

**WELFORD-ON-AVON PARISH COUNCIL  
MINUTES OF MEETING HELD ON  
TUESDAY 7<sup>th</sup> MARCH 2017 at 7.15 p.m.  
MEMORIAL HALL, WELFORD-ON-AVON**

**Present:** Cllr S Carter, Cllr P Martin, Cllr Mrs K Winston, Cllr J Hockaday  
Cllr J Kimpton, Cllr B Stanford and Cllr Miss D Jones

**In attendance:** Clerk Mrs V Lowe, Cllr M Brain, County Councillor  
Cllr P Barnes, District Councillor

Public: 5

Public Participation

1. *Mr Mike Cleveley addressed the Parish Council regarding Chapel Street. Mr Cleveley is concerned that the pavement is in poor condition and due to the parking of so many vehicles on the road, many residents including children were now walking in the road which was dangerous. He requested that double yellow lines were put down. The Chairman explained that this was a matter for WCC Highways. Cllr Mike Brain agreed that he would meet Mr Cleveley and WCC officers to discuss. MB*
2. *Mr David Wilkes addressed the Parish Council regarding the speed of traffic on Long Marston Road and the narrowness of the pavement. He also asked for the road to be repaired outside his property as a previous repair had failed which had resulted in unacceptable noise as traffic passed. The Chairman explained that the Parish Council hoped to start a Speed Aware scheme shortly having taken the Long Marston speed gun on loan. The Parish Council shared the concern regarding the width of the pavement. Cllr Mike Brain agreed to look into these matters. MB*

**1. Apologies**

Apologies were received and accepted from Mr John Wibberley, RFO.

**2. Declarations of Interest**

Cllr Martin declared a disclosable pecuniary interest in planning application 17/00449/FUL as the owner of the property. Cllr Miss Jones declared an interest in planning application 16/04037/FUL as the applicant is well known to her. No other declarations of a disclosable pecuniary interest were made at this time in the meeting.

**3. Approval of Minutes**

The minutes were accepted as a true record of the meeting of 7<sup>th</sup> February 2017 and signed by the Chairman.

*Proposed Cllr Stanford*

*Seconded Cllr Mrs Winston*

**4. Urgent Matters**

None

**5. Appointment of new Parish Clerk**

The Chairman welcomed the new Parish Clerk, Mrs Catherine Price. Mrs Price was appointed on 1<sup>st</sup> March 2017 and takes over from Mrs Vanessa Lowe who is leaving on 10<sup>th</sup> March 2017 to take up the position of Clerk to Alcester Town Council.

**6. County and District Councillor's reports**

**6.1 District Council report**

Cllr Barnes reported as follows:

- 6.1.1 Weston House** Cllr Barnes is supporting the proposal to build 10 houses on this site with a contribution to affordable housing elsewhere in the District. This proposal is

not however supported by Cllr Mark Cargill, the Chairman of the West Area Planning Committee. Cllr Barnes is going to meet Cllr Cargill to discuss.

- 6.1.2** Rainbow Nurseries The applicant has not yet complied with pre-conditions on the planning consent.
- 6.1.3** Capacity of local hospitals Cllr Barnes is concerned about the capacity of local medical facilities for the increasing number of elderly residents many of whom are in local care homes.
- 6.1.4** The Shakespeare Inn Cllr Barnes asked the Parish Council to note that the barn between the pub and the butchers is in a poor state of repair.
- 6.2** **County Council report**  
Cllr Brain reported as follows:
- 6.2.1** Flood Seminar Cllr Brain had already notified the Parish Council regarding the flood seminar on 1<sup>st</sup> April 2017.
- 6.2.2** Junction of Long Marston Road/Barton Road Cllr Brain is very pleased with this work. The white lining is still outstanding. The signage also needs to be repaired.
- 6.2.3** Pavement outside Memorial Hall Cllr Brain thanked Cllr Miss Jones for the information and photos regarding this issue. He is looking into installing a new drain to allow for better drainage.
- 6.2.4** Bus shelter B439 Cllr Brain has received a request for a bus shelter on the B439. Councillors confirmed that the best location for this was on the far side of the road as more people waited for the bus to travel into Stratford.
- 6.2.5** Thank you Cllr Brain thanked Vanessa Lowe for her long service as Clerk to the Parish Council and wished her well in her new position at Alcester.

## **7. Planning**

### **7.1 Report of Planning Notices received from Stratford DC**

16/03285/FUL	<b>Orchard Lodge, Duck Lane</b> Erection of new dwelling and new vehicular access	<b>GRANTED</b> <b>7 conditions</b>
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16/03184/FUL	<b>Home Farm, Barton Road</b> Demolition of existing chicken sheds and construction of 7 dwellings and associated infrastructure.	<b>REFUSED</b>
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### **7.2 Report of Planning Applications considered at Planning Committee meeting held on 21<sup>st</sup> February 2017**

None – meeting cancelled

### **7.3 Consideration of planning applications received from SDC**

17/00248/FUL	<b>Orchard Corner, Headland Road</b> Proposed erection of single storey rear extension and chimney	<b>SUPPORT</b>
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*Response to this application agreed by email and submitted to SDC in order to meet required response deadline.*

*17/00449/FUL	<b>Vine House, High Street</b> Rebuild of existing boundary wall	<b>SUPPORT</b>
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*\* Cllr Martin having declared a disclosable pecuniary interest in this application at the beginning of the meeting left the room during discussion and voting on this application.*

16/04037/FUL	<b>4 Montagues Corner, Chapel Street</b> Proposed single storey side/rear extension, replacement porch and replacement single storey side extension	<b>SUPPORT</b>
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17/00440/FUL                      **The Thatch, Chapel Street**                      **SUPPORT**  
&  
17/00441/LBC                      Replacement of single storey rear wing with  
two storey rear wing, and replacement of  
driveway gates

16/03916/FUL                      **Little Orchard, Binton Road**                      **OBJECT**  
Alterations of existing dormer bungalow into  
house by raising roof to create a two storey  
dwelling and the conversion of garage to  
office/gym  
Amendments to application

16/03998/FUL                      **Land adjacent to Daffodil Cottage,  
Church Street**                      **OBJECT**  
Erection of one dwelling and associated  
landscaping  
Amendments to application

## **8. Finance**

### **8.1 Management Accounts**

Cllr Martin confirmed that the management accounts were in order. The Clerk will  
circulate the provisional end of year accounts prepared by the RFO.                      **VL**

### **8.2 Approval of items requiring payment**

#### **Expenditure 7<sup>th</sup> March 2017**

<b>Invoices received and agreed</b>	<b>VAT</b>	<b>+</b>	<b>Base</b>	<b>Total</b>
102087 Mrs V Lowe Clerk Salary February			474.24	
Salary from 1/3/17 – 10/3/17			158.08	
Land registry searches			6.00	
Postage refund			38.40	
Stationery	1.71		8.57	
Totals	1.71		685.29	<b>687.00</b>

*Budget item 7(632.32) 8(52.97)*

#### **Other items for payment**

102088 Stuart Prickett				
Cress Hill – tree work				<b>1050.00</b>

*Budget item 24*

102089 Welford and Weston Memorial Hall				
Welford FLAG meeting				<b>30.00</b>

*Budget item 20*

102090 Douglas Lewis Tree Company				
Emergency tree work – Cress Hill				<b>115.00</b>

*Budget item 20*

#### **Receipts**

None

#### **Transfer**

To cover March bills – £1,800.00

*Proposed Cllr Hockaday*

*Seconded Cllr Mrs Winston*

#### **8.4 Annual Risk Assessment**

Councillors considered the draft Risk Assessment prepared by the Clerk which had been circulated in advance. Amendments were agreed and the document was adopted by the Council. The Clerk will circulate the updated version. **VL**

#### **8.5 Bank Mandate**

In order to put Cllr Miss Jones on to the bank mandate and in accordance with bank procedure it was resolved:

- 8.5.1** That a bank account or accounts be continued with HSBC Bank plc (“the Bank”) and the Bank is authorised to
- i. pay all cheques and other instructions for payment or accept instructions to stop such payments signed on behalf of the Council by any three of the listed Councillors (“the Signatory”) whether any account of the Council is in debit or credit;
  - ii. deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt of the Signatory; and
  - iii. accept the Signatory as fully empowered to act on behalf of the Council in any other transaction with the Bank (including closing any account(s)); and
- 8.5.2** That any debt incurred by the Bank under this Mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.
- 8.5.3** That the Clerk from time to time is authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely upon such lists.
- 8.5.4** That these resolutions remain in force until cancelled in writing to the Bank, signed by the Chair Person or Clerk from time to time acting or claiming to act on behalf of the Council, and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.
- 8.5.5** That the Council accepts and accounts and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions as amended from time to time together with any terms and conditions in respect of specific products and services requested by the Council from time to time.

The Chairman, the Clerk and Cllr Miss Jones signed the Bank Mandate. Other Councillors did not need to sign as they were already authorised to sign cheques. The Clerk will forward it to HSBC and Cllr Jones will then attend the Bank for identity verification. **CP/DJ**

#### **9. Report of Matters arising from the Minutes/Pending Issues**

- 9.1** Speed gun The Chairman reported that he was in contact with the Long Marston Speed Aware team and had reached agreement regarding the loan of their speed “gun”. The gun has been put on the Parish Council’s insurance policy. The Chairman also reported that Richard Brookes had stepped down from his role leading the Welford SpeedAware team and a replacement would be required.
- 9.2** Home Farm, Barton Road The Chairman reported that he had attended the West Area Planning Committee regarding the proposal to build houses on this site. The Planning Committee had refused the application. The Chairman wished it noted in the minutes that the owner of the site, Mr Sellars, had telephoned him after the meeting.

#### **10. Welford Matters**

The Chairman reported that Richard Ham would be invited to the next Parish Council meeting to give an update on the new magazine. The Chairman advised that the magazine were likely to need additional funding in the forthcoming year and suggested that some of the unspent funds collected from residents for the defibrillators could be reallocated to the magazine. This proposal will be considered further in due course.

**11. Neighbourhood Plan**

The Clerk reported that the Plan was still with SDC but she had been advised by Matthew Neal that the six week consultation should begin very soon.

**12. Parish Councillors – review and reallocation of responsibilities**

The paper prepared by the Chairman was discussed and agreed.

**13. Any other business**

**13.1** Cress Hill Cllr Hockaday asked Cllr Mrs Winston to check on the position regarding the licence granted to Mrs Fitzpatrick to graze sheep on the Cress Hill Field. It is understood that a new licence is required. It was suggested that a licence fee of £25 per annum would be appropriate. **KW**

**13.2** Welford Sports Club Cllr Martin explained that the Sports Club had a meeting that evening but he had passed on the proposal that the new grass cutting contract was entered into by the Sports Club with the Parish Council making a donation towards the cost.

**13.3** Angling Club Cllr Mrs Winston reported that the footpath to the fishing pegs was not yet complete but that the funding had been extended until the end of April to accommodate this delay. The signs for the Angling Club had been ordered by the club.

**13.4** Playground equipment Cllr Kimpton reported that the dates for installation had now been agreed.

**13.5** Goodbye On behalf of the Parish Council and residents, the Chairman thanked Vanessa Lowe for her long service to the village as Parish Clerk. Mrs Lowe thanked the Chairman for his kind words and wished the Councillors and the new Clerk, every success in the future.

**14. Dates of next meetings**

**Planning Committee Meeting      Chapel Rooms**

**Tuesday 21<sup>st</sup> March 2017 - 7.15 p.m.**

**Monthly meeting      Memorial Hall**

**Tuesday 4<sup>th</sup> April 2017 - 7.15 p.m.**

**Public Participation 7.15 – 7.30p.m.**

**Meeting finished 9.10 pm**