

**MINUTES OF THE MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 10 FEBRUARY 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

County Councillor Mrs A Parry
District Councillor P Richards
Parish Clerk – Nicola Everall
4 members of the public for all or part of the meeting

Public Participation

Mr O Schmidt-Hansen was pleased that the Neighbourhood Plan had added weight to the recently refused planning application at Appleton House and asked if the Parish Council would arrange for a meeting between the Parish Council, residents and Spitfire to address the issues.

Mr N Allen, of Stratford Parks made a presentation to the Parish Council. The presentation related to the planning application, which had been submitted to the LPA and included the proposed development of High Close Farm, Sandbarn Lane, Snitterfield.

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 13 January 2020

The Minutes of the Meeting held on 13 January 2020, having been previously circulated, were agreed and signed by the Chairman.

4. Report from County Councillor – Mrs A Parry

Councillor Mrs Parry reported that the County Council's Highways Officer had submitted a response of 'No Objection' to the application for a Nursey at the former Methodist Church, as the parking survey submitted with the application demonstrated that there is sufficient space available for staff parking and Officers are of the opinion that the drop off would be staggered, so will not 'peak' like the school traffic does.

Councillor Parry has raised concern in this respect and the County Council Highways are aware of the public opposition, but from a planning perspective WCC, cannot see any counter evidence in any of the objection submissions in the form of photographic evidence. Councillor Parry suggested that the Parish Council submit it's own data by way of photographic evidence giving times of heavy traffic and potential parking issues.

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 the respective Task and Finish Group 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. Confirmation of the police precept increase is yet to be confirmed.

Councillor Parry also reported that it is a particularly busy time of year in terms of formulating budgets and over the next few weeks this will be the primary focus. The next Full Council Meeting is being held on Tuesday 18th February.

It is hoped that the individual member grants will be continued in 2020/21 and therefore it is important that the Parish Council gives some thought to the needs of the village in order to move swiftly as and when the scheme is launched which will be in the summer. This also will apply to the members delegated road safety scheme.

5. Report from District Councillor P Richards

Councillor P Richards reported that the Cabinet Meeting had been brought forward to discuss the budget and to support all findings with regards to the Climate Emergency.

Councillor P Richards also reported that enforcement action would be taken if necessary, regarding the site levels at Appleton House and suggested that the Parish Council write to the LPA expressing concerns.

6. Matters Arising

a) Hurdlers Lane

Councillor Mrs P Cox reported that investigations continued with regards to the foundations of properties in Hurdlers Lane.

b) Playing Field Working Group (PFWG)

Councillor C Pearson reported that at the last meeting of the PFWG Mr R Yendall attended as a Representative of the Cricket Club and Nursery. Mr S Matthews was to draw up plans for the Parish Council to support in principle before submitting to the LPA. However, before this could be achieved, there needed to be clarification as to the lease in principle to the Cricket Club and Nursery.

Councillor Pearson therefore requested clarity following the minutes of October 2019, with regards to whom a lease may be granted to and for exactly what in terms of the Playing Field and the Pavilion.

Following discussions, it was agreed that the Clerk should draft a letter to the Cricket Club & Nursery to advise them that in principle, the Parish Council is minded to grant a twenty-five year lease to the Cricket Club & Nursery for the pavilion, subject to an outline Business Plan and legal structure from both parties.

Additionally, £750 had been awarded to Snitterfield @ Play and Councillor Pearson had submitted an End of Project report to the Localities Team to notify them that the update of the play equipment is part of a wider scheme for the Playing Field which is still in progress. It was proposed that the grant be used in conjunction with the Fete grant for a concrete outdoor table tennis installation.

c) Website & Media

There had been a number of issues with Parish Council emails and the Clerk was liaising with Mr I Broadbridge to resolve those issues.

The Chairman was investigating the use of Google Docs to replace Drop Box which was causing issues for some users.

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 installation of the trash screen had been deferred until March 2020.

Contact had now been made with EA and Severn Trent and Mr A Payne is coordinating a joint meeting. Mr Payne is also pursuing WCC Highways to clear out drains and gullies.

Landowners have provisionally given consent to drop the levels of the weirs downstream, but this needed to be coordinated with the EA.

Councillor C Pearson is creating a list of suggested equipment for use in a flood emergency to forward to members for consideration. Storage of such equipment needed further consideration.

It was agreed that the village Flood Group would report to the Parish Council as a working sub group and thus be supported by the Parish Council. Proposed by Councillor P Smith and seconded by Councillor G Norris.

7. Finance

The Parish Clerk circulated schedules of Income and Expenditure relating to February 2020 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.

Appleton House

Councillor C Pearson was to contact the Parish Councils of Ettington, Brailes and Shotton to build up picture of development and subsequent drainage problems.

Residents on the border of the Appleton House development would need to gather evidence of noticeable changes to water flow into their properties. A meeting would be arranged to determine what recourse the residents will have should the drainage and landscape design not contain the water.

9. Correspondence Report

Noted.

10. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that the recent expenditure included plumbing of £4,000, Electrical works of £5,000 and a dormer window of £3,600. The funds available after this expenditure would be £25,800.

A recent grant from DEFRA of £23,500 had been awarded.

A letter had been received from HMRC, which clarified that the Parish Council was able to recover VAT based on the proportion of income from non-business activity (fundraising, donations, grants).

Works to the disabled toilet and footpath were expected to be around £33,000 plus VAT and this was now ready to go to tender.

Mr T Moon had clarified with BIFFA that any Local Authority application would be rebuffed, even though ENTRUST had considered that it would be acceptable for a Parish Council to apply for funding, and therefore a lease would be necessary. Additionally, the National Lottery would require a lease in order to consider any requests for funding.

Furthermore, any request for funds for the meeting room from the National Lottery required the demonstration of need for the room before any grant application was considered.

The regular Whist Drive group had now ceased, but a dance group has now booked the hall on a regular basis.

Payment for the hall hire of £175 from the Elections was still outstanding from the District Council.

The VHMC agreed to make a financial donation of 50% of the current contract towards the cost of the Wi-Fi service.

Mrs H Schmidt-Hansen reported that the fence to the left of the Village Hall at the rear needed replacement.

11. Observations from Parish Councillors

Councillor C Pearson reported that a communications leaflet relating to proposals at the Playing Field would be distributed with the Emergency Plan Questionnaire.

Councillor C Pearson suggested that the Clerk change the name of 'Parish Council' to 'Snitterfield Parish Council' on the Charity Commission's website as Sole Trustee of the Village Hall and this was agreed by Members.

Similarly, further to Mr Dumbleton's advice that the Parish Council is the Custodian and Managing Trustee of the Playing Field, it was suggested that the Charity Commission website be updated, to be in the name of 'Snitterfield Parish Council'.

Councillor Pearson was to prepare a trustee pack for members as Charity Trustee to consider how to manage the Playing Field going forward.

Councillor C Elliott reported that the Stephen Hales Lloyds Bank account held £4038.02 at present.

Councillor P Smith reported that works to the rear of Mariners Cottage were to be carried out as agreed in 2019 and those works would include the removal of trees and replacement fence to the whole boundary.

Councillor P Smith agreed to act as the Parish Council's Representative to SACC to support the proposed tree planting project.

Councillor J Kelsey reported on the historical interest of Bearley Brook with regards to a Land Registry document and agreed to circulate the details to members for investigation, as it appeared that a former Housing Association was responsible for part of the Brook.

The meeting closed at 9.10pm

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

Planning Schedule

| Application Number | Application Details | Comments required by | SPC Comment | SDC Decision & Effective Date |
|--|--|-------------------------|----------------------|-------------------------------|
| 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 Object | Refused |
| 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 | |
| 19/03219/FUL | Snitterfield Methodist Church, Bearley Road Proposed two-storey side and rear extension and installation of mezzanine | 4/2/20 | Object | |
| 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 | |
| 19/03298/ADV | Adjacent Highway, A46 Junction with Kings Lane Proposed sign adjacent highway A46 junction with Kings Lane | 4/2/20 | No objection | |
| 19/03299/FUL | Ingon Brook, Ingon Lane Proposed single storey rear lean to extension | 23/12/19 | No objection | Withdrawn |

Tree Applications

| Application Number | Application Detail | Comments required by | SPC Comment | SDC Decision & Effective Date |
|--------------------|---|----------------------|--------------|-------------------------------|
| 19/03393/TREE | Corner Park House, Church Road T1, T2 and T3 – yew – Remove 5approx. 0.5metres to shape. Height and spread to remain | 02/01/20 | Support | Granted 15/01/20 |
| 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 | Support | |
| 20/00046 | Hare Cottage, Church Road T1 horse chestnut - Remove | 10/02/20 | Support | |
| 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 | Support | |
| 20/00076 | Well Cottage, The Green T1 - willow - Reduce in height from approx 18metres to 10.5 metres and spread from approx 15metres to 8.5metres | 07/02/20 | No objection | |