

**MINUTES OF THE MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 9 SEPTEMBER 2019, COMMENCING AT 7.30 PM**

PRESENT

Councillor P Blanchard – Chairman
Councillor D Brown
Councillor P Cox
Councillor C Elliott
Councillor J Kelsey
Councillor C Pearson
Councillor P Smith

Parish Clerk – Nicola Everall
District Councillor P Richards for part of the meeting
12 members of the public for all or part of the meeting

Public Participation

Mr A Jones spoke on behalf of the Village Hall Management Committee (VHMC) and asked members to be aware that there were issues with regards to VAT registration and the reclaiming of VAT for the VHMC and there may be a need for the VHMC to obtain a lease from the Parish Council in order to make grant applications.

Representatives of Avon Homes gave a presentation of the proposed development at the Sports & Social Club, which included external and internal layouts for the Sports Club Building and associated works and 9 residential dwellings.

1. Apologies

Apologies for absence were received from Parish Councillor G Norris and County Councillor Mrs A Parry.

2. Declarations of Interest

There were no Declarations of Interest.

3. To approve the Minutes of the meeting held on 8 July 2019

The Minutes of the Meeting held on 8 July 2019, having been previously circulated, were agreed and signed by the Chairman.

4. Report from County Councillor Mrs A Parry

In the absence of Councillor Mrs A Parry, the Clerk read the following report:

Community Grants

I understand there will be a call for applications in respect of a second round of grants in September and I will keep you advised accordingly. Hopefully the grant for the Village Hall has been awarded and will make a difference.

Road Safety Delegated Budgets

The road safety measures are being progressed for King's Lane and hopefully these will be implemented before the end of the financial year. In addition, WCC is submitting a Capital Investment Fund bid to secure substantial resources to carry out a realignment of the A439 Hatton Bank Lane junction which is frequented by residents from Snitterfield. This would take the form of a Ghost Right turn lane, along with a closure of Sand Barn Lane. Work is currently being undertaken to look at the cost and benefit ratio of each proposal, so it is at a very early stage and subject to funding.

Climate Change

Following the unanimous decision to declare a 'Climate Emergency' I have been appointed to the Task & Finish Group so will be able to keep you advised from a first-hand perspective on the issues we face together with the recommendations.

5. Report from District Councillor P Richards

Councillor P Richards reported that the Site Allocations Plan work continues, which forms part of the suite of documents supporting the Core Strategy. At the meeting of Council in July, the draft Site Allocations Plan was considered, and it was agreed to put that document out for final public consultation. The Site Allocations Plan includes proposals for:

- Reserve housing sites that will only come forward if needed
- Self-build and custom build housing sites Built-up area boundaries for settlements
- Safeguarding land for A46 junction improvements
- Specific site proposals in Stratford-upon-Avon, Studley and across the rural area.

The consultation is open until the 20th September and it is expected to go to Cabinet and Council in October for final agreement and adoption.

The Council Plan

Over the summer the Council have been considering its proposed Council Plan which sets out the visions for Stratford between 2019 and 2023. A series of stakeholder meetings and consultations have taken place with a draft plan now being drawn up. Emerging priorities include:

- Working on regional, national and international stage
- Responding to the climate emergency
- Enhancing our quality of space
- Putting residents, business and communities at centre stage.

It is still at an early stage, but it was expected that a final report to Cabinet and Council in October. At this stage Councillors have only had one briefing.

Climate Emergency

In July a motion was presented to Council requesting Stratford District announce a Climate Emergency, it went on to request that Council consider how it will respond to that Climate Emergency. The Overview and Scrutiny Committee has already established a Task and Finish Group to consider what action to take.

A scoping document for that group has been produced which outlines the work that the committee will undertake, specifically looking at:

- What can SDC do about SDC?
- What can SDC do as a partner and community leader?
- What should SDC be saying to Central Government?
- What can SDC do on adaptation?

That group has now met on three occasions and some interim recommendations are being drawn up and submitted to Cabinet for their consideration.

6. Matters Arising

a) Hurdlers Lane

Councillor Mrs P Cox reported that a full survey of the floors of the affected houses on Hurdlers Lane had not taken place as the camera was not suitable and it was expected that the survey would now take place in the near future.

b) Playing Field Working Group (PFWG)

Playing Field

A major user of the Playing Field is the Sports & Social Club (charity number 1114954) and in order to progress any future use of the Playing Field, it was considered that there may be a need to grant a lease to the Sports Club. Therefore, a meeting was held on 28 August 2019, with Mr David Dumbleton of Robotham's Solicitors to obtain advice. Also present at that meeting were Councillors P Blanchard, P Cox & C Elliott, Mrs H Schimdt-Hansen and Mrs S Morlidge (VHMC) and the Parish Clerk.

Mr Dumbleton explained that the Playing Field was held by the PC as Trustee of the Snitterfield Village Playing Field Charity, which had been established by a Declaration of Trust dated 1 November 1972 and had been superseded by a Scheme of the Charity Commission dated 22 February 1992, whereby Snitterfield Parish Council was appointed as Trustee of the Charity, and the 1992 Scheme had been amended by a Scheme of the Charity Commission dated 25 April 1995, which had amended the objects of the charity to be the provision and maintenance of:

- a) In the case of land containing 23,876.46 sq. meters, a playing field for the use of the inhabitants of the parish Snitterfield without distinction of political, religious or other opinions with the object of improving the conditions of life for the said inhabitants; and

- b) In the case of land containing 362.04 sq. meters (with the building thereon), as a youth centre to develop the physical mental and spiritual capacities of young persons so that they may grow to full maturity as individuals and members of society and so that their conditions of life may be improved.

Mr Dumbleton advised that it may be possible to grant an 'Albemarle' lease with the consent of the Charity Commission to the Sports Club at a peppercorn rent with reserved use, for events such as the Annual Fete and general use by the parishioners when sport is not being played. Further details would need to be obtained such as a Break Clause and possibly a surveyor's report.

It was resolved unanimously (Councillor Mrs C Elliott abstained) that the Parish Council should seek to grant a lease to the Sports Club to further enhance the use of the Playing Field.

The Chairman agreed to seek further advice from Mr D Dumbleton in order to pursue the granting of a lease to the Sports Club. Mr Dumbleton also advised the PC to be wary of inserting a Break Clause in the lease as it could hinder any applications for Grants and Loans. He did indicate that the advantage of an 'Albermarle' Lease was that, as it was normally at a peppercorn rent, it could be accepted by the Charity Commission without the further expense of a surveyor's report to ascertain a fair value for the rent.

Pavilion

Councillor J Kelsey had investigated the costs for the replacement of the current Cricket Pavilion which was expected to be in the region of £100,000.

Nursery

Following recent correspondence from the Nursey, it was agreed that representatives of the Nursery be invited to a future meeting to make a presentation on their future plans.

c) Website

Members had now set up email addresses specifically for Parish Council use. Councillor Mrs C Pearson suggested that the Chairman's Blog be added to the Parish Council's website.

d) New Defibrillator

Mr J Baldwin of the Snitterfield Village Community Project Committee had investigated the electricity supply to the telephone kiosk for the installation of a defibrillator, but it was not considered to be a viable option.

Mr Baldwin asked for permission to install an AED on the front wall of the Village Hall with a movement activated light above. Any contract would be with the Parish Council and members agreed to this proposal.

e) Emergency Plan

Councillor Mrs C Pearson suggested that those members involved in the Emergency Plan, would meet within two weeks to review the Questionnaire and Draft Emergency Plan and Councillor Pearson was to circulate details and the draft questionnaire which was to be delivered to all households. This would be some 500 double sided silk full colour at approximately £54 and there would also be an online questionnaire using Survey Monkey to be circulated to village organisations and on Facebook.

There would be collection boxes at the Pub, shop, Sports Club and include the date of the Community Cafe as a final collection date and/or surgery Sunday 6 October to collate the responses and update members the October meeting with a view to adopting the Emergency Plan at the November meeting.

f) Flooding

Councillor C Pearson reported that there had been no response as yet from the County Council regarding the Trash Screen Grant.

Following work carried out on the culvert, flood risk maps were to be redrawn by the Environment Agency. Peter Morlidge is pursuing this.

g) Monarch's Way Footpath Re-Diversion

Councillors C Elliott and J Kelsey had made a site visit of the Monarch's Way Route across the A46, through land owned by Mr M Andrews, and then along Kings Lane. It is obvious that crossing the busy A46 is dangerous and it clearly should have been re-routed when the A46 was built.

It was proposed that the Monarch's Way should be re-routed over the bridge that crosses the A46 and then alongside the inside of the hedge along Kings Lane on land owned by Mr M Andrews. Previous discussions with Mr M Andrews indicated that he was happy to consider this as it would provide a safe route for walkers using the Monarch's Way and for Snitterfield pedestrians visiting the newly opened 'The Farm' at the end of Kings Lane. It would also be better for Mr M Andrews' customers as Monarch's Way users would not be crossing through the middle of his land where he has established a touring caravan site. Mr J Kelsey also agreed in principle to cut back his verge and the hedge opposite the gated entrance to Mr M Andrews Farm, (where the Monarch's Way would be re-routed along the inside of the hedge). This would enable the Monarchs Way to continue safely along the verge to the Entrance to The Farm where the footpath continues alongside the front of these premises.

It was agreed that Councillors C Elliott and J Kelsey contact the County Council, Mr Mark Andrews and the Monarch's Way Footpath Association to pursue this matter.

h) Cemetery Paths

Councillor P Smith reported that weeds continued to be a problem and he was working with Mees Wood to address this matter. Councillor Smith was also in the process of sourcing a suitable gravel which would match the existing surface.

i) Wildflower Verges

Councillor Mrs C Elliott had met with three residents who had expressed an interest in planting two of the verges on Smith's Lane with wildflowers and members agreed to the idea in principle, but this needed to be agreed with the County Council as Highway Authority.

j) Snipe Newsletter Distribution

The Chairman reported that Mrs S Hopkinson had asked for assistance in the distribution of the Snipe Newsletter to addresses outside of the immediate village. It was agreed that a letter should be sent with the next edition to notify persons that future copies would need to be collected from the village shop or church.

k) Stephen Hales Charity

It was agreed unanimously that Councillors Mrs C Elliott & Mrs P Cox be nominated as Trustees to the Stephen Hales Charity.

7. Finance

The Parish Clerk circulated schedules of Income and Expenditure relating to August & September 2019 and these were agreed by members.

8. Planning

The Clerk had previously circulated a schedule relating to all current planning applications which is appended to these minutes.

9. Correspondence Report

Further to correspondence from Mr Mark Bedford, Environmental Project Manager of Kier Highways regarding the proposed landscape work near the War Memorial/A46, it was agreed that a site visit be arranged with Mr Bedford and members of the Parish Council to gain clarity of the works and the Clerk was requested to arrange this.

10. Speed Watch Group

The Chairman agreed to discuss with Councillor G Norris, the Speed Watch Group to establish a way to move this forward.

The Clerk was asked to approach the Police Authority to request speed checks particularly on the Wolverton Road.

11. Policies & Procedures

The Clerk circulated suggested amendments to Standing Orders and Financial Regulations to bring the documents up to date and the proposed changes were agreed by members of the Parish Council.

12. Land Registry Trustees – Village Hall

The four named Trustees registered with the Land Registry for the Village Hall were no longer members of the Parish Council and it was agreed unanimously that Councillors D Brown & J Kelsey be the named Trustees with the Land Registry.

13. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that fund raising continued, but reserve funds would be low once the works to the storeroom had been paid for.

Following correspondence from Mr T Moon of the VHMC, it was understood that the VHMC had requested that there should be a further two members of the Parish Council on the VHMC and it was agreed unanimously that Councillors D Brown & J Kelsey be elected to the VHMC with immediate effect.

Discussions took place as to the requirement of the Parish Council granting the VHMC a lease in order that applications for funding could be made. Mr Dumbleton’s opinion was that the sole trustees of the Village Hall is the Parish Council and holds the Village Hall as a Charity Trustee and not as a Local Authority. Members agreed to support the creation of a lease agreement in principle if it became necessary to do so.

The Chairman confirmed that following advice, the current agreement is that the VHMC is a legal body, distinct and separate from the Trustees. That advice also confirmed that the Trustees, despite being drawn from those serving on the Parish Council, are a separate body.

It was agreed that meetings of the Trustees should be reinstated outside of Parish Council meetings.

14. Observations from Parish Councillors

Councillor P Smith reported that works to the allotments continued and it was hoped that the vacant plots would soon be let again.

Councillor Mrs C Pearson was pursuing an update on the Appleton House development.

Councillor Mrs C Elliott requested that the Clerk order a further supply of bags for the dog bin dispenser.

The meeting closed at 9.33pm

Signed..... Designation..... Date.....

Planning Schedule – September 2019

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision & Effective Date
18/01883/FUL	Construction of a south western relief road to Stratford-upon-Avon Land Between B439 Evesham Rd/Luddington Rd & A3400 Shipston Rd, Including Land Between Luddington Rd & Stratford Racecourse, Land Between River Avon & River Stour/B4362 Clifford La And Land Between B4362 Clifford La And A3400 Shipston Road	31/10/18	No representation	
18/01892/OUT	Long Marston Airfield, Campden Road, Lower Quinton Outline application (with all matters reserved) for a phased development comprising up to 3,100 new homes (Class C2/C3), employment (Use Classes B1 (a)-(c), including business park of approximately 5.7ha (gross) and further employment space/land within mixed-use areas, village centre comprising a range of uses (Use Classes A1-A5/B1(a)/D1/D2), plus two primary schools and one secondary school. Provision of new open space including parks and amenity space. Provision of a new access junction from Campden Road. Associated infrastructure, utilities, engineering and landscaping works including sustainable drainage systems. The proposal incorporates the demolition/removal of the runways and other hardstanding and identifies existing structures	31/10/18	No representation	
19/00393/FUL	The Old Vicarage, Church Road New front wall and railing with associated gated entrance	11/04/19	Object	Refused 18/07/19
19/00520/FUL	Snitterfield Methodist Church Proposed two-storey side and rear extension and installation of mezzanine	29/04/19	Object	3/9/19 Withdrawn
19/00520 Amended	Snitterfield Methodist Church Proposed two-storey side and rear extension and installation of mezzanine	24/07/19	Object	3/9/19 Withdrawn
19/00886/FUL	Heath End Farm Change of use of sheds to use class D2	31/05/19	Object	
19/00918/FUL	Land off A46/Ingon Lane Installation of tracks, hardstanding and utility points to support permitted touring caravan/mobile home use, plus livestock fencing (retrospective application)	3/06/19	Objection Withdrawn on 01/07/19	Granted 24/07/19
19/01311/FUL	Holly Cottage, 17 The Green Single storey extension to rear	13/06/19	Support	Granted 8/7/19
19/01319/FUL	Littlefrogmore, 3 Frogmore Road Proposed porch to the front and re-roofing with a double pitched roof (extending the main house roof) over the garage. Change of external materials to render	13/06/19	Support	Granted 8/7/19
19/01721/FUL	2 Shelby Lane Replacement of existing conservatory with proposed sunroom extension and wood burning flue	18/07/19	Support	Granted 08/09/19
19/01752/FUL	Wayfield Farm, Wayfield New agricultural building	22/07/19	Support	
19/01940/FUL	Littlefrogmore, 3 Frogmore Road Proposed porch to the front and re-roofing with a double pitched roof (extending the main house roof) over the garage with a partial rear extension. Change of external materials to render. This is a re-submission of application 19/01319/FUL	13/08/19	Support with Conditions	
00227/19/DISC	5 Frogmore Road Application for Discharge of Reference No: DISCN/00227/19	23/08/19		
00240/19/DISC	The Barn, Snitterfield Fruit Farm, Kings Lane APPLICATION FOR DISCHARGE OF CONDITIONS	23/09/19		
19/02272/FUL	Ingon Manor Hotel & Golf Club	20/09/19		

	Extension to greenkeepers' store and workshop and associated earth bank with trees and hedging. At: Ingon Manor Hotel and Golf Club, Ingon Lane			
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Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
19/01777/Tree	Holly Cottage, 17 The Green T2 - silver birch - Fell T3 - unspecified tree - Reduce in height from approx. 7.5metres to 3.75metres and spread from 5.5metres to 5metres T4 - cherry - Fell T5 - plum - Fell T6 - cherry - Reduce in height from approx. 11metres to 7.3metres and spread from 6metres to 4metres	18/07/19	Support	Granted 2/8/19
19/02428/Tree	Jasmine House, Church Road T1 - ornamental cherry - Fell	23/09/19		