

**Minutes of Ordinary Meeting of Avon Dassett Parish Council
Monday 3rd February 2020 at The Reading Room.**

The meeting commenced at 7.30pm.

- 1) Present: Trevor Gill, Mike Blakeman, Darrell Muffitt (Arrived 7.32pm), Phil Baxter, Liz Hirst (Arrived 7.36pm), Clerk (Helen Hide-Wright), 3 members of the public, District Councillor John Feilding (left at 7.40pm).

APOLOGIES: Chris Williams – Apology accepted by the meeting.

- 2) DECLARATIONS OF INTEREST: None.

- 3) CONFIRM MINUTES: Confirm the minutes of the meeting held on 13th January 2020. The minutes were accepted. Proposed: Mike Blakeman, Seconded: Phil Baxter. Signed and dated by Trevor Gill.

- 4) MATTERS ARISING:

- a) The meeting with VASA has been arranged for 27 February 2020. **Action: Trevor Gill to report back at the March meeting.**
- b) Book club – There are no vacancies for new members at present, the restriction being the number of library books that can be borrowed at any one time.
- c) Land outside Lorient – Phil Baxter reported that an email has been sent to the two residents regarding ownership of the verge. No response has been received to date.
- d) Free movement article has been sent to the Compton Chronicle.
- e) The Parish Council notice board is ready for installation. **Action: Trevor Gill to progress**
- f) Registration for notification work being undertaken by utility services: Trevor Gill and Phil Baxter will investigate this as the information details found are for residents with special needs and not for Parish Council's. **Action: Trevor Gill and Phil Baxter to discuss and report back to the March meeting.**
- g) The Precept request form has been submitted by the Clerk.

- 5) QUESTIONS FROM THE PUBLIC: A question was received about the Housing Needs Survey. It was confirmed that the results will be published as soon as possible after discussion within the parish council.

- 6) COMMUNITY

- a) Burial Ground and Cemetery Car Park: Fencing: awaiting a date for the fencing repairs at the cemetery and the gate at the playground. **Action: Trevor Gill to progress.** A new lock and chain have been purchased and will be fitted by Trevor Gill. It is a combination lock and the number will be advised to Thomas Fox. **Action: Trevor Gill to progress**
- b) Community Policing / Neighbourhood Watch: Police event happened on 28 January 2020 in the Reading Room. Further dates for future events will be held at the Reading Room as follows:
11th March at 3pm, 15th May at 7pm, 16th July at 2pm, 16th September at 7pm and 16th November at 2pm. Posters will advertise each event. The Police will also try to attend the monthly Coffee mornings.

Southam Community Forum will be held on 25 March in Southam: **Action: Phil Baxter to advise if he can attend**

Property marking: Darrell Muffitt is currently seeking a date for the event, with Bob Church. **Action: Darrell Muffitt to progress**

- c) Superfast Broadband – Nothing further to report.
- d) Playground – Repairs to the playground equipment have been completed. Repairs to the gate posts are due happen in the next few days. **Action: Trevor Gill to progress.**
- e) The Post Office: Nothing to report.
- f) The Village War Memorial: Nothing to report.

- g) The Reading Room: The Yoga group has moved from the Reading Room to Fenny Compton as they needed more space for the growing numbers of attendees.
- h) Roads Traffic & Drains: Phil Baxter has not had a response yet from Patch Byrne. Trevor Gill spoke about the state of the road in Farnborough as a result of work by BT Openreach. The verges are now dangerous. Phil Baxter will report this to Patch Byrne. **Action: Phil Baxter to report the state of the verges on Farnborough Lane to Patch Byrne and progress matters already reported.**

Road Sweeper came through the village today. It was noted that in addition to the roads the footpaths on Church Hill were also swept.

- i) St John's Church: St John's Church remains locked for safety reasons and repairs are awaited so that it can be reopened. Anyone wanting access to the church should contact Lily Hope-Frost.
- j) VE Day – Liz Hirst has arranged a meeting for 3 February 2020 at 6.30pm at The Yew Tree. Trevor Gill provided details of the contact for Farnborough. There is some confusion as to the time of the meeting and Trevor Gill will send an email via MailChimp confirming 6.30pm as the start time. **Action: Trevor Gill to progress**
- k) Local Grants: Darrell Muffitt reminded the parish council about the availability of grants and we should ensure that we apply for grants as and when appropriate. It was agreed that we will review grant funding opportunities as they are received. There are a few projects that we could undertake and we should avail ourselves of any funding that is available. The Clerk mentioned Warwickshire Community and Voluntary Action to the meeting and their ability to match projects with funds. Trevor Gill spoke about the possibility of listing grant funding opportunities within the Finance agenda items. **Action: Clerk to include Grant Opportunities in future Finance reports.**

7) COMMUNICATION & ADMINISTRATION: Nothing to report

8) COUNCIL REPORTS

- a) Warwickshire County Council. (Appendix 1).
- b) Stratford On Avon District Council: John Feilding: Council meeting on the 24th Feb.
- Planning Construction Management Plan currently states 10 houses, John Feilding is requesting that figure is reduced to 5 houses.
 - John Feilding is seeking approval for a delay in the issuing of the consent notice after planning permission is granted by Planning Committee where there is evidence of misleading or incorrect information being given to the committee. This will provide a cooling off period for further review if there is proof that the planning committee has been misled and complaints have been received after planning permission has been granted. Old farm buildings should be treated the same as industrial brown field sites due to the contamination that is often present on the sites.
 - Climate emergency: The urgency to move to electric cars: The questions of recharging points and alternative power supplies need to be addressed by local councils.

9) CORRESPONDENCE: Changes to bus services have been sent to the Community website.

10) PLANNING:

- a) Declarations of interests: Phil Baxter: Declaration of interest on Land South West of Bitham.
- b) Applications, Decisions, Appeals 19 01235 FUL Land South West Of Bitham – awaiting formal notice of decision and date for Planning Committee. Presentation for the Planning Committee to be agreed by email.

Following a request by Raymond George Randerson, Darrell Muffitt, Trevor Gill and Mike Blakeman met informally with the applicant to discuss the application. After the meeting all councillors were consulted on the contents of the discussion and it was agreed that the Parish Council's existing submission of "objection," will stand.

- c) John Feilding advised the meeting that he has registered an interest as he had received hospitality from the applicant and that he has asked Cllr Chris Kettle to take his place at the Planning Committee meeting when this

application is being considered. An email with these arrangements is due to be sent to the Clerk. Trevor Gill summarised that the Parish Council will seek a meeting with Cllr Chris Kettle prior to the Planning Committee meeting, to ensure that he understands the position of the Parish Council and local residents. **Action: Trevor Gill to progress**

Planning Appeal Decision: APP/J3720/D/19/3238720: Orchard Lodge: Refusal.

- d) Housing Needs Survey – Trevor Gill thanked Darrell Muffitt and Phil Baxter for their helpful responses. Trevor Gill to draft an email for agreement by all councillors to be sent to Sarah Brooke-Taylor in respect of certain items in the report that require clarification. **Action: Trevor Gill to progress**
- 11) FINANCE: (Appendix 2).
Payments: Proposed: Trevor Gill, Seconded: Darrell Muffitt.
 Reading Room electricity contract renewal is under review.
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|---|-----------|
| WALC (End of Financial Year Training) | £ 30.00 |
| J C Countryside services (Pending completion of work) | £ 707.48 |
| Coffee Morning Expenses (Trevor Gill) | £ 300.00 |
| Hide-Wright (Jan Expenses) | £ 12.20 |
| January 2020 Coffee Morning (Trevor Gill) | £ 11.78 |
| Wicksteed Leisure | £1,642.61 |
| Boon Tastic (Trevor Gill) | £ 200.00 |
- Income:
- | | |
|---|----------|
| Warwick District Council (Hire of RR: General Election) | £ 400.00 |
|---|----------|
- Authority to transfer £200 burial fee to ring fenced funds for the general maintenance of the burial ground.
 Proposed: Darrell Muffitt, seconded: Liz Hirst. **Action: Clerk to transfer £200 to deposit account.**
Action: Clerk to submit VAT reclaim before the end of March to get the refund into this year's finances
- 12) MEMBER REPORTS: It was agreed that Phil Baxter will act as a liaison between the Parish Council and the Soap Box Derby team. The date for this year's event is 22nd June 2020. Trevor Gill requested that items that require discussion or actions by the Parish Council are sent by email prior to the meetings or as they arise so that we can ensure that matters are dealt with in an efficient manner.
- 13) DATE OF MEETINGS: 2nd March, 6th April, 4th May, 1st June, 6th July, 3rd August, 7th September, 5th October, 2nd November, 7th December.

The meeting closed at 8.10pm

Avon Dassett Parish Council 3rd February 2020
County Councillor's Report

1. General

I apologise for not being with you tonight but please be assured that I keep in regular contact with the Chair, Trevor and your Clerk. I look forward to being with you in March.

2. Finance

The County will set the budget for the coming year on 18th February 2020. As you can imagine the various departments are all submitting their fiscal requirements and although our finances and reserves are healthy there are issues including Adult Social Care which will have to be tackled. Originally, the government was going to issue a Green Paper on this matter but due to Brexit pressures this has not yet materialised. Although yet to be decided, I suspect that the budget will incorporate a 2% allowance for social care costs as in the previous year together with annual budget increase.

3. Highways

Warwickshire County Council is putting additional resources into clearing blocked drains, gullies and culverts around the county's roads to combat the effects of increased flooding. An exceptionally wet winter has led to saturated ground conditions which easily become flooded with additional rainfall. Whilst I was in hospital in November heavy rainfall was so excessive that 100 ml fell in 4 hours one morning. This is one reason why WCC is taking action to improve the county's drainage systems after the recent flooding and hopefully to prepare for any further downpours in the winter months.

For example: where flooding is at most risk work to clear drains will now be carried out to include working at weekends. To increase capacity the council has contracted additional drain-clearing apparatus and staff. The danger and inconvenience of flooded homes and roads is well-known yet as the climate warms up the risk of flooding due to more frequent, intense and localised rainfall increases. Fortunately, the county's resources will fund this initiative but it will feature in the forthcoming budget proposals.

4. Grants

Funding opportunities: WCC has made funds available to community and voluntary sector groups under the countywide health and wellbeing grants programme. South Warwickshire Clinical Commissioning Group has also provided additional funds for projects in South Warwickshire. Groups can bid for funding from £5,000 to a maximum of £10,000 per initiative. Projects must be delivered in Warwickshire and need to address various health and wellbeing criteria. The online application, unfortunately, closes at 12 noon on Monday 3rd February 2020. However, it is expected that these grants will be repeated during the year and I will keep you in touch when they become available.

5. Administration

We are currently being plagued by itinerant travellers so if you are troubled by unauthorised camping please contact Warwickshire Police Tel: 101 in the first instance and then advise the Gypsy and Travellers' Team on www.warwickshire.gov.uk/travellerunauthorisedsites. In case you have not been aware there have been around ten caravans parked in the layby on the A423 at the county boundary near Farnborough having previously been moved on from Gaydon.

Cllr Chris Williams

Member for Kineton and Red Horse Division 02.02.2020

Appendix 2

Avon Dassett Parish Council Financial Statement

Balances as at close of business:

Wednesday, 29 January 2020

Current Account:

£13,993.05

Deposit Account

£12,847.65 (Ring fenced funds and interest received)

Bank transactions

Current Account:

Date	Payee	Details	Budget Category	Receipt	Payment
14 January 2020	Transfer	T. Gill	Reading Room: Maintenance	£0.00	(£32.00)
14 January 2020	Transfer	Hide-Wright	Administration Expenses	£0.00	(£21.90)
15 January 2020	Bank Giro Credit	Warwickshire District Council	Election Fees Re The Use Of The Reading Room	£400.00	£0.00
20 January 2020	Standing Order	H L Hide-Wright	Clerk's Pay	£0.00	(£322.96)
20 January 2020	Direct Debit	N Power	Reading Room: Electricity Supply	£0.00	(£21.00)
20 January 2020	Direct Debit	1 & 1 Internet Ltd	Avon Dassett Parish Council Website	£0.00	(£23.95)
24 January 2020	Standing Order	Warwickshire Pension Fund	ADPC Pension Contribution	£0.00	(£82.05)
24 January 2020	Standing Order	Warwickshire Pension Fund	Employee Pension Contribution	£0.00	(£18.80)
				£400.00	£522.66

Deposit Account

Date	Payee	Details	Budget Category	Receipt	Payment
09 January 2020	Lloyds Bank	Lloyds Bank	Bank Interest	£0.55	
				£0.55	£0.00

Ring Fenced Funds

Defibrillator	£250.00
St John's Steps Appeal Funds	£86.19
IT Equipment & Software	£561.46
Playground Lease Grant	£200.00
Neighbourhood Watch	£185.00
Village Cemetary	£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:	Wednesday, 29 January 2020
	£12,847.65

Payments For Authorisation

Payments For Authorisation

Trevor Gill	Coffee Morning	Coffee Morning Expenses & Xmas Gathering	(£11.78)
H Hide-Wright	Administration Expenses	Administration Expenses	(£12.20)
Trevor Gill	Coffee Morning	Coffee Morning Expenses & Xmas Gathering	(£300.00)
WALC	Financial Year End Training	ADPC Training	(£30.00)
Wicksteed Leisure	Playground Maintenance	Playground Equipment and Repairs	(£1,642.61)
J C Countryside Services	Playground & Cemetery Car Park	Administration Expenses	(£707.48)
Boon Tastic Creations	Bus Shelter Maintenance	Village Maintenance & Mowing	(£200.00)
			(£2,904.07)

Emergency Payments for Authorisation

Dated:

Wednesday, 29 January 2020

Appendix 2

	<u>Actual</u>	<u>Net Receipts</u>	<u>Variance With Budget</u>	<u>Budget</u>
Receipts				
Precept	£15,610.00	£15,610.00	£0.00	£15,610.00
Bank Interest	£7.91	£7.91	£7.91	£0.00
Burial Ground	£200.00	£200.00	£200.00	£0.00
Miscellaneous - Funds From Village Functions	£212.65	£212.65	£212.65	£0.00
Hire of Reading Room, car park etc	£5.00	£5.00	£5.00	£0.00
Mowing Refund From Stratford District Council	£531.42	£531.42	£531.42	£0.00
Election Fees Re The Use Of The Reading Room	£825.00	£825.00	£825.00	£0.00
VAT Reimbursement	£1,975.64	£1,975.64	£1,975.64	£0.00
TOTAL RECEIPTS	£19,367.62	£0.00	£19,367.62	£15,610.00

	<u>Actual</u>	<u>Ring Fenced Funds/Fds Received</u>	<u>Net Expenditure</u>	<u>Variance With Budget</u>	<u>Budget</u>
Payments (Annual expenses)					
The Reading Room					
Reading Room: Cleaning	£0.00		£0.00	£0.00	£0.00
Reading Room: Electricity Supply	(£378.00)		(£378.00)	£122.00	£500.00
Reading Room: Maintenance	(£212.65)		(£212.65)	£787.35	£1,000.00
Reading Room: Rates	£0.00		£0.00	£0.00	£0.00
Total Reading Room	(£590.65)	£0.00	(£590.65)	£909.35	£1,500.00

Administration					
Staff costs:					
Clerk's Pay	(£3,235.79)		(£3,235.79)	£1,264.21	£4,500.00
ADPC Pension Contribution	(£914.50)		(£914.50)	£185.50	£1,100.00
Employee Pension Contribution	(£94.00)		(£94.00)	(£94.00)	£0.00
Administration Expenses	(£203.90)		(£203.90)	£276.10	£480.00
ADPC Training	£0.00		£0.00	£150.00	£150.00
Audit Fees	(£330.00)		(£330.00)	£20.00	£350.00
Data Protection	(£35.00)		(£35.00)	£15.00	£50.00
Election Fees	(£593.48)		(£593.48)	£406.52	£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	(£5,510.67)	£0.00	(£5,510.67)	£2,899.33	£8,410.00

Village Maintenance					
Street Light Maintenance	£0.00		£0.00	£150.00	£150.00
Street Light Electricity Supply	(£575.94)		(£575.94)	£174.06	£750.00
Village Maintenance & Mowing	(£2,733.81)	£531.42	(£2,202.39)	£797.61	£3,000.00
Tubs Etc	(£288.10)	£212.65	(£75.45)	£174.55	£250.00
Total Village Maintenance	(£3,597.85)	£744.07	(£2,853.78)	£1,296.22	£4,150.00

Playground					
Playground Lease & Inspections	(£153.00)		(£153.00)	(£53.00)	£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	(£153.00)	£0.00	(£153.00)	£447.00	£600.00

Communications & IT Expenditure					
Avon Dasset Parish Council Website	(£143.73)		(£143.73)	£156.27	£300.00
Communications & Surveys	£0.00		£0.00	£0.00	£0.00
IT Software, Hardware & Consumables	£0.00		£0.00	£300.00	£300.00
Total Communications & IT Expenditure	(£143.73)	£0.00	(£143.73)	£456.27	£600.00

Miscellaneous					
Coffee Morning Expenses & Xmas Gathering	(£13.15)		(£13.15)	£136.85	£150.00
Other - Section 137	(£60.00)		(£60.00)	(£60.00)	£0.00
Defibrillator	(£168.30)		(£168.30)	£31.70	£200.00
Community Projects	(£250.00)		(£250.00)	(£250.00)	£0.00
Total Miscellaneous	(£491.45)	£0.00	(£491.45)	(£141.45)	£350.00

TOTAL PAYMENTS	(£10,487.35)	£744.07	(£9,743.28)	£5,866.72	£15,610.00
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Ring Fenced Funds				
	01 April 2019	Deposits	Withdrawals	29 January 2020
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	£6.95	£0.00	£561.46
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	£6.95	£0.00	£12,847.65

Closing Period Bank Balances As At:		29 January 2020
Current Account	£13,993.05	
Deposit Account	£12,847.65	
Total Bank Balances	£26,840.70	