

**MINUTES OF THE MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 9 MARCH 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 Overall

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

Public Participation

Ms S Aust asked if there had been any progress with regards to the housing association, who were believed to be responsible for Bearley Brook and the Clerk agreed to follow this up.

Ms Aust also asked for an update on the planning application for the Methodist Church, and it was confirmed that the application would go to the Planning Committee on 1 April 2020.

1. Apologies

Apologies for absence were received on behalf of District Councillor P Richards & 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 10 February 2020

The Minutes of the Meeting held on 10 February 2020, 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 Parry, the Clerk read the following report.

Coronavirus - Novel Coronavirus (COVID-19):

Four of the new cases announced today (8 March 2020) are residents of Warwickshire.

Public Health England, Warwickshire County Council and the local NHS are working closely together in Warwickshire to respond.

Public Health England is currently contacting people who may have had close contact with the confirmed case. Close contacts will be given health advice about symptoms and emergency contact details to use if they become unwell in the 14 days after they had contact with the confirmed case. This tried and tested method will ensure that any risk to them is minimised and the wider public is protected.

Please be assured that the risk in Warwickshire remains low and WCC is working with all partners in Health to protect the people of Warwickshire and to act swiftly to keep the risk at an absolute minimum.

PHE and the NHS are well-prepared to deal with coronavirus and the priority is to safeguard local communities which sometimes involves taking preventative measures to help reduce the risk of further cases.

Budgets

At the Full County Council meeting on 18th February both the Council Plan from 2020 to 2025 was approved together with the Budget for 2020/2021. The County Council Tax is to rise by 3.99% which includes 2% to be ringfenced for Adult Social Care. This means that the budget for Adult Social Care will be increased to £182 million (receiving an extra £15m revenue) and £187 million for education and children (an extra £18m revenue) giving children the best possible start in life. WCC is also investing £27million in the fire service and £50 million in improving the quality of our residents' roads.

WCC has allocated a budget of £7million over five years to implement Climate Change strategies and the county include increased spending on flood defences, investing in its green fleet of cars and charging points for electric vehicles.

Sand Barn Lane

An indicative layout of the proposed scheme for Sand Barn Lane, was circulated, but it is not the final drawing and is still subject to considerable works prior to a formal completed design which from a timescale perspective will not be until towards the end of the year. There will be a full consultation with residents including the local businesses for the change to traffic movements (no left/right in and no right out) so that will follow WCC's normal consultation procedures.

The above will not happen until much later within this project. At this stage, it is not known whether the scheme is constructible. There are risks at this stage, which may jeopardise the project from happening. One example of this which is common to engineering schemes is that utility diversion costs could come out at £800k and in which case the scheme would be abandoned.

WCC will be contacting the Mercedes garage to discuss this scheme as part of the design works (so will be sooner) as this will directly affect their access and delivery arrangements.

This scheme has been designed the way it has to reduce injury collisions from happening which occur from vehicles failing to stop when travelling from Hatton Bank Lane and reaching the A439. The designer is currently drawing up the optimum solution for the location and this will need to balance safety/ convenience/ traffic flow so the drawing provided might not be accurate of the final design.

Methodist Church Planning Application

This application is going forward to Planning Committee B on 1st April and Peter Richards has requested a site visit. Councillor Parry continued to raise concern and objection about the parking and traffic management issues but, have been advised that WCC has considered all the objections that were publicly available at the time. Given the level of concern Dave Pilcher also carried out a further site visit at peak time on the morning of 11th February and did not witness any of the issues that the objectors are referring to. He did also note that refuse collections were also being undertaken at that time, which lead him to the conclusion that this was a normal situation, else the collection times would have needed to be varied.

WCC can only go by the evidence presented and their observations on site. As Dave Pilcher, Development Engineer, has noted in his response to Stuart Flaherty, the Transport Statement submitted with the application shows none of the parking issues referred to and his observations confirmed this.

He is asking if the objectors have any photographic evidence to demonstrate that there are issues which haven't been noted. In which case, please forward to Councillor Parry, and to Dave Pilcher and Stuart Flaherty.

However, he can only reconsider his response if further, conflicting, evidence is presented to the Planning Authority.

5. Matters Arising

a) Hurdlers Lane

Councillor Mrs P Cox reported that investigations continued with regards to the foundations of properties in Hurdlers Lane and a report was expected as to whether insulation works would take place.

b) Playing Field Working Group (PFWG)

Councillor C Pearson was to circulate a Trustee Pack which would contain all the information relating to the Playing Field Charity.

The Clerk had written to the Nursery and Cricket Club representatives 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.

It was agreed that quarterly Trustee meetings should take place and the first meeting would take place on Monday 23 March at 7pm. The Clerk was to circulate an agenda.

c) Emergency Plan

Councillor C Pearson reported that she was working with Councillor J Kelsey to progress the Emergency Plan, but due to limited resources, a questionnaire would not be circulated to residents.

d) Flooding

Councillor C Pearson reported that the Snitterfield Flood Group met with representatives from WCC as the Lead Local Flood Authority, County Highways, Environment Agency and Severn Trent to discuss the flood incident in November as well as ongoing issues. All parties put forward a series of investigative actions and will reconvene mid-April to progress items and explore mitigative measures.

e) SACC – Tree Planting

Councillor P Smith reported that the project was progressing.

6. Finance

a) Income & Expenditure

The Parish Clerk circulated schedules of Income and Expenditure relating to March 2020 and these were agreed by members.

b) Clerks Salary

An Employment Briefing from NALC had been received which gave details of new Spinal Column Points (SCP) and pay scales. Following discussions, it was agreed that the advice should be approved by members and that the Clerks new SCP would be 20 (£25,295 per annum pro rata) and back dated to April 2019.

7. Planning

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

Appleton House - 19/02745/VARY

Councillor C Pearson was to arrange for a Residents' Meeting to take place with a view to raising the issues which needed to be addressed.

Wayfield Gorse, Gospel Oak Lane - 20/00077/FUL

Whilst the Parish Council had submitted an objection to this application, members asked the Clerk to arrange a site visit, to discuss the proposals with the applicants.

Methodist Church - 19/03219/FUL

The application was to go to the LPA Planning Committee on 1 April 2020 and Councillor C Pearson agreed to represent the Parish Council.

Residents have opened a fund-raising appeal to finance a Traffic Survey in order to demonstrate the potential traffic and road safety issues, which may arise if the application is granted by the LPA.

8. Correspondence Report

Noted.

9. Village Hall Deed of Trust – Proposed Lease

Councillor P Blanchard reported that there is no standard precedent for a Village Hall lease but, Mr David Dumbleton had sent details of a sample lease, which gave an indication of what should be included.

In the case of any lease, the Parish Council owns the Village Hall as a charity and not as a Local Authority.

For Snitterfield Parish Council, it would be necessary first for the Management Committee to be established as a separate charity, although it may be preferable for the Management Committee to become a CIO i.e. a Charitable Incorporated Organisation since that gives the benefits of incorporation.

Once the Management Committee has been established and registered as a separate charity (or CIO) then the Parish Council (in its capacity as a charity), would need to get the Charity Commission's consent to grant the lease.

Furthermore, the possibility of the Village Hall being able to reclaim VAT, if a lease were in place, needed to be investigated.

10. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that the income stream needed to increase due to the loss of some regular bookings. Fund raising continued to support the refurbishment works. Mr T Moon continued to liaise with HMRC regarding the reclaiming of VAT.

11. Observations from Parish Councillors

Councillor P Blanchard reminded members that the deadline for the Snipe Newsletter was Monday 16 March 2020.

Councillor G Norris reported that he had kindly cleared the rubbish and brambles on the footpath at the top of Park Lane, but a discarded microwave still needed removing.

Councillor C Pearson reported a tree had fallen into the ditch on Duffins Piece. The Great British Spring Clean was to take place on 5 April and she asked for volunteers to meet at the Village Hall at 12 noon. Councillor Pearson would provide litter pickers and bags for rubbish.

Councillor P Smith asked the Clerk to chase up the County Council as, despite several emails, grit bins remained empty.

The Clerk was asked to contact Mees Wood to request that the area in and around the Cemetery Gates be cleaned.

The meeting closed at 8.45pm

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

Planning Schedule

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision
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	Hawkwood 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	Withdrawn
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
20/00077/FUL	Wayfield Gorse, Gospel Oak Lane Change of use from woodland to a disc golf course and associated operational development	4/03/20		
20/00358	Land Off Duttons Close Demolition of storey garage building and the erection of 4 No 2 bedroom dwelling in a single terrace row and all other associated works	26/03/20		
20/00386	Snitterfield Village Hall Variation of condition 2 of planning permission ref no: 18/02426/VARY dated 11 October 2018 to allow alternative roof to proposed meeting room with solar panels and conservation rooflights	24/03/20		

Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
20/00046	Hare Cottage, Church Road -T1 horse chestnut - Remove	10/02/20	Support	No objection 20/02/20
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	Support	No objection 20/02/20
20/00076	Well Cottage, The Green T1 - willow - Reduce in height from approx. 18metres to 10.5 metres and spread from approx. 15metres to 8.5 metres	07/02/20	No objection	No objection 29/02/20