Expenditure	(£47.92)	£0.00	(£47.92)	£552.08	£600.00

Miscellaneous

Coffee Morning Expenses & Xmas Gathering	£0.00		£0.00	£150.00	£150.00
Other - Section 137	£0.00		£0.00	£0.00	£0.00
Defibrillator	£0.00		£0.00	£200.00	£200.00
Community Projects	£0.00		£0.00	£0.00	£0.00
Total Miscellaneous	£0.00	£0.00	£0.00	£350.00	£350.00

TOTAL PAYMENTS

	(£2,848.79)	£0.00	(£2,848.79)	£12,761.21	£15,610.00
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Ring Fenced Funds

	01 April 2019	Deposits	Withdrawals	30 June 2019
Defibrillator	£250.00	£0.00	£0.00	£250.00
St John's Steps Appeal Funds	£86.19	£0.00	£0.00	£86.19
IT Equipment & Software	£554.51	£1.60	£0.00	£556.11
Playground Lease Grant	£200.00	£0.00	£0.00	£200.00
Neighbourhood Watch	£185.00	£0.00	£0.00	£185.00
Village Cemetery	£275.00	£0.00	£0.00	£275.00
Reading Room Maintenance	£8,810.00	£0.00	£0.00	£8,810.00
Parish Plan	£2,000.00	£0.00	£0.00	£2,000.00
Playground Maintenance	£250.00	£0.00	£0.00	£250.00
Village Maintenance	£230.00	£0.00	£0.00	£230.00
Deposit Account Balances As At:	£12,840.70	£1.60	£0.00	£12,842.30

Closing Period Bank Balances As At:**30 June 2019**

Current Account	£10,275.94
Deposit Account	£12,842.30
Total Bank Balances	£23,118.24

The Parish Councillors were pleased to read of the success of this year's Open Gardens' event in your note of 8 July. On behalf of the Councillors please pass on our congratulations to all volunteers and families who opened their gardens in ensuring that the event ran smoothly and raising so much money for charity.

We note the success of the shuttle running from the Cemetery car park, but suggest a number of improvements for you to consider for car parking in future years.

As you are aware, for the Soapbox Derby, the Parish Council requested that No Parking notices were placed on the verges from the Village boundaries and that signage directed visitors to the Fete Field which had been hired for parking. In discussion at our last meeting, Councillors felt that car parking for Open Gardens had lacked the same level of organisation which led to cars being parked on verges and haphazardly through the Village. This not only caused potentially dangerous conditions for drivers but detracted from the appearance of the Village during the event.

Signage for the Cemetery car park could not be seen by drivers approaching from the south or east until they were in the Village, by which time many seemed to have made the decision to park where they could. In addition, the Cemetery car park was not big enough to accommodate the cars of this year's visitors.

During our meeting the Chair of Dasset Charities commented that the Fete Field had been available for use, and could be in future years, by negotiation.

We shall be grateful if you will please consider improvements to the parking arrangements for future years. No Parking cones would keep the verges clear, better signposting to car parks would both direct drivers and improve the safety and appearance of the Village and using the Fete Field as the main car park would keep much of the traffic out of the Village.

Please take these comments as constructive as we in no way wish to detract from the hard work put in and good will generated by all concerned.

Helen

Helen L. Hide-Wright
Clerk & RFO Avon Dasset Parish Council
07713 892835

AVON DASSETT OPEN GARDENS 7 JULY 2019

SUMMARY OF DAYS TAKINGS AND DONATIONS

NGS OPEN GARDENS SCHEME

		2019	2018	2017	2016
Paying Visitors	£	2,345.00	1,680.00	1,775.00	2,125.00
Tombola etc at Reading Room	£	136.35	159.86	113.62	111.76
Teas	£	496.18	370.65	581.00	542.00
Plant Sales	£	45.00	20.00	38.00	25.00
Donations	£	11.00	0	22.00	27.00
TOTAL	£	3,033.53	2,230.51	2,529.62	2,830.76

AVON DASSETT PARISH COUNCIL

Percentage of Teas	£	212.65	158.85	248.00	230.00
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TOTAL RAISED	£	3,246.18	2,389.36	2,777.62	3,060.76
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NUMBER OF VISITORS

No. of visitors		335	244	360	450
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