

**MINUTES OF THE MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 14 OCTOBER 2019, COMMENCING AT 7.30 PM**

PRESENT

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

Parish Clerk – Nicola Everall
County Councillor Mrs A Parry for part of the meeting
2 members of the public for all or part of the meeting

Public Participation

Ms C Kimberley asked if the Parish Council had made progress regarding the playground equipment and the Chairman confirmed that the Parish Council was currently focusing on proposals for a lease for the Sports Club.

Ms C Kimberley also enquired as to what might be included in any lease for the Sports Club and the Chairman confirmed that no decisions had yet been made.

Mrs H Schimdt-Hansen raised concerns regarding the current road closure for the poly duct works with regards to access to the shop and the continued use of Bell Lane. The Clerk confirmed that she was liaising with the Road Closure Department at Warwickshire County Council and the utility company to improve the issues.

Mrs H Schimdt-Hansen also asked if any progress had been made with regards to the Appleton House development and Councillor C Pearson was to remind the Enforcement Team to carry out checks to ensure that all conditions had been met.

1. Apologies

Apologies for absence were received from Parish Councillor P Cox and District Councillor P Richards.

2. Declarations of Interest

There were no Declarations of Interest.

3. To approve the Minutes of the meeting held on 9 September 2019

The Minutes of the Meeting held on 9 September 2019, having been previously circulated, were agreed and signed by the Chairman.

4. Report from County Councillor Mrs A Parry

Councillor Mrs A Parry reported that there is a second round of County Councillor Community Grants, applications are particularly encouraged from those parishes who have not benefited from the first round.

The Councillors' Grant Fund provides each of Warwickshire County Council's 57 Councillors with an allocated fund of £6000 to support small-scale projects within their division that can demonstrate support for the following outcomes:

- Warwickshire's communities and individuals are supported to be safe, healthy and independent
- Warwickshire's economy is vibrant and supported by the right jobs, training, skills and infrastructure

All applications should aim to address local issues and improve the health and wellbeing of people living in Warwickshire. Applications which address one or more of the following key priority areas will be supported:

- Improving community assets and their sustainability
- Improving access to services
- Improving financial capability
- Improving health and wellbeing
- Reducing loneliness and isolation

Climate Change

Following the unanimous decision to declare a 'Climate Emergency', Councillor Mrs A Parry had been appointed to the Task & Finish Group and will be able to provide advice from a first-hand perspective on the issues faced with recommendations.

Road Safety Measures

Councillor Mrs A Parry had approved the Road Safety scheme for Kings Lane and was awaiting confirmation of the installation timescales which hopefully will be completed by end March 2020.

The next meeting is scheduled for Tuesday 15th October.

Councillor C Pearson raised concerns with regards to a large Willow tree located by the Bell Brook Bridge. The tree was creating issues with visibility and it was considered to be a problem with regards to blocking the brook. Councillor Pearson was to liaise with Councillor Parry and report back to the Parish Council.

5. Matters Arising

a) Hurdlers Lane

In the absence of Councillor Mrs P Cox, the Clerk reported that there have been reports of mould in 3 of the houses despite the gas heating and other works that have been undertaken. Unfortunately, the Maintenance and Contracts Manager has now left WRHA and has not yet been replaced. Councillor Mrs Cox had spoken to the Independent Surveyor that WRHA use and he was to liaise with WRHA regarding the mould. An investigation via camera under the flooring in one of the homes had taken place and a report was sent to WRHA with his recommendations.

b) Wildflower Verges

Following a meeting with Councillor Mrs C Elliott and three residents on Frogmore Road, the County Council had agreed to mow the grass back to one metre. The suggestion to plant wildflower turf to the remainder to allow for wildflowers and wildlife to flourish was supported. The area would be marked out by wooden posts and ropes. Funding is still to be determined and if successful similar action would be supported elsewhere in the village.

c) Playing Field Working Group (PFWG)

Playing Field

The PFWG had met with the Cricket section and the Nursery to discuss the Parish Council's decision in September to agree a lease in principle. It was recommended by the PFWG that the Parish Council write a letter to that effect for a 25-year lease to assist with funding applications.

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.

Play Equipment

The Parish Council has identified new play equipment as a priority. Unfortunately, the lead at Sn@P does not have capacity to restart fundraising and this is to be discussed at the next meeting which is set for 28 October 2019.

Pavilion

The two organisations were to form a joint Project Team to obtain estimates on a prefabricated building and explore fundraising options. An estimate for demolition of the pavilion including asbestos removal was expected to be in the region of some £8,500.

d) Website

The Clerk confirmed that the designated Parish Council email addresses were all in place and that these should now be used for all Parish Council business.

e) Emergency Plan

Councillor Mrs C Pearson reported that a draft questionnaire had been circulated and copied to the CSW Resilience Team and requested that members of the Parish Council submit their comments.

Councillor Mrs P Cox had obtained secure boxes, which can be used for collection of completed submissions. The Snipe Newsletter would not be distributed until December and insertion of questionnaire would incur a cost.

Therefore, members of the Parish Council agreed to deliver the draft questionnaire near the end of October and arrange for meeting date to discuss the results.

The printing was expected to be in the region of £92.80.

f) Flooding

Trash Screen

The Clerk reported that following the application for funding, the County Council had agreed to grant £2,500 towards the trash screen and it was agreed that the Parish Council would, in principle meet the shortfall subject to costs.

The Parish Council gave a vote of thanks to Mr Peter Morlidge, Mr G Barker and the landowner for their sterling work and support on this project.

Bell Brook

The Clerk had previously tried to establish who was responsible for potential blockages in the brook, but despite contact with the EA and the County Council, this had not proved successful.

Whilst the EA and WCC undertook works in the adjacent field a number of years ago, it was the riparian owner's responsibility to keep the brook clear.

Trees continued to be an issue, whereby one had fallen over with roots in the brook and branches overhanging the hedge. Leaves, roots and branches were currently choking up the Brook and Councillor Mrs C Pearson agreed to contact the agent/owner to address the matters.

Additionally, in the bed of the brook below the bridge, the storm flaps, which drain sewers and surface water are unable to open.

g) Role of Vice – Chairman

Following discussions as to the need for the Parish Council to elect a Vice-Chairman, five members of the Parish Council voted in favour and two members against the necessity of a Vice-Chairman.

It was agreed that members should submit their interest to the Clerk for a vote at the November meeting, as to election of a Vice-Chairman.

h) Garages – Hales Close & Dutton's Close

Following a request from Councillor Mrs C Pearson for an update regarding the garages at Hales Close & Dutton's Close, it was confirmed that these garages were now available for rental after a subsequent refurbishment.

6. Finance

a) Income & Expenditure

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

b) External Audit

The Clerk confirmed that the External Auditor had approved the Parish Councils Audit for the Year Ended 31 March 2019.

c) Request for Funding

Further to a request for funding to support the Village Hall, Members of the Parish Council agreed not to grant the VHM £4,000 from the Parish Council's Grant Fund.

However, it was agreed unanimously (Councillor P Blanchard abstained) to cash in the investment fund held with M&G and forward those funds to the VHMC to support the refurbishment works which were taking place. The fund was expected to be currently the region of some £9,300.00

7. Remembrance Sunday

The Clerk confirmed that she had made the necessary arrangements for the road closures for Remembrance Sunday and the Chairman had the wreath.

In the event that the Chairman should not be available, Councillor G Norris would attend the service to represent the Parish Council.

Councillors D Brown, J Kelsey, C Pearson and P Smith were to act as Marshalls on the day.

8. Telephone Kiosk

Following advice from the LPA it was agreed that a Certificate of Lawful development was not required to operate the telephone kiosk as a means of supplying books and other information.

9. Policies & Procedures

The Clerk circulated the Parrish Council's Annual Governance Procedure and it was agreed that no revisions were required.

10. Allotments

The Clerk reported that Mr D Parker of SACC, had now had the opportunity to further investigate the Deed of Easement required to lay the water pipe from the road to the allotments passing up the lane which, is owned by Well Cottage.

Mr P Morlidge had confirmed that, in principle, he has no objection. However, the legal hurdles were more complicated by the fact that the lane has a number of users with rights. The most useful approach would be that the Parish Council take up the matter of legal work to secure the agreement to lay on the water.

Therefore, SACC requested that the Parish Council undertake the legal work necessary to lay water up the lane to the allotments and SACC would then organise and fund a connection to the water main at the road and have a pipe laid to a single standpipe at the allotments.

It was agreed unanimously, that subject to costs the Parish Council would meet those legal fees as required to enable the much needed supply of water to the allotments.

11. Planning

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

12. Correspondence Report

Noted.

13. Speed Watch Group

The Chairman had met with Councillor G Norris, with a view to moving the Speed Watch Group forward and both Councillor Blanchard and Councillor G Norris would report on progress at the next meeting.

14. Village Hall Management Trust of Deed

Following a request from the Village Hall Management Committee, it was agreed that clarity was required to enable any lease to be put in place by the Parish Council for the Village Hall and the Clerk was asked to arrange for a meeting to take place between both parties.

15. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that fund raising continued, and that works to the storeroom were taking place. The disabled toilets would be the next phase of the refurbishment.

It was expected that refurbishment works to the back room would be in the region of £150-£200k and in order for the VHMC to be able to apply for funding from BIFFA, a lease may be required.

16. Observations from Parish Councillors

Councillor G Norris asked for agreement to remove the waste bin on Church Road which had no use in its current state.

Councillor P Smith reported that works to the cemetery paths were now desperate and he was to liaise with the Clerk and Mees Wood.

Councillor P Blanchard raised concerns regarding inconsiderate parking at the Village Hall. The VHMC was requested to reinforce the need to park appropriately and use the school's parking area to users of the Village Hall.

The meeting closed at 9.25pm

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

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision & Effective Date
19/00886/FUL	Heath End Farm Change of use of sheds to use class D2	31/05/19	Object	
19/01752/FUL	Wayfield Farm, Wayfield New agricultural building	22/07/19	Support	Granted 11/10/19
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	
19/02272/FUL	Ingon Manor Hotel & Golf Club Extension to greenkeepers' store and workshop and associated earth bank with trees and hedging. Ingon Manor Hotel and Golf Club, Ingon Lane	20/09/19	Support	
19/02393/FUL	Airfield Farm, Snitterfield Road, Bearley Change of use of land from redundant airfield to storage/distribution (Class B8) purposes (retrospective)	17/10/19		
19/02591/FUL	9 Park Lane Demolition of existing conservatory & construction of two storey rear extension	16/10/19		
19/02613/OUT	9 Park Lane Outline application for the erection of 1no. detached dwelling, demolition of existing garage and creation of new parking arrangements for No 9 (all matters reserved except for access)	01/11/19		
19/02668/FUL	Land Adjacent to Telephone Exchange, Bearley Road Erection of three dwelling houses	15/10/19		

Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
19/02428/Tree	Jasmine House, Church Road T1 - ornamental cherry - Fell	23/09/19	Support	Granted 11/10/19
19/02568/Tree	Field View, The Green T1 - cherry - Reduce in height from approx. 9metres to 6-7metres and spread from 10metres to approx. 6-7metres	8/10/19	Support	