

WELLESBOURNE PARISH COUNCIL

Minutes of the Annual Meeting of the Council held on 3rd May 2011 at the Methodist Hall, Bridge Street, Wellesbourne,



Present: Chairman: Cllr Johnston, Cllrs: Mrs Bolton, Blundall, Close, Copeland, Grantham, Kendall, Parton, Mrs Rose and Wright

Acting Clerk: Mrs Lipman Members of the public: 5 Members of the press: 0

The Chairman welcomed Cllr Kendall to the Council, following the result of an uncontested election.

1. Election of Chairman (currently Councillor David Johnston)

Cllr Johnston was nominated to be Chairman, Prop Cllr JG 2nd Cllr RB, all in favour, motion carried.

2. Chairman's declaration of acceptance of office

The Declaration of Office was signed and dated by the Chairman and the Acting Clerk

3. Acceptance of apologies of absence

Apologies of absence were accepted from Cllr Mrs Bartlett

4. Declarations of Interest

Declarations of interest (personal or prejudicial) under the provisions of the LGA 2000, Parish Councils (Model Code of Conduct) Order 2001.

Cllr Mrs Bolton personal interest in the Village Hall as Buildings Trustee for the Village Hall

Cllr Grantham prejudicial interest in connection with Wellesbourne Conservative Club Ltd and a personal interest in all matters appertaining to Walton Estates.

Cllr Close personal interest as a District Councillor and in connection with St Peters Church as a member of the church and a personal and prejudicial interest in Chedham's Yard as a Trustee, and a personal interest in item 27 (quotation for repair to Xmas lights) as an employee of the company is a fellow District Councillor.

Cllr Wright personal interest as a District Councillor and in connection with the CAB and the Methodist Hall and a personal interest in item 27 (quotation for repair to Xmas lights) as an employee of the company is a fellow District Councillor.

Cllr Mrs Rose prejudicial interest in connection with Wellesbourne Conservative Club Ltd.

Cllr Johnston personal interest as a County Councillor, in all matters regarding WCC, Hampton Lucy Grammar School Foundation as a member of the Board and Chedham's Yard as the husband of a Trustee.

Cllr Copeland personal and prejudicial interest in Chedham's Yard as a Trustee

Cllr Close gave a statement to the meeting (appended), giving details of a complaint made by a member of the public, regarding the non declaration of membership of the Liberal Democrat Party in 2008. Cllr Close disclosed that SDC Standards Committee had ruled that no action was to be taken regarding this "trivial" objection. He urged Cllrs to review their Declarations of Interest as any additional interests should be reported within 28 days. Full details of the complaint would be published on the SDC website.

5. Confirmation of the order of the agenda and identification of any items that might be resolved for confidential

Cllr Parton reported that an emergency situation had occurred over the past two days at the Wellesbourne Sports and Community Centre. He said that having undertaken a site visit that day he found extensive damage to the roof of the building with over 100 tiles broken. He said that the Council would recall that at its meeting on 22nd February 2011, the Amenities Committee passed the following resolution:

"Resolution to prepare tender documentation to make the building safe, secure and watertight in response to the condition survey and inspection by the insurance company" (Item 11.1). This referred to work to be done to the roof and exterior walls and to the installation of exterior CCTV.

Also, at its meeting on 1st March 2011, the Council accepted the Amenities Committee minutes of 22nd February and Cllr Rose's report as acting Chairman, dated 23rd February 2011 and the

"Resolution to prepare tender documentation to make the building safe, secure and watertight in response to the condition survey and inspection by the insurance company" (item 12.4)

Tenders were duly sought for the roof and wall repair work and the selected Contractor “Jessops” were to begin this on 4th May, the tender process for the installation of CCTV had yet to be completed. He said he thought it was inappropriate to continue with the repair work unless CCTV had been installed. In addition the Council had received notification from their insurers that as a condition of the policy it was necessary to install an approved CCTV system. The approximate cost to the Council would be £2000 plus VAT. He therefore asked the Council to approve the suspension of Standing Order 82:

Resolution to suspend Standing Order 82. Prop Cllr JG 2nd Cllr RB all in favour, motion carried.

to allow the following resolution under Financial Regulation 11. 1(c) **The Council resolve to suspend financial regulations to enable a contract to be let to allow installation of CCTV on the exterior of the building as a matter of urgency. The installation to conform to the standards laid down by the Council insurers. Prop Cllr RP 2nd Cllr RR all in favour, motion carried.**

Resolution to reinstate Standing order 82. Prop Cllr DC 2nd Cllr TC all in favour, motion carried.

6. Election of Vice Chairman (currently Councillor John Grantham)
Cllr JG was nominated as Vice Chairman – Prop Cllr DC 2nd Cllr TC all in favour, motion carried.

7. Election of Committees

7.1 Resolution to amalgamate Highways and Amenities committees and agree delegated powers and terms of reference

Cllr JG said he had worked with Bill Robinson on the terms of reference for an amalgamated Amenities and Highways Committee. Cllr RB thought that a disadvantage would be that a current member of one of the Committees would now be required to attend more frequent meetings and the Chairman would have additional responsibilities. Cllrs agreed that the Chairman/Vice Chairman would share responsibilities for the two areas Cllrs also said that there was currently a large overlap between the two areas and that now the Clerk had resumed work it should be possible for more back up from the Office. An additional benefit would be that more members should ensure fewer inquorate meetings.

Cllr RB asked that the function of maintaining a dialogue with WCC over outstanding issues should be added to the list of responsibilities. Cllr RW asked that the word “ensure” was to be substituted for the word “keep” in the sentence to “maintain the riverside fence between Whitebridge and the boundary of the recreation area and keep the public footpaths free of silt and debris.”

Resolution to amalgamate the Highways and Amenities Committees with the above amendments added to their terms of reference – Prop Cllr JG 2nd Cllr TC all in favour motion carried.

<i>Committee</i>	<i>Councillors</i>
Finance & Admin	<i>Chairman, Blundall, Close, Copeland, Parton, Wright, Vice Chairman</i>
Amenities/Highways	<i>Mrs Bartlett, Mrs Bolton, Copeland, Kendall, Parton, Mrs Rose, Chairman, Vice Chairman</i>
Emergency	<i>Chairman, Close, Copeland, Mrs Rose, Wright, Vice Chairman</i>
Office /Staffing	<i>Chairman, Close, Mrs Bolton, Parton, Wright, Vice Chairman</i>
Appeals	<i>Vice Chairman, Mrs Bolton, Parton</i>
Grievance and Discipline	<i>Chairman, Blundall, Wright</i>

Current Chairmen and ex officio members in italics

Resolution to agree membership of Committees Prop Cllr DJ 2nd Cllr RR all in favour, motion carried

8. Signatories for finance

Currently Cllrs Close, Grantham and Johnston excluding Councillors with a declared interest

The signatories were agreed Prop Cllr DJ 2nd Cllr RR all in favour, motion carried

9. Election of working parties

<i>Working Party</i>	<i>Councillors</i>
Index	Mrs Bolton, Mrs Bartlett, Blundall, Kendall, Parton
Burial Grounds	Mrs Bartlett, Mrs Bolton, Grantham and Wright

WSCC	Cllrs Copeland, Grantham, Kendall, Parton and Rose
------	--

Resolution to agree membership of working parties Prop Cllr DJ 2nd Cllr RR all in favour motion carried.

10. Appointments to other bodies

previously the following were agreed

Other body	Councillor
Youth Club Management Committee	Mrs Bartlett
Sports Association	Grantham, Parton,
Village Hall Management Committee	Copeland
Boyse Charity	Mrs Bartlett
Summer Playscheme	Mrs Rose
Wellesbourne in Bloom	Copeland
Chedham's Yard Trust	Close, Copeland

Resolution to agree appointments to other bodies Prop Cllr DJ 2nd Cllr RR all in favour motion carried.

Cllr Rose reported that she had been unable to attend the playscheme meetings because they had clashed with WPC meeting dates.

ACTION: To write to the summer playscheme to see if the dates could be changed. BY: Office

11. To approve Standing Orders and Financial Regulations

Cllr RB proposed that Standing Order 1(f) should be deleted. Prop RB 2nd RW Cllr JG abstained motion carried

Resolution to approve the amended Standing Orders and Financial Regulations. Prop Cllr JG 2nd Cllr DC all in favour – motion carried

The Standing Orders and Financial Regulations to be published on the web site.

12. Confirmation of the minutes of the Council Meetings of 5th and 19th April 2011

The minutes were signed as a true record by the Chairman

13. Matters arising

It was agreed that once the maintenance schedule and report had been received from the Environment Agency following the flood works, a letter of thanks should be sent for the planting of trees on Willow Drive

14. Open session for members of the public to raise any matters of relevance to the Parish and for any Cllr with a prejudicial interest in an item on the agenda to speak on that item.

Mrs Dane, Newbold Road, asked the Council if any events were planned for the Queen's Diamond Jubilee celebrations next year. Cllr JG said a Diamond Street Fayre was planned if there were sufficient volunteers to run the event.

Mr Rose, Grange Gardens, was alarmed at the possibility of the Council asking WCC to consider replacing some of the night bus services, due to be axed, with a reduced frequency day service. He said this would have considerable impact on those villagers without a car.

Mrs Bryan, Newbold Road, did not approve of the installation of 14 slabs at the Newbold Road bus stop. She said that 4 were all that were needed.

15. Finance and Administration Committee – Last meeting 18th January 2011

Cllr RW left the meeting

15.1 Approval of monthly accounts as per attached cheque list.

A further invoice for £731.99 from Limebridge Rural Services was submitted, the original invoice having been lost in the post.

Payment of the monthly accounts were then approved. Prop Cllr JG 2nd Cllr RR all in favour Motion carried

Cllr RW returned to the meeting

15.2 Approval of staff salaries

Payment of salaries were approved Prop Cllr RR 2nd Cllr JG all in favour motion carried

15.3 Correspondence

Objection by Mr Rutherford - late adoption of the annual return including fee statement of £125 plus VAT	Clement Keyes
--	---------------

Objection by Mr Rutherford - objection to Christmas lights including fee statement of £170 plus VAT	Clement Keyes
---	---------------

It was agreed to publish the costs sustained by the Council from the numerous objections made to the auditor and SDC and FOI Commissioner over the last 3 years by Mr Rutherford. The figures to be split into 09/10, 10/11 and the costs for the current financial year 11/12 updated.

Prop Cllr GB 2nd Cllr JG all in favour motion carried.

15.4 Date of next meeting – 24th May 2011 - noted

16. Police

16.1 SNT Newsletter - noted

16.2 Correspondence – there was none

Cllr DJ reported that the police were to dispose of Wellesbourne police station. the WCC depot was currently being considered as a base for the SNT team. Cllr RB asked if the noticeboard could be retained for police information somewhere in the village.

17 Planning

17 Planning see attachment

17.1 Decisions

17.1.1 Approvals

1.

11/00121/FUL	Erection of single storey detached orangery		
At	34 Chapel Street	For	Mr Hargis

Noted

2.

10/02622/FUL	Installation of a 9,000 litre capacity bunded diesel tank and 4,500 litre capacity bunded diesel tank		
At	Wellesbourne Distribution Park	For	Creative Events

Noted

Applications

1.

11/00658/FUL	Excavation and construction of a 1,800 cubic metre capacity slurry store		
At	Woodlands Farm, Loxley Lane	For	Mr Elliott
Officer dealing	Matthew Neal	Due date	6 th May 2011

The Council raised no objection subject to appropriate means of containment being built to avoid the contamination of water courses should a leak occur.

2.

11/00778/FUL	Erection of 21 units of retirement living housing for the elderly. (13 one bed units and 8 two bed units), communal facilities, landscaping and car parking. (C3 use class)		
At	2A Stratford Road	For	McCarthy and Stone
Officer dealing	Louise Koelman	Due date	6 th May 2011

The Council supports the need for retirement living housing but objects to this application on the grounds that the facility conflicts with the Village Design Statement which supports a low key entrance to the village. The visual impact of the development is poor and the build of 3 storeys excessive for the site size. A major objection is the lack of adequate parking facilities, particularly staff and visitor parking. The anticipated age of the residents will inevitably result in visits from medical staff, contractors, friends and relatives. The provision of only 3 visitor parking spaces will result in overspill parking in Granville Gardens, which is totally unsuitable. The Council also points out that the habitat survey does not correspond to this application.

3.

11/00897/TREE	T1, T3 willow: repollard back to original pollard points		
At	20 Willow Drive	For	Mrs Parry
Officer dealing	Ruth Rose	Due date	11 th May 2011

The Council raised no objection

4.

11/00881/TPO	7 no apple, 3 no plum: 10% thinning, crown reduction and reshaping		
At	The Orchard, 79A Kineton Road	For	David Gibson
Officer dealing	Ruth Rose	Due date	11 th May 2011

The Council raised no objection

5.

11/00931/TREE	3 no red horse chestnut: lift crowns to clear highway by 4m T477 Leyland cypress fell, T481 sweet chestnut: lift crown to clear highway by 4m, T486 horse chestnut: reduce crown by 25% reduce adjacent chestnuts to balance		
At	Ettington Road	For	WCC
Officer dealing	Ruth Rose	Due date	12 th May 2011

The Council raised no objection to this application subject to Grange Gardens residents' approval.

17.3 Correspondence

Planning Workshop on Planning Considerations – Monday 13 June 11 -1pm	SDC
---	-----

Noted

17.4 Date of next Area Planning meeting 1st June 2011 - noted

18. Amenities Committee – Last meeting 22nd February 2011

18.1 Chairman's update – Cllr Mrs Rose appended - noted

18.2 Wellesbourne Sports and Community building update

It had been decided that the items in the building were too heavy to be moved by volunteers and a professional company would be sought to do the clearance.

18.3 Sports Association

Cllr Parton had attended a Sports Association meeting and expressed the concern that from October to March when the Bowls Club and Cricket Club were not in use the site was unoccupied and very vulnerable to vandalism. The Cricket Club had agreed that the Football Club could continue to use their premises but the Rugby Club would stay in Tiddington. This was having the effect of attracting members outside the Wellesbourne area.

18.4 Youth Club - report from meeting held at WCC Cllr DJ/GB.

It was the intention of WCC to dispose of all youth club buildings, apart from Tyler Street in Stratford. Early intervention services based in each area would target the most vulnerable young people but there would be no regular youth leader service. A meeting was to take place with Peter Hatcher.

18.5 Correspondence

Out door exercise classes	Barry McKenzie
---------------------------	----------------

ACTION: to meet with Mr McKenzie to get a greater understanding of his plans and to ask Sports Association for their opinion.

18.6 Date of next meeting 10th May 2011 - noted

19. Highways Committee – Meeting of 19th April 2011 was inquorate

19.1 Chairman's update – report appended

19.2 Proposal to spend £485 plus VAT on the laying of 14 slabs at the Newbold Road bus stop

This item was referred to the Amenities/Highways Committee

19.3 Public Transport - Cuts to night bus service

There had been a lack of consultation before the cuts were proposed and no examination of the usage after 6.30pm had been undertaken. The decision made had been arbitrary. WPC to ask for the decision to be reviewed and to contact adjacent PCs through WALC. Cllrs thought the axing of the service went against Planning Policy guidelines with regard to people using public transport to get to work.

19.4 Wellesbourne in Bloom – nothing to report

19.5 Correspondence

19.6 Date of next meeting – 10th May 2011 - noted

20. Office and Staffing Committee – Last meeting 18th January 2011

20.1 Date of next meeting 24th May 2011

19. Index of Shops and Amenities

A meeting of the working party would be arranged.

20. Emergency Committee – Last meeting 9th November 2010

20.1 Date of next meeting to be agreed

21. Chedham’s Yard – Cllr Close – report appended

22. Parish Plan update– Cllr Copeland

22.1 Village Design Statement

The Parish Plan had received favourable comments from officers at SDC. It was due to go to the Cabinet meeting of 23rd May. Cllrs asked who would comment from WCC? Cllrs thought the VDS should take account of the Council stance on the draft core strategy. The Council view was that no further development should take place without an upgrading of infrastructure. Cllrs said the Parish Plan and VDS should reflect the same wording.

Resolution to thank V4W on their efforts to produce a Village Design Statement and subject to ratification by the steering group, to endorse it for submission to SDC for formal adoption along with the Parish Plan subject to the comments made by Cllrs being considered.

Prop Cllr JG 2nd Cllr RR all in favour, motion carried.

22.2 Housing needs survey distribution

Volunteers were needed for the distribution of the Housing Needs Survey.

23. Burial Grounds update– Cllr Wright

Cllr RW reported that the extension was almost complete.

24. Wellesbourne and Kineton Community Forum – next meeting 30 June 2011 at Gaydon

Village Hall - noted

25. Consultation Documents – there were none

26. WALC/NALC

26.1 Correspondence – there was none

27. General Correspondence

British Aerobatics Seminar – Thursday 26 th May 2011	Radamoore Lts
---	---------------

Noted

Christmas lights repairs – quotation for sum of £1466 plus VAT	GS Adams
--	----------

Deferred to next meeting

28. Cllr Exchange of Information

Cllr RB thanked the Chairman for taking on another year of office in what had been difficult circumstances.

29. Date of next meeting 7th June 2011 – noted

Meeting ended 10.15 pm

Chairman: Cllr Johnston

Signed

Date