

# COLESHILL PARISH COUNCIL

## MINUTES of the MEETING of COLESHILL PARISH COUNCIL held on THURSDAY 10<sup>th</sup> November at 8.00pm in the VILLAGE HALL, COLESHILL

Present at the meeting were Chairman Cllr Colin Lambert, Cllr Lynn Woodgate, Cllr Dick Ware, Cllr Terence Prideaux, Cllr David McGhee and the Clerk Susan Smith.

There were 5 members of the public present.

### **1. Apologies for Absence**

The Clerk had received apologies from Cllr David Smith.

The Chairman wanted to make a statement before the meeting commenced:

*At the Extraordinary Meeting held on the 31<sup>st</sup> October 2011 the Chairman at the end of the meeting tendered his resignation as both Chairman and Councillor. During the following week he had been contacted by both the Clerk and the other members of Coleshill Parish Council asking him to reconsider his position and remain as both Chairman and Councillor. This was a unanimous request by all members of the CPC. The Chairman agreed to remain, thanking the members for their support.*

The meeting continued.

### **2. Minutes of the last meeting and the extraordinary meeting read and signed.**

Cllr Ware highlighted the following in the minutes of the 15<sup>th</sup> September:

*The Parish Council are still awaiting a response from CPC regarding:*

b) *The noise from the Penn Festival.*

Should read, that the Parish Council had received a response from CDC.

The following paragraph is unclear.

*The Clerk had received an anonymous letter concerning a property within the village; she sought advice from BALC over how to treat such letters i.e. should notice be taken of any anonymous letters that express a complaint or concern about a residence or person in the village. BALC's verbal reply was that if a person were not prepared to put their name to a matter, then it would be unwise for a council to consider the issue. It could appear that the Council had instigated the complaint and look to be a witch hunt. The Clerk will not in future inform any member of the CPC of the contents of an anonymous correspondence. BALC did express that this rule applies to Councillors as well; all concerns, complaints or opinions that are raised should be done so by telling the council the name of the person making the assertions.*

The Chairman said he would make the clarification and the minutes would be re-presented at the meeting to be held in January 2012 for signing.

Action: Cllr Lambert

Cllr Ware highlighted an omission in the following:

*Mr. G Pollock the Chairman for calling the meeting.*

The Chairman said this amendment would be made and re presented at the next meeting of the CPC to be held in January 2012.

Action: Cllr Lambert

### **3. Meeting Closes for the Democratic ½ Hour.**

Meeting closes at 8.12pm

### **4. Meeting re-opens.**

Meeting re-opened at 8.30pm

### **5. Declarations of Interest.**

Cllr C Lambert

Moorey planning application

Cllr D Ware

Moorey planning application

### **6. Matters Arising from the Minutes.**

Roles: Cllr C Lambert had not managed to undertake compiling a description of duties of the Council Positions.

Action: Cllr Lambert

Village Plan: Cllr Ware and Cllr Lambert both commented that for a Village Plan to become accepted, a majority of village would have to agree on a design statement. This would require a vast amount of work and perhaps the CPC should enquire as to whether a villager would like to start gathering information and set the ball rolling.

The Clerk had emailed clerks online but had received negative responses from the members; it appears that most small parish councils are waiting to see what others are doing. Cllr Ware informed the members that you can, online see Village Design Statements that other council have submitted. Cllr Ware agreed to forward the web address of Village Plans he had found on the Internet.

Action: Cllr Ware

## **7. Planning.**

Moorey	CPC no obj
Clenemer	Retrospective permission granted
Wheatsheaf	CDC approved
Ambleside	CPC no obj
Windmill Farm	CPC no obj

The CPC had written a letter to CDC concerning the 2<sup>nd</sup> entrance to 'Solon' which had no planning permission, CDC replied that it noted CPC's concerns but did not regard them as serious enough to warrant further action.

Councillors discussed this and other previous responses from Planning at CDC and were concerned that the opinions of CPC were not being given sufficient weight.

Planning Enforcement: Chiltern District Council has requested comments from CPC regarding their proposals for enforcing Planning Applications. Cllr C Lambert agreed to compile responses from the other Councillors in time for the deadline of Sunday.

Action: All Councillors

## **8. Finance.**

8a. Cheques raised:

CDC Newsletter	£108.90
Veolia Water - Pond	£60.22
Mazars - Audit Fees	£162.00
Paul Evans - Play Area	£50.00
Clerks Salary & Broadband	£437.05
Paul Evans - Play Area	£90.00
CDC Election Costs May 2011	£70.00

#### 8b. Future expenses

It was suggested that the Xmas lights may need to be replaced next year (2012) and that initial investigations suggest this could cost in the region of £5,000. It was agreed that this should be looked into in more detail next year.

It was also suggested that the War Memorial in the churchyard may need cleaning which has to be done by a professional company. Again initial estimates suggest this could cost in the region of £1,300.

#### 8c. Precept

The Chairman proposed that the Precept for 2012 should be £6,500 (the same as 2011).

Seconded by Cllr L Woodgate

The Chairman asked that the Clerk send the request to CDC. The Clerk will wait until she receives the request for finance for 2012 from the Coleshill Common Committee before submitting the requests.

### **9. Councillors Reports.**

#### Cllr D Ware

Newsletter: Copy deadline for the next issue is 2<sup>nd</sup> Dec and circulation will take place during the weekend of 17/18 Dec. Cllr Ware noted that the issue will as usual contain villagers' Christmas Greetings, donations for which usually effectively cover the cost of printing the whole year's editions.

Village Hall: Bookings have held up well given current economic conditions and income is ahead of target, allowing a small surplus to be registered in the first nine months of the year. Discussion continues on ways in which the hall's acoustics might be improved without spending large amounts of money.

It had been asked in the democratic period that the CPC pay for a village

meeting for the hiring of the hall for discussion and information concerning an Energy Questionnaire sent around the village by Sarah Parker. Cllr Ware thought it a good idea, taking the opportunity in his Councillor report time he asked for a motion to be proposed that the CPC pay for the hall hire for this proposed evening.

Cllr Lambert proposed

Cllr Prideaux seconded

The Clerk asked that a ceiling be put on what the CPC would pay as in past experience she felt that a safe guard should be put in place.

The Chairman agreed and it was decided that a ceiling of £100.00 could be used for the hall hire for one evening only.

Cllr T Prideaux

Cllr Prideaux suggested that a bus time table be put on the CPC notice board. It was suggested by members that it be put on the village notice board which is beside the bus-stop. Cllr Prideaux asked if it could be included in the Village Newsletter. This would be difficult as it would take up too much of the Newsletter's limited space. The information is readily available on both the BCC and Bus Company websites.

Tennis Club: The Council's solicitor Richard Comerford of Fulton Robertson wrote on 31<sup>st</sup> October that he had heard from the solicitors acting for the Tennis Club approving the plan which CPC provided, subject to a right of way being granted over the access coloured green on the plan.

CPC are happy with this.

Alan Lowe & Co hope that the Deed of Gift evidencing the grant by Jack Adams will be acceptable to the Land Registry for registration purposes but they want, if possible, a copy marked as checked against the original. The Chairman has been through CPC's files but only the document he found showing that the Parish Council had any rights over the land was a **copy** of the " Deed of Gift" from Jack Adams. The **only** copy of the document the CPC have is the one at Fulton Robertson. It may be that for the Tennis Club to secure satisfaction it may have to register the land. Cllr Prideaux will attend the Tennis Club AGM on the 14<sup>th</sup> November.

Cricket Club: Cllr Prideaux will attend the Cricket Club AGM on Friday 11<sup>th</sup> November 2011.

Cllr D McGhee

Cllr McGhee had received two complaints, both from dog walkers regarding the footpath through Luckings Farm. Both these concerned broken fences and obstacles in the pathways. These two footpaths have been walked (Winchmore Hill and to Whielden Lane) and though there are many broken fences on the latter, Cllr McGhee could not find any blockages but in places, the path location is very unclear.

Cllr McGhee has walked many of the footpaths in the parish and all are passable and most in good condition, typical of the Chiltern area.

The new access path from Windmill Hill to the common has been provided. It is designed to allow easy and near pedestrian access. The materials have been provided by the Chiltern Society and its construction was undertaken by both Society and members of the Commons Committee. The path is located around 30 yards up Windmill Hill from the new triangle and replaces poor quality and very steep access further up the road.

The grazing cows have now been removed from the common. A meeting will shortly be held with the cow minders to evaluate the project. The feedback from the experiment has been overwhelmingly positive.

#### Cllr L Woodgate

Play Area: The play area has recently been checked and there are no real issues to report. I did find quite a lot of broken glass there a couple of weeks ago which I cleared up as best I could. I have contacted the Clerk to ask Paul Evans if he can clear the rest of the glass up. It is also time for a new layer of bark chippings to be laid.

Action: Clerk

All Saints School: The school continues to do well and recently received an excellent report for the Health and Safety Inspection carried out 9<sup>th</sup> November.

The Christmas Fayre is being held on the 19<sup>th</sup> November and rehearsals have already started for the Christmas Nativity Play, 'Sleepy Shepherd' which is being held on the 4<sup>th</sup> & 5<sup>th</sup> December.

#### Cllr C Lambert

When the Parish records were moved to the Village Hall for storage, they were transferred to a number of storage boxes, which have not proved to be ideal for holding the files. It was proposed to modify the cupboard to accept 2 x 2-drawer filing cabinets. The new filing cabinets would cost approx £100. The Councillors agreed with this proposal. Cllr Lambert will contact Ann

Lawrence to ensure any changes to the cupboard are acceptable.

Action: Cllr Lambert

## **10. Clerks Report.**

Service of Remembrance: The Chairman Cllr C Lambert, County Cllr D Schofield and Peter Lawrence will attend the Service of Remembrance and lay wreaths at the War Memorial on Sunday 13<sup>th</sup> Nov.

The Clerk received a request from Ros Pearce asking under the Freedom of Information Act the cost of the re-instatement of the grass verge, Magpie Lane. The Chairman informed the Clerk that he would reply to Ros Pearce.

Action: Cllr Lambert

An estimate for cleaning the War Memorial had been received from Creative Memorials £1300.00p. Before deciding the Chairman asked that another 2 estimates be sourced but to include renewing the inscriptions as well.

Action: Clerk

The Clerk had asked three companies for estimates re cutting the hedge at the cricket meadow and also cutting the grass there. As yet no replies to these requests.

The Clerk requested that all Councillors email or bring to the meetings a hard copy of their reports, this had previously been requested by the Chair. It helps when writing the minutes and hence they are less open to criticism and mistakes. The Clerk stressed that she is not a secretary to the Council but its Clerk and over the years this duty has become more intense and requires more hours to which she has never invoiced the Council for. For the next two months she will monitor her work for the CPC and inform the next meeting if an added allowance has to be made for next years budget which includes the Clerks salary.

Action: All Councillors

## **11. Time and Dates of Next Meetings for 2012.**

January 12 <sup>th</sup> 2012	8.00pm
March 15 <sup>th</sup> 2012	8.00pm
May 24 <sup>th</sup> 2012	8.00pm
July 19 <sup>th</sup> 2012	8.00pm
September 20 <sup>th</sup> 2012	8.00pm
November 8 <sup>th</sup> 2012	8.00pm

## **12. Meeting Closes.**

The meeting closed at 9.47pm.

### **Democratic Period.**

Patsy Wright-Warren asked why she didn't know of the Extraordinary Council Meeting, the Chairmen explained that it had been advertised on the Parish Notice Board. She also asked why the notice hadn't been sent around by email, the Clerk answered that the email system was a courtesy only, and sometimes it is not possible for her to send emails out about everything. The Chairman had called the Ex/meeting and followed the rules and guide lines in its notice.

Mrs C Hallchurch on behalf of Mrs S Parker asked if the CPC would pay for the hire of the hall so that a Sustainable Coleshill initiative can be developed. This was with reference to an Energy Questionnaire that had previously been circulated. This would be discussed under Cllr Ware's report.

Mr T Barber asked if the CPC had views on what is allegedly agricultural land being landscaped in the village. An example being Oak Tree House, where the land has been tended to and now resembles a garden with beds dug. Cllr Ware was asked to formulate a letter for the Clerk to send to CDC asking for advice on the matter of change of use to land.

Action: Cllr Ware

Mr Barber also asked that the CPC seriously consider against the re-instatement of the grass triangles by Hill Meadow and Barrack Hill, as in his opinion, the re-instatement at Magpie Lane could cause damage to car wheels when speeding vehicles approach and oncoming cars have to move out of the way. The Chairman explained that the work was paid for by BCC and that it appears to help in the traffic calming measures. Mr Barber said that perhaps a white circle painted on the road Barrack Hill may be a better idea.

Mr Barber added that a new grit bin had been placed by the entrance to Stoney Path in Barrack Hill. The Chairman stated that this was not where the Council had requested the bin to be located and asked the Clerk to contact BCC.

Action: Clerk

Mrs P Dawson asked if the white lines and speed signs be re-painted on New Road/Magpie Lane. The Clerk agreed to contact BCC.

Action: Clerk