

**MINUTES OF THE MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 13 JANUARY 2020, 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 C Pearson
Councillor P Smith

Parish Clerk – Nicola Everall

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

Public Participation

Ms S Aust raised concern regarding the resubmission of the planning application at the Methodist Church for the proposed two-storey side & rear extension and installation of mezzanine. Ms Aust was concerned with the lack of parking for staff, the manoeuvrability of buses, traffic issues, due to drop off and pick up and believed that the proposed fencing posed an obstruction to road users.

Mr D Parker of Snitterfield Actioning Climate Change (SACC) was in the process of creating a sub group in order to address the climate emergency by the planting of trees. No locations or costings were available at present.

Mr T Mazey raised concern regarding the proposed sale of the garages in Dutton's Close by Orbit Housing and had received a letter from Secure Parking & Storage forbidding the parking of any vehicles in the area. Mr Mazey asked if consideration could be made for alternative parking in the area by way of the verge on Wolverton Road, but it was understood that the verge was also owned by Orbit Housing.

1. Apologies

There were no apologies for absence.

2. Declarations of Interest

There were no Declarations of Interest.

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

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

4. Report from County Councillor – Mrs A Parry

Councillor Mrs Parry reported that road safety continued to be a key focus and speeding the primary cause of accidents in the village and is continuing to work in close contact with the highways team at WCC to implement increased road safety signage measures and this includes Kings Lane. There were 354 people killed or seriously injured on Warwickshire Roads in 2018/19 – with significant loss on the motorway network but every effort is being made to increase signage to encourage speed reductions.

Councillor Mrs Parry reported that climate change is widely agreed to be the most important environmental driver of economic and societal change for the 21st century and the climate change agenda has featured strongly both at a district and county level. A considerable amount of work has already been undertaken by both authorities by the respective Task and Finish Groups and 2020 will start to see the fruition of their efforts. WCC is committed to tackling climate change and it is working towards a properly costed plan with targets for the short, medium and long term.

Adult Social Care and Health is another extremely important area and WCC currently spends well in excess of £150 million in delivering and providing personal health care throughout the county. With an ageing population the demand on these services is increasing rapidly and a further 2% increase in the Council Tax, which is ring-fenced to Adult Social Care and Health, is to be expected plus an increase in the region of 2.99% for the other services which will include a budget for Climate Change.

Councillor Mrs Parry also reported the formulating of budgets and over the next six weeks will be the primary focus.

5. Report from District Councillor P Richards

Councillor P Richards reported that at the start of each year the District Council considers and set its budget for the year ahead and that is very much central to the Councils proposals now and into the future.

There are services that SDC are obliged to provide to residents, such as emptying the recycling and general waste bins and looking after the homeless. There are other discretionary services that it chooses to provide such as leisure facilities. Of the funding and income that SDC received, only 40% of that comes from Council Tax. We are very much reliant on the majority coming from Central Government. Central Government is increasingly shifting the financial burden to District Councils. In contrast, other public bodies (including WCC) will see their budgets increased including the NHS, social care, education and the criminal justice system. Central Government has already, and will continue, to reduce the amount of money it will provide to SDC. For example, in 2020/21 SDC will receive £5.3m from the New Homes Bonus. In 3 years' time this will have been reduced to zero.

SDC is already budgeting to use £1.5m of its reserves to balance its budget in 2020/21. By the end of the year it will have reserves of £12.5m. Because of the reduction of Central Government funding over the next 3 years, SDC's reserves are likely to be halved to £6.3m. The absolute minimum level of reserves is £2.5m. If SDC proposes to set a budget with less than this level of reserves, our Section 151 Officer will not sign it off.

SDC only keeps a fraction of the Council Tax it collects. This is a breakdown of where it all goes:

- Parish Councils 3.4%
- SDC 7.8%
- Police and Crime Commissioner 11.5%
- Warwickshire County Council 77.3%

If SDC does not generate more money locally over the next 3 years, as the Local Government Peer Review in 2019 advocated it should, it will still be required to balance its budget over succeeding years, predominantly by reducing the level of discretionary services it is currently able to provide. Some residents will lose services as a result.

This is why the intention is to increase the amount of the SDC element of the Council Tax for 2020/21 by £5 per band D household (a 3.6% increase across all bandings), as well as introducing a charge of £40 per year for the collection of green bin waste for those residents who want to continue to use this service.

SDC is asking residents to pay more, not because it likes doing so, but to protect the services it currently provides and because it believes this is the responsible thing to do in the long-term interests of all the residents of the District.

There are four other key items that I would like to draw resident's attention to and they are:

A one-off budgeted amount of £1.6m towards a review and potential replacement of our existing Core Strategy. The current strategy sets out the Districts plans until 2031 and it is a requirement to keep that strategy up to date. These budgeted items will allow for that review and bringing the existing Core Strategy into line with new national and local policies.

A one-off budgeted item of £500,000 toward the Climate Emergency. More detail of that is shown later in this report but this is a clear signal from the Council that it is taking its responsibility seriously.

Two ongoing budgeted items for the UBUS service (£110k) and the Fred Winter homeless support project (£60k).

In December the Council approved plans to introduce a £40 per year charge for the collection of green waste across the district. Whilst this has not necessarily been universally well received, it is a necessity for the Council to continue to provide its service given the budget constraints and reduction in Government Grants.

Finally, there has been some reports in the press about an increase to car parking charges – specifically the OAP parking permit. Within the budget papers there is no increase to parking charges and if there were to be an increase it is a statutory obligation for the Council to conduct a public consultation. It is likely that such a consultation will be put out to the public in the coming weeks.

Additional to our own budget, WCC, Parishes and the Police and Crime Commissioner will be setting their own budgets for the coming year. The PCC have made public a consultation on their precept. That can be found at: www.surveymonkey.co.uk/r/precept20-21

MRF – Materials Recycling Facility

At the end of October, a paper was presented to Cabinet and Council to consider a regional recycling facility. The existing recycling contract for the Council runs until 2022 at which point the Council would need to consider new arrangements for its recycling.

As a result, the Council, along with neighbouring authorities, undertook a procurement exercise to determine the best way forward. Evidence showed that the costs associated with recycling continue to rise and as such The Council have explored the potential for a bespoke facility to operate as a commercial entity. A joint feasibility and viability study was conducted that showed it would be beneficial for the Council to enter into a joint project with neighbouring authorities to build a Materials Recycling Facility. Such a project would greatly reduce the cost and potentially improve the delivery of its recycling service to residents whilst also having a potential improvement on Climate Change and generating revenue for the Council in the future. Council approved these plans and work has already begun on bringing forward this facility.

Climate Change

In July 2019 a motion was put to Council to declare a Climate Emergency and to establish a working group to consider how best the Council can tackle the climate change agenda. Subsequent to that a Task and Finish Group was established by the Overview and Scrutiny Committee to make interim recommendations and draw up a final report at the end of 2019.

That report was sent to Cabinet today and will now be considered in detail before a final decision is made on how to move forward.

The final report sets out a road map for the Council in achieving its Carbon Neutral ambitions to 2030.

Based on the action plan, if endorsed in full by The Cabinet and Council in due course, by this time next year we will have the following in place:

- a new council carbon reduction plan up and running for our own estate and operations with public monitoring of this through new KPIS;
- a new communications campaign up and running to boost recycling and re-use waste;
- a taxi licence policy in place to make all taxis electric, zero, or ultra-low emissions. And a significant increase in EV charging points across the District;
- a new community hub established to engage residents;
- a far-reaching District-wide home insulation policy ready to launch;
- a bulk-by scheme in place for residents to access solar panels or other technologies;
- a major District-wide tree planting campaign - bearing fruit so to speak - having been launched in the Autumn;
- we will have identified land and be establishing a community project to promote biodiversity, community allotments and education opportunities;
- we will have moved to paperless committee meetings;
- have an investment strategy that underpins our climate change ambition;
- and have an adaptation strategy that aligns with the emerging Core Strategy;

We will be holding regular Climate Forums to engage local partners and businesses, as well as have established a Citizen's Panel to engage residents;

And, over 2020, we will have been working with regional partners on issues such as transport (the single biggest barrier to achieving a carbon neutral District), and we will have established a genuine track-record of lobbying the Government on a range of issues including finance, infrastructure and planning policy.

A standing panel has been established and approved to oversee and continue the work on Climate Change through 2020 and beyond.

Following one of the Task and Finish Groups interim recommendations, the Council have produced a new Development Requirements SPD in respect of the Climate Change Mitigation and Adaption. This is a document that sits alongside our Core Strategy and seeks to give further guidance on what is expected from developers in respect of Climate Change. The document is out to public consultation now and will continue to be available until the 21st February. To view and comment on the consultation please visit www.stratford.gov.uk/climatechangespd.

Finally, a Rural and Urban Capital Improvement Scheme is a scheme proposed to Council via a Notice of Motion in the early part of 2019. It has now gone through due process and consideration by the Council and regrettably it was not supported.

6. Matters Arising

a) Hurdlers Lane

Councillor Mrs P Cox reported that mould and damp on ground floor in 3 homes remained an issue and investigation was carried out under one home in very dry conditions during summer and nothing was found. However, an Independent Consultant was to scope whilst the ground is wet and, scope the other 3 homes, during the next two weeks.

Early in 2019, work was undertaken on roofs of all homes to replace felt under five rows of tiles to eradicate the issues, but no check was made on the work and the issues remain. Again, an Independent Consultant is writing a report to WRHA with his recommendations, including to take six rows of tiles off and insulate. This will not be carried out until early Spring, due to the weather as the tiles may need to be off for 1 week.

Additionally, there were high humidity readings in at least 3 three of the homes and the Independent Consultant is to recommend an Environment Positive Pressure Vent be placed in the lofts which will run automatically when needed. The cost of electricity for this will be 2p per day.

TMS, the company who installed the gas central heating have not sealed around the vent in the roofs and residents can see daylight and rain enters through and had not sealed around condensation pipe from the boiler to drain and therefore, water could freeze and back up to the boiler, which in turn would render the boiler unfit for use. There were still some problems with double glazing and the Independent Consultant was to rectify this issue.

b) Playing Field Working Group (PFWG)

Councillor C Pearson reported that the PFWG meetings were to take place at the Village Hall every month, two weeks after a Parish Council Meeting. A quote received from HAGS was in the region of £90k and details would be forwarded to members for consideration.

c) Website & Media

Mr I Broadbridge had now resolved any issues with regards to emails.

Councillor C Pearson agreed to include a link on the Parish Councils website to direct users to the District and County Council websites to report issues relating to signage, potholes, fly tipping and other matters.

d) Emergency Plan

Councillor C Pearson reported that she was working with Councillor J Kelsey to progress the Emergency Plan.

e) Flooding

Councillor C Pearson reported that the supplier for the trash screen had been irritated by the delay, complexity and cost involved in the tendering process as a result of WCC requirements and the work is now on hold until March 2020.

Mr A Payne, Chairman of the Flood Group is liaising with the affected residents and Kevin Blount, Senior Drainage Engineer at WCC. Details had been sent regarding the drainage strategy for Appleton House; this includes the pumped storm and foul solution, the Severn Trent Approval Notice and the letter received from Severn Trent in 3 August 2018.

Severn Trent had undertaken a hydraulic modelling exercise to assess the impact of this site connecting to the existing sewerage network and have determined that the impact would have a low risk, with no flooding anticipated. Normally, surface water should drain to a local water course, but given the concerns over the Bell Brook and the associated issues with such a connection it was decided that the best option would be to drain to the existing network.

7. Finance

a) Income & Expenditure

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

b) Budget & Precept – 2020/2021

The Clerk had previously circulated estimates of income and expenditure to the year ending 31 March 2020 and estimates for the financial year 2020/2021 with supporting Budget Notes.

Proposed spending would be higher in the forthcoming financial year due to the required demolition of the pavilion, which was expected to be in the region of £10,000. Therefore, it was agreed that the usual Grant Fund should be reduced to £2,000 for the foreseeable future.

Following deliberations, it was proposed by Councillor C Elliott and seconded by Councillor J Kelsey that the Precept should be increased to £29,500.00 for the year 2020/2021.

It was agreed unanimously that the proposed budget be accepted.

8. Planning

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

Following a site meeting at Appleton House with the Planning Officer, Councillor C Pearson was to circulate a draft response to members for submission to the LPA.

9. Policies & Procedures

The Clerk circulated the Parish Council’s Risk Assessment and subject to one minor amendment it was agreed to accept the revised document.

10. Allotments

Councillor P Smith was in the process of removing debris from one plot.

11. Correspondence Report

It was agreed that Councillor P Smith be nominated for the Royal Garden Party and the Clerk was to submit details to WALC.

12. Speed Watch Group

There were still insufficient numbers of volunteers to progress a Speed Watch Group at this time.

13. Village Hall Management Trust of Deed

The Clerk confirmed that the Charity Commission records had been amended to state that the Parish Council was now ‘Sole Trustee’ of the Village Hall.

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.

14. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that the VHMC had secured funding from ACRE and the National Lottery.

A vote of thanks was given to the Chairman of the VHMC, Tony Moon for his continued work in raising funds for the refurbishment works.

The tickets for the Burns Night, to be held on 25 January 2020 had now sold out.

15. Observations from Parish Councillors

Councillor C Elliott reported that the Stephen Hales Charity Fund currently held approximately £4,000 and she now had access to the Lloyds bank account.

Councillors P Smith & P Cox reported that they had attended the Community Café in January at the Village Hall and created a display board giving information relating to current matters.

It was suggested the Clerk contact the ‘Mobile Post Office’ to establish if visits could be made to Snitterfield as well as Wilmcote.

The meeting closed at 9.10pm

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

Planning Schedule – January 2020 Meeting

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision & Effective Date
19/02668/FUL	Land Adjacent to Telephone Exchange, Bearley Road Erection of three dwelling houses	15/10/19	Support with conditions	Granted 23/12/19
19/02745/VARY Amended Application	Appleton House, Church Road 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 8/01/20	Object	
19/03107/ADV	Stratford Manor Hotel, Warwick Road, Black Hill 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	
19/03224/FUL	Hawkswood Farm, Gospel Oak Lane Change of use of first floor from D1 to B1a (offices) for temporary period of 3 years	7/01/20	No objection	
19/03237/FUL	Meads End, 5 Frogmore Road New boundary treatments to include a new retaining wall and fence to replace existing boundary treatments	6/01/20	No objection	
19/03299/FUL	Ingon Brook, Ingon Lane Proposed single storey rear lean-to extension	23/12/19	No objection	

Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
19/03146/TREE	Bellbrook House, Bell Lane T1 – Oak – Reduce crown by up to 2metres from branch tips and shape	28/11/19	Support	No Objection 19/12/19
19/03393/TREE	Corner Park House, Church Road T1, T2 and T3 – yew – Remove approx. 0.5metres to shape. Height and spread to remain	02/01/20	Support	
20/00045/TREE	6 Park House T1 and T2 - conifers - Fell to height of 1metre T3 - cedar - Shorten back branches which protrude from main canopy back to main canopy shape up to height of 7metres	28/01/20		
20/00047/TREE	1 The Manor House, Smith's Lane T1 and T2 - yew - Crown lift to 2metres, 50% thin of lower branches and reduce crowns over drive by approx. 2-3metres to be level with front of garage. T3 - yew - Crown lift to approx. 6metres T4 - beech - Remove overhanging branches back to property boundary	28/01/20		