Minutes of Avon Dassett Parish Council

Monday 13th August 2012

The meeting commenced at 7.30 pm. **408**

1. APOLOGIES: David Hutt, Diana Biddlestone, Councillor Chris Williams

   Present at Meeting: Alastair Whetstone, Trevor Gill, Daniel Robertson, Clerk

2. DECLARATION OF INTERESTS: None

3. CONFIRM MINUTES OF LAST MEETING: The minutes were signed by Alastair Whetstone. Proposed: Trevor Gill Seconded: Daniel Robertson

4. MATTERS ARISING:

Community

a. Community Policing/Neighbourhood Watch: Trevor Gill reported that the householders who had suffered recent break-ins were unhappy that the Police had not attended.

ACTION: Trevor Gill to attend Community Forum and seek information on why the police did not attend the recent spate of break-ins.

ACTION: Clerk to send Police Reports to all parish councillors.

b. PO computer: The Clerk confirmed that there was no further update on this matter.

c. Superfast Broadband – update – Trevor Gill: 120 forms have been input into the system. Trevor Gill will chase up the missing forms. Avon Dassett was top of the responses for this month. **Thanks go to Peter Biddlestone, Richard Taylor and Trevor Gill for their efforts in achieving such a high response rate.** It is hoped that the response rate will help to bring in a faster broadband speed into the village.

d. Playground: The payment for the playground lease was discussed and it was agreed to release payment for the legal fees totalling £365.00. The Parish Council agreed that a lease is required at a price affordable to the public funds of the Parish Council. It was therefore concluded that the matter needed further discussion and that Alastair Whetstone would speak to Catherine Wahlberg to establish the background to the lease, how the matter might be progressed and likely costs to obtain a signed lease. It was felt that a signed lease would secure the future of the play area for the village.

e. General Village Maintenance and littering issues: Trevor Gill confirmed that the seat in the bus shelter has now been repaired. The trees growing over the top of the bus shelter have been trimmed back. The telegraph pole which was reported, has been repaired.

The email from Jill Burgess reporting ongoing littering, especially around the bus-stop and nature area was discussed. It was agreed that Trevor Gill would put up a notice providing information on flood prevention through management of the drains as well as a feature on reducing littering in the village. **ACTION: Trevor Gill to produce poster advising on good drainage management and littering issues.**

f. Stratford on Avon Governance Review: The Clerk read an email on the issue. Councillors decided that their response was one of satisfaction with the current situation. **ACTION: Clerk to submit response from ADPC on Governance Review.**

Roads

Traffic, Roads and Drains: Trevor Gill confirmed that the drains had been power washed. Three drains had been missed in the first session but these have been dealt with following a report to Patch Byrne.

Potholes on the road were mentioned. **ACTION: Trevor Gill to list and report all potholes in the village to Patch Byrne.**

Environment/Maintenance

g. St John's: the Clerk read the following emails from Diana Biddlestone:

"We have received a donation of £670 from the open gardens day towards the steps. This money was paid into the CCT who have agreed to direct it towards St John's Church. (It does not form part

of the CCT offer to the steps fund)."

"We have now received the plaques and I am in the process of agreeing a date for them to be fixed. The large plaque will replace the smart water sign at the top of the steps and the smart water sign will be relocated. I have liaised with Lily over this but we have yet to identify a new site for the smart water sign."

"The History group will be organising another exhibition in the church in September."

"Further ideas for events need to be considered. I wondered whether a food or craft fair could be organised in the autumn. Kelly Harries may be interested in organising this although I have not approached her about it."

"We also need to make a decision about further upgrades of the building. Lighting was considered to be one of the essentials and could be relatively inexpensive. Also some refurbishment of the interior would brighten it up and make it more appealing."

In a second email: "I checked the plaques and all the small plaques are in place but the large plaque has not been fitted. I am not sure why and will check this out but I suspect it may need mounting before it can be fixed. The smart water sign is still in place but if you have any thoughts about where it should be located please let me know as Tim will fix this for us. I will also ask Lily for her thoughts."

The Clerk raised the matter of costings for future works on the church. She suggested that the bills for the refurbishment of the steps should be settled first in order to establish any residual balance going to future projects. Councillors agreed that this would be a good approach and hoped that Diana Biddlestone might be in a position to confirm amounts owed at the September meeting. **ACTION: Diana Biddlestone to provide an update on invoices/payments pending relating to the St. John's Steps project for the next meeting (if possible).**

Thanks go to Peter Wallace for his recent work at St John's church.

Communication/Administration

h) Grants/Fundraising opportunities for street lights: Trevor highlighted the need to increase income to the Parish Council and suggested establishing a sub-committee of the Parish Council to look at potential fundraising options, including approaching local groups for support. This was unanimously approved at the meeting. A sub-committee will be formed.

i) Laptop: the Clerk confirmed that she had been informed that the PC computer had been purchased with a grant for community use. It was therefore considered that any sale of the computer would breach the conditions of the grant. The laptop will be stored with Trevor Gill until further notice.

j) Contents of Bank Safe: the Clerk confirmed that she had examined the documents at the bank and had circulated jpeg files of the papers. The meeting discussed the future storage of the documents and decide to investigate the options. **ACTION: Trevor Gill to contact the County Archives office and establish if the documents could be stored at their facility with full access to the documents by ADPC.**

5. COUNCIL REPORTS: None

6. CORRESPONDENCE – Paper copies circulated at meeting. Electronic mail circulated prior to meeting.

Among the correspondence were details of the confirmed and new code of conduct from SDC. The Clerk had previously circulated the details of the new code along with the declaration of Interests form. After discussion the Parish Council decided to adopt the new Code of Conduct from SDC. The following Councillors signed declaration of interest forms: Alastair Whetstone, Trevor Gill, Daniel Robertson. The clerk confirmed that the remaining two forms had to be signed within 28 days of adopting the code. Two forms were therefore retained for Diana Biddlestone and David Hutt. **ACTION: Diana Biddlestone and David Hutt to sign new Declaration of interests forms before 7th September 2012.**

7. PLANNING (Declarations of interests): No declarations of interest. 410

Notice of Decisions: 12/01276/TREE: Consent with conditions

Planning notification: 12/01743/TREE: Fell of Yew Tree: Parish Council comment: No representation.

8. FINANCIAL STATEMENT

Balance at close of business 31/7/12

Current Account	£ 3,855.50 *
Savings Account	£ 4,951.60

This figure includes a balance of **£3,543.40** for St John's Steps Fund. Total balance for ADPC is therefore £5,263.70 in total.

Bank Transactions June 2012

Current Account		**In**	**Out**
27 June	Customer Services	30.00 *1	
2 July	Customer Services	30.00 *2	
5 July	Npower		37.00
6 July	1187		19.40
6 July	1182		26.00
11 July	1189		13.99
18 July	1188		224.64
18 July	T. Gill (Steps)	53.00	
30 July	DD Douglas Tonks		230.94

Credits: *1 and *2 = Bank compensation for failing to meet enquiry deadline

Deposit Account		**In**	**Out**
9 July	Interest	0.21	
12 July	SDC Precepts	20.00	
16 July	Customer Services	30.00 *3	

Credits: *3 = Bank compensation for failing to meet enquiry deadline

Cheques issued from meeting		**Cheque No**
W. Sherriff (Coffee July)	£8.26	1190
W. Sherriff (Coffee Aug)	£10.74	1191
H. Hide-Wright (Expenses July)	£10.40	1192
S. Harris (July clean)	£11.00	1193
MFM Services (June)	£222.00	1194
MFM Services (July)	£297.00	1195
Chubb (Extinguisher Service)	£109.39	1196
Alsters Kelley (Playground Lease)	£360.00	1197
Alsters Kelley (Playground Lease Disbursements)	£5.00	1199
Total cheques for ADPC	**£1,028.79**	
St John's Steps Cheques:		
1st Chq: Initial Engraving (St John's STEPS)	£200.00	1198
Total paid from Steps Funds to date:	£200.00	
Income to ADPC: Steps: £100 Cheque	D. Biddlestone	

9. MEMBER REPORTS: None

10. QUESTIONS FROM THE PUBLIC: None

11. DATE OF NEXT MEETING – Trevor Gill and Daniel Robertson gave apologies for the next meeting of 3rd September. Following this, meetings planned for 1st Oct, 5th Nov, 3rd Dec.

ACTION: Clerk to investigate whether David Hutt and Diana Biddlestone are able to attend the meeting on 3rd September in order to be quorate.

The meeting closed at 9.30pm

Extraordinary planning meeting dates at 7.30pm Reading Room: 17th Sept 15th Oct, 19th Nov, 17th Dec.

Agenda posting: 24th Aug, 26th Sept, 28th Oct, 26th Nov.