Minutes of Avon Dassett Parish Council

Monday 3rd December 2012

The meeting commenced at 7.30 pm **423**

1. APOLOGIES: None

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

2. DECLARATION OF INTERESTS: None

3. CONFIRM MINUTES OF LAST MEETING: Signed by David Hutt.

4. MATTERS ARISING:

   Community

   a) Community Policing/Neighbourhood Watch: David Hutt: Nothing from Lily Hope-Frost, no emails from the Police.

   b) PO computer: Clerk: Nothing further to report.

   Parish Councillors decided to review the post office files in the New Year to establish the terms of the PO contract.

   c) Playground: Alastair Whestone: Alastair is aiming for a meeting with Alcester Kelley's in early 2013 to see how the matter can/should be progressed.

   d) Green Area Maintenance: Consider cost and possibly budget for 2 extra cuts of the cemetery as per request. Update on sheep being installed and whether this will affect the request for extra cuts. Confirmation of number of cuts to Cemetery car-park.

   The meeting decided to decline any regular cuts of the cemetery car-park but to approach the Green Area maintenance contractor if a cut is required. The installation of sheep will reduce the need for a cut. **ACTION: Clerk to inform green area contractor that there will not be a need for cuts of the cemetery car-park once the sheep are installed. The PC will contact the contractor as and when cuts become necessary.**

   The Parish Council considered a request from the Cemetery Warden which had been submitted some time ago. The PC had decided to review the request at budget time. The suggestion was to increase the cuts of the burial ground to 12 cuts instead of 10. The Council felt that this was reasonable and gave the go ahead for the number of cuts to increase to 12 per year. **ACTION: Clerk to contact green area contractor and increase the cuts of the cemetery by 2, to 12 per year, at approximately £22 per cut.**

   ACTION: Clerk to chase Matt Austin re confirmation of ADPC jurisdiction green areas in Avon Dassett.

   e) SDC Election Arrangements Consultation: Chris Williams recapped on the consultation. The re-organisation, if agreed, would save money and result in an all out election. The Councillors discussed the matter and decided to back the move to a full election every four years. **ACTION: Clerk to submit response on election Consultation.**

   Roads

Traffic, Roads and Drains: Councillors agreed that residents of Avon Dassett had helped the flooding situation by clearing leaves from the drains, especially Marvine Randerson, Bill Heath, Victoria Pick, Mike Blakeman, Lily Hope-Frost, Michelle Gill.

Trevor Gill had met with Patch Byrne. Subsequently Trevor Gill has reported two blocked drains to Patch Byrne along with some pot holes. Trevor and Patch Byrne are looking into the potential of Trevor having access to a drain key for use in emergency situations.

Trevor Gill spoke about two properties in the village that were affected by flood water. It appeared to be flash water coming off the hills. Trevor will speak to the householders concerned to see if they need assistance.

Environment/Maintenance

f) St John's: **ACTION: Clerk to Contact Diana Biddlestone and ask if she was able to speak to people about forming a sub-committee to oversee St. John's**.

Communication/Administration

g) Parish Council rep for Planning and St John's. David Hutt will oversee planning for the time being. Trevor Gill offered assistance if required.

5. COUNCIL REPORTS: Councillor Chris Williams.

- **Draft Core Strategy** – As a result of the Secretary of State upholding a Planning Appeal Decision granting the development of some 800 houses in Shottery north of Stratford upon Avon, severely compromising the Draft Core Strategy, it is quite certain that adoption of the Core Strategy is now probably some 12 months away. The District Council is initiating a Legal Challenge via a Judicial Review against the decision for Shottery as it appears legally unsound. I will update the Parish Council with developments.

- **Police Commissioners** – On 15th November 2012 there was a countywide election for the appointment of a Warwickshire Police Commissioner and Ron Ball, the Independent Candidate, was elected to be the next Commissioner. The Chief Constable will remain responsible for operational matters whilst the new Police Commissioner will be responsible for organising the logistic priority for police in Warwickshire and this will include budgetary matters.

- **WCC Council Tax 2013-14 –** You may remember that last month I advised the Parish Council that the County Council had taken the decision to freeze the Council Tax at the same figure that was charged in the previous three years. A note of caution – The government has advised us that the date for announcing Settlement Allowances to counties and districts will now be deferred until after parliament has risen. This could mean that the allowance will be lower than we anticipated which in turn could mean that the proposed date for setting the budgets at both the County and District will have to be deferred by some two weeks to allow for any recalculations that may be necessary. I will keep the Parish Council advised of any developments.

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

Daniel Roberston is Snow Warden for Avon Dassett.

7. PLANNING (Declarations of interests): 12/02686/TREE Lime tree crown reduction: 1 Lower Terrace: No objection.

12/00330/FUL Starbold Wind farm: Same comment as previously lodged.

8. FINANCIAL STATEMENT:

Balance at close of business 30/11/12

Current Account	£ 3,156.42 *
Savings Account	£ 3,374.76

This figure includes a balance of **£463.40** for St John's Steps Fund. Total balance for ADPC is therefore £6,067.78.

Bank Transactions October 2012

Current Account		**Chq/SO/DD**	**In**	**Out**
5 Nov 12	N Power	DD		37.00
5 Nov 12	Douglas Tonks	VAT Error Refund	36.57	
9 Nov 12		1213		22.823
9 Nov 12		1206		9.42
13 Nov 12		1211		222.00
20 Nov 12	Deposit (Church Steps)		20.00	
21 Nov 12		1212		11.00
22 Nov 12	Douglas Tonks	DD		214.06

Deposit Account		**In**	**Out**
9 Nov 12	Bank Interest	0.14	

Cheques issued from mtg		Cheque No	Amount
J. Sherriff	Coffee Nov	1214	£ 9.06
H. Hide-Wright	Clerk Expenses Nov	1215	£17.60
Total cheques for ADPC			£26.66

D Biddlestone (Steps appeal from Inn at Farnborough collection) £20.00 (reflected in balance total above).

A bank mandate was signed in order to remove Diana Biddlestone as a signatory from the accounts following her resignation.

Trevor Gill proposed that the Deposit Account is only used for ring fenced funds. Proposed Trevor Gill, Seconded: Alastair Whetstone. Unanimous. **ACTION: Clerk to move any non-ring fenced funds out of deposit account, into current account.**

Budget for 2012/14: Consider extending insurance cover: It was decided to put this on hold.

The meeting considered three different levels of precept which have been developed by the RFO, Trevor Gill and Alastair Whestone. The Councillors acknowledged the dangers of setting an, "illegal precept," and also referenced the delay in the central governments decision which will affect the level of Council Tax. The Government decision may take place on the 19th December 2012. Therefore the decision on the level of precept for ADPC will be delayed until the January meeting. The Clerk requested all Councillors consider the various options and provide feedback prior to the January meeting to enable a full debate and decision at that meeting.

Quarterly Budget Review

December 2012 3rd Quarter budget update (including expenses up to 5th November 2012)

	Budget £	Spend to date £	% of Budget
VAT (income)	250	577.05(income)	230
Expenditure	9,120		
RR Ins	750	790.24	105
RR Rates	100	0	0
RR Clean	150	98.43	65.6
RR Maintenance	380	247.12	65
Clerk Pay	2,500	1307.40	52.3
Admin	350	275.46	78.7
PC Training	300	0	0
WALC	100	88.00	88
Xmas Cards	0	0	0
Elec supply RR	450	191.85	42.6
Street Light Supply	1,000	424.67	42.5
Other: Street Light replacement	450	1048.36	233 *1
Playground Rental	10	0	0
Website	0	0	0
Playground	140	343	245 *2
Other	0	248.64	248.64 *3
Mowing	1,710	1488	87
Audit Fees	190	210	111
Safe Fees	20	7.50	37.5
Coffee Morning	120	57.36	47.8
Election Fees	400	0	0

Notes on Overspend/Concern

*1 4 lights replaced

*2 Playground least legal bills paid but not anticipated

*3 £24 to Community links, £224 to Mr Elsmore for his erroneous credit, therefore this is over spent by £24

Other Funds held by ADPC:

Neighbourhood Watch	£	185.00
St John's Steps appeal Funds	£	463.40
Community Grant Fund (Laptop)	£	431.00

Electricity – fixed price quotation over 2 years: The Clerk explained that the previous contract had expired and outlined the current quotation for a new contract for a further 2 years. The prices of 12.05p day rate, 7.38p night rate and £30.76 quarterly standing charge were considered reasonable. 2 year contract proposed: Trevor Gill, Seconded: Daniel Robertson. Unanimous. **ACTION: Clerk to sign ADPC up for 2 year fixed price electricity contract.**

It was felt that it would be a good idea to review alternative electricity suppliers and deals next year, in good time for the expiry of the new contract.

9. **MEMBER REPORTS**: Cleaner: The clerk explained that the person who's name was put forward at the last meeting is too busy to take on the work at the Reading Room. Trevor and Michelle Gill have offered to take care of the RR until the spring.

Chubb Security and Fire: Trevor Gill addressed the meeting:

"As a part of the precept process I have been looking into the costs incurred for the Reading Room and in particular the Chubb costs which totalled about £300 including VAT in the current financial year.

There are two contracts in place:

Contract Number 740773

This contract has been in place for about 20 years and covers the provision of the intruder alarm which is rented and also the annual maintenance of the equipment. The contract is subject to three months notice of cancellation and is renewed automatically on 1 March 2013 unless the required notice of termination is given.

I have been told by the Chubb Office in Coventry that if we cancelled the contract they would not come and take away the equipment in view of the length of time that the contract has been running.

My view is that we should cancel the contract and that in future we should test that the equipment is working ourselves which should be easy to do.

Contract Number 2541651

This contract was taken out in 2008 and was agreed for a ten year period and covers the provision of 2 fire extinguishers and their annual service. In the current financial year the cost was £109. Having spoken to Chubb they will cancel the contract if requested without penalty upon receipt of 3 months notice.

I have spoken to Specialist Fire Services in Banbury who I have dealt with for the provision of fire alarms and extinguishers at The Thatches.

If we purchase 2 new fire extinguishers from them the total cost on a like for like basis will be about £75.00 plus VAT ie less that we pay Chubb for rental & service. In addition Specialist Fire Services will service the extinguishers for £3.00 each if we take them in or £3 each plus £20 if they service them at the Reading Room."

The meeting considered the information and agreed that both contracts should be served notice to quit. Proposed: Trevor gill, Seconded: Alastair Whetstone, unanimous. **ACTION: Trevor Gill to serve notice to cancel both CHUBB contracts.**

10. QUESTIONS FROM THE PUBLIC: None

11. DATE OF NEXT MEETING – 7th Jan 2013, 4th Feb 2013, 4th Mar 2013, 8th April 2013, 13th May 2013, 3rd June 2013, 1st July 2013, 5th Aug 2013, 2nd Sept 2013, 7th Oct 2013, 4th Nov 2013, 2nd Dec 2013.

The meeting closed at 9.20 pm.