Minutes of Avon Dassett Parish Council

Monday 2nd April 2012

The meeting commenced at 7.30 pm. 391

1. **APOLOGIES**: None

Present at Meeting: Alastair Whetstone, Daniel Robertson, David Hutt, Trevor Gill, Diana Biddlestone, Clerk, Councillor Williams

Public: Jill Burgess

2. **DECLARATION OF INTERESTS** : None

3. **MINUTES**: Proposed: Alastair Whetstone, seconded; Daniel Robertson, Sign and dated by David Hutt

4. **MATTERS ARISING**:

Community

a. **Community Policing/Neighbourhood Watch**: David Hutt stated that there was no report from Lily Hope-Frost. He commented on the ongoing level of break-ins, encouraging residents to remain vigilant and to keep doors, windows and out buildings secure.

b. **Update of Avon Dassett welcome packs** – Trevor Gill has started to contact local suppliers and businesses to confirm their details. Twenty have been contacted so far. It was confirmed that new welcome packs would be printed off by ADPC Councillors and presented to new residents. Trevor felt that it would take 3-4 months to update the current pack which would then be loaded onto the ADPC website. The document will be made available in a pdf format.

c. **Playground** – Trevor Gill stated his willingness to tackle some of the easier repairs to the play area. The ROSPA report was received last month with nothing of a high risk listed. Trevor will look through the report, assess what is needed, list materials and cost them out in order to be considered at the next ADPC meeting. **ACTION: Trevor will assess what repairs are needed in the play area, list materials and cost them out for considered at the next ADPC meeting.**

d. **Jubilee Event**: Jill Burgess gave an update on the organisation of the Jubilee Event on the 4th June, starting at 3pm. The Avon has been identified as the only realistic venue for the event. Due to budget restraints, the event will be simple. Fundraising is underway. Any surplus monies at the end of the event will be donated to a charity with the patronage of the Queen.

Sandwiches and scones will be available to residents free of charge during the afternoon. A meal of bangers and mash will be available for £3 in the evening. For clarity, full expenses will be published after the conclusion of the event.

Clerk sought clarification of ADPC's involvement with the event. David Hutt stated ADPC's support for the event, which was the unanimous view of Councillors. ADPC will help where it can but cannot offer financial support due to funding pressures. He went on to thank Jill Burgess and Daniel Robertson for their efforts so far. Jill Burgess departed the meeting at this point.

e. **PO computer**: Chris Williams confirmed that there are no mobile Post Offices operating in South Warwickshire. Discussion took place on the fire risk posed by the PO computer storage. The Clerk confirmed having spoken to PO Head Office who gave assurances on fire safety and explained that PO computer had to remain on in order to receive ongoing updates. It was decided that the Clerk would seek a meeting with the franchisee of the PO in order to progress their proposed installation of a suitable work-top cupboard with adequate ventilation for the computer. The meeting would be open for Councillors to attend. **ACTION: Clerk will seek meeting with PO franchisee and Councillors to progress installation of a suitable work-top cupboard.**

Daniel Robertson continuing to look into cost of frost stat for the PO area of the Reading Room.

f. **Stratford Core Strategy** – Trevor Gill recently attended a meeting. Consultation ended on Friday and the matter remains a discussion document. Councillor Williams offered a précis of the situation which affects levels of new housing and its location. 35% of new housing has to be social housing and located in settlements with existing infrastructure such as schools and bus services. At present, the strategy does not affect Avon Dassett. Trevor will monitor situation.

The update to the Parish Plan was discussed as part of this item. It was concluded that the update could wait until the autumn of 2012.

Roads

Traffic, Roads and Drains: Daniel Robertson reported that the manhole covers had been replaced but that the potholes have still not been repaired despite being reported several weeks ago. **ACTION: Daniel to expedite repairs of potholes with Patch Byrne, highlighting the potholes at the top of the hill.**

Environment/Maintenance

d) St John's: Diana Biddlestone confirmed receipt of further donations: £50 from Jill Burgess and Steve Mullane; £100 each from Gina and Rupert Forsythe and James and Georgina Runnicles; and the Clerk confirmed a further £25 has been received from Mr and Mrs Butler. Total to deposit £275.00

Chris Nugent had raised concern over the transfer of funds from the Fete Committee to WCC for the funding of the steps. An agreement has been drawn up and circulated amongst Councillors. The PC unanimously agreed its contact and the Chairman, David Hutt, signed the document. **ACTION: Diana Biddlestone to return Funds Transfer Agreement to Chris Nugent.**

Diana confirmed that she has been keeping a complete record of financial transactions and project commitments.

It was agreed that small plaque should be attached to the steps to commemorate the sponsor although some councillors expressed concern at the possible cost. Diana explained that some sponsors may be willing to pay extra for this and others may not wish to be identified in this way. Diana is looking into the most economic way of sourcing the plaques.

Opening Ceremony: Will take place on Sunday 2nd June. Diana explained that Steve Sartori of the Avon Public house will offer a buffet luncheon for up to15 sponsors, free of charge. There will be a small charge for other participants. This will be followed by the public opening of the steps. The opening will commence with bell ringing then Crispin Truman of the Churches Conservation Trust will make a speech and it is hoped that the oldest resident and one of the younger children from Avon Dassett will be present to cut the ribbon. Diana is currently locating people to sing and play at the ceremony. Jill Burgess will be organising a photographic display of village history in the church and there will be a children's art display.

Residents are being asked to put plant pots alongside the steps to decorate the area and Councillor Williams will take a commemorative photograph of the event.

Councillor Williams stated that he has received assurances that the repairs to the steps will be completed on time, before the jubilee weekend at the beginning of June.

e) Upkeep of 'green areas': Contractor had not been able to cut the cemetery area due to sheep grazing in the car-park. Arrangements have now been made for the sheep to be moved before the next cut. Daniel confirmed that the Cemetery Warden had cut the cemetery area himself.

Discussion took place on the poor state of the Village Green. Parking and manoeuvring of vehicles continues to churn the grass. **ACTION: Daniel Robertson will put grass seed on the village green.**

Communication/Administration

Centralised External Contacts: Trevor gill has been compiling a list of contact useful to Councillors and residents of Avon Dassett.

5. **COUNCIL REPORTS**: Councillor Williams stated that there were no Council reports this month. He did summarise the background to an email received by ADPC recently concerning a proposed cut in a post within the planning department. He stated that ADPC is free to provide feedback to the Council if it wishes.

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

7. **PLANNING**: The following items had been dealt with prior to the meeting with "No representation"

12/00278/TREE The Dairy Ground, Avon Dassett, Mr A Deeming: Arboreal work.

12/00277/TREE Old Orchard house, Avon Dassett Mrs R Milner, Arboreal work.

8. **FINANCIAL STATEMENT**

Appendix A

Balance at close of business 31/3/12

Current Account	£1,882.54
Savings Account	£5,078.19

Cheques issued		**Cheque No**
H. Hide-Wright (March Clerk Expenses)	£ 17.60	1165
Sue Harris (March Clean)	£ 16.50	1166
Digley Associates Ltd (Play inspection)	£ 45.60	1167
J. Sherriff (March coffee)	£ 8.01	1168
Chubb Security	£187.15	1169
Zurich Insurance	£790.24	1170
Total Cheques	£1,065.10	

Cheques were proposed by Daniel Robertson, seconded by Trevor Gill and signed by David Hutt and Alastair Whestone.

Income :

Income to ADPC: Hire of RR by Avon Carrow Mgt Comm.£5.00 cash

Income to St John's Steps Appeal:

Mr R. Butler & Mrs A Butler	£25.00
Jill Burgess and Steve Mullane	£ 50.00
Rupert and Gina Forsythe	£100.00
James and Georgina Runnicles	£100.00
Total income to steps appeal	£275.00

9. **MEMBER REPORTS**: Sue Harris has highlighted the poor state of the window frames. **ACTION: Daniel Robertson to speak to Peter Wallace about possible repairs and decoration of the frames.**

Daniel sought clarification on the replacement of the totem pole. The Councillors confirmed that the replacement would be welcomed and thanked Pete Wallace for his kind offer.

Clerk confirmed that the printer and cartridges have been returned to the RR cupboard.

Clerk asked Daniel Robertson if there had been progress on the removal of waste from close to a footpath. He confirmed that the materials were in the process of being removed.

Alastair confirmed that he understood there will be a fete this year.

Clerk confirmed that Audit papers have arrived with 18th June 2012 as the return date.

Trevor Gill requested being copied into the email when minutes are sent through to the Compton Chronicle. **ACTION: Clerk to copy Trevor Gill into email of minutes to Compton Chronicle.**

10. **QUESTIONS FROM THE PUBLIC:** None

11. **DATE OF NEXT MEETING** –14th May with AGM, 11th June (4th June Bank Holiday), 2nd July, 6th Aug, 3rd Sept, 1st Oct, 5th Nov, 3rd Dec.
Extraordinary planning meeting dates at 7.30pm Reading Room:16th April, 28th May, 25th June, 16th July, 20th Aug, 17th Sept 15th Oct, 19th Nov, 17th Dec.
Agenda posting dates: 10th April, 1st June, 25th June, 30th July, 24th Aug, 26th Sept, 28th Oct, 26th Nov.

The meeting closed at 9.00 pm