**Minutes of Ordinary Meeting of Avon Dassett Parish Council**

**Monday 6th March 2017, 7.30pm at The Reading Room.**

The meeting commenced at 7.30pm.

1. APOLOGIES: (with acceptance of apologies). Mike Blakeman. These were accepted by the Councillors. Proposed: Trevor Gill, Seconded: Martyn Heard.

   Present: Trevor Gill (Chair), Liz Hirst, Martyn Heard, Darrell Muffitt, Councillor Chris Williams (left the meeting at 7.45pm), Clerk (Helen Hide-Wright).

2. DECLARATION OF INTERESTS: None.

3. CONFIRM MINUTES OF LAST MEETING: The minutes were accepted by the meeting and signed and dated by Trevor Gill. Proposed: Darrell Muffitt, Seconded: Liz Hirst.

4. QUESTIONS FROM THE PUBLIC: None.

5. MATTERS ARISING:

   Community

   a) Burial Ground: The Clerk confirmed that she has received an application for a headstone for Mr George Randerson. The application details are within the requirements of the regulations. **ACTION: Clerk to confirm that the headstone can be installed.**

   b) Community Policing/Neighbourhood Watch: Nothing to report.

   c) Playground – (weekly inspection reports): Trevor Gill confirmed that the play area is in good condition.

   d) Superfast Broadband: Trevor Gill is trying to get an answer about alternative connection options.

   e) Post Office: The new equipment is due to be installed by the end of the month.

   f) Village Communications: Darrell Muffitt confirmed more residents have joined the database. A welcome pack has been given to some new residents of the village.

      Trevor commented on the difficulties being faced in putting items onto the Avon Dassett Community website because of their size and our security requirements. In at least one instance, the security of a file appears to have been removed from a file, during uploading. The Parish Council has an obligation under the Transparency Act and is now seeking to post up large documents to comply with this as well as seeking to keep residents better informed. The Parish Council has decided to consider the alternatives to meet the requirements of the Parish Council, moving forward and with a view to the future requirements under the Transparency Act.

   g) The Avon Pub: Darrell Muffitt commented that the Avon Dassett Community Benefit Society (ADCBS) has been set up with a number of people signing up with pledges of money. A bid has gone from the ADCBS for the purchase of the pub and no response had been received at the time of the PC meeting.

   h) Defibrillator Cabinet: Quotation from Tranter £780 plus VAT: Trevor Gill confirmed that the Big Lottery Fund has approved the application. The cabinet will be installed at the Reading Room. TG is in contact with the West Ambulance Services regarding training. A number of people have volunteered to be trained in the use of the defibrillator. Purchase of Defibrillator Cabinet Proposed: Darrell Muffitt, seconded: Martyn Heard, unanimous.

   i) Big Lottery Fund grant application for, a cabinet and training: Trevor Gill confirmed that grant has been and the necessary documentation will be completed to enable the funds to be

received.

j) Street lighting maintenance quotation. The annual maintenance cost has been received and is set at £133.34. Proposed: Trevor Gill, Seconded: Liz Hirst.

k) Audit – Appointment and annual review of documents. The Clerk confirmed that the documents are under review. She also suggested that the historical papers she holds could be scanned and uploaded online. The Parish Council agreed that this could be undertaken.

l) Gaydon Lighthorne Heath B4100 Treatment: Mike Blakeman had attended a meeting to discuss this matter. He had sent a report to the Councillors. Appendix 1.

Roads: Traffic, Roads and Drains. Trevor Gill requested Chris Williams to ask Patch Byrne to clear the leaves from the pavement on Church Hill. Trevor Gill suggested that the drains are jetted in April.

Environment/Maintenance

m) Green areas (including condition of verges): Trevor Gill confirmed that a second quotation arrived this afternoon. **ACTION: Clerk to make comparison between the two quotations and report to the Parish Council for their decision on which contractor to appoint.**

n) Reading Room: The Clerk asked whether there was a microwave in the Reading Room so that visitors, including the election officers, could have some way of producing hot food during polling days which span from 6am to 10pm. Trevor Gill confirmed that he would look into this.

Communication/Administration

6. COUNCIL REPORTS: County Councillor's Report together with District Councillor's Report in the absence of an Elected Member

**1. County Council Budget** – Having settled the County Council Budget and precept setting process on 2nd February 2017 and reported to you on 6th February the Council has moved into a pre-election period and is in the process of tidying up as much County Council business as possible. As a technicality, the election period commences on Friday 24th March and continues to election day on 4th May. I will, of course, advise the Parish of any issues that may arise that would have an impact upon Avon Dassett.

**2. District Council Budget** - The District Council met on Monday 27th February 2017 to set the Budget for the next financial year. The event was shorter than usual and the meeting had finished within two hours. Council Tax will rise by 2% for the next year which equates approximately to £1 per week increase for a Band D property. It is interesting to note this year that the Police are not increasing their precept and that the County Council budget has been kept to a minimum of 3.9%. The District Council has been extremely prudent with expenditure during the past year and are no longer working with adjoining authorities in an attempt to reduce operating costs by sharing services. The trial did not reveal any worthwhile savings.

Chris Williams summarised the meeting about the B4100. Darrell Muffitt asked whether there would be any co-ordinating with Oxfordshire in order to maintain the speed limit at 50mph. Darrell Muffitt also asked what would happen when vehicles turn off the B4100 into Avon Dassett where it is derestricted and then moves into a 30 mph zone. Councillor Williams confirmed that there needed to be a review and rationalisation of the situation. The Parish Council stated that they would raise this matter at a later date.

7. CORRESPONDENCE – Paper copies circulated at meeting. Emails circulated prior to meeting.

8. PLANNING (Declarations of interests):

9. FINANCIAL STATEMENT

| | | | |
|---|---|---|---|
| 6th March 2017 | Tranter (Defibrillator Cabinet) | TRF | £780.00 |
| 6th March 2017 | WCC Street Light Maintenance (Inv 10163192) | TRF | £133.34 |

| | | | |
|---|---|---|---|
| 6th March 2017 | Clerk Expenses (Feb) | TRF | £101.09 |
| Total Expenditure | | | £1,014.43 |

The Clerk was asked to move £4,000 from the current account to the Deposit account for improvements to the Reading Room. **ACTION: Clerk to move funds from Current to Deposit account.**

10. MEMBER REPORTS: The Clerk confirmed that the renewal of the insurance has been received (£472.36) and will go forward for payment from the next meeting.

Trevor Gill attended a recent talk on dementia. The discussions included what resources are in place for local residents and how this could be improved. This may be a support group which can direct people to the relevant resources. The Parish Councillors were happy for these discussions to continue.

11. DATE OF NEXT MEETINGS: 3rd April, 22nd May, 26th June, No meeting in July, 7th Aug, 4th Sept, 9th Oct, 6th Nov, 4th Dec.

The meeting closed at 8.40pm.

Appendix 1: B4100 Treatment.

**Gaydon Lighthorne Heath - Treatment of B4100 Banbury Road**
**Presentation to Parish Councils and Members**
**Wednesday 15 February 2017**

Councillor Pemberton – SDC, Chair of B4100 Steering Group chaired the meeting and provided a slide show presentation which set the physical context of the GLH site, the planning context, the rationale behind setting up the Working Party/Steering Group arrangement.

Councillor Pemberton explained that the key objectives of the Working Party were to find a solution to the treatment of the B4100 with the key objectives

1. Aid social cohesion / community integration across both sides B4100
2. Maintain flow of local and through traffic
3. Take account of role of B4100 as an M40 diversionary route

Councillor Pemberton confirmed that an extensive consultation exercise had been undertaken in December 2016. The Promoter led consultation exercise included: -

- Over 5,000 letters sent to local addresses
- Bespoke invites to key Parishes, Members & Organisations
- Public Exhibition 13/14 December
- Approximately 166 persons attended

The Key Findings from December Consultation Exercise

- Concerns raised about principle of development
- Concerns about vehicle speeds
- Concerns about traffic capacity

Councillor Pemberton stated that there had been a clear preference for Option B for a Village Centre crossing facility reference was made to other crossing points and gateway features at each end that would be designed to affect driver behaviour and reduce traffic speeds whilst allowing enhanced opportunities to safely cross the B4100 between the new settlement and existing village.

Councillor Pemberton then set out the anticipated next steps for the progress of the B4100 treatment scheme, including further consultation at the application stage and ending with a likely Planning Committee East meeting in May 2017.

There followed an extensive Q&A session. It is fair to say that the feeling from the Gaydon / Lighthorne Heath representatives was that they felt that they had been left out of the discussions and a decision was being forced on them with little or no feedback. The discussions did inevitably stray from the basic purpose of the meeting and Councillor Pemberton had to remind everyone that they were there to discuss issues solely relating to the Steering Group's remit which was the treatment of the B4100. The SDC Planning Committee East had approved the principle of the development and the next stages were now for the Consultancy Team to meet with key consultees including: WCC Highways + JLR/AML + Highways England following this a detailed scheme to be worked up and the Working Party & Steering Group would meet to review and potentially Endorse. The anticipated submission of application was April 2017 with Application Consultation April/May 2017 and the Planning Committee East would meet to determine application in May / June 2017.

It was agreed that the minutes of all the Steering Group meetings would be circulated (although they were already available on the website) and the Consultants were to be asked to give feedback on the actual responses received in order to demonstrate why Option B had been chosen.

The question of traffic flows was again raised and whether or not an alternative route could not be revisited. It was stated that this was not possible as it did not form part of the current approval and could only happen as part of an amendment to the current approval. Councillor Kettle did not agree and he felt that under Condition 9 of the Planning Consent all options were still open. This was not accepted by the Steering Group Representatives. In response to my question regarding traffic flows it was confirmed that a full assessment had been done and the traffic lights "would have no material effect on the traffic flows."

As the allocated time had run out the discussions were curtailed it was proposed that the meeting be reconvened at some future date when all options would be considered once all the data available had been provided.

Mike Blakeman
27 February 2017

**February 2017 Expenses:**

| | £ |
|---|---|
| Phone | 7.50 |
| Printing | 86.39 (Ink for printer) |
| Petrol | 7.20 (16 @45p per mile) |
| **Total** | **£101.09** |

# tranter training solutions ltd

**Director of Training:** Darren Tranter MBCS

M: 07905 737645
T: 0121 378 0999
E: sales@trantertraining.net
www.trantertraining.net

| | |
|---|---|
| INVOICE NO | TT03170279 |
| OUR REF | TT/DT/AFF |
| | |

| | |
|---|---|
| DATE | 02/03/2017 |

All amounts in GBP

To supplying: 1 x external metal cabinet (heated, lit, access coded) @ £670 plus VAT

Avon Dassett Parish Council
The Reading Room
Avon Dassett
Southam
Warwickshire
CV47 2AT

| | |
|---|---|
| **NET** | £670.00 |
| **VAT 20%** | £134.00 |
| **GROSS** | £804.00 |

Please pay by BACS, bank details as follows:
Barclays Bank plc, Solihull Branch

Sort Code: 20-77-62
Account No: 43234797

**Payment terms: all fees to be paid within 30 days of issue of invoice**

# INVOICE

Warwickshire County Council

Exchequer Services
Resources
Shire Hall
Warwick
CV34 4RL

VAT Reg: 272 4266 59
For all enquiries contact
Celia Partridge
(01926) 736546

Avon Dassett Parish Council
The Reading Room
Avon Dassett
SOUTHAM
Warwickshire
CV47 2AL

Your Ref. Street Lighting

| Customer No | Invoice No | Invoice Date | Purchase Order | Payment Terms |
|---|---|---|---|---|
| 20002697 | 10163192 | 01/02/2017 | | 21 Days |

| Description | Qty | Price (£) | Cost (£) | Rate % | VAT Amount |
|---|---|---|---|---|---|
| Private Works Operational<br>Street Lighting<br><br>Footway Lighting Maintenance 2016/17<br><br>12 lights @ £9.26 | 12 | 9.26 | 111.12 | 20.00 | 22.22 |
| **Invoice Totals** | | | 111.12 | | 22.22 |

You can pay this invoice by credit transfer at any LLoyds bank quoting the invoice number as a reference, or see overleaf.

All payments should be made to:

Account Name: WCC County Fund
Account Number: 01045348
Sort Code: 30-00-02

| | |
|---|---|
| **Net** | 111.12 |
| **VAT** | 22.22 |
| **Total** | 133.34 |

**Remittance Advice** **Avon Dassett Parish Council**

| Customer No | Invoice No | Date Due | Amount |
|---|---|---|---|
| 20002697 | 10163192 | 22/02/2017 | 133.34 |

Warwickshire County Council

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