

**MINUTES OF THE ANNUAL MEETING OF SNITTERFIELD PARISH COUNCIL HELD IN THE VILLAGE HALL ON
MONDAY 13 MAY 2019, COMMENCING AT 7.30 PM**

PRESENT

Councillor P Blanchard – Chairman
Councillor P Cox
Councillor C Elliott
Councillor J Kelsey
Councillor G Norris
Councillor C Pearson
Councillor P Smith

Parish Clerk – Nicola Everall

District Councillor P Richards & County Councillor Mrs A Parry for part of the meeting.

There were 15 members of the public present for all or part of the meeting.

Public Participation

Mr P Morlidge asked whether there was any update regarding the Stop Notice placed by the District Council upon the land between the A46 and Duffins Piece. Councillor Blanchard responded that the matter was being dealt with by SDC.

Mr J Baldwin asked the Parish Council, as owners, to give consideration for the Telephone Kiosk to house a defibrillator and the Clerk conveyed that this was on the agenda for consideration. Mr Baldwin explained the Community Group had opened its own bank account and raised sufficient funds to be able to support the project.

Mr C Baker thanked all members of the Parish Council for their work in the community.

1. Election of Chairman

It was proposed by Councillor C Elliott and seconded by Councillor G Norris that Councillor P Blanchard be nominated as Chairman for the ensuing year. There were no other nominations.

Councillor P Blanchard signed his Declaration of Office.

2. Apologies

There were no apologies for absence.

3. Declarations of Interest

A Declaration of Interest was received from Councillor Mrs C Elliott relating to the Sports Club and she agreed to leave the room if any matters relating to the Sports Club arose during the meeting relating to any financial decisions.

Councillor G Norris declared an interest, being a member of the Sports Club.

4. Declarations of Pecuniary Interest Forms & Acceptance of Office Forms

Following the Parish Council's Contested Election held on 2 May 2019 those members present gave their completed forms to the Clerk.

The Clerk explained that Susan Main had decided not to take up Office and this vacancy would be advertised following instruction from the District Council.

5. Election of Vice-Chairman

There were no nominations for a Vice-Chairman, and it was agreed to revisit this item at the next meeting.

6. Appointment of Special Responsibilities

Flood Alleviation Committee	Councillor C Pearson
Village Fete Committee	Councillor P Cox
Village Hall Management Committee	Councillor P Blanchard
Allotments	Councillor P Smith & Parish Clerk
Play Areas & Grass Cutting	Councillor P Smith
Cemetery	Parish Clerk
Public Footpaths	Councillor J Kelsey

Press Correspondent
Maintenance of Defibrillator
Speed Watch
Community Café
Website

Councillor G Norris
Councillor C Elliott
Councillor J Kelsey
Councillor P Cox
Parish Clerk

7. Appointment of Bank Signatories

It was agreed unanimously that the bank signatories should be revised to remove C Kimberley, retain Councillors P Blanchard & C Elliott and add Councillors P Cox & P Smith.

8. To approve the Minutes of the meeting held on 8 April 2019

The Minutes of the Meeting held on 8 April 2019, having been previously circulated, were agreed and signed by the Chairman.

9. Meeting Dates 2019/2020

The Clerk circulated a draft schedule of meetings for 2019/2020 and it was RESOLVED that meetings of this Parish Council would continue to be held on the second Monday of each month except for the month of August and Easter 2020, and commence at 7.30pm unless otherwise required.

10. Report from County Councillor Mrs A Parry

Warwickshire Road Safety Fund

Warwickshire Police and Crime Commissioner (PCC) Philip Seccombe has opened a £500,000 grant fund for initiatives tackling road safety, as part of his commitment to reduce the numbers of people killed and seriously injured on the county's roads. The PCC invites applications for any project that aims to address road safety problems in Warwickshire, and which will have outcomes aligned to the Police and Crime Plan priorities. All applications should be for one-off funding for a specific project. Projects may be focused on prevention, engagement, education and/or enforcement.

The grant scheme is open to both established and new service providers. Applications will be welcomed from community, voluntary, third sector and statutory organisations that deliver projects or services at a county-wide level or for projects that are targeted in one or more local authority areas within Warwickshire. The grant form can be downloaded via: <https://www.warwickshire-pcc.gov.uk/your-pcc/commissioners-grants/warwickshire-road-safety-fund/>

Members Delegated Road Safety Budgets

This is to advise that I have requested a meeting with Jo Edwards the Road Safety Officer at WCC to discuss the speeding situation in Kings Lane and see what calming measures can be incorporated, particularly in view of the opening of the new retail destination facility in Snitterfield.

Community Grants

The new Community Grants have just been launched and will close early June, so it is recommended that organisations submit their applications quickly.

Potholes

Potholes have increasingly become a serious road safety issue, however WCC has been active in repairing potholes throughout the district so it's therefore important to continue to report any potholes via the WCC website and alert myself so that I can chase them.

The next WCC Full Council Meeting is on Tuesday 21 May 2019.

11. Report from District Councillor – Peter Richards

Councillor Richards reported that following the District Council's Elections held on 2 May 2019, there had been a fifty per cent change in members and they were currently receiving training.

The Rural Regeneration Scheme had been received positively by Officers.

The Gypsy & Traveller sites were being reviewed.

Finally, Councillor Richards reported that there had not been a topographical survey on Appleton House and the revised 2.4m fence did not require further planning permission.

12. Matters Arising

a) Hurdlers Lane

Councillor Mrs P Cox reported that problems continued, with regards to poor workmanship with doors, windows, floorings and mould and no timescale for those works was in place. The Chairman suggested that he and Councillor P Cox make arrangements to meet with Mr D Doherty of WRHA to address these matters.

b) Play Areas

Councillor Smith was obtaining quotes for the repainting of the climbing frame.

c) Playing Field Working Group (PFWG)

The Clerk reported that Sue Main and Cathy Kimberley met with Simon Purfield at Stratford District Council on 16th April 2019 to discuss the questionnaire to be sent to households asking residents for their views on the ideas put forward for improving the Playing Field facilities at the Open Day in February.

It was proposed that Simon Purfield would draft up the questions and provide an analysis of the results. The questionnaire format will include introductory statements on the likely timescale, cost and funding for different elements of the project, to be supplied by the Parish Council.

Colour illustrations of playground equipment are to be included, with a separate questionnaire produced section for children to complete.

Councillors P Cox, P Smith were to meet with Councillors J Kelsey and C Pearson to discuss the next steps.

d) Pavilion

The Clerk was liaising with the Chairman with regards to the ceiling repairs at the Pavilion.

e) Website

Councillor C Pearson suggested that members create an email address for Parish Council use only and for publication on the website.

f) Defibrillator – Telephone Kiosk

Following the update from The Snitterfield Village Community Group (SVCG) and confirmation of funds, it was agreed unanimously that the Parish Council gives permission to the group, for the installation of a proposed Defibrillator in the Telephone Kiosk.

SVCG agreed to make arrangements for its installation, electricity supply and maintenance. It was also agreed that the kiosk could be used as a Book Exchange if required.

g) Grass Cutting

It was agreed that the verge on Park Lane would be mowed just twice a year.

13. Finance

a) Income & Expenditure – April 2019

The Parish Clerk circulated schedules of Income and Expenditure to date and these were agreed by members.

b) Stephen Hales Charity

Councillor Elliott agreed to look at the charity and provide an update.

c) The Clerk circulated details of a request for funding on behalf of Snipe for £690 towards the production of the newsletter. It was agreed unanimously to grant the request of £690.00

14. Annual Governance Statement 2018/2019

The Annual Governance Statement for the year ended 31 March 2019 was agreed by the Parish Council and signed by the Chairman.

15. Accounting Statements 2018/2019

The Accounting Statements were agreed by the Parish Council and signed by the Chairman. The Clerk was requested to submit the documentation to P K Littlejohn, the Council's external auditors.

16. Planning

The Clerk had previously circulated a schedule relating to all current planning applications which is appended to these minutes.

17. Councillor Training

The Clerk invited members to register their interest in any forthcoming training events hosted by WALC.

18. Correspondence Report

WCC – Grant applications

19. Speed Watch Group

Councillor P Cox agreed to liaise with Councillor J Kelsey to pursue this matter.

20. Village Hall Management Committee (VHMC)

Councillor P Blanchard reported that fund raising continued.

21. Observations from Parish Councillors

Councillor P Cox asked the Clerk to contact the District Council to report a broken road name sign on Gospel Oak Lane near the Green.

Councillor P Smith raised concern regarding broken glass which was near the play area on the large playing field.

Councillor C Elliott reported that the gate on the footpath near Heath End Farm has been secured with rope so it cannot be opened. The obstruction, with photographs, and the exact location has been logged and reported on the County Council's Footpath website.

Councillor C Pearson asked for the Emergency Plan to be added to the next agenda.

22. Public Questions

Mr J Baldwin asked if clearance works could be carried out in the brook on Bell Lane and the Clerk agreed to raise this with the County Council. Additionally, overgrown vegetation needed attention on Bell Lane and Councillor Elliott was to contact the property owner.

Mr C Baker asked which authority mowed the grass on Park Lane as the signage had been damaged. He had also noted that besides a ride on mower, a tractor had been also cutting the verges.

The meeting closed 8.50pm.

Signed..... Designation..... Date.....

Planning Schedule – April 2019

Application Number	Application Details	Comments required by	SPC Comment	SDC Decision & Effective Date
18/01883/FUL	Construction of a south western relief road to Stratford-upon-Avon Land Between B439 Evesham Rd/Luddington Rd & A3400 Shipston Rd, Including Land Between Luddington Rd & Stratford Racecourse, Land Between River Avon & River Stour/B4362 Clifford La And Land Between B4362 Clifford La And A3400 Shipston Road	31/10/18	No representation	
18/01892/OUT	Long Marston Airfield, Campden Road, Lower Quinton Outline application (with all matters reserved) for a phased development comprising up to 3,100 new homes (Class C2/C3), employment (Use Classes B1 (a)-(c), including business park of approximately 5.7ha (gross) and further employment space/land within mixed-use areas, village centre comprising a range of uses (Use Classes A1-A5/B1(a)/D1/D2), plus two primary schools and one secondary school. Provision of new open space including parks and amenity space. Provision of a new access junction from Campden Road. Associated infrastructure, utilities, engineering and landscaping works including sustainable drainage systems. The proposal incorporates the demolition/removal of the runways and other hardstanding and identifies existing structures	31/10/18	No representation	
18/02479/FUL	Block 2, Grange Meadow, Ingon Lane Proposed replacement storage building	24/10/18	Object	Withdrawn 27/03/19
18/03212/FUL	Appleton House, Elmdon Close Erection of one house and garage, re-alignment of vehicular Access off Church Road and associated development	8/1/19	Object	
18/03222/VARY	Snitterfield Fruit Farm, Kings Lane Variation of Condition 2 and 3 of planning permission 17/02840/VARY to allow internal and external alterations including extension to existing WC and amendment to external materials. Original description: Change of use of land and buildings to mixed use purposes comprising a Restaurant (A3), Retail (A1) and Craft or Artisan Production Studios (B1), Event and display space (Class D1), ancillary offices, storage and facilities; alterations and adaptations of buildings; formation of a car park and new access drive with other associated works. Diversion of Public Right of Way (SD146).	18/01/19	Support	Granted 28/03/19
18/03545/FUL	Ingon Manor Hotel & Golf Club Extension to storage building used as green keepers store and workshop and erection of security fencing Amended application – detailing equipment to be stored	5/2/19 18/03/19	Object	
18/03578/FUL	The Barn, Snitterfield Fruit Farm, Kings Lane Conversion of listed barn to dwelling and associated internal and external alterations (amended scheme to that approved under 15/01426/LBC)	8/1/19	Support	Granted 14/03.19
18/03579/LBC	The Barn, Snitterfield Fruit Farm, Kings Lane Conversion of listed barn to dwelling and associated internal and external alterations (amended scheme to that approved under 15/01426/LBC)	8/1/19	Support	Granted 14/03/19
18/03724/FUL	Bell Brook Farm Agricultural workers dwelling	25/02/19	Support	Granted 12/04/19
19/00286/FUL	3 Bell Brook	28/2/19	Support	Granted

	Demotion of Existing Front Conservatory, Erection of Single Storey Front Extension & Front Elevation Modifications			16/04/19
19/00343	Welcombe Bank Farm, Bungalow, Ingon Lane Creation of wildlife/ drainage pond (retrospective)	16/04/19	Support with Conditions	
19/00393	The Old Vicarage, Church Road New front wall and railing with associated gated entrance	11/04/19	Object	
19/00410/FUL	Sharrow House, The Green Proposed single storey ground floor rear extension and first floor rear extension and replacement of all existing windows with double glazed units	20/03/19	Support	Granted 15/04/19
19/00520	Snitterfield Methodist Church Proposed two-storey side and rear extension and installation of mezzanine	29/04/19	Object	
19/00872	10 Park Lane Demolition of existing lean to and construction of replacement two storey extension	3/05/19	Support	
19/00886	Heath End Farm Change of use of sheds to use class D2	31/05/19		
19/00918	Land off A46/Ingon Lane Installation of tracks, hardstanding and utility points to support permitted touring caravan/mobile home use, plus livestock fencing (retrospective application)	3/06/19		
19/01023	Stable Cottage, The Green Single storey side extension	13/05/19	Support	

Tree Applications

Application Number	Application Detail	Comments required by	SPC Comment	SDC Decision & Effective Date
19/00135/TREE	1 The Manor House T1 – cherry plum – Reduce height and spread from 6approx.5metres to 3.5metres T2 – yew – Reduce height from 6approx. 6metres to 3metres	8/2/19	Support	Granted
19/00933/TREE	Mariners Cottage, The Green G1 - leylandii x8 - Fell	3/5/19	Support	Granted

Appeals:

Application(s) reference: 17/02565/FUL
 Planning Inspectorate Reference Number: APP/J3720/W/18/3209676
 Appeal by: Messrs Taylor And Black
 Site at: Land Off Jago Green, Snitterfield Lane, Snitterfield,
 Proposal: Change of use of land to domestic and erection of 9 dwelling
 Comments due by 13 December 2018