

**Minutes of ordinary meeting of Avon Dassett Parish Council**

**7<sup>th</sup> March 2022 at**

**The Reading Room, Avon Dassett**

**All attendees were requested to follow the meeting protocol**

**The meeting commenced at 7.00 pm**

- 1) PRESENT: Cllr. Trevor Gill (Chairman), Cllr. Phil Baxter (Minute taker), Cllr. Mike Blakeman, Cllr. Liz Hirst and nine members of the public.
- 2) APOLOGIES: Cllr. Darrell Muffitt. Apologies were accepted
- 3) DECLARATIONS OF INTEREST: Cllr. Phil Baxter partner of Sarah Richardson (51)
- 4) CONFIRM MINUTES: Confirm the minutes of the monthly meeting of 17<sup>th</sup> January 2022. Proposed: Cllr. Baxter, Seconded: Cllr. Hirst, unanimous. Signed and dated by Cllr. Gill.
- 5) MATTERS ARISING:
  - a) Land behind the bus shelter. Cllr. Gill has purchased pegs. **Action:** Cllrs. Gill and Baxter to mark out boundary.
  - b) Post Office sign to be installed at the Reading Room. **Action:** Cllr. Hirst to progress.
  - c) Kerbing by the Old Rectory. A dangerous cobblestone had been removed by the resident
  - d) Mowing specification is later on the agenda.
  - e) Passwords for MailChimp and Clerk's email account. **Action:** Cllr Gill is still to forward these to Cllr. Muffitt and Cllr. Blakeman.
  - f) Warwickshire Hunt: The Clerk has written to the resident requesting that they contact the Master of the Hunt Direct. Item closed.
  - g) War Memorial: no update. **Action:** Cllr. Muffitt to progress
  - h) Booking software for reading room. Software has been reviewed but it is, considered to be too expensive and most of the functionality would not be needed for the level of use. Alternatives are being reviewed including considering using Google calendar for the Parish Council website. **Action:** Cllr. Gill to progress.
  - i) Cllr. Baxter has resent emails on roads to Warwickshire County Council.
  - j) The Clerk and Responsible Financial Officer is an agenda item.
  - k) The Queen's Jubilee is an agenda item.
  - l) The direct debit for street lighting has been forwarded to Total Energies (the supplier).
  - n) The precept has been submitted to Stratford-on-Avon District Council.
- 6) QUESTIONS FROM THE PUBLIC: (Limited to 3 minutes per speaker, 15 minutes in total)

Cllr. Gill announced that within reason there would be no restriction on the time for discussions with the public in order that all voices were heard for this meeting and for subsequent meetings (this was as a result of comments in the parish plan).

Land was for sale in the centre of the village to the south of Bitham Hall and there had been requests from the residents to consider its purchase as a community asset.

The auction is scheduled for 23 March 2022 which leaves very little time to discuss.

The recent parish plan had revealed there was strong interest from the village for facilities such as allotments, dog walking fields and an appreciation of its natural beauty.

Members of the Parish Council who were also office holders of the Avon Dasset Community Benefit Society which purchased the pub as a community asset had considerable experience in raising funds and grants and in preparing any supporting documentation.

The Parish Council had already produced a questionnaire for distribution to the village to assess support for purchasing the land and possible uses.

A steering committee should be established to take discussions further. Cllr Gill emphasised the need for this steering group to be a formal independent committee with agreed Terms of Reference.

#### **Actions:**

- i) Cllr. Baxter agreed to lead the steering group. Cllr. Gill agreed to join the steering group and some of the residents present also expressed an interest in joining. **Action:** Cllr. Baxter to progress.
- ii) Cllr. Blakeman agreed to contact the seller and agent to enquire whether the auction of the land could be delayed given the interest in the village in purchasing the land. **Action:** Cllr. Blakeman to progress.
- iii) Cllr. Baxter agreed to send text to all councillors to accompany the circulation of the questionnaire. **Action:** Cllr. Baxter to progress.
- iv) Cllr. Gill agreed to circulate information on the questionnaire via Mail Chimp and Cllr. Baxter via social media. The questionnaire would be hand delivered to all houses in the village. **Action:** Cllrs Baxter and Gill to progress.
- v) Arrangements will be made for a further Extraordinary Parish Council meeting in the week beginning 14 March. **Action:** Cllr. Gill to progress.

#### **7) COMMUNITY:**

- a) Coronavirus update: The mobile phone contract has now been cancelled. Cllr. Gill advised that the supply of Lateral Flow Tests is now limited and he is having difficulty in obtaining a further supply He will continue trying to obtain further kits. Residents can request kits via the government website.
- b) Burial Ground: nothing to report.

- c) Community policing/neighbourhood watch: St John the Baptist Church was vandalised; there was an attempted break into resident's van; there have been break ins at Manor Farm, Fenny Compton. Cllr. Baxter suggested that village CCTV should be considered under Parish Council projects. **Action:** Cllr Baxter to progress in conjunction with the projects group.
- d) Playground: Cllr. Hirst advised that there is a need to dig out the area near the main gates and replace the soil with hard core. She advised that she is waiting for a second quote for the replacement matting. **Action:** Cllr. Hirst to progress.
- e) Green areas. The mowing contract to be discussed under Finance.
- f) War Memorial: no update.
- g) Reading Room: Cllr. Gill reported that the Post Office did not open on 7 March and that when trying to find out why discovered that the Post Office management has changed. He asked that if anyone has information regarding the new owners can they please pass this information to him. Cllr. Gill reported that two air purifiers have been donated by Warwickshire County Council Health Department. These machines are the same as those being used in hospitals within the area. Cllr. Gill also reported that a smart meter has now been installed in the Reading Room. **Action:** Cllr. Gill to write and thank Warwickshire County Council.
- h) Roads and drains: A request has been made to have the drains jetted. Thanks were recorded to residents who quickly cleared fallen branches and trees during the recent storms.
- i) Projects report:
- i) St. John's Church: meeting on 15 March to consider progressing projects, especially toilets and lighting and possibly CCTV. **Action:** Cllr. Gill to send a MailChimp asking for interest from residents in purchasing a step, the money raised will go towards the lighting.
  - ii) Traffic calming: Cllr. Gill advised the meeting that the camera has been received and that he is awaiting the risk assessment from the police. The monitoring of speeds will be from the bus stop.
- j) Parish Plan: A draft copy has gone to Stratford-on-Avon District Council who require a three-week internal consultation. Therefore, it is hoped the Parish Plan will come to the May Parish Council meeting for adoption and then to the Stratford-on-Avon District Council cabinet on 23 May. The printing of the plan will be at no cost to the village. Thanks were recorded to Sarah Richardson and Cllr. Hirst for their work on the plan. The date of the annual village meeting where the plan will be distributed will be decided once Stratford-on-Avon District Council respond with their comments.
- k) Town and Parish Council Reference group: Cllr. Muffitt has circulated an email including:
- i) a suggestion the village appoints a tree warden. **Action:** Cllr. Gill to send a mailchimp to residents asking for a volunteer

ii) that there are proposed changes to verge management: **Action:** Cllr. Baxter to consider this proposal and how any reduction will impact the funds received from Stratford-on-Avon District Council as we undertake this work on their behalf.

l) Jubilee events: there are plans for:

i) a sing-along with songs through the decades of the Queen's reign in the Yew Tree

ii) decorating houses in the village

iii) a treasure hunt

iv) vintage teas in the Reading Room

v) a summer ball

vi) a sports day with barbecue

vii) planting a tree

viii) a pottery installation

ix) a memento for residents

Cllr. Gill advised that he has contacted the insurance company and that cover for this event can be provided. There will need to be a timetable, and a full risk assessment for all activities. The Parish Council will also need full costings. **Action:** Cllr. Hirst to progress with the organising group and make these available for consideration at the April meeting.

#### 8) COMMUNICATION AND ADMINISTRATION:

a) Appointment of Clerk and Responsible Financial Officer is ongoing.

b) Date of the Annual Parish Meeting will be agreed at the April meeting.

9) COUNCIL REPORTS: Reports were received from Cllrs. Feilding and Mills. Please see Appendix A & B.

#### 10) CORRESPONDENCE:

a) A consultation has been received in respect of the Levelling Up White Paper. The closing date has now passed.

b) There is to be a nationwide Great British Spring Clean. **Agreed:** There will be a village tidy up as preparation for the Queen's Jubilee Event.

c) The Fenny Compton Neighbourhood Development Plan: **Action:** Cllr. Baxter to respond.

d) A flyer has been received in respect of the Warwickshire County Council hardship fund: Please see Appendix C.

e) Waste collection Service. Please see Appendix D. To report that the collection of general grey refuse bins will change from 2 weeks to 3 weeks from August 2022. There will be weekly food waste collection. Stratford-on-Avon District Council will supply food caddies. A resident asked if it is possible to have more than 1 grey bin. **Action:** Cllr. Feilding will check if the District Council will supply extra grey refuse bins.

- f) Queen's Green Canopy: a tree will be planted as part of the Jubilee celebrations.
- g) Royal British Legion have sent a letter of thanks for the Remembrance Day silhouettes. Please see Appendix E.

#### 11) PLANNING:

- a) There were no declarations of interest.
- b) Applications:
  - i) 22/00595/DDT Old Orchard House, Tree work – approved.
  - ii) 21/03638/FUL Dassett Fields House – approved. It was noted that this was one of three applications.
  - iii) 21/01919/LBC 4 Avon Carrow. Refusal of application is in discussion with head of planning. Parish Council reiterate their support. Cllr. Feilding reported that a flue goes through the conservatory. If the conservatory is taken down, a new planning application will need to be submitted to re-site the flue 6 or 7 metres high. The enforcement officer is considering the next steps.

#### 12) FINANCE:

- a) The financial statement was approved. Proposed: Cllr. Hirst. Seconded: Cllr. Baxter. Unanimous. Please see Appendix F.
- b) Contracts for approval:
  - i) Mowing contract agreed to be awarded to Frank Mann Farmers.
  - ii) DWF Law LLP Terms of Reference agreed.
- c) Contracts cancelled:
  - i) COVID phone.
- d) Emergency Payments under Delegated Authority from the Precept
 

T B Gill: Coal and Fire Lighters	£26.00
T B Gill: Google Storage Fees	£15.99
Sootbusters Ltd: Chimney Clean	£50.00
- e) Payments for Authorisation from Precept
 

Zurich Insurance: insurance premium	£588.19
WCC: Street Light Maintenance	£147.76
C Dancer (cleaning St John's)	£50.00
C Dancer (cleaning Reading Room January)	£30.00
C Dancer (cleaning Reading Room February)	£30.00
C Dancer (cleaning Reading Room March)	£30.00

MW & DEM Watts (coffee morning March)	£20.00
T B Gill (coal and fire lighters)	£20.00
WALC (membership fees)	£150.00
T B Gill (cleaning materials)	£40.00

Proposed: Cllr. Hirst. Seconded: Cllr. Baxter. Unanimous.

13) MEMBER REPORTS:

- a) Cllr. Blakeman noted that we had received the Scoping and Call for sites for the South Warwickshire Local Plan which includes 'Land south of the Coach House at Bitham Hall'. It was noted that this was the same site as previously considered for agricultural access 'Land south of Bitham Hall'.
- b) Cllr. Hirst reported that a questionnaire had been put together regarding the sale of the land south of Bitham Hall (see further discussion under item 6).

14) MEETING DATES:

4 April; 9 May (AGM; Parish Meeting and Monthly Meeting); 4 July; 5 September; 7 November.

The meeting closed at 7.54 pm.

# Appendix A

## County Councillor report Avon Dassett Parish Council 7th March 2022

### Ukraine

Letter from Monica Fogarty

Chief Executive Warwickshire County Council

*Dear Colleagues and Councillors,*

*I am sure you will have seen the devastating situation in Ukraine and our hearts go out to everyone affected. It really is both unimaginable and unbelievable to see the fear and suffering which so many people are experiencing.*

*I want to let you know that as a County Council, we are in touch with local communities so that we can offer support to relatives and friends of those caught up in the crisis. We are a welcoming county, and as we have done with asylum seekers and Afghan nationals, we will open our arms to anyone needing our help.*

*In the same way, if you have colleagues upon whom the conflict is having an impact, please do reach out to them with support. This is an unprecedented situation and one which we all hope will be short-lived. For now, it must be so awfully worrying for those with friends and family in either Ukraine or Russia, because this warfare will be traumatic to the residents of both countries.*

*We will be in direct contact with the Home Office and will respond as needed.*

*In the meantime, here is some helpful information for sharing.*

[Support for family members of British nationals in Ukraine, and Ukrainian nationals in Ukraine and the UK](#)

For family members of British Nationals who usually live in Ukraine: [Family Migration Visas](#)

### Council Tax increase

Announced 8<sup>th</sup> February

### Investment into services for the County's most vulnerable form part of the Council's financial approach as it agreed its Medium-Term Financial Strategy

The County Council Tax will increase by 3.75% in 2022/23. This is to help fund many services such as:

£10.1m in our children's social care

£14.4m to protect our elderly and vulnerable adults.

£1.9m to continue to support children and young people with disabilities placements to ensure they can access appropriate support within their communities.

£2.8m to increase capacity in the Special Educational Needs and Disabilities (SEND)

Adult Social Care budget @ £200m per year

To read more: <https://www.warwickshire.gov.uk/news/article/2747/robust-ambitious-and-sustainable-council-sets-its-financial-approch-for-the-next-five-years>

### **Loneliness**

Find out how you can help lift someone out of loneliness by going to:

<https://warwickshire.gov.uk/loneliness>

### **Children and young people in Coventry and Warwickshire are invited to take on a heroic challenge to win £2,500 for climate change funding for their school.**

Children and young people in Coventry and Warwickshire are being invited to submit their ideas on what it means to be a climate change hero as part of the Young Green Shoots competition run by Warwickshire County Council

For more information visit: <https://www.childfriendlywarwickshire.co.uk/>.

### **County Councillor Grants**

Additional funding of £2,000 was agreed for the County Councillor grants scheme to support the Council's Community Powered Warwickshire approach. Therefore, the Councillors Grants Scheme will increase to £8,000 to help fund local worthwhile projects.

To find out more please contact Michelle Gravatt at [michellegravatt@warwickshire.gov.uk](mailto:michellegravatt@warwickshire.gov.uk)

Chris Mills  
County Councillor  
Kineton and Red Horse

## Appendix B

### District Councillor Report to Avon Dassett Parish Council

7 March 2022

#### 1. Covid Cases;

Stratford District 568 per 100,000 (was 1330 last time)

- a. Warwick 542 (1440 last month)
- b. Solihull 383 (1142 last month)
- c. Redditch 541 (1231 last month)

People aged over 12 who have been vaccinated in the District :

- a. 1st dose numbers : 88 %
- b. 2nd dose numbers : 85 %
- c. 3rd dose number : 73 %

#### 2. Council Tax 2022 / 2023

Stratford on Avon District Council has now set the Council Tax Level for 2022/2023.

The Council Tax from Stratford-on-Avon District Council for residents for 2022/23 for each of the valuation bands is as follows:

A £102.75

B £119.87

C £137.00

D £154.12

E £188.37

F £222.62

G £256.87

H £308.24

Anyone who thinks they could be struggling to pay their Council Tax is encouraged to contact the District Council as soon as possible by calling 01789 260990 or email [revenues@stratford-dc.gov.uk](mailto:revenues@stratford-dc.gov.uk), where the team will be able to advise what help is available.

#### 3. Government Energy Prices Help

You will be aware of the statement made by the Chancellor regarding the help with Energy Prices and a £150 Council Tax Rebate for properties in Bands A-D. Councils will also be administering the rebate for eligible households in April.

Help for residents affected by Energy Price Increases following the announcement of the price cap increase on energy charges which will impact millions of households, Stratford-on-Avon and Warwick District Councils are continuing to work with local charity Act On Energy to promote the grants, advice and support available to residents in South Warwickshire. Act On Energy can be contacted on 0800 988 2881 with a range of advice on their website <https://actonenergy.org.uk/>

#### 4. Green Bins / Garden Waste

The subscription Garden Waste collection online subscriptions service for 1st April to March 2023 is now open. The link is [www.stratford.gov.uk/online-forms/subscribe-for-garden-waste-service.cfm](http://www.stratford.gov.uk/online-forms/subscribe-for-garden-waste-service.cfm). Information is being sent out to residents re the bin collection in the near future.

## 5. Venture House

After Covid if you are looking at changing / reassessing your work life balance / change of career your first port of call should be to visit the Venture House website – it offers a wide range of links for Business support, advice, business programmes, learning & skills opportunities. Go to : [www.venturehousestratford.co.uk/what-we-offer/business-support/](http://www.venturehousestratford.co.uk/what-we-offer/business-support/)

## 6. Local networking

Take a look at our list of local networking groups to see what you might like to get involved with. If you run an online networking group that does not appear on this list, please tell us about it and we can add your listing.

## 7. Overview and Scrutiny

At the Overview and Scrutiny meeting held on Wednesday 2 March 2022 we were asked to review the Cabinet papers on the call for sites in the district. Matters that came out of the debate were that the Neighbourhood Planned Developments were not going to be affected by the South Warwickshire Local Plan. Also, sites within the Area of Outstanding Natural Beauty and within the designated area are not in the red zone for development.

The consultation will be evidence based. I raised the problem of lack of incubatory units within the district to support new business. The less driving to and from work will be better for the environment.

# Do you need help to access food and manage your mon

[www.warwickshire.gov.uk/facinghardship](http://www.warwickshire.gov.uk/facinghardship)

## Warwickshire Local Welfare Scheme

The Warwickshire Local Welfare Scheme helps the most vulnerable residents at times of unavoidable crisis when they have no other means of help.

It also administers the Household Support Fund, which provides one-off financial support for people in need as the country continues its recovery from the pandemic. It can help families with children, other vulnerable households and individuals facing hardship this winter, to ensure that they have the support they need to afford food, energy, water bills and associated costs. To enquire or apply call the Local Welfare Scheme.



Visit: [www.warwickshire.gov.uk/  
localwelfarescheme](http://www.warwickshire.gov.uk/localwelfarescheme)

Call: 0800 408 1448  
or 01926 359182

## Debt and benefits

Citizens Advice provides free, confidential, impartial and independent advice on a range of subjects, including benefits, debt, money management, consumer rights, employment and more.

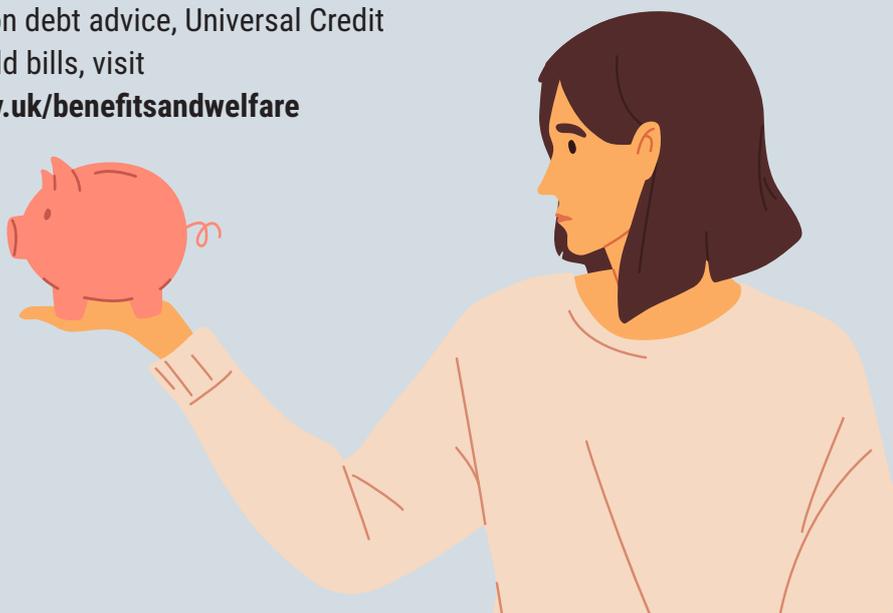
Call **0800 144 8848** or visit the website for your area:

Bedworth, Rugby and Nuneaton: **[www.brancab.org.uk](http://www.brancab.org.uk)**

North Warwickshire: **[www.nwcab.org.uk](http://www.nwcab.org.uk)**

South Warwickshire: **[www.casouthwarwickshire.org.uk](http://www.casouthwarwickshire.org.uk)**

For more information on debt advice, Universal Credit and help with household bills, visit **[www.warwickshire.gov.uk/benefitsandwelfare](http://www.warwickshire.gov.uk/benefitsandwelfare)**



## Housing advice and support

Contact your local district or borough council:

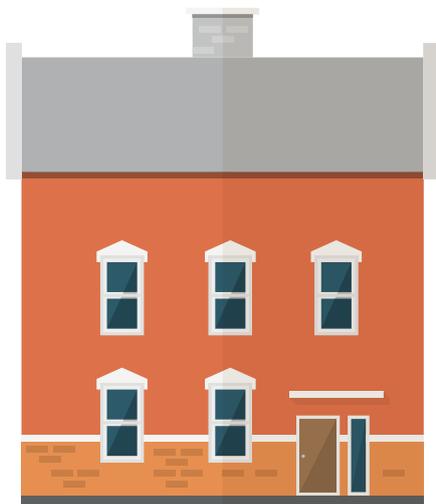
North Warwickshire Borough Council  
**[www.northwarks.gov.uk](http://www.northwarks.gov.uk)** Tel: **01827 715341**

Nuneaton and Bedworth Borough Council  
**[www.nuneatonandbedworth.gov.uk](http://www.nuneatonandbedworth.gov.uk)** Tel: **02476 376376**

Rugby Borough Council **[www.rugby.gov.uk](http://www.rugby.gov.uk)** Tel: **01788 533533**

Stratford-on-Avon District Council **[www.stratford.gov.uk](http://www.stratford.gov.uk)**  
Tel: **01789 267575**.

Warwick District Council **[www.warwickdc.gov.uk](http://www.warwickdc.gov.uk)**  
Tel: **01926 456129**



## Help with household costs

If you are struggling to pay bills or manage energy debt, call the Act On Energy helpline on 0800 988 2881 or visit [www.actonenergy.org.uk](http://www.actonenergy.org.uk) for advice.

Other support is available from:

- Affordable Warmth Grants [www.affordablewarmthgrants.co.uk](http://www.affordablewarmthgrants.co.uk)
- British Gas Energy Trust [www.britishgasenergytrust.org.uk](http://www.britishgasenergytrust.org.uk)
- Council Tax Benefit [www.gov.uk/council-tax-benefit](http://www.gov.uk/council-tax-benefit)
- Housing benefit [www.gov.uk/housing-benefit](http://www.gov.uk/housing-benefit)
- Warm Home Discount Scheme  
[www.gov.uk/warm-home-discount-scheme](http://www.gov.uk/warm-home-discount-scheme)



## Pandemic support in your local area

Find information about local organisations, groups and agencies that provide activities, advice, services and support during the COVID-19 pandemic at [www.warwickshire.gov.uk/coronavirusdirectory](http://www.warwickshire.gov.uk/coronavirusdirectory)

Call **01926 410410** for help if you don't know where to turn and are in need of financial or emotional support.

An illustration of a family of three. A man in a dark red sweater and blue trousers is holding a young child in an orange shirt. A woman in a light blue cardigan and dark trousers stands next to them, looking towards the man and child. The background is a solid light green color.

## Help for families

The Family Information Service is a one-stop shop for Warwickshire families looking for information, advice and one-to-one support on all family matters such as childcare, relationships, health, finance and special educational needs and disabilities.

Go to [www.warwickshire.gov.uk/fis](http://www.warwickshire.gov.uk/fis) or call **01926 742274**

# Food supply help and advice

For a range of food solutions for people who may be isolated, vulnerable or in financial crisis visit [www.warwickshire.gov.uk/foodsupport](http://www.warwickshire.gov.uk/foodsupport)

## Foodbanks in Warwickshire

Food support if you are in financial difficulty. If you need a food parcel because you're unable to afford food, contact your local food bank. Find details at [www.warwickshire.gov.uk/foodbanks](http://www.warwickshire.gov.uk/foodbanks)

## Free school meals

Low-income families whose children are eligible for free school meals will be offered meals for those children by their schools, during term time.

Apply at [www.warwickshire.gov.uk/freeschoolmeals](http://www.warwickshire.gov.uk/freeschoolmeals)



[www.warwickshire.gov.uk/facinghardship](http://www.warwickshire.gov.uk/facinghardship)

# Newsletter



**Working together**  
to deliver Waste Services  
[stratford.gov.uk](http://stratford.gov.uk) | [warwickdc.gov.uk](http://warwickdc.gov.uk)

**February 2022 | No.**



## Waste Collections

### What is the 123+ waste collection service?

<h4>1</h4> <p><b>A food waste collection, every week</b> using a food caddy (a small kitchen caddy for inside the property) and a larger food waste bin to use outside and put out for collection.</p>	<h4>2</h4> <p><b>A recycling collection, every two weeks</b> using a wheeled bin for mixed recycling. Stratford District residents will continue to use their existing recycling bins. In Warwick District, a new blue-lidded bin will be provided to replace the current red box/bag recycling containers.</p>	<h4>3</h4> <p><b>A refuse collection, every three weeks</b> using the existing grey wheeled bin.</p>	<h4>+</h4> <p><b>Garden waste collection, every two weeks</b> using the existing green wheeled bin.</p>
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### Food waste collections

Food waste makes up approximately a third (33%) of householders' refuse bins. Collecting food waste from households weekly using a separate container is a common collection method used by many local authorities in the UK. This method has been proven to increase the amount of food waste recycled and reduces the waste in refuse bins more than other collection methods.

The new food waste recycling service will make it easy for people to recycle their food waste every week. This will help remove any smelly waste from refuse bins and provide more space for other rubbish. It also helps people realise how much food they waste each week and acts as a prompt to reduce avoidable food waste, such as making the most of leftovers, planning meals and creating shopping lists and storing food correctly.

### What will residents be able to recycle?

Residents will be able to recycle paper, cardboard, glass bottles and jars, metal tins and cans, plastic bottles, pots, tubs and trays, and food and drink cartons.

In Warwick District, a new blue-lidded wheeled bin will be provided to replace the current red box/bag recycling containers. Residents will no longer need to sort their recycling – it can all be mixed together in the new bin. We just ask that it is clean, dry and loose (e.g. no plastic carrier bags, black sacks, etc.). And the good news is... we will finally be able to collect food and drink cartons (e.g. Tetrapaks) for recycling!

In Stratford District, residents can continue to recycle as normal – there are no changes to the recycling service.

### Refuse and recycling collections for flats

Our aim is to provide a recycling service for all residents living in flats, however this can sometimes be challenging in terms of space and access.

In Stratford District, a comprehensive refuse and recycling service for flats is already provided.

In Warwick District, we have been reviewing the refuse and recycling services currently provided to flats and looking at what improvements can be made.

We hope to be able to introduce a recycling service to the flats currently without, wherever possible. We also hope to improve signage on bins and communication with residents of flats who already have a recycling scheme in place to ensure they know how to make best use of the service.

Further details will follow in due course.

## Properties with sack collections

One of the benefits of the 123+ collection service is that there can be different methods of collection on the same street (e.g. a mix of wheeled bins and sacks) which is not something that Warwick District Council has been able to accommodate before.

We have recently written to all properties in Stratford and Warwick Districts currently receiving a refuse collection using sacks to ask if they have space on their property to store wheeled bins for refuse and/or recycling. Residents have until 4 March 2022 to request bins. All bins requested by the deadline will be provided free of charge and delivered in spring/summer 2022, prior to the start of the new service. Charges will apply to any wheeled bins requested after the deadline.

If properties do not have room to store wheeled bins, we will continue to collect refuse in sacks and recycling in boxes/bags.

From 1 August 2022, the new service for these properties (regardless of whether they use sacks or wheeled bins) will be as follows:

- Food waste collection - every week using a food caddy (a small kitchen caddy for inside the property) and a larger food waste bin to use outside and put out for collection.
- Recycling collection - every two weeks using boxes or a new blue-lidded wheeled bin for mixed recycling
- Refuse collection - every two weeks using sacks or a grey wheeled bin
- Garden waste collection - every two weeks using a green wheeled bin (optional)

## Additional refuse capacity

We will be encouraging residents to reduce their waste by recycling as much as possible using the blue-lidded wheeled bin and food waste bins. The size of the grey bin should be adequate if residents are using the new recycling services fully.

Households which meet the following criteria will be able to request additional refuse capacity:

- six (6) or more permanent occupants in the Household; or
- two (2) or more children in disposable nappies; or
- residents with a medical need using incontinence products.

## Fly-tipping

The experience of other Councils who have moved to three-weekly refuse collections is that there was very little or no increase in fly-tipping of household waste.

However, this will be monitored very closely in both Stratford and Warwick Districts and enforcement action taken wherever possible.

A fly-tipping CCTV trial is currently underway in the Sydenham area of Warwick District. Results of the trial will be shared in due course.

## Nappies

To avoid smells, we recommend residents double bag all used disposable nappies and tie tightly before placing them in the grey bin as well as emptying any 'solids' down the toilet beforehand.

If there is still concern about nappies causing smells, then we would advise washing the bin occasionally with washing up liquid and/or boiling water.

We appreciate that households with children in nappies may also produce a larger quantity of waste. Households with two or more children in disposable nappies permanently living at the same address will be able to request additional refuse capacity. Further details will be provided in due course.

## Absorbent Hygiene Products

With incontinence/colostomy type waste, the advice is to double bag it and tie it tightly before putting in the grey refuse bin, removing air to slow down decomposition.

This type of waste is non-hazardous and therefore poses no risk to human health.

Any hazardous waste (such as swabs and dressing from infectious wounds) will continue to be collected weekly as part of our clinical waste service.

## Steps to keep bins clean

We will be providing the following advice to residents who have concerns about smells:

1. Close bin lids to keep pests away and minimise any smells.
2. Recycle your food regularly.
3. Put your food bin out for collection every week, even if it is not full.
4. Keep bins and food caddy cool.
5. Store your bins out of direct sunlight if you can, as heat can speed up the generation of smells.
6. Regularly wash your bins out with hot soapy water.
7. Sprinkle some soda and a twist of lemon to get rid of lingering odours.
8. Use old newspaper to absorb excess moisture and avoid mouldy stuff getting stuck in the corners of your food caddy. You can wrap your food scraps in newspaper or line your food caddy with it.

## Communications

A comprehensive communications plan has been developed to support the 123+ service change. Please find our 3-month rolling plan of communication activity attached.



## Appendix E

Darrell Muffitt  
Orchard End  
Avon Dassett  
Southam  
CV47 2AY

February 2022

Dear Darrell,

I hope this finds you well. I wanted to write to you to thank you personally – you are one of our top 50 RBLI Shop customers in 2021!

Your purchases and support over the past year have not only directly provided veterans and disabled people with jobs, but also have gone a long way to supporting our beneficiaries and projects across RBLI's wider village.

Every day we are helping vulnerable people overcome unemployment, mental health challenges, illness, injury and homelessness. In 2021, we assessed and supported over 4000 veterans and over 8000 people with disabilities, towards living more independent lives. We were also able to support 22 homeless veterans to move from our emergency accommodation, into their own, independent homes.

As well as this, your support enabled us to invest in our village, improving our on-site care home, Gavin Astor House, to make it a leading dementia care facility. We also constructed our brand new Centenary Village, which will see homes and much needed wrap-around support, for over 100 vulnerable veterans and their families for decades to come.

None of this would have been possible without the generosity of people like you.

Thank you so much for your ongoing support of RBLI. You are making such a big difference.

Kind regards,

Lisa Farmer  
Deputy Chief Executive  
Royal British Legion Industries (RBLI)

# Appendix F

## AVON DASSETT PARISH COUNCIL 2021 - 2022 FINANCIAL YEAR

Monday, 28 February 2022

	<u>Actual</u>		<u>Net Receipts</u>	<u>Variance With Budget</u>	<u>Budget</u>
<b>Receipts</b>					
Precept	£15,660.00		£15,660.00	£50.00	£15,610.00
Bank Interest	£1.67		£1.67	£1.67	£0.00
Burial Ground	£200.00		£200.00	£200.00	£0.00
Miscellaneous - Funds From Village Functions	£123.65		£123.65	£123.65	£0.00
Hire of Reading Room, car park etc	£0.00		£0.00	£0.00	£0.00
Mowing Refund From Stratford District Council	£900.28		£900.28	£900.28	£0.00
Freedom of Information Fees Received	£0.00		£0.00	£0.00	£0.00
Election Fees Re The Use Of The Reading Room	£0.00		£0.00	£0.00	£0.00
VAT Reimbursement	£1,379.06		£1,379.06	£1,379.06	£0.00
<b>TOTAL RECEIPTS</b>	<b>£18,264.66</b>	<b>£0.00</b>	<b>£18,264.66</b>	<b>£2,654.66</b>	<b>£15,610.00</b>

<u>Payments (Annual expenses)</u>	<u>Actual</u>	<u>Funded From Reserves</u>	<u>Net Expenditure</u>	<u>Variance With Budget</u>	<u>Budget</u>
<b>The Reading Room</b>					
Reading Room: Cleaning	(£270.00)		(£270.00)	(£90.00)	£180.00
Reading Room: Electricity Supply	(£339.57)		(£339.57)	£310.43	£650.00
Reading Room: Maintenance	(£345.67)		(£345.67)	£154.33	£500.00
Reading Room: Rates	£0.00		£0.00	£0.00	£0.00
<b>Total Reading Room</b>	<b>(£955.24)</b>	<b>£0.00</b>	<b>(£955.24)</b>	<b>£374.76</b>	<b>£1,330.00</b>

### Administration

#### Staff costs:

Clerk's Pay	(£2,793.97)	£0.00	(£2,793.97)	£1,956.03	£4,750.00
ADPC Pension Contribution	(£643.16)		(£643.16)	£556.84	£1,200.00
Employee Pension Contribution	(£138.95)		(£138.95)	(£138.95)	£0.00
Administration Expenses	(£501.05)		(£501.05)	(£21.05)	£480.00
ADPC Training	(£36.00)		(£36.00)	£324.00	£360.00
Audit Fees	(£362.50)		(£362.50)	£37.50	£400.00
Data Protection	(£35.00)		(£35.00)	£15.00	£50.00
Election Fees	£0.00	£0.00	£0.00	£0.00	£0.00
Councillors' expenses	£0.00		£0.00	£0.00	£0.00
WALC Subscriptions	(£183.00)		(£183.00)	(£53.00)	£130.00
Insurance	(£544.76)		(£544.76)	£55.24	£600.00
<b>Total Administration</b>	<b>(£5,238.39)</b>	<b>£0.00</b>	<b>(£5,238.39)</b>	<b>£2,731.61</b>	<b>£7,970.00</b>

### Village Maintenance

Street Light Maintenance	£0.00		£0.00	£150.00	£150.00
Street Light Electricity Supply	(£903.04)		(£903.04)	(£53.04)	£850.00
Village Maintenance & Mowing	(£2,623.60)	£900.28	(£1,723.32)	£776.68	£2,500.00
Tubs Etc	(£281.30)		(£281.30)	(£31.30)	£250.00
<b>Total Village Maintenance</b>	<b>(£3,807.94)</b>	<b>£900.28</b>	<b>(£2,907.66)</b>	<b>£842.34</b>	<b>£3,750.00</b>

	<u>Actual</u>	<u>Funded From Reserves</u>	<u>Net Expenditure</u>	<u>Variance With Budget</u>	<u>Budget</u>
<b>Playground</b>					
Playground Lease & Inspections	(£99.00)		(£99.00)	£51.00	£150.00
Playground Equipment and Repairs	(£67.80)		(£67.80)	£182.20	£250.00
Playground General Maintenance	£0.00		£0.00	£250.00	£250.00
<b>Total Playground</b>	<b>(£166.80)</b>	<b>£0.00</b>	<b>(£166.80)</b>	<b>£483.20</b>	<b>£650.00</b>
<b>Communications &amp; IT Expenditure</b>					
Avon Dassett Parish Council Website	(£272.28)		(£272.28)	(£42.28)	£230.00
Communications & Surveys	£0.00		£0.00	£0.00	£0.00
IT Software, Hardware & Consumables	(£350.55)		(£350.55)	(£50.55)	£300.00
<b>Total Communications &amp; IT Expenditure</b>	<b>(£622.83)</b>	<b>£0.00</b>	<b>(£622.83)</b>	<b>(£92.83)</b>	<b>£530.00</b>
<b>Miscellaneous</b>					
Coffee Morning Expenses & Xmas Gathering	(£30.39)		(£30.39)	£149.61	£180.00
Other - Section 111	(£1,080.00)	£1,080.00	£0.00	£0.00	£0.00
Other - Section 137	(£1,162.18)	£1,162.18	£0.00	£0.00	£0.00
Defibrillator	(£168.90)		(£168.90)	£31.10	£200.00
Community Projects	(£2,771.72)	£1,920.00	(£851.72)	£148.28	£1,000.00
<b>Total Miscellaneous</b>	<b>(£5,213.19)</b>	<b>£4,162.18</b>	<b>(£1,051.01)</b>	<b>£328.99</b>	<b>£1,380.00</b>
<b>TOTAL PAYMENTS</b>	<b>(£16,004.39)</b>	<b>£5,062.46</b>	<b>(£10,941.93)</b>	<b>£4,668.07</b>	<b>£15,610.00</b>

### Reserves

	<u>01 April 2021</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>28 February 2022</u>
General Reserve	£0.00	£9,439.55	(£2,242.18)	£7,197.37
Defibrillator	£250.00	£0.00	£0.00	£250.00
St John's Steps Appeal Funds	£86.19	£0.00	£0.00	£86.19
IT Software, Hardware & Consumables	£565.95	£1.67	£0.00	£567.62
Playground Lease Grant	£200.00	£0.00	£0.00	£200.00
Neighbourhood Watch	£185.00	£0.00	£0.00	£185.00
Village Cemetery	£575.00	£200.00	£0.00	£775.00
Reading Room Maintenance	£8,810.00	£0.00	£0.00	£8,810.00
Parish Plan	£2,000.00	£0.00	(£1,920.00)	£80.00
Playground Maintenance	£250.00	£0.00	£0.00	£250.00
Village Maintenance	£230.00	£0.00	£0.00	£230.00
<b>Total Reserves</b>	<b>£13,152.14</b>	<b>£9,641.22</b>	<b>(£4,162.18)</b>	<b>£18,631.18</b>

### Closing Period Bank Balances As At:

	<u>28 February 2022</u>
Current Account	£5,360.45
Deposit Account	£18,631.18
<b>Total Bank Balances</b>	<b>£23,991.63</b>

Signed.....  
Chair Avon Dassett Parish Council  
Monday, 7 March 2022

**Avon Dasset Parish Council  
Financial Statement**

**Balances as at close of business: Monday, 28 February 2022**

Current Account: £5,360.45  
Deposit Account: £18,631.18

**Bank transactions**

**Payments & Receipts Since 10 January 2022**

**Current Account:**

Date	Payee	Details	Budget Category	Payment	Receipt
<b><u>Payments &amp; Receipts</u></b>					
18 January 2022	Stratford upon Avon District Council	Parish Plan Expenses	Community Projects	(£1,920.00)	£0.00
18 January 2022	M W & D E M Watts	Coffee Mornings	Coffee Morning Expenses & Xmas Gathering	(£12.39)	£0.00
19 January 2022	1 & 1 Internet	ADPC Website	Avon Dasset Parish Council Website	(£40.79)	£0.00
27 January 2022	Eon	Electricity	Reading Room: Electricity Supply	(£23.00)	£0.00
27 January 2022	British Telecom	Reading Room WiFi	Reading Room: Maintenance	(£30.19)	£0.00
27 January 2022	T. Gill	Covid Phone Dec	Community Projects	(£13.38)	£0.00
27 January 2022	T. Gill	Covid Phone Jan	Community Projects	(£13.38)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£49.86)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£48.29)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£59.52)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£63.10)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£67.31)	£0.00
27 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£50.39)	£0.00
27 January 2022	Numbers Plus	Defibrillator Call Out	Defibrillator	(£118.80)	£0.00
31 January 2022	Total Energies	Electricity	Street Light Electricity Supply	(£49.73)	£0.00
07 February 2022	M W & D E M Watts	Coffee Mornings	Coffee Morning Expenses & Xmas Gathering	(£10.25)	£0.00
10 February 2022	Stratford District Council	Mowing Reimbursement	Mowing Refund From Stratford District Council	£0.00	£900.28
18 February 2022	1 & 1 Internet	ADPC Website	Avon Dasset Parish Council Website	(£15.59)	£0.00
27 January 2022	Eon	Electricity	Reading Room: Electricity Supply	(£23.00)	£0.00
08 February 2022	British Telecom	Reading Room WiFi	Reading Room: Maintenance	(£30.19)	£0.00
23 February 2022	Total Energies	Electricity	Street Light Electricity Supply	(£67.42)	£0.00
25 February 2022	HMRC	PAYE re Clerk	Clerk's Pay	(£4.43)	£0.00

**Emergency Payments / Payments Under Delegated Authority**

04 February 2022	T. Gill	Coal & Fire Lighters	Reading Room: Maintenance	(£26.00)	£0.00
04 February 2022	T. Gill	Google Storage Fees	IT Software, Hardware & Consumables	(£15.99)	£0.00
07 February 2022	Sootbusters	Chimney Sweep - Reading Room	Reading Room: Maintenance	(£55.00)	£0.00

**£2,808.00      £900.28**

**Deposit Account:**

Date	Payee	Details	Budget Category	Payment	Receipt
09 February 2022	Lloyds Bank	Bank Interest	IT Software, Hardware & Consumables	£0.00	£0.16

**£0.00      £0.16**

**Payments For Authorisation From Precept**

FPO	Zurich Insurance	Insurance Premium	(£558.19)		
FPO	Warwickshire County Council	Street Light Maintenance Contract	(£147.76)		
FPO	T. Gill	Covid Phone Mar	(£20.00)		
FPO	C. Dancer	Cleaning St John's Church	(£50.00)		
FPO	C. Dancer	Cleaning Reading Room Jan 2022	(£30.00)		
FPO	C. Dancer	Cleaning Reading Room Feb 2022	(£30.00)		
FPO	C. Dancer	Cleaning Reading Room Mar 2022	(£30.00)		
FPO	M W & D E M Watts	Coffee Morning - Mar 2022	(£20.00)		
FPO	T. Gill	Coal & Fire Lighters	(£20.00)		
FPO	WALC	Membership Fees	(£130.00)		
FPO	T Gill	Cleaning Materials	(£40.00)		
				<b>(£1,075.95)</b>	