

AVON DASSETT PARISH COUNCIL

Minutes of Meeting held at the Reading Room on Monday 1 September 2008

Present J Burgess; L Hope-Frost; D Hutt; S Richardson; A Rutherford;
Cllr D Booth; Cllr C Williams; Clerk

In Attendance J D Davies; WPC Alison Packer (part attendance)

1. Apologies: -
2. Declaration of Interest:
J Burgess declared a prejudicial interest in item 6. Correspondence, Planning with specific regard to the application at Orchard Lodge.
3. Confirmation of Minutes:
Item 4.a) final sentence – use of the term 'co-ordinators' for the additional members of the NW team was incorrect; this is amended to read: "L Hope-Frost was pleased to report that there are now 10+ members of the Avon Dasset NW network." Subject to this amendment, the minutes of the previous meeting were approved as correct by L Hope-Frost and seconded by S Richardson; they were then signed by J Burgess.
J Burgess welcomed A Rutherford to the Parish Council.
4. Matters Arising:
 - a) Community Policing/Neighbourhood Watch (NW)
 - Whilst there have been no recent reports of crime in Avon Dasset, WPC Alison Packer of the Southam SNT informed the Council that there had been incidents of theft from vehicles and house burglaries in the area. She reiterated the need to remove items of value from vehicles or, where this is not possible, to ensure that valuables are stored from view. She appealed to residents to ensure that downstairs windows are closed at night.
 - The PACT panel will now be incorporated within the 'Community Forum' arena – see below.
 - b) Traffic
 - The fixed camera will be installed on the green near The Avon for up to 3 weeks from 22 September. J Burgess will display posters to coincide with the camera's arrival. **Action: J Burgess.**
 - Avon Dasset will not be included in this year's Village Speed Limit Review, however we are scheduled for review at a future date.
 - Cllr Booth has requested that a report be commissioned on HGV traffic in villages (including Avon Dasset). This item will be debated at a future Stratford East Committee. Avon Dasset Parish Council will continue to support any attempt to restrict HGV traffic through the village; S Richardson agreed to publicise this on the website. **Action: S Richardson.**
 - c) Drainage Issues
J Burgess reported that no further drainage works had been completed; she will continue to chase County Highways. **Action: J Burgess.**
 - d) Church Hill
Repairs to church: Works have been completed. L Hope-Frost to write to CCT and to Weldon Stone expressing the Parish Council's thanks for the improvements to St John's. **Action: L Hope-Frost.**
Churchyard: L Hope-Frost held a meeting with Matthew Austin, SDC to establish a plan to make necessary repairs at the churchyard. Whilst she felt this meeting to be positive,

actions are unlikely to be completed in the short term. Assistance may be provided by workers undertaking 'Community Service' duties.

Repairs to road: Pot holes have been filled at Church Hill.

Width restriction: Cllr Booth advised that vehicle width restriction obligations should cease when all scaffolding is removed from the site. Width restriction signs are still in place.

e) Miscellaneous

M40 Motorway Bridge: No update from County Highways, however works should be completed by year end.

f) Playground

Repairs to Bench: The bench has been repaired and will be returned to the playground.

Action: A Rutherford. The Parish Council expressed its thanks to Pete Wallace for carrying out the repairs.

Swing seats: Swing seats to be fitted. **Action: A Rutherford.**

Playground lease: Reminder to be issued for this year's rental charges. **Action: L Hope-Frost.**

g) Reading Room

Cleaning: Sue Harris has agreed to clean the Reading Room. It was suggested that, if appointed as an employee of the Parish Council, the cleaner might be covered by the Council's employer's liability insurance. Clerk to investigate. **Action: Clerk.**

Clerk to follow-up the possible use of volunteers to paint the interior of the Reading Room.

Action: Clerk.

h) Future Uses for St John the Baptist Church

A meeting has been arranged for 16 September with S Richardson, L Hope-Frost and CCT representative(s).

i) Street Light Electricity Supply

Cllr Booth's enquiries with WCC's procurement officer regarding Parish Council links to WCC supply contracts are ongoing. **Action: Cllr Booth.**

j) Post Office

J Burgess, S Richardson and L Hope-Frost had met with Steve Patalong (WRCC) and Larry Chenney (Post Master) on 19 August to discuss ways in which a Post Office service could be maintained in Avon Dassett.

- In order to increase footfall/promote use of the PO's services, it was proposed that: i) S Richardson produce a leaflet to be distributed to all villagers **Action: S Richardson**; and ii) the coffee morning be moved to the first Tuesday of each month to coincide with PO opening. J Burgess to seek agreement from coffee morning attendees. **Action: J Burgess.**

- The use of community transport services to take customers to nearby Post Offices will be investigated by Steve Patalong.

- A survey has been carried out by S Richardson/J Burgess of Avon Dassett PO users.

- It was agreed that a grant application be made to support the funding of PO services for one year in Avon Dassett. Cllr Williams to provide application form to J Burgess for completion. **Action: Cllr Williams and J Burgess/S Richardson.**

k) PC Support

During a 6 week trial, there had been very limited take-up of the offer of PC training by S Richardson and J Burgess. It was agreed that these Tuesday morning PC support sessions should cease.

S Richardson proposed that the PC holds a monthly 'surgery' at which villagers could raise issues in a less formal setting to that of the Parish Council meeting. It was proposed that PC support be offered to coincide with the surgery times. One or two Parish Councillors would be present at each 1-hour surgery; times to be determined but will include evenings and weekends. The first surgery will be held in October.

S Richardson to advertise this in the Compton Chronicle and on the website. **Action: S Richardson.**

l) Procedures

Health & Safety folder: D Hutt and A Rutherford to map position of Reading Room drains for inclusion in the H&S folder. **Action: D Hutt & A Rutherford.**

Expenditure vs Budget: Information provided by the Clerk was discussed. Expenditure on street light electricity was highlighted as over budget.

5. Council Report:

Cllr Williams presented his report – see attached. The Parish Council concurred with Cllr Williams's view that Avon Dassett's alignment to the Wellesbourne & Kineton Community Forum is inappropriate and that current links with Southam (in terms of policing, mobile library services and the Southam 'One-Stop Shop') should be continued. To this end, J Burgess will write to David Nash at SDC requesting that Avon Dassett be removed from the Wellesbourne & Kineton Community Forum and included in the Southam Community Forum. **Action: J Burgess.** S Richardson stated that during the consultation process, the Parish Council commented that the proposed Forum boundaries were inappropriate for Avon Dassett; our comments appear to have been disregarded.

Following a question from J Burgess, Cllr Williams confirmed that the green waste collection will cease in November 2008 for the winter period only. The green waste collection service will recommence in the spring of 2009.

Cllr Booth stated that:

- he supported Cllr Williams in his attempt to align Avon Dassett with the Southam Community Forum.
- recent statistics show that, since the introduction of the new refuse collection regime, 55% of waste collected is now recycled.

6. Correspondence:

Wellesbourne & Kineton Community Forum: Introductory papers and Agenda for the first meeting of the Forum to be held on 4 September 2008. However, following discussions above, it was agreed that a representative from Avon Dassett should attend the Community Forum in Southam.

WALC Newsletter: AGM to be held on 28 October 2008.

Determination by Local Standards Committee – Alleged Breaches of Code of Conduct: View required by 15 September. J Burgess asked if the Parish Council should indemnify its members from legal costs arising from defending allegations in respect of breaching the Code? It was felt that this was not necessary. J Burgess asked the Clerk to forward this email to all Parish Councillors for their completion, in order that a consolidated response may be sent to WALC. Clerk to forward email to all Parish Councillors. **Action: Clerk.**

Memorial Headstone Inspection: Information from Independent Memorial Inspection (IMI). Information to be held on file. **Action: Clerk.** J Burgess asked if the Parish Council is responsible for maintenance of headstones in the St John's churchyard? Cllr Williams replied that this is SDC's responsibility.

Environment Agency Flood Awareness Campaign: The EA has produced flood guides for the general public, giving practical advice on preparing for floods and what to do during and after a flood event. These may be obtained by telephone to Floodline 0845 988 1188 and on the website: www.environment-agency.gov.uk. S Richardson to add information to village website. **Action: S Richardson.**

Flood Prevention Tools: Following completion of the grant application form, J Burgess has been notified that SDC have now established a formula to determine the breakdown of funding for flood prevention tools. Results to be advised at a later date.

Planning – a provisional meeting was set for 25 September at 7.30 pm in the Reading Room.

As a prejudicial interest was declared regarding the Orchard Lodge application, J Burgess absented herself from the proceedings. S Richardson chaired the meeting for this application: An application was considered to remove part of roof plus gable construction; lower roof to match rear extension and form hip to rear corner at Orchard Lodge for Mr Anthony Deeming. There was no representation to make.

J Burgess returned to Chair the meeting at this point.

Full and Listed Building Consent applications were considered to construct 4 new stables at Dasset Fields for Mrs L Rocher. There was no representation to make.

7. Financial Statement:

Balances at close of business on Monday 1 September 2008:

Current account	£313.68 credit
Deposit account	£6,403.74 credit

Cheques issued:

a) M Maughan (Clerk's pay & expenses)	£107.09
b) M Harris (Mowing verges & cleaning Reading Room)	£54.00
c) J Burgess (Shot blasting playground bench legs)	£60.00
d) L Hope-Frost (First aid kit – for Reading Room)	£10.99
e) P Wallace (Materials to repair playground bench)	£16.50

The payment of cheques was proposed by L Hope-Frost and seconded by S Richardson.

8. Any Other Business:

- a) D Hutt enquired about the availability of cards on which information regarding anti-social behaviour/crime could be noted and displayed? Cllr Williams replied that this was not a Council initiative and that this system was better suited to areas where information could be displayed in shops and/or meeting places.
- b) J Burgess and Sandra Rice have been invited by Offchurch Parish Council to attend a meeting to inform Offchurch residents on the parish plan process. **Action: J Burgess.**
- c) J Burgess asked whether smaller-sized wheelie bins are available for general waste? Cllr Williams stated that these were likely to become available in 2009.
- d) J Burgess suggested that D Hutt and A Rutherford might lead future discussions regarding i) Housing Needs and ii) Environment/Maintenance. D Hutt and A Rutherford to decide who will lead each subject. **Action: D Hutt & A Rutherford.**
- e) L Hope-Frost reported that the skip had now been removed from Church Hill; however a certain amount of detritus remained on the road and in the churchyard. If no action has been taken by Friday 5 September, L Hope-Frost will contact Weldon Stone to request that these areas be cleared. **Action: L Hope-Frost.**
- f) A request to clean the public payphone has been made to BT.
- g) Revisions to the Emergency Plan document have been notified to WCC.
- h) In order that the newly co-opted Councillors are able to authorise payment of Parish Council cheques, completion of a form supplied by Lloyds TSB is required by all Councillors. **Action: All.**

9. Questions from the Public:

None.

10.

Date of Next Meeting:

The next Meeting will be held on Monday 6 October 2008 at 7.30 pm in the Reading Room.

Meeting closed at 9.30 pm.