

SHREWLEY PARISH COUNCIL

Minutes of the Annual Meeting of Shrewley Parish Council held in Shrewley Village Hall on Monday 14th May 2018 at 7.45pm

Present at the Meeting:

Cllr P Tilley
Cllr R G Wesbury
Cllr W Morley-Brown arrived 7.50pm
Cllr D Lawrie
Cllr N Soutter
Cllr H Darwen
Cllr M Wood
Cllr E Forty
C Cllr L Caborn
D Cllr S Gallagher
Clerk Eleanor Choudry
Members of the Public: 8

Chairman
Vice Chairman

143/18. ELECTION OF CHAIRMAN AND DECLARATION OF OFFICE – Cllr Tilley was proposed as Chairman by Cllr Darwen and seconded by Cllr Soutter. Cllr Tilley was unanimously elected to the post of Chairman with immediate effect.

144/18. ELECTION OF VICE CHAIRMAN – Cllr Wesbury was proposed as Vice Chairman by Cllr Tilley and seconded by Cllr Lawrie.

145/18. APOLOGIES – None

146/18. PARISH COUNCILLOR CO-OPTION - The appropriate advertising of the vacancy arising from the resignation of Cllr Curtis had taken place. Mrs Elaine Forty was co-opted to the Parish Council.

147/18. DECLARATION OF INTERESTS – None.

148/18. MINUTES OF PREVIOUS MEETING – Parish Council Meeting – Monday 5th March 2018 approved and signed as a true record

149/18. MATTERS ARISING FROM THE MINUTES – None

150/18. PUBLIC OPEN FORUM – Resident Sheona Alemi asked about the progress of Hatton Station bridge refurbishment. Cllr Tilley advised that an onsite meeting with Network Rail has been requested via the office of Jeremy Wright MP. Resident Eliza Gaffney said that planning permission for the children's playground behind the Village Hall has been granted. Thanks were given to SPC and the Village Hall Committee for their support. There is 3 years in which to complete the playground and SPPG will be looking at the funding and managing details. The group has been in touch with Norton Lindsey playground for advice and hope to provide an update at the PC meeting in July. The telephone box in Hatton Station has been stripped down ready for repainting.

Members of the public were reminded that they can only speak in the Public Open Forum section of the meeting.

151/18. PLANNING –

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| W/18/0052 4 Ash Close, Shrewley, Warwick, CV35 7BL SPC NO OBJECTION 1/2/18 GRANTED 12/3/18 |
| W/18/0067 The Mill, Mill Lane, Little Shrewley, Shrewley, Warwick, CV35 7HN NO OBJECTION 12/2/18 GRANTED 12/3/18 |
| W/18/0304 Tunnel Barn, Tunnel Barn Farm, Shrewley Common, Shrewley, CV35 7AN REFUSED 13/4/18 |
| W/17/2293 Village Hall, 75 Shrewley Common, Shrewley, Warwick, CV35 7AN GRANTED 13/4/18 |

Signed.....(Chair)

Date.....

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| W/18/0385 Barn Cottage Farm, Mill Lane, Little Shrewley, Shrewley, Warwick, CV35 7HN SPC NO OBJECTION 17/3/18 Permitted development |
| W/18/0587 92 Station Road, Shrewley, Warwick, CV35 8XJ Permission not required. 10/4/18 |
| W/18/0418 Lowlands Farm, Old Warwick Road, Shrewley, Warwick, CV35 7AX GRANTED |
| W/18/0657 Newlands Barn, Fiveways Road, Little Shrewley, Warwick, CV35 7HS |
| W/17/2235 Ewe Green, Hockley Road, Hatton, Warwick, CV35 7HQ |
| W/18/0798 Peel House, Case Lane, Shrewley, Warwick, CV35 7JD |

152/18. WCC REPORT – The school transport policy review is ongoing and details regarding the Ferncumbe bus have been submitted to Christine Malone. Cllr Haywood, portfolio holder for Education and Learning attended the Hatton meeting regarding the Ferncumbe bus submission and is therefore fully aware of the issues. Jo Edwards, WCC, has advised that the 30mph speed gates suggested for the end of Shrewley Common will not be suitable due to the narrow width of the verge. The verge needs to be at least 1.7- 2 metres wide. Cllr Darwen is to investigate whether there is anywhere that is suitable. Road safety funds are available for Shrewley Parish. The Women’s Cycle Tour is returning to the county on 15th June and the Mens Tour on 5th September bringing funding and publicity to Warwickshire. LGA and NALC are exploring how principal and local councils can work more collaboratively including throughout the digital transformation. Consultation is open for the district wards and Shrewley will go back to Lapworth and West Kenilworth.

153/18. WDC REPORT - The ticket office for the Spa Centre has been relocated to the newly refurbished pump rooms and a new exhibition Unlocked! is on until 15/7 which includes rarely displayed items. On 8/9th June 11-4pm WDC headquarters exhibition will be unveiled at the Royal Priors, this will generate a saving of £300k a year. The Victorian band stand is to be refurbished and will return in September. Newbold Comyn golf course has a new maintenance contract. Cllr Gallager is the Champion for Town and Parish Councillors and any problems from the Parishes can be directed to her.

154/18. OTHER PARISH BUSINESS

154.1 2019 PC meeting dates – Meeting dates were agreed and the Clerk will send the details to the Village Hall for booking.

154.2 WW1 Memorial Fund – Cllr Gallagher suggested Eliza Gaffney SPPG contacts Bernadette Allen at WDC regarding the groups eligibility for the £1500 grant.

154.3 Review of Annual Assembly – J Crossling, WALC had contacted the Clerk asking for the formula for the success of the Annual Assembly as many parish councils attendance is low. Cllr Tilley proposes that the format remains the same and would include Cllrs being emailed prior to the meeting to vote for the items to be discussed. Cllr Tilley asked for the views of the public present to be given at the end of the meeting.

154.4 Annual Assembly Action Items – Traffic Calming in Shrewley Common and Hatton Station – Cllr Tilley proposed that traffic calming in Shrewley Common be removed off the agenda until there was a new proposal. The speed survey for Hatton Station took place in March and the results were received on the evening of this meeting. Cllrs to study the results and feedback at the meeting in July.

154.5 Annual Assembly Action Items – Ferncumbe School Bus submission – The school transport policy review is ongoing.

154.6 Annual Assembly Action Items – Flooding on B4439 outside Shrewley House – A scheme to prevent flooding outside Shrewley House B4439 is taking place. WCC Flood Risk Team has cleared land drains and remade inspection covers. Funding is awaited to carry out remedial work to line the drain to prevent further root ingress.

154.7 Annual Assembly Action Items – Footway along Shrewley Common – The footpath along Case Lane to Five Ways island would need rebuilding and therefore it has been decided due to cost/workload not to pursue this.

154.8 Annual Assembly Action Item – WDC Tree Officer – Gavin Callard is subcontracted by WDC. This item is to be removed from the Agenda.

Signed.....(Chair)

Date.....

154.9 Annual Assembly Action Item – Parish Tree Survey – Richard Curtis has not yet provided the data he has gathered. Cllr Tilley has requested that he surveys just the trees on public land (not in hedgerows) to reduce the workload. Details can then be sent to WDC for any work required.

155/18. ONGOING ACTION ITEMS

155.1 SPP Play area – Eliza Gaffney is awaiting a response from the Village Hall trustees regarding the ‘seal of approval’ for the children’s playground.

155.2 FOHS – Planters are in full bloom and the watering season has begun. An onsite meeting is to be arranged with Network rail to discuss the refurbishment of Hatton Station bridge.

155.3 Notice Board Hatton Station – Cllrs Soutter/ Tilley to replace the Hatton Station notice board.

155.4. Shrewley website update / Statutory publication of documents on website – Visitors have increased by 60/70%. Year end finance statements are to be emailed to Linda Wesbury by the Clerk and added to the website.

156/18. HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR –

Resident Monica Sparkes had raised the problems with the footpath along Shrewley Common. Cllr Tilley carried out an inspection and has a meeting with Peter Hallam WCC to discuss. Temporary patches have gone in on sites along Station Road and B4439. WCC councilor Les Caborn will pursue our request for WCC Forestry to prune back the conifers at the end of Ash Close. A large patching order opposite Boundary Cottage B4439 has been made. Blocked gulleys on Fiveways Road have been reported. Cllr Darwen to contact Canal and River Trust about litter picking due to a large number of disposed cans. All fault reports submitted to Warwickshire Rights of Way Team online Fault Report System for Shrewley remain unresolved. The hedge on Fiveways Road needs cutting. Fiveways island visibility is reduced due to plant growth. Cllr Tilley is to ask that this is added to the schedule of work.

157/18. CORRESPONDENCE – Resident Joan Bolton had sent a letter to Cllr Tilley concerning the increased traffic using the drive to Tunnel Barn Fisheries.

158/18. VILLAGE HALL UPDATE - The removal/cutting of trees at the back of the Village Hall is completed. New curtains and rails have been installed. The southern gate is to be used as an exit only and signs have been erected. The electricity to the telephone kiosk should be reinstated shortly.

159/18. MEETINGS ATTENDED BY CLLRS – Cllr Morley-attended the Ferncumbe Youth Club AGM. Stuart and Caroline Ingall Tombs are emigrating to America and the new Chairman and Secretary will be David and Selina Dyke.

Cllr Lawrie attended the WRW Community Forum on Thursday 12th April – The Fire service currently spend 60% of their time on rescue and 40% on fire, they also work in the community. Police are trying to give a more exposed presence in local communities. Burglars are tending to stash loot in hedges and fields and retrieve it the following day. Police stress the importance of leaving keyless ignition key fobs in metal boxes overnight to avoid card theft. Automatic Number Plate Recognition (ANPR) cameras are being used increasingly to prevent theft. The next meeting is on 27th September where John Crossling, WALC, will give a presentation.

160/18. FINANCE

160.1 The Grant Application Form had been received from Hatton PC for the contribution of £120 towards the churchyard maintenance. Cllr Wood proposed and Cllr Morley Brown seconded and unanimously approved. The item will be added to the July Agenda for payment.

160.2 The Clerk informed Cllrs that the £52 Shaws Lane rent had been received for 2018/19.

160.3 Councillors notified of Clerks Local Government Pay increase 2% NCJ Scale 25 for 2018/19.

160.4 Insurance renewal details had been emailed to all Cllrs prior to the meeting and it was agreed to insure with Norris & Fisher 3 year agreement.

160.5 Cllr Tilley proposed and Cllr Wesbury seconded the adoption of the reviewed SPC Financial Regulations and Cllrs unanimously agreed.

160.6 Approval and signing of the 2017/18 Certificate of Exemption for submission to PKF Littlejohn
Proposed by Cllr Tilley and seconded by Cllr Souter unanimously approved and signed by the Chairman and Clerk.

Signed.....(Chair)

Date.....

- 160.7** 2017/18 Internal Audit Report had been received and sent to all Cllrs. Thanks were given to Beverley Baker.
- 160.8 Approval and signing of 2017/18 Annual Governance Statement** - Proposed by Cllr Tilley and seconded by Cllr Wood unanimously approved and signed by the Chairman and Clerk
- 160.9 Approval and signing of 2017/2018 Accounting Statement in the Annual Governance and Accountability Return** - Proposed by Cllr Tilley and seconded by Cllr Wood unanimously approved and signed by the Chairman and Clerk.
- 160.10** Permission to pay proposed by Cllr Soutter, seconded by Cllr Darwen and unanimously approved.

| Cheque No | Payee | Amount £ |
|-----------|--|----------------|
| 000742 | Clerk April Salary(Net),Postage £0, Printing Ink £0, Stationery Dividers/folder/punch pockets/refill pad | 240.24 5.80 |
| 000742 | HMRC April Income tax | 60.06 |
| 000742 | Clerk May Salary, Mileage £0, Postage £0 | 240.24 |
| 000742 | HMRC May Income Tax | 60.06 |
| 000743 | Reimbursement Linda Wesbury paper/mounts for assembly | 5.74 |
| 000744 | Reimbursement Paul Tilley, Annual Assembly refreshments | 6.65 |
| 000745 | Elaine Forty – WALC Cllr Induction Course | 15.00 |
| 000746 | Village Hall Committee grant for removing dangerous trees and improve sunlight penetration behind Village Hall | 1000.00 |
| 000747 | SPC Insurance Norris & Fisher 3 yr agreement | 246.92 |
| 000748 | WALC Subscription 2018/19 | 277.00 |
| 000749 | SALRUA Membership 2017/18 | 5.00 |
| 000750 | Beverley Baker Audit Fee | 100.00 |
| 000746 | Village Hall Room Hire 2017/18 7 x meetings | 160.00 |
| | Total | 2422.71 |

161/18. DATE OF NEXT MEETING – to be held on Monday 2nd July 2018.

162/18. CLOSURE OF MEETING – The meeting closed at 10.00pm.

Signed.....(Chair)

Date.....