

MINUTES OF AN ORDINARY MEETING OF QUINTON PARISH COUNCIL HELD IN THE VILLAGE HALL, THE CLOSE ON WEDNESDAY 22 JULY 2015 AT 7.30PM

1. Record of Members Present
Those present were:
MR.D.WHITE (CHAIRMAN), MRS C BARTON, MRS S BRANSTON, MR P MILLIKEN, COUNTY COUNCILLOR MRS I SECCOMBE AND EIGHT MEMBERS OF THE PUBLIC
2. To accept apologies for absence
No apologies had been received
3. Declarations of Interest (existence and nature) on Items on the Agenda
Members were reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest in any matter as defined by Regulations made by the Secretary of State where the interest is theirs, their spouse's or civil partner's, or is an interest of somebody with whom they are living as a husband or wife or as if they were civil partners, they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter. They must also disclose the interest if it has not yet been entered on the Authority's register unless it is a sensitive interest.
No interests were declared and no dispensations sought.
4. To approve the minutes of the meeting held on 20 May 2015
The minutes had been previously circulated by the Clerk and were accepted by those present as a true record of what had taken place. The CHAIRMAN signed the minutes book
5. To receive any questions or presentations from the Public present at the meeting including any items on the agenda
Both Mr. J ANDERSON and Ms H STRANGWOOD indicated that they wished to make representations concerning agenda item 9(f), the planning appeal related to change of use to The Stores in Goose Lane. The CHAIRMAN advised that he would allow 3 minutes to each speaker at the appropriate point in the agenda.
6. Matters Arising from the minutes of the previous meetings:
 - (a) Maintenance of trees and hedgerows
The PARISH CLERK advised that she had now established that the "island" within the Goose Lane estate was the responsibility of the Parish Council. The confusion had arisen because Orbit had been mowing the site in question but had stopped doing so when it emerged that it was not within their ownership. The PARISH CLERK, with the approval of the CHAIRMAN, had now asked Thomas Fox to include it within the grass cutting contract and it would now be mowed twice weekly at a cost of £12.50 per cut.
 - (b) Back Lane traffic and resurfacing
The PARISH CLERK advised that Mr. HARRY had emailed her to request that she convey his appreciation for the signage now installed in Back Lane to the Parish Council. Mr. Harry had observed that the signs had resulted in a noticeable reduction in heavy traffic

although some tourist coaches still appeared to be ignoring them. The PARISH CLERK advised, however, that there had been a less positive response from the property owners in the residential section of Back Lane to the recent surface dressing works. The CHAIRMAN advised that this location would be included in his planned walkabout with Warwickshire County Council.

(c) Lower Quinton Village Green and Main Road kerbstones

Mr. MILLIKEN advised that these kerbstones had been repaired but that they were also subject to regular vehicle damage. There was some discussion as to whether any preventative measures could be put in place but it was generally acknowledged that, given the constraints of the site in question, the best solution was continued monitoring and maintenance.

(d) Meon Vale developments

There was nothing to report in respect of this item

(e) Speed Aware campaign on Main Road

There was nothing to report in respect of this specific item but the CHAIRMAN advised that he now had a meeting scheduled for 28 July with County Councillor Mrs SECCOMBE, District Councillor BRAIN and officers from Warwickshire County Council to undertake a walkabout to include specific locations within the village where road safety was a matter of concern. He observed that one measure which would be included as part of these discussions would be the installation of rubber strips at key sites along Main Road to measure traffic movements.

(f) Neighbourhood Plan

There was nothing to report in respect of this item

(g) Dog fouling problem

The PARISH CLERK advised that there had been some delay in receiving a response from Stratford District Council (SDC) in relation to her request for a dog waste bin to be installed in Goose Lane. SDC had now responded to request details of the specific site and confirmation that the cost of installation and refuse collection was acceptable. Parish Councillors agreed that installation cost of £250 and annual collection fee of £100.07, (supplied by SDC in March and now subject to RPI increase) were acceptable and that an order should be confirmed without further delay

RESOLVED THAT:

The PARISH CLERK will confirm the site and costs with SDC and finalise the order

(h) Parish Emergency Plan

The PARISH CLERK advised that this was still to be completed but that she would endeavour to do so before stepping down from her post.

(i) Quinton website

The CHAIRMAN advised that, following circulation of the preview site, the upgraded version of the village website was still awaiting comments from Parish Council members. It was noted that the website was also used by partner organisations within the village,

however, and it was felt appropriate that these organisations should also be consulted in any redesign. It was agreed therefore that, in order to progress this item without further delay, a meeting should be convened between the website designer and interested parties within the village to agree any upgrades and future protocols for updates and editing

RESOLVED THAT:

The PARISH CLERK will convene a meeting with the website designer and partner organisations within the village to finalise the upgrading of Quintonweb.

(j) Annual Membership WALC

The PARISH CLERK reported that this membership had now been renewed and this item could therefore be CLOSED

(k) Ditch clearance Goose Lane

The PARISH CLERK advised that ownership of the ditch had now been accepted by Warwickshire County Council and she had therefore requested that the ditch be inspected and any necessary clearance work be undertaken.

7. Any Matters from the Chairman:

(a) Road Safety Package

The CHAIRMAN advised that this matter had been covered under agenda item 6(e) and the outcomes of his discussions with Warwickshire County Council would form the subject of regular updates over the next few meetings

(b) S106 Agreement – Land at Corner of Main Road and Goose Lane

Mrs C BARTON advised that, further to discussions at the previous meeting, she had now met with Chris Fennell of SDC to discuss how best to deploy the s106 monies for both children's and youth / adult leisure facilities within the village.

Mrs BARTON had firstly sought estimates for improvements to the Fordway play area. It had not proved possible within the funding available to replace the current wet pour play area with grass but quotes had been obtained to cover the existing play area with an overlay of the same and the indications were that this may be more hardwearing because of the underlying wet pour surface. The longest warranty available was, however, for 5 years

Three quotes had been requested for this area to include a new play surface, refurbishment of the slide, seesaw and spinner and the installation of a two bay cradle and flat swing. Two quotes had been received and a third was still awaited.

Mrs BARTON had also sought advice from Chris Fennell regarding the installation of a football cage in the village hall play area. This had resulted in some changes to the dimensions of the area and three quotes had also been requested. Only one had been received to date, however, and this was in excess of the funding available, even if the Parish Council were to commission the necessary ground works directly.

The CHAIRMAN advised that it may be possible to match the s106 monies with up to four other funding streams and it was agreed that once Mrs BARTON was in receipt of all the quotes then negotiations should commence with the preferred supplier

(c) Audit

The PARISH CLERK advised that the annual report and accounts had now been submitted to Grant Thornton, the Parish Council's external auditor.

(d) Annual Insurance renewal

The PARISH CLERK briefed Parish Councillors on the renewal notice received from Came & Company in relation to the Parish Council's annual insurance policy. It was agreed that this should be renewed until 31 July 2016

RESOLVED THAT:

The Parish Clerk will renew the Parish Council's annual insurance policy until 31 July 2016

(e) Parish Clerk Vacancy and Recruitment

The CHAIRMAN advised that, following the resignation of Mrs E NEAL, the vacant post of Parish Clerk had been advertised in the Stratford Herald, the WALC website, Quintonweb and village noticeboards with a closing date of 24 July 2015. To date five expressions of interest had been received and it was planned to hold interviews in week commencing 27 July.

8. Any matters from the District Councillor or County Councillor.

County Councillor Mrs SECCOMBE briefed the meeting on discussions which had taken place to date regarding the proposal for a combined West Midlands Authority comprising Birmingham, Solihull, the Black Country metropolitan authorities and Coventry. Warwickshire County Council had also been invited to join this combined authority but County Councillor Mrs Seccombe had concerns regarding voting rights for both the county and its districts, the transfer of transport funding and the impact on countywide police and fire services.

The Coventry and Warwickshire LEP had indicated its support for the combined authority and its potential to promote inward investment and economic growth but County Councillor Mrs SECCOMBE said that the County's membership would ultimately be a political decision on the part of Warwickshire County Council with a response required by 7 September.

In the absence of District Councillor Mr. BRAIN, County Councillor also updated the meeting on the decision on the part of SDC to designate Long Marston Airfield as a Strategic Site within its revised Core Strategy and observed that this could in turn trigger additional S106 monies for the Parish.

9. To receive or note any new planning applications submitted since the last meeting

Parish Councillors noted the following planning applications submitted since the last Parish Council meeting.

(a) 15/01429/FUL - 35 Stileman Close, Lower Quinton - Two storey rear extension & single storey side extension

APPLICATION WITHDRAWN 6 JULY 2015

(b) 15/00588/FUL - Admington Road, Preston on Stour - 39.7 ha solar farm

OBJECTION SUBMITTED 15 JUNE 2015

(c) 15/01600/FUL – Fair Point, The Firs, Lower Quinton - Single storey front & rear extension

- (d) 15/01793/FUL – Merrydene, Goose Lane - Buried LPG tank in front garden
- (e) 15/01863/FUL – 10 The Firs, Lower Quinton - Two storey front & side extension, single storey rear extension
- (f) 14/03132/FUL – The Stores, Goose Lane, Lower Quinton – change of use from retail shop (Use Class A1) to hot food takeaway (Use Class A5)
APPEAL NOTIFIED 30 JUNE 2015 (Comments required by 31 July 2015)
- (g) 15/01889/FUL - Long Marston Storage Depot, Campden Road, Lower Quinton - Highways enabling works comprising road construction and surfacing associated with Phase 3a of Meon Vale.
- (h) 15/02449/FUL & 15/02450/LBC – 3 The Barn, Upper Quinton – single storey rear extension, new windows & doors

The CHAIRMAN, at this point, invited Mr ANDERSON and Ms STRANGWOOD to speak on the planning application for a change of use of The Stores in Goose Lane to a hot food takeaway

Mr ANDERSON, a direct neighbour of the property, expressed concern regarding the odours, litter and traffic which would be generated by the proposed new takeaway. His comments were based upon his experience of living next door to the property when it operated as a retail outlet and he was concerned about the additional noise and disturbance which he believed would emanate from the extended opening hours that were proposed. He also advised that there had been a general absence of communication from SDC to local residents regarding the initial application and appeal.

Ms STRANGWOOD also expressed concerns regarding the extended opening hours and advised that, based upon her experience of living next door to the retail outlet, customers parking on pavements and across drives would restrict access to neighbouring properties and pose a hazard to pedestrians. Ms STRANGWOOD was also of the opinion that there was no real demand for this hot food offer as HK Stores already offered a balti takeaway service with much better parking provision

Mrs CHINN, who also lived in the vicinity of the proposed takeaway, reiterated the concerns of Mr ANDERSON that litter was already a problem in the area and the site, in a largely rural location, was not suitable for a hot food takeaway.

Mr BOND also expressed the opinion that the local population was not sufficient to make the business viable which would mean that, in order to succeed, it would need to attract customers from outside the village, thereby generating increased vehicle movements.

The CHAIRMAN acknowledged these concerns and apologised on behalf of SDC for the fact that residents had largely been unaware of the original application and, more recently, the appeal. He urged residents to put their concerns in writing to the Planning Inspectorate and, on the basis that the Parish Council had initially chosen not to object to the application because there had been no representations from residents, Parish Councillors agreed that a further letter should be sent to the Planning Inspectorate setting out the concerns of residents.

RESOLVED THAT:

The Parish Council will write to the Planning Inspectorate to highlight the concerns of residents

The PARISH CLERK also advised the meeting that notice had now been received that Application reference 15 / 01356 /OUT, to which the Parish Council had objected, was to be considered at the SDC Planning Committee meeting on 29 July with a recommendation from the planning officer that the application be granted. It was agreed that the CHAIRMAN should attend this meeting to put forward the Parish Council's views on the application

RESOLVED THAT:

The CHAIRMAN and Mrs BARTON will attend the Planning Committee on 29 July 2015 and the PARISH CLERK will notify SDC's committee section of the CHAIRMAN'S intention to address the meeting.

10. To receive any results of planning applications
The Parish Council noted the following planning decisions which had been notified since its last meeting
 - (a) 15/00983/FUL – Wheelgate Cottage, Upper Quinton – Extension to front and rear of cottage, including external staircase
PERMISSION GRANTED SUBJECT TO CONDITIONS 20 MAY 2015
 - (b) 15/01253/TPO – Land at Edmonds Close, Upper Quinton – Lift the canopies of 6 Lime Trees
PERMISSION GRANTED SUBJECT TO CONDITIONS 10 JUNE 2015
 - (c) 15/01009/FUL – Homeleigh, Upper Quinton – Single storey side extension
PERMISSION GRANTED SUBJECT TO CONDITIONS 2 JUNE 2015
 - (d) 15/01600/FUL – Fair Point, The Firs, Lower Quinton - Single storey front & rear extension
PERMISSION GRANTED SUBJECT TO CONDITIONS 29 JUNE 2015
 - (e) 15/01793/FUL – Merrydene, Goose Lane - Buried LPG tank in front garden
PERMISSION GRANTED SUBJECT TO CONDITIONS 1 JULY 2015
 - (f) 15/01863/FUL – 10 The Firs, Lower Quinton - Two storey front & side extension, single storey rear extension

11. To receive reports from any Council members sitting on outside bodies or leading on matters of ongoing interest
 - (a) Village Hall report
Mr. BOND advised the meeting that the Village Hall Committee AGM was to take place on 23 July but, other than that, there were no items of any significance to report.

(b) Playground Inspections – Village Hall playing field and Fordway play area
Mrs BARTON briefed the meeting on the items of repair required in relation to the village hall playing field, notably the need to secure the bin in the area of the teen shelter. It was agreed that the CHAIRMAN would make enquiries of local handymen, potentially Sam Boddington, to undertake this work

RESOLVED THAT:

The CHAIRMAN will instruct Sam Boddington to undertake the necessary works to secure the teen shelter bin

(c) Flood Defence report

There was nothing to report in respect of this item

(d) Neighbourhood Watch

There was nothing to report in respect of this item

(e) John Cooper's Foundation

Mr. MILLIKEN advised that, following his attendance at the last meeting of the Foundation, it had become apparent, that no students from the Parish of Quinton had applied for any grants from the Foundation. It was agreed that more efforts should be made to publicise this opportunity ahead of the next meeting of the Foundation on 21 October, (with applications required 3-4 weeks in advance of this date), and that details should be placed on the Parish website and included in the next St Swithin's newsletter

RESOLVED THAT:

The PARISH CLERK should post details of John Cooper's Foundation on the Parish website and Mr. MILLIKEN will supply copy to Mr. BOND by the next copy deadline of 12 September.

12. To receive Receipts and Payments Report for the quarter

The PARISH CLERK briefed the meeting on payments and receipts report that had been previously circulated and it was noted that the VAT reclaim had now been received in full, amounting to a credit of £2,948.08 to the Parish Council's current account.

13. To receive any correspondence

(a) Letter from St Swithin's Church requesting a contribution towards St Swithin's newsletter

Parish Councillors agreed that this newsletter made a significant contribution within the Parish and commended its extended distribution to include Meon Vale. It was agreed that an initial contribution of £500 should be made towards the newsletter's production and Mr. BOND was invited to submit a business case for a further contribution during the course of the year

RESOLVED THAT:

A contribution of £500 should be made to the St Swithin's newsletter

(b) Letter from St Swithin's Church requesting a contribution towards grounds mowers

Parish Councillors heard from both Mr. BOND and Mr. SPOONER that the church grounds mowers were now in an advanced state of disrepair and required significant investment if the grounds were to continue to be maintained to current standards. It was agreed therefore that the Parish Council contribution should be increased from the previous year to £500.

RESOLVED THAT:

A contribution of £500 should be made to the St Swithin's church grounds mowers

(c) Request from Quinton and Admington Youth Club for financial support

The PARISH CLERK advised that she had received confirmation from the Quinton and

Admington Youth Club that it would be seeking a donation from the Parish Council in 2015-16 and that £1,000 had been earmarked within the budget for this purpose. It was agreed that this should be paid to the Youth Club but that details as to how these monies were to be used should also be requested

RESOLVED THAT:

A contribution of £1,000 should be made to the Quinton and Admington Youth Club

14. Councillor's reports and items for future agendas
Each councillor was requested to use this opportunity to report on minor matters of information not included elsewhere on the agenda and to raise items for future agendas
Mr. MILLIKEN raised the issue of a large tree overhanging the churchyard on Main Road. It was agreed that the CHAIRMAN would inspect the area on his walkabout with Warwickshire County Council
15. Accounts for Payment and Finance Matters
The Parish Council noted that the following payments had been made since its meeting of 20 May 2015
Accounts approved for payment since the meeting held on 20 May 2015
 - (a) Clerk's Salary April - £***
 - (b) Payment to HMRC for tax on clerk's salary - £***
 - (c) Eon – Electricity Telephone Box - £26.09
 - (d) Digital Image Bureau – Website hosting and updates - £223.20
 - (e) Thomas Fox (18063) – Grass cutting contract - £1,650.00
 - (f) Quinton Village Hall – March meeting - £30.00
 - (g) WALC – Annual membership subscription - £541.00
 - (h) Clerk's Salary May - £***
 - (i) Payment to HMRC for tax on clerk's salary - £***
 - (j) Thomas Fox (18289) – Grass cutting contract - £1,464.00
 - (k) Staples (9864192 – Stationery Account - £19.99
 - (l) SJ Upstone – Planters and maintenance - £100.00
 - (m) Stratford District Council – Uncontested election charge - £100.00
 - (n) Staples (9880750) – Stationery Account - £19.65
 - (o) Quinton Village Hall – May meeting - £24.00
 - (p) Clerk's Salary June - £***
 - (q) Payment to HMRC for tax on clerk's salary - £***
16. Date of next meeting
Wednesday 16 September 2015