

**Quinton Parish Council**

Annual Meeting of the Parish Council

Wednesday 4<sup>th</sup> May 2016  
Quinton Village Hall 7.30 pm

Present: Cllr David White (Chairman)

Cllr Caroline Barton

Cllr Sue Branston

Cllr Paul Milliken

Cllr Phil Maundrill

Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Izzi Seccombe and 2 members of the public

1	<b>Election of Chairman.</b> Cllr Maundrill nominated Cllr White as Chairman. This was seconded by Cllr Milliken. There were no other nominations. Cllr White agreed to serve as Chairman.
2	<b>Apologies:</b> Apologies were received from Cllr Mike Brain.
3	<b>Declaration of interests</b> There were no declarations of interest.
4	<b>Questions from the public:</b> There were no questions from members of the public.
5	<b>Declaration of Acceptance of Office.</b> Cllr White signed the Declaration of Acceptance of Office as Chairman of the Parish Council in the presence of the clerk.
6	<b>Election of Officers and Representatives of the Parish Council for 2016-2017.</b> Vice Chairman: It was agreed that there was no necessity to elect a Vice Chairman. Internal auditor: Mrs Verena Telling was appointed internal auditor. Village Hall representative: it was agreed there was no necessity for this appointment. Neighbourhood Watch representative: Cllr Sue Branston. Ditch and Drainage Committee Representative: Cllr Sue Branston. John Cooper Foundation Representative: Cllr Paul Milliken. Quinton School Governor: there was no appointment for the role of governor. Playground inspections: Cllr Caroline Barton Quinton and Admington charities: Cllr Paul Milliken.

7	<p><b>Minutes of previous meeting 9<sup>th</sup> March 2016</b> The minutes of the previous meeting of the 9<sup>th</sup> March 2016 were agreed as an accurate record and signed by the Chairman.</p>	
8	<p><b>Matters arising from the minutes of the previous meeting:</b> There were no matters arising.</p>	
9	<p><b>Presentation and acceptance of annual accounts 2015 – 2016</b></p> <ul style="list-style-type: none"> <li>a) The internal audit’s report (see appendix A attached) was received and accepted by the Council. Points 1 and 2 were noted. In relation to point 3, it was noted that a schedule of inspection of the play equipment was already maintained by Cllr Barton. It was agreed that a copy of this schedule would be sent to the Clerk for retention in the files. It was agreed that the Council would, as recommended, review its financial regulations.</li> <li>b) The Annual Governance Statement was approved by the Council and signed by the Chairman.</li> <li>c) The Accounting Statements were approved by the Council and signed by the Chairman.</li> </ul>	
10	<p><b>Clerk’s updates:</b> a) Website: Mr Steve Carter hoped to be able to have the website operative during the week beginning the 10<sup>th</sup> May and would notify the clerk as soon as it was ready. The clerk advised the Council that as she was on annual leave until 2<sup>nd</sup> June she would be unable to begin management of the website until then. b) Community Asset: Stratford District Council had received the nomination to have The College Arms listed as an item of community value. The Council would be notified of the result of their application on the 30<sup>th</sup> June 2016.</p>	
11	<p><b>Any matters from the Chairman:</b> There were no matters from the Chairman.</p>	
12	<p><b>Any matters from the District Councillor or County Councillor:</b> Cllr Seccombe reported that there had been a two day summit between the partners of the Warwickshire Health and Well Being board. The summit reached a concordat between partners and work is under way to put the agreed targets into practice. It is estimated that budgets of all partners will be pooled within two years. Warwickshire is now en route to becoming part of the Combined Authority, and Cllr Seccombe will continue to strive to obtain the best possible outcome for Warwickshire, particularly since its geographical area is greater than those of any of the Metropolitan Boroughs forming part of the Combined Authority. It is possible that there may be a referendum on the subject in the future, though the cost of such a project may prove to be an issue.</p>	
13	<p><b>Quinton Playing Field:</b> A member of the public had reported broken glass inside the tunnel in the children’s play area. Cllr Barton voiced her concern that with the warmer weather, there would be a fresh outbreak of the ongoing problem of broken glass in the teen shelter. After discussion it was resolved that the teen shelter should be removed in the interests of the safety of children using the play area. It was agreed that the Council would investigate the possibility of</p>	

	<p>recycling the shelter.</p> <p>It was also resolved that fresh signage should be installed beside the equipment warning users to check for hazards before use. Cllr Barton advised that preliminary estimates of the cost of vandal proof signs would be in the region of £300.00. It was agreed to proceed with the purchase of appropriate signs.</p> <p>Thanks were expressed to Cllr Barton for all the work she had done in supervising the refurbishment of the Fordway play area.</p>	
14	<p><b>Insurance:</b></p> <p>The insurance quotation submitted by Zurich insurance was £1,200 cheaper than last year's insurance premium. It was agreed that a final decision on the insurance cover would be made at the next meeting.</p>	
15	<p><b>Annual Parish Meeting:</b></p> <p>As the Village Hall was not available on the scheduled date of Sunday 15<sup>th</sup> May, it was agreed that the Annual Parish Meeting would be held instead on Saturday 14<sup>th</sup> May at 3.00 pm. Representatives of organisations within the village had been invited to attend. It was agreed that refreshments would be provided by the Parish Council.</p>	
16	<p><b>Planning applications</b></p> <p>Parish Councillors noted the following planning applications submitted since the last Parish Council meeting:</p> <ul style="list-style-type: none"> <li>a) 16/00972/FUL TEL 28. Installation of 1x olive green coloured DSLAM equipment cabinet. Electronic Communications Apparatus PCP008, Lower Quinton. It was resolved to make <b>no representation</b> with respect to this application.</li> <li>b) 16/00923/REM Long Marston. Reserved matters application (internal access, layout, scale, appearance and landscaping) for substituted plots 15 &amp; 16 of Phase 3A approved under reserved matters approval 15/01357/REM of outline planning permission 12/00484/VARY. It was resolved to make <b>no representation</b> with respect to this application.</li> <li>c) 15/00588/FUL Admington Construction and 25 year operation of a solar farm (on a site area of 39.7 ha of land) and associated infrastructure for connection to the electricity network including underground cable, inverter cabins, comms buildings, 66kv substation with associated switchgear, control and metering rooms, 4m high pole mounted CCTV cameras, 2m high security fencing and temporary construction compound, section of overhead powerline, access track and new vehicle access onto Admington Road and ecological and landscape enhancement measures. It was resolved to <b>object</b> to this application on the grounds of its visual impact, its inappropriate location on a green field site and the loss of agricultural land.</li> <li>d) 16/00963/FUL 57 St. Swithin's Drive, Lower Quinton. Proposed addition of first floor side extension with construction of single storey rear extension. It was resolved to make <b>no representation</b> with respect to this application.</li> <li>e) 16/01008/FUL The Barn, Goose Lane, Upper Quinton. Single storey extension between house and garage.</li> </ul>	

- It was resolved to make **no representation** with regards to this application.
- f) 16/00604/FUL The Orchard, Hill Lane, Upper Quinton. Replacement workshop and new double garage associated with The Orchard; change of use of agricultural land to domestic curtilage to provide vehicular access to garage. It was resolved to make **no representation** with respect to this application.
- g) 16/01250/FUL Vicarage Farm, Main Street, Lower Quinton. Proposed erection of agricultural barn for storage. It was resolved to make **no representation** with respect to this application.
- h) 16/00975/ADV Long Marston. Aluminium composite (3mm) lettering to be positioned on a sleeper wall constructed from vertically arranged wooden sleepers, varying in height from 0.8mm to 2.5mm. Length of sign to be 6.25m. Lettering to be maximum heights of 266mm and 285mm. It was resolved to make **no representation** with respect to this application.
- i) 16/01090/FUL Lower Clopton Farm, Campden Road, Upper Quinton. Application to form new access for delivery vehicles. It was resolved to make **no representation** with respect to this application.
- j) 16/01153/FUL 1 Hill Lane, Upper Quinton. Single storey side extension. It was resolved to make **no representation** with respect to this application.
- k) 16/01206/FUL Land off Hill Lane, Upper Quinton. The erection of a new single storey dwelling with new access onto Hill Lane (revised proposal following withdrawn application 15/03888/FUL). It was resolved to make **no representation** with respect to this application.

**To receive any results of planning applications:**

The Parish Council noted the following planning decisions which had been notified since its last meeting:

- a) 16/00322/FUL Vicarage Farm. Permission granted for change of use of part agricultural building to equine stables (retrospective).
- b) 15/01356/OUT Land off Main Road, Lower Quinton. Permission granted for outline planning for residential development of up to 30 dwellings, access, infrastructure and public open space. Means of access onto Main Road to be determined with all other matters (internal access, appearance, landscaping, layout and scale) reserved for subsequent approval.
- c) 15/04992/REM Meon Vale, Campden Road, Long Marston. Details approved for the following development: reserved matters application (access, landscaping, layout and scale) relating to part of outline planning permission 14/01186, to comprise enabling works that facilitate the residential development of the site, and development of a primary school, to include: earthworks, site clearance, access from Station Road, internal access road, flood alleviation measures and surface water drainage scheme, structural planting, demolition of existing structures and provision of utilities infrastructure.

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**Reports from Council members on outside bodies:**

CLr Milliken reported that no applications to the John Cooper Foundation had been submitted from Quinton residents. Candidates were still being urged to apply.

	<p>Cllr Barton reported that refurbishment of the Fordway was now complete, with new swings and a new safety surface.</p>	
18	<p><b>To receive receipts and payments records for the quarter.</b> The Council received the receipts and payments records previously circulated and agreed them as an accurate record.</p>	
19	<p><b>To receive any correspondence</b> The clerk advised the Council that she had received advice from a member of the public regarding broken glass in the concrete tunnel on the playing field.</p>	
20	<p><b>Councillors' reports and items for future agenda</b> The clerk was asked to contact the owners of Wayside, Main Road, regarding the stands of ivy outside the house which were blocking access to the pavement by wheelchair and pushchair users.</p> <p>The Council's policy with regards to its response to planning applications would be reviewed.</p> <p>The clerk was asked to contact Jeff Morris of the Highways Department concerning the damaged bollard outside Corbett House.</p>	
21	<p><b>Accounts for payment and finance Matters</b> The following payments were noted and approved:</p> <ul style="list-style-type: none"> <li>a) S. Boddington (replacing broken fence at QPF) - £178.00</li> <li>b) M. Norman (reimbursement of Land Registry Fees) - £12.00</li> <li>c) Clerk's salary March - £***</li> <li>d) Payment to HMRC for income tax on clerk's salary March - £**</li> <li>e) Thomas Fox (grass cutting contract) - £1,332.00</li> <li>f) Digital Image Bureau (website hosting) - £43.20</li> <li>g) Ludus (works at the Fordway play area) - £14,566.80</li> <li>h) Thomas Fox (grass cutting contract) - £1,584.00</li> <li>i) Clerk's salary April - £***</li> <li>j) Payment to HMRC for income tax on clerk's salary April - £**</li> </ul> <p>The meeting closed at 9.15pm.</p>	
22	<p>Date of next meeting Wednesday 29<sup>th</sup> June 2016</p>	