

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

**PRESENT**

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

Parish Clerk – Nicola Everall

5 members of the public for all or part of the meeting

**Public Participation**

Mr T Mazey raised concern regarding the proposed sale of the garages in Dutton's Close by Orbit housing as this would cause difficulties with parking for residents as it was understood that the land would be developed for housing.

The Clerk agreed to look into the matter with Orbit and County Councillor Mrs A Parry.

**1. Apologies**

Apologies for absence were received from Parish Councillor C Pearson, District Councillor P Richards 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 11 November 2019**

The Minutes of the Meeting held on 11 November 2019, having been previously circulated, were agreed and signed by the Chairman.

**4. Matters Arising**

a) Hurdlers Lane

Councillor Mrs P Cox reported that there was still damp and mould in a number of properties both on internal and external walls, and despite a recent meeting no progress had been made to rectify such matters.

Councillor Cox was to approach the Environmental Health and CAB to ask for assistance to address the issues.

b) Playing Field Working Group (PFWG)

In the absence of Councillor Pearson, it was reported that the last working group meeting was superseded by a flood update. However, the Cricket Club and Nursery are working together on a business plan and their lease requirements. Councillor C Pearson had met with HAGS, a recommended playground equipment supplier, and is awaiting a quote. The next meeting date set for Monday 27 January 2020 and John Murphy, Vice Chair of Barford, Wasperton & Sherbourne Joint Parish Council would be invited.

c) Defibrillator – Village Hall

It was understood that the defibrillator was awaiting installation at the Village Hall.

d) Emergency Plan

In the absence of Councillor C Pearson, it was reported that she was to propose a shopping list of equipment for the Emergency Plan, to be discussed in a Budget meeting.

e) Flooding

In the absence of Councillor C Pearson, it was reported that the Flood Group had met on Monday 2 December 2019. Highways have cleared gullies and pipework on School Road but could not clear the drainage to the storm flaps because Bell brook was too high.

Mr K Blount of WCC, of the Flood Risk Management team, is undertaking visual inspections and has visited the majority of affected residents and will act as the contact point between the residents, Severn Trent and the Environment Agency.

Mr Blount was now aware of the development at Appleton House and the pumped drainage scheme and he will be looking at what effect this might have on existing services. He will also need to consider the additional proposed housing at the Sports Club, the telephone exchange and potentially the garages site at Dutton's Close.

Mr A Payne, the Chair of the Flood Group, has written a letter to Severn Trent outlining the situation, and Councillor C Pearson will liaise Stuart Flaherty, Planning Officer at SDC, and Councillors Peter Richards and Anne Parry.

## **5. Finance**

### **a) Income & Expenditure**

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

### **b) Request for Grant Funding**

The Village Hall Management Committee (VHMC) had submitted a request for funding for £1500 towards the refurbishment works currently taking place at the Village Hall. There being no objections, it was agreed unanimously the Parish Council grant the VMHC £1,500.00.

### **c) IT Meeting**

Following the set up of dedicated Parish Council email addresses, there were some issues with the use of these on some devices and it was agreed to pay for a meeting with the Web Master to address these issues.

## **6. Planning**

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

## **7. Policies & Procedures**

The Clerk circulated the Parish Council's Social Media Policy and it was agreed that no revisions were required. In order to update the policy.

## **8. Allotments**

The Clerk reported that one plot had now been let.

Following the abandoned rubbish on one plot, Councillor P Smith agreed to ensure it would be removed safely.

## **9. Correspondence Report**

Noted.

## **10. Speed Watch Group**

The Chairman & Councillor G Norris were to meet with Councillor P Cox 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. Councillor Cox was to generate further interest at the Community Café on 5 January 2020.

## **11. Village Hall Management Trust of Deed**

The Chairman reported regarding recent and ongoing deliberations between the Parish Council, Mr D Dumbleton (Charity Solicitor and Mr S Parkinson of Parkinson Partnership (VAT Expert) regarding the reclaiming of VAT on behalf of the Village Hall.

Mr D Dumbleton had reviewed all documents relating to the VHMC and stated that the Parish Council operated as Sole Trustee, even allowing for the Deed of Appointment of Committee 1960.

Both Mr Dumbleton and Mr Parkinson stated that Charity Commission records need to be amended to reflect this. Members agreed unanimously that the Clerk should amend the Charity Commission records.

Mr Parkinson also stated that the information which the VHMC had received from HMRC was incorrect and made reference to the VAT Notice 749 and ACRE Information Sheet 18.

The statement from HMRC was subject to a number of conditions. The issue was that VAT is recoverable only on the non-business activities – the hiring of the Village Hall is a business activity. Hence, only VAT on non-business activities can be reclaimed. The Chairman clarified that any calculations of business/non-business would have to be watertight before any reclamation of VAT and would ask the VHMC to clarify this point with HMRC.

In summary, it is clear that the Parish Council is Sole Trustee and that VAT is only recoverable on non-business activities.

Further to the VHMC wishing to submit a funding request to BIFFA towards the refurbishment works, it was understood that the need for a lease was not required as the application could be made by the Parish Council.

**12. Village Hall Management Committee (VHMC)**

Councillor P Blanchard reported that he had not attended that the last meeting of the VHMC, but updated members on the financial situation and social events. A Burns Night was to be held on 25 January 2020.

**13. Observations from Parish Councillors**

Councillor C Elliott was progressing the accounts for the Stephen Hales Charity.

Councillor J Kelsey reported that Spitfire Homes had only met with one resident to date and that two other households have been contacted to suggest a meeting, but there has been no follow-up from neither Spitfire nor SDC. It was agreed that this must be escalated as a matter of urgency. The application had been with SDC for a month before it was made valid and as a result, the target date for determination is 24<sup>th</sup> December 2019.

As a reminder, this is an application to vary conditions to allow for amendments to site levels and boundary treatments. Neighbouring residents are extremely concerned at the invasion of privacy, the overbearing nature of the development and the increased risk of flooding. The proposed next stage is to make a formal complaint against SDC.

In the absence of Councillor C Pearson, it was reported that the Parish Council should communicate with residents ahead of any significant increases in levels.

The Chairman asked the Clerk to send the Parish Council's thanks to Kier following the works which had been carried out near to the War Memorial and A46. The PC were delighted that Kier Group had managed to obtain funding for the War Memorial Verges & Landscaping next to the A46. The work, which has now been completed, involved removing any trees that shouldn't be there, letting in more light and thus creating a more diverse area. The visibility splay for the memorial from the A46 was increased, poppy seeds were planted around the walled section below the memorial together with wildflower seeds along the A46 verge.

The meeting closed at 8.50pm

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

Planning Schedule – December Meeting 2019

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision & Effective Date
19/02512/FUL	<b>Parkview, Church Road</b> Remove render, laths and battens from timber frame to south elevation to enable inspection of fabric and to carry out repairs as required and replace with roughcast render finish. Remove sections of render to C19 brick range and patch repair. Replace lead coverings to bay windows with new lead. Repair/replace render to dormer gables if necessary	05/11/19	Support	Granted 28/11/19
19/02613/OUT	<b>9 Park Lane</b> 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	Support	Granted 9/12/19
19/02668/FUL	<b>Land Adjacent to Telephone Exchange, Bearley Road</b> Erection of three dwelling houses	15/10/19	Support with conditions	
19/02745/VARY	<b>Appleton House, Church Road</b> Variation of conditions 4 and 12 of planning permission 16/02671/FUL dated 25 May 2017 to allow for amendments to site levels and boundary treatments. Original description of development: Erection of 7 dwelling houses, re-alignment of vehicular access off Church Road and associated development	26/11/19	Object	
19/03107/ADV	<b>Stratford Manor Hotel, Warwick Road, Black Hill</b> Sign 01 - Lamp post mount information sign. Sign 02A - directional totem. Sign 02B - directional totem. Sign 03 - entrance totem signage. Sign 04 - building facade mounted signage. Sign 05 - welcome totem. Sign 06 - fabric flags	2/12/19	No objection	
19/03237/FUL	<b>Meads End, 5 Frogmore Road</b> New boundary treatments to include a new retaining wall and fence to replace existing boundary treatments	6/01/20		

Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
19/02903/Tree	<b>Snitterfield Primary School</b> OPJF - fraxinus excelsior - Remove deadwood OPJG - fraxinus excelsior - Remove deadwood OPJD - acer platanoides - Crown lift to 3 metres	06/11/19	Support	Granted 28/11/19
19/03146/Tree	<b>Bellbrook House, Bell Lane</b> T1 - Oak - Reduce crown by up to 2metres from branch tips and shape	28/11/19	Support	