

Avon Dassett Parish Council

Interim Parish Clerk's Report – 4th December 2023

Agenda Reference	COMPLETED ACTIONS AND UPDATES
10.7	Cost of a new defibrillator cabinet to be ascertained – an estimated cost of £500 has been added to earmarked funds. Having carried out a search for grants for a replacement defibrillator it appears that these are not available. Grants are generally for the original purchase of a defibrillator.
11.1	Streetlight on Lower End to be reported – complete.
11.2	A call to be put out on WhatsApp for volunteers to clear the leaves on Church Hill on 18 th November 2023 – complete. The work was deferred due to the weather.
11.3	Specification and formal quotes for tree work to be requested from Tree Warden – quotes sent to Cllrs Muffitt and Gill.
11.3	Confirmation of planning permission requirement before any work can be carried out. Cllr Blakeman has advised the following: <ul style="list-style-type: none"> • All work on trees on highway land is the responsibility of SDC who undertake a regular inspection of all trees on highway land and will give notification to the PC of any works they deem necessary following inspection. There is a procedure for reporting any dangerous trees to SDC. • Any work on trees on private land within the conservation area or within the curtilage of a listed building will require planning approval. • The cemetery and the cemetery car park lie outside the conservation area. • The playground lies within the conservation area and therefore the assumption has to be that any work on the trees within the playground will require planning approval.
11.4	Cost of permanent horse and rider signs to be obtained – Road and Traffic Safety were emailed to establish the process.
12.3	The budgets have been finalised and will be circulated for review prior to the meeting in January when they will be presented for approval.
12.5	Bill Robinson to be invited to carry out the internal audit for 2023/24 – Bill has confirmed that he will undertake the audit.
12.6	Street light electricity contract to be carried forward to the next agenda – it has been established that we are in contract until September 2024. The contract will be reviewed nearer the time.
12.8	Contract for Reading Room broadband to be taken out with Sky – complete. The new broadband line was connected on 23 rd November 2023.
12.9	Projector screen to be acquired – complete
13.1	Civility and Respect Pledge to be signed up to – complete. The certificate has been uploaded to the website.
17.	Naming of road between Avon Dassett and Farnborough – advice has been taken from Stratford District Council which has advised that the process to change a road name is a legal one; it would more than likely entail the changing of postcodes which could involve significant costs for the

	residents. Cllr Gill has discussed the matter with the residents concerned who have confirmed they do not want to take this forward.
	OUTSTANDING ACTIONS
6.	Contact to be made with the Diocese to establish its plans for St Joseph's – Cllr Gill
6.	STWA to be contacted to ask that laybys be provided rather than traffic lights and that notice is given of road works – Cllr Gill
9.2	Grant application for play equipment to be submitted to the Fete Committee – this has been put on hold as the Projects Group reconsiders those projects that can be taken forward given the financial constraints.
9.2	Children's play equipment to be ordered – this has been put on hold as the matting on the playground has been assessed as needing to be replaced. Given the financial constraints the purchasing of the play equipment is being put on hold.
9.3	Communication strategy – in conjunction with the Project Lead the Projects Group has considered the options for the Parish Council website. The way forward will be confirmed at the meeting in January.
10.5	Report on work needed following the playground inspection to be submitted to the Projects Group; quotes to be sent to the Clerk – Cllr Hirst
11.1	Drains to be marked on a map of the village and sent to WCC Highways to confirm they are all on the gulying schedule – Cllr Gill
11.3	Trees on WCC land to be Identified – Cllr Gill
11.4	Location of horse and rider signs to be marked on a map and submitted to WCC – Cllr Gill/Clerk
12.7	Lengthsman specification to be put together for the Projects Group - Cllrs Gill and Muffitt
	Speed survey to be requested – Cllr Jackson
	DEFIBRILLATOR
	The defibrillator has been serviced and no issues were found. The defibrillator is now back in use.
	PLANNING MATTERS
	Reference 23/02824/LBC – cleaning and repairs of War Memorial along with repairs to the adjacent paving and boundary wall – a response in support of the application has been submitted.
	Reference 23/02569/FUL – The Old New House, Lower End, two storey and single storey extensions – planning permission has been granted subject to certain conditions.
	Reference 23/02672/FUL – Top Lodge, Church Hill, single storey rear extension with internal alterations – planning permission has been granted.
	AGENDA FOR NEXT MEETING
	The draft agenda for the meeting to be held on 8 th January 2024 will be circulated on 18 th or 19 th December 2023. Any amendments to the agenda will need to be submitted by close of play on 2 nd January 2024 to enable the agenda and supporting papers to be published on 3 rd January 2024.
	CHRISTMAS WORKING ARRANGEMENTS

	I will not be working from 20 th December until 2 nd January 2024 (inclusive). I will monitor the Clerk's email during this period but will only respond to urgent request.
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