

## **DRAFT MINUTES**

**Alwington Parish Council** – Minutes of a meeting of the Parish Council held on Tuesday 8th, January 2019 at the Alwington Village Hall commencing at 7.30pm.

**Present:** Cllrs Gordon Lester, Ian Harper, Christine Moore, Chris Payne, and Sarah Bourke

**In attendance:** Mr Malcolm Harris, Parish Clerk, and 3 members of the public.

### **Min83:18/19**

**1) Apologies:** Apologies were recorded on behalf of Cllrs Brian Adams, Neil Rothney and Cllr Alison Boyle – TDC.

### **Min84:18/19**

#### **2) Declarations of Interests**

Members were reminded that all interests must be declared prior to the item being discuss. No declarations received.

### **Min85:18/19**

**3) To confirm and sign the minutes of the Parish Council Meeting held on the 24th, October,2018.**

It was **resolved**, to confirm and sign the minutes as a true record

Proposed: Cllr Ian Harper. Seconded: Cllr Chris Payne (all in favour)

#### **Matters arising from the minutes.**

There were no matters arising

### **Min86:18/19 Correspondence and Communication**

#### **4) Correspondence and Communication**

##### **a) Correspondence was received in respect of the following matters:**

- TDC – Chris Fuller – Strategic Plan Conservation & Economic Development – negative impact of buildings – reported 10, Portledge Place.
- Chris Wileman – Issues relating to surface water on the A39 – confirmed that the matter has been reported to DCC Highways.
- TDC – Notification of adoption of Joint Local Plan – circulated to Cllrs.
- TDC – Request for estimate of rough sleepers in the parish – response provided to TDC.

## **b) Website**

Cllr Gordon Lester reported that he had discussed a website support agreement with David Butterworth. The agreement outlined the scope of support, and a total of 10 hours for a period of 12 months for a single payment of £200.

Cllr Chris Payne raised concerns over how the agreement would be monitored, and if the agreement was value for money. After a discussion, it was decided to approve the payment of £200 to secure the agreement.

It was **resolved** to approve a payment of £200 to David Butterworth for website support of the website. Cheque number 000294.

Proposed: Cllr Ian Harper. Seconded by Cllr Sarah Bourke (all in favour)

## **c) County and District Council Ward Members Report**

No reports provided for the meeting.

## **d) Community Safety**

No report for this meeting.

**PUBLIC SESSION** – at the discretion of the Chair, any member of the public may speak between items 5 and 6 on the agenda.

The following issues were raised:

**BT Phone Box** – the future use and maintenance of the phone box was raised by a parishioner, and it was agreed to place a notice on the parish noticeboards and the website inviting parishioners to set up a Working Group to organise works to the phone box.

**Action Point:** Cllr Gordon Lester to produce a suitable notice to place on noticeboards and the website.

**Lay – by Woodtown** – it was reported that water puddles are still causing problems in the lay – by.

**Action Point:** Cllr Chris Payne to investigate where to obtain the materials to undertake the work and report back.

## **Min87:18/19**

### **5) Financial Matters:**

#### **a) To receive an update on the current financial position:**

The Parish Clerk reported that the balance in the Treasurers Account at the 1<sup>st</sup> January was £9,421.17.

**b) To receive any accounts to pay**

- The following grants were approved for payment:  
CAB - £100 – Cheque number 000290, Alwington Village Hall - £250 – Cheque number 000291, St Andrews Church PCC - £150 – cheque number 000000292
- Parish Clerk – Quarterly Salary - £494.45 – cheque number 000288
- Parish Clerk Expenses – purchase of document scanner - £70.82 – cheque number 000282.

It was **resolved** to approve the above payments.

Proposed: Cllr Ian Harper Seconded: Cllr Chris Payne. (all in favour)

**c) To note any income received**

None received since the last meeting.

**d) Any other financial issues.**

No other issues for discussion.

**Min88:18/19**

**Planning Matters:**

**a) New applications:**

Ref: 1/1317/2018/LBC – Erection of Porch, Town Farm Fairy Cross, Bidford

No observations or comments from the Parish Council.

**b) Planning decisions:**

Ref: 1/0039/2014/OUTM – Outline planning application for up to 550 dwellings a 1.9 ha primary school site, highway access issues, and public open space. Application was granted planning permission.

**c) Other planning issues:**

The Old Post Office, Ford – Cllr Christine Moore raised ongoing concerns relating to planning consents for the property.

**Action Point:** Cllr Gordon Lester asked if Christine could outline the concerns in an email and forward to him. He will then pass on the TDC Development Control Officers.

**Min89:18/19**

**Maintenance & Highways**

Cllr Chris Payne reported that he had undertake a tour of the parish to check on all outstanding Highway issues. He confirmed that all issue had been reported to DCC Highways.

It was agreed to undertake a review of Highway issues across the parish, and produce a spreadsheet to monitor progress, and form the basis for a meeting with DCC to discuss how all outstanding issues can be resolved. A report on progress to be presented at the AGM.

**Action Point:** The Parish Clerk in conjunction with Cllr Chris Payne to produce a spreadsheet identifying all outstanding Highway issues, with information on dates when the matter had first been reported to DCC Highways and proposed future action.

Cllr Christine Moore proposed a vote of thanks to Cllr Chris Payne for all his work on maintenance and highway issues.

### **Min 89:18/19 Alwington Parish Plan & other issues for action in 2018/19**

#### **a) Policy Review – Standing Orders & Financial Regulations**

The Parish Clerk reported that he had undertaken an audit of the above policies and was satisfied that the current documents are fit for purpose.

It was **resolved** that the results of the audit be noted.

Proposed: Cllr Ian Harper. Seconded: Cllr Sarah Bourke

#### **b) Broadband**

Cllr Gordon Lester confirmed that he had received no response to his emails requesting an update on this initiative. It was suggested that contact be made with OFGEM requesting an update.

**Action:** Cllr Gordon Lester to email Cllr Barry Parsons at the County Council to request an update, and to contact OFGEM

### **Min 90:18/19 Other agenda items at the discretion of the Chairman**

Cllr Ian Harper raised concerns that low usage of the mobile Library may affect the provision of the local service in the future. It was confirmed that notices providing dates for visits were already displayed on parish noticeboards.

**Action Point:** Cllr Gordon Lester agreed to post a notice on the website giving details of the mobile library service.

There being no further business the meeting closed at 8.25pm

**The next meeting of the Parish Council will take place at the Alwington Village Hall on Tuesday 12<sup>th</sup> March 2019, commencing at 7.30pm.**

**Future meeting dates: AGM & Parish Meeting Tuesday 21<sup>st</sup> May 2019, Tuesday 16<sup>th</sup> July 2019.**