# Minutes of Ordinary Meeting of Avon Dassett Parish Council
## Monday 26th June 2017, 7.30 pm at The Reading Room.

The meeting commenced at 7.30pm

1. Present: Trevor Gill, Darrell Muffitt, Mike Blakeman.
   Public: John and Candy Kegg.

2. APOLOGIES: (with acceptance of apologies). Councillor Williams, Liz Hirst, Martyn Heard. Apologies were accepted by the meeting (work/holidays). Proposed: Darrell Muffitt, Seconded: Mike Blakeman

3. DECLARATION OF INTERESTS: None

4. CONFIRM MINUTES OF LAST MEETING: The minutes were accepted by the meeting. Proposed: Mike Blakeman, Seconded: Darrell Muffitt

5. QUESTIONS FROM THE PUBLIC: None

6. MATTERS ARISING:

   Community

   a. Burial Ground: Trevor Gill has mowed the cemetery car-park. The PC agreed to allow the car-park to be used during Open Gardens and The Fete.
   b. Community Policing/Neighbourhood Watch: Nothing to report.
   c. Playground – (weekly inspection reports): Trevor Gill reported that one or two of the baby seats had melted in the recent high temperatures. The Clerk was asked to seek a quotation from Wicksteed to replace the seat/s. The Clerk confirmed that the seats could be replaced under emergency expenditure due to the safety aspects of the play equipment.
   d. Superfast Broadband: The Parish Council expressed concern about the lack of connection for several properties. The Parish Council has been actively seeking information about the connection for the remaining properties in the village but has not received any firm answers to date. Mr and Mrs Cegg expressed their concerns and that the matter appears no closer to a resolution. Councillor Feilding undertook to make enquiries through the Overview and Scrutiny Committee and will report back to the Parish Council. Trevor Gill asked Councillor Feilding to confirm the name of the contact at the Council to take this matter forward. Darrell Muffitt will write to Jeremy Wright, MP to see if he can assist in a resolution to this matter.
   e. Post Office: Mike Blakeman had attended an appointment with the PO for a survey of the RR inn order to improve its internet connection but this did not take place. The Clerk confirmed that she had provided the contact details to the Postmaster to explore whether the PO can be connected to Superfast Broadband.
   f. Village Communications and website: Darrell Muffitt summarised that the Parish Council website is running successfully. Sarah Richardson has expressed concerns about the PC website and the Community Website running together. Sarah Richardson has suggested that it is appropriate to form a village working party covering village communications. She has been asked document her proposals for consideration. The Parish Council has clarified that it will not be leading this project but would be happy to participate in the working party.
   g. The Avon Pub: Darrell Muffitt expects the Benefit Society to move forward to completion of the purchase of the pub, very shortly.
   h. Defibrillator and grant: The housing unit is with the Parish Council. The County Council has refused permission for BT to remove the payphone so the defibrillator will be sited behind the phone box. Dave Hirst has kindly agreed to put the housing unit up, free of charge. The Parish Council has expressed its thanks to Mr Hirst for undertaking this task for the benefit of the village. The Clerk has written to the supplier of the defibrillator, confirming that the housing unit is about to be installed and asked for the defibrillator unit to be installed. Trevor Gill will expedite the delivery of the defibrillator.
   i. Audit: The Clerk confirmed that the audit has been received by Grant Thornton.

j. Gaydon Lighthorne Heath B4100 Treatment: No further information on this matter.
k. Installation of final window in Reading Room: Trevor Gill will speak to Martyn Heard to establish the current position and, if required will contact the installer and confirm an installation date.
l. New Tables for Reading Room: Trevor Gill advised that most if not all of the existing tables are in poor condition. Diane Biddlestone and Lily Hope-Frost who organised the St. John's Steps appeal have agreed for the remaining funds to be used for the purchase of the new tables. Trevor Gill undertook to circulate details of the possible replacements. Darrell highlighted a possible source which will be explored.

m. Roads: Traffic, Roads and Drains. Darrell Muffitt asked if there were plans to jet the gullies. The Clerk was asked to write to Patch Byrne to seek an inspection of the drains. The Clerk was asked to contact Angela Lloyd to establish when the street sweeper will be undertaken next and for subsequent two sessions. **ACTION: Clerk to contact Patch Byrne and Angela Lloyd.**

Environment/Maintenance

n. Green areas: Mike Blakeman commented that the bench at the end of the village requires refurbishment as one of the slats is damaged. Trevor Gill committed to try to repair the bench however Darrell Muffitt and Mike Blakeman commented that the bench possibly beyond repair and it was decided to remove it n safety grounds. **ACTION: Clerk to seek quotations for replacement bench as well as a picnic bench for the Nature Area.**

The Clerk raised the issue of the overgrowth onto the road, on the left hand side, going up the hill towards Fenny Compton. **ACTION: Clerk to ask Patch Byrne to confirm the landowner so the PC can make contact to request that the area is cut back.**
o. Reading Room: Mike Blakeman confirmed that the RR required some maintenance. Trevor Gill will contact The Probation Service to see if they are able to help with some of the work. Dave Hicks will be working on the grounds at the front of the RR to give better access to the noticeboard.

Communication/Administration

Website training and maintenance: Trevor Gill confirmed that he has approached WALC for funding for website training for the Clerk including 5 hours training and 1 hours per month additional hours.

7. COUNCIL REPORTS

Councillor John Fielding: Confirmed that a Sunday bus service details of which were provided by Councillor Chris Williams

Councillor Fielding's report is attached in Appendix 1

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

The Clerk and Chairman will attend a Data Protection course on the 7th July at Stratford. ACTION: Clerk was asked to obtain a quotation from Npower for electricity supply for the Street lighting.

9. PLANNING (Declarations of interests):

Decisions: 17/01164/TREE Consent with Conditions, 17/01162/TREE Consent with Conditions

Extraordinary Planning meeting held on 6 June 12017: 17/01284/FUL & 17/01220/LBC Naddumor: ADPC: Object

10. FINANCIAL STATEMENT

Payments for authorisation:

| | | | |
|---|---|---|---|
| 26th June 2017 | Frank Mann Farmers (Inv 1812) | Transfer | £388.80 |
| 26th June 2017 | Data Protection Course | | £ 60.00 |
| 26th June 2017 | Clerk Expenses (May) | Transfer | £ 60.28 |
| **Total Expenditure** | | | **£509.08** |

Expenditure was agreed. Proposed: Trevor Gill, Seconded: Darrell Muffitt.

Trevor Gill proposed that if invoices from MFM for grass mowing arrive in early July, they should be paid by the Clerk prior to the next meeting, if requested by MFM. Agreed

11. MEMBER REPORTS: Trevor Gill asked whether Open Gardens and Fete could borrow the chairs and tables. The Parish Council agreed to this request

12. DATE OF NEXT MEETINGS: No meeting in July, 7th Aug, 4th Sept, 9th Oct, 6th Nov, 4th Dec.

The meeting closed at 8.25pm.

Appendix 1

Since the last PC meeting I have been involved in the Overview and Scrutiny Committee meeting which discuss matter of importance to the District. I have set out my report based on the agenda of the meeting on the 31st May.

West Midlands Combined Authority Culture, Creative & Tourism Group

To receive a presentation from the Executive Director on the West Midlands Combined Authority (WMCA) Culture, Creative & Tourism Group.

The Executive Director updated the Committee on the West Midlands Combined Authority (WMCA) Culture, Creative & Tourism Group.

As part of the presentation an organisational chart for the WMCA was submitted showing where the Group stood within the organisation. It was reported that with the recent appointment of an elected mayor for the WMCA the organisational chart would be updated.

South Warwickshire Housing Assessment Team Pilot

To receive a performance update from the Housing and Communities Manager on the South Warwickshire Housing Assessment Team Pilot (now part of the Countywide Home Environment Assessment and Response Team (HEART)). This Team provides help and support to the elderly and disabled within their own homes. The aim is to combine Teams from both North and South of Warwickshire to speed up the provision of the services as needed.

The report provided a picture of improved performance across a range of higher level measures. In summary, as the pilot progressed, the number of adaptations increased with a commensurate reduction in the waiting list and improvement in true waiting times. A consequence of this was that spending had increased. This increase had been funded in part from additional Council reserves and in the main from a growing Better Care Fund allocation for Disabled Facilities Grants.

In considering the options, the Committee accepted that the report described the continuing positive direction of travel of the South Warwickshire Housing Assessment Team Pilot Project to the end of 2016/17.

The Cabinet had approved a proposal for the Council to formalise the arrangements by joining the Countywide HEART service from April 2017 with this merger of the two teams being currently underway and it was expected that whilst this would create some short term turbulence, performance would continue to improve as the merged teams settled.

Task and Finish Groups

5 Year Housing Supply Task and Finish Group Specialist Elderly Accommodation Task and Finish Group

The national formula for calculating the 5 year housing supply figures was still awaited from the Department for Communities and Local Government. However, it was reported that the Council was required to publish its latest figures and this would be done in due course.

The Task and Finish Group would review the next set of calculations, then, in the light of the standardised approach the Task and Finish Group would be wound up

Working Plan of the Committee includes Meeting representatives of Orbit and also the Ambulance services.

We are still keeping a watching brief on the Horton Hospital.

Appendix 2

# FRANK MANN FARMERS
## FENCING LANDSCAPING
MICHAEL MANN

TEL 07759 863269 (ANYTIME)

**TO:** **Avon Dassett Parish council** **DATE 31/5/17**

**INVOICE NOS** 1812

| | INVOICE | VAT | |
|---|---|---|---|
| 10/5/17 | Mow Village, cemetry, play area | y | £123.00 |
| 24/5/17 | Mow Village, cemetry, play area, churchyard | y | £201.00 |
| | **Sub TOTAL** | | £324.00 |
| | **VAT** | 20 | £64.80 |
| | **TOTAL** | | £388.80 |

**Please make cheques payable to Frank Mann Farmers**

**Bank Transfer preferred payment to HSBC Bank, sort code 40-27-06 Acct No 32321718**
**Referencing Invoice Number**

**THE ELMS FARM, PLOUGH LANE, BISHOPS ITCHINGTON,SOUTHAM, CV47 2QG**
**VAT NO: 273 4787 25**

# Local Council Public Advisory Service

# INVOICE

6 Aragon Court
Clare, Suffolk
CO10 8FA

Tel: 01787 829576
Mob: 07443009607
Email: Admin@lcpas.co.uk
www.lcpas.co.uk

**DATE:**
15th June 2017

**INVOICE NUMBER:**
983

**Bill to:**
Avon Dassett Parish Council

| DESCRIPTION | AMOUNT |
|---|---|
| LCPAS COURSE - General Data Protection Regulations | |
| Statford-upon-Avon Town Hall, Sheep Street, CV37 6EF | |
| Friday 7th July 2017 - 2.00pm - 5.00pm | |
| 2 x Delegates - Helen Hide-Wright and Trevor Gill | 60.00 |
| PLEASE NOTE: Our bank no longer accepts cheques written out as LCPAS. Please ensure that all cheques are written in full as Local Council Public Advisory Service. Thank You. | |
| Please pay within 30 days - Thank You | |
| **TOTAL** | £ 60.00 |

Make all BACS payments to Bank of Scotland - Sort Code: 802260 Acct No: 12599967
Make all cheques payable to Local Council Public Advisory Service **Please write out in Full**

For any enquiries concerning this invoice please contact - Julia Prior
Email: dceo@lcpas.co.uk

**THANK YOU FOR YOUR BUSINESS!**

**Clerk Expenses: June 2017**

| Month | Phone | Mileage | Stamps | Misc |
|---|---|---|---|---|
| May 2017 | £ 15.00 | £ 12.60 | £7.25 | £25.43 (Stationery) |

Includes mileage to 6.6.17 and phone for May and June 2017

**Total £60.28**