

PILLERTON HERSEY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

7:00 pm, Wednesday 14 January 2021 (online)

Present

Cllr. Debbie Newton (DN)
Cllr. William Forsyth (WF) by phone
Cllr. Alec Hitchman (AH)
Cllr. Tim Newcombe, Chair (TN)
Cllr. Richard Scott (RS)

Cllr. Penny-Anne O'Donnell, SDC (from 7:12 pm)
Cllr. Isobel Seccombe, WCC

Absent

None

Apologies

None

Public

Mr Peter Williams
Mr Terry Hitchman

In attendance

Alana Collis, Clerk to the Council (AC)

The meeting commenced at 7:03 pm

1. Apologies

None

2. Declarations of Interest

None

3. Dispensations

None

4. Minutes

It was **RESOLVED** to approve the minutes of the meeting of the ordinary parish council held on 18/11/2020 as an accurate record of that meeting.

5. Public Forum

Mr Peter Williams raised his interest in understanding the signage issues on Oxhill Bridle Road, indicating that another resident has installed their own signs for no turning after drivers had tried to turn around in their field. Now that was in place he did not feel the need for further signage.

So that Cllr. Seccombe and Cllr. O'Donnell could support another meeting at 7:30 pm, it was agreed to amend the order of the agenda and advance to item 7. County, District and Parish Liaison.

County, District and Parish Liaison

WCC:

Cllr. Seccombe gave an update on the COVID-19 vaccination roll-out which is commencing at Stratford-upon-Avon Hospital and five GP centres which are working together. The infection rate in the SDC area is the lowest in the county at 350/100,000 and the highest death rate was 16 in a single day.

Most residents in the Kineton and Shipston area will be directed to Wellesbourne for COVID-19 vaccination.

1,000 laptops and dongles have been ordered by the county so support families with poor or no access to IT equipment or an internet connection, to support home schooling.

SDC:

Cllr. O'Donnell indicated that, despite COVID-19, Stratford is open. Many council services are operating, including refuse and recycling, planning and environmental services. There is an essentials market taking place on Fridays between 9:00 am and 4:00 pm in Rother Street.

Elizabeth House remains closed to the public,

Business support grants are available – if you have previously applied, you **do not** need to reapply.

In consideration of the budget, the district council is required to maintain a reserve of £2.5 million. Owing to the significant impact COVID-19 has had on reserves, council tax will increase in April 2021. Discretionary concessions are likely to be cut, including free parking permits for over-65s. The green waste charge, deferred from 2020, will also come into effect, however those applying before 28/02/2021 will benefit from a reduced rate of £35 per bin for the year.

The Gypsy and Traveller call for sites is running now.

Cllr. O'Donnell is a member of SDC's Climate Change Panel and indicated that all new homes will be required to be carbon neutral from 2028.

Cllrs. O'Donnell and Seccombe left the meeting at 7:38 pm.

The meeting returned to the agenda as follows.

6. Planning Matters

The Chair, Cllr. Newcombe reminded Councillors to respond to the Clerk's request for comments for planning applications sent outside of meetings.

a. Planning applications received

20/03243/FUL – The Stable House, Warwick Road, Pillerton Hersey, CV35 0QJ

The Clerk has made a delegated response of NO REPRESENTATION, following consultation with the council. No changes or additional comments were made during the meeting.

20/03223/LBC – The Stable House, Warwick Road, Pillerton Hersey, CV35 0QJ

The Clerk has made a delegated response of NO REPRESENTATION, following consultation with the council. No changes or additional comments were made during the meeting.

7. County, District and Parish Liaison

Following agreement to alter the order of the agenda, this took place immediately after the Public Forum.

8. Finance

a. Budget 2021

The proposed budget is ambitious.

Councillors discussed items in and to be added to the proposed budget. This includes the internal auditor, renewal fees for the website domain name and likely costs for hosting the website and achieving/maintaining GDPR compliance.

It was agreed to discuss items 9. Roads, Transport and Flooding, 10. Outstanding Projects and Activities for 2021, 8b. Sand Bin, 8c. Insurance Renewal and 8d. Annual donations to local charities before proceeding further with the budget agenda item as those section may add items to the budget.

9. Roads, Transport and Flooding

A resident has asked for the addition of a grit bin and repairs to the road and on Oxhill Bridle Road to reduce its liability to flooding. It was noted that a grit bin in this location would have to be placed on private land. This would require the landowner's consent.

Potholes have been brought to the council's attention which, along with the flooding situation are to be fed back to WCC Highways.

ACTION: Cllr. Newton will contact Michael Rogers at WCC regarding potholes and flooding on Oxhill Bridle Road and the Warwick Road.

a. Sign Survey

A sign survey has a cost of £500, which may partially contribute to the erection of signs if deemed necessary by the results of the survey.

Cllr. Newcombe identified some examples including the village gateways, bends and roads with no footways which potentially need 'no footway' signs to indicate that pedestrians will be walking in the road. Residents have also raised some concerns about the speed of vehicles around the village.

ACTION: The clerk will investigate and report back on the availability and cost of speed surveys.

ACTION: All councillors agreed to make an effort to clean signs where appropriate and to report any damaged signs. Cllr. Forsyth will take a main role in this activity.

It was **RESOLVED** to allocate a line in the budget for a sign survey, covering the £500 cost quoted.

b. Contribution to Forsyth's Farm

In recent weeks, Park Slade Farm has had a contractor working on clear ditches. This is ongoing and some landowners need to be consulted before some areas are cleared. The work has been beyond the Park Slade Farm land and has been for the benefit of the community.

ACTION: Cllr. Hitchman will speak to the residents of Broadclose House to ask if they are supportive of ditch work by their boundary.

It was **RESOLVED** to contribute £300 towards the cost of materials and labour for clearance of ditches and culverts.

10. Outstanding projects and activities for 2021

a. Vice Chair

It was **RESOLVED** to appoint Cllr. Scott to the role of Vice Chair.

b. Communication within the Parish - improvement

Held over to future meeting.

c. Update the 'Welcome to Pillerton' leaflet

Held over to future meeting.

d. Formulate a 'map' of all culverts, drains and streams/brooks

Held over to future meeting.

e. Update of the Standing Orders

The clerk will update the standing orders and circulate prior to consideration for adoption at the next ordinary meeting.

f. Publish Code of Conduct

The clerk will obtain the SDC Model Code of Conduct and circulate prior to consideration for adoption at the next ordinary meeting.

g. Update of the website

Discussion is to be held over to future meeting. Cllr Scott confirmed that the website is paid for until 2021, but the expiry of current package is not known.

ACTION: Cllr. Newcombe, Cllr Scott and the Clerk will meet online to discuss the current website provision and what is needed.

ACTION: All Cllrs. are asked to consider what they think the website should have and share this with the Clerk before the next meeting.

h. Climate Change – what the parish council can do

Held over to future meeting

i. Village Green project

Held over to future meeting

j. Footpath signpost restoration

Held over to future meeting

The meeting returned to the agenda as follows.

8. Finance

a. Budget 2021/22

The draft budget presented included provision for updating the website (including to ensure compliant with GDPR), flood prevention activities and signage (footpath and roads). The previous precept had no provision for any of these activities and did not cover basic costs incurred each year. It was recognised that the proposed budget would result in a significant increase in the precept but it would enable the parish council to carry out activity for the benefit of the community.

- i. It was **RESOLVED** to approve the budget of £3,623

There has been concern regarding inadequate road signs in the parish. The next step to take on this matter would be a sign survey, conducted by WCC Highways at a cost of £500. However, they may recommend no actions. The parish council discussed the issue of cost vs benefit and felt that it was worthwhile asking residents for their view. The budget has been set to provision for this, but it was agreed that if this were to be done, it would come out of reserves.

- ii. It was **RESOLVED** to set the precept for FY 2021-22 at £3,100

b. Sand bin

There was an outstanding question regarding which bin to purchase for sand. It was agreed it should be in keeping with the environment.

ACTION: Cllr Newcombe and Cllr. Newton to send information to a Clerk.

c. Insurance

It was **RESOLVED** to pay the insurance renewal fee of £257.60

d. Annual donations for local charities

- i. It was **RESOLVED** to make a £30 donation to the Poppy Appeal
- ii. It was **RESOLVED** to make a £30 donation to the Shipston Nursing Home
- iii. It was **RESOLVED** to make a £30 donation to the Ettington First Responders

e. Financial report

The monthly financial report had been circulated before the meeting. Cllr. Hitchman asked for clarification regarding the Clerk's salary. It was noted that the salary was for the period of three months.

It was **RESOLVED** to approve the schedule of accounts for payment as per the finance report circulated prior to the meeting.

It was **RESOLVED** that the Clerk be permitted to make essential payments of £300 without requiring a resolution of the parish council beforehand.

10. Reports and Questions

The parish council noted with thanks that Mr Clive Fidler had contacted Severn Trent Water regarding some issues following the fitting of a flow meeting near the village green. Severn Trent have noted the issue and they will be resolving the issue.

Cllr. Newcombe noted that there is considerable debris by the footbridge. This is blocking water flow. Cllr. Forsyth will look at this in the summer when the water level is lower and the area is more accessible.

Cllr. Hitchman noted that the footpath between Pillerton Hersey and Pillerton Priors is not clear due to dilapidation. This was installed in the 1980s and is used by residents and therefore would benefit from maintenance.

ACTION: Cllr. Hitchman will contact WCC Highways and ask them to look into the issue of footpath refurbishment .

11. Date of meetings for 2021

7:00 pm, Thursday, 25 February

7:00 pm, Thursday 25 March – Annual Parish meeting

7:00 pm, Tuesday 18 May – Annual Parish Council Meeting

7:00 pm, Thursday, 9 September

7:00 pm, Thursday, 18 November

The meeting closed at 10:14 pm