

Pillerton Hersey Parish Council

clerk.pillertonherseyipc@outlook.com



Minutes of the Ordinary Meeting of the Parish Council

7:30 pm, Tuesday, 10 May 2022.

Pillerton Priors Village Hall, Kineton Road, Pillerton Priors, CV35 0PJ

Present

Cllr. Catherine Hewson (CH, Chairman)
Cllr. William Forsyth (WF)
Cllr. Alec Hitchman (AH)
Cllr. Ian Brooks (IB)

Apologies

Cllr Izzi Seccombe

Public

Two members of the public

In attendance

Alana Collis, Clerk to the Council (AC)
Cllr. Penny-Anne O'Donnell, SDC

The meeting started at 19:30

1. Apologies

It was **RESOLVED** to accept the apologies from County Councillor Seccombe.

2. Declarations of Interest

None

3. Dispensations

None

4. Minutes

a. Ordinary meeting, 18 January 2022

Cllr Hewson noted that no input had been received for the bus consultation and therefore the parish council had not commented on the consultation. It was **RESOLVED** to accept the minutes of the ordinary meeting of 18 January 2022.

b. Extraordinary meeting, 31 January 2022

It was **RESOLVED** to accept the minutes of the extraordinary meeting of 31 January 2022.

5. Public Forum

Pillerton Hersey Enclosure: T Hitchman commented that the parish council should have a copy of the enclosures. This is a large book. It was agreed the Clerk would look to see where the book is located.

Springfield Farm: Mr Crockett commented that the class Q planning was refused due to safety at the highway and the requirement for tapering off to the verge on the village green. A letter from Mr Crockett's agent was to the parish council regarding access.

The Clerk clarified that a previous attempt by the parish council to register the village green in May 2016. This was unsuccessful because Land Registry noted that a dispute on the registration in 1968 which meant the registration was never properly filed. Research was done by the parish council at the time and there are some historic correspondence. The councillors agreed that it was important to get the enclosure award. The Clerk has been in discussion with the WCC Solicitor and will contact them again and copy in District and County Councillors to see if progress can be made.

Cllr Hewson proposed the establishment of a working group that would ask for input from long-term residents. A meeting date would be set for late May/early June. Councillors asked the Clerk to contact solicitors to see if they could provide guidance.

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Mr Crockett offered to speak to the previous owner of the land at Springfield Farm, who may also be able to help.

6. Casual vacancy

There were no members of the public present interested in joining the parish council. This item was therefore deferred.

7. County, District and Parish Liaison

Stratford District Council

Cllr O'Donnell shared that the merger between SDC and WDC had halted due to a lack of trust and lack of disclosure around finance. However, the South Warwickshire Local Plan (SWLP) would still go ahead. SDC wants to make the most of joint working, which has so far, realised cost savings of £160k. It was necessary to make further savings and the cost of green waste collection and parking charges would increase.

The council tax rebate for Band A to D homes would be paid directly into the bank accounts of residents.

The District Council is looking for Climate Change Champions who can share what they are doing in different ways for communities.

There has been concern about the inconsistent postal service in Warwickshire. This is due to staff sickness (covid-19) and has led to less frequent deliveries. This has led to letters arriving late and people missing medical appointments.

There are still significant waiting times for people requiring emergency ambulances. If people have examples to share then they are asked to make Cllr O'Donnell aware of this.

Cllr O'Donnell also provided an update on behalf of Cllr Seccombe on WCC matters. This included work by the Police and Crime Commissioner on domestic violence and the fact it can happen to men and women. Abuse also considers banter and what is, or is not appropriate. There is now a Deputy PCC who is a female serving officer.

Regarding household waste, Wellesbourne is only at 60% usage so is closed a lot of the time. It was commented by councillors that the requirement to book does not make it as easy, and, in Pillerton Hersey, residents can go a little further to sites in Oxfordshire that do not require booking. Cllr O'Donnell asked that residents with concerns about the recycling and household waste facilities email Cllr Seccombe and cc Cllr. O'Donnell.

8. Finance

a. Financial report and Clerk's timesheet

It was **RESOLVED** to accept the finance report and the Clerk's timesheet.

b. Salary adjustment in line with NJC pay agreement 2021-22

It was **RESOLVED** to accept the salary adjustment for the Clerk in line with the pay agreement.

c. Accounts for payment 10 May 2022

It was **RESOLVED** to accept the accounts for payment.

d. Annual Governance and Accountability Return (AGAR) 2022

It was **RESOLVED** to file for an exemption from external audit for the Annual Governance and Accountability Return.



9. Planning Matters

a. Planning applications received

- i [22/00134/FUL](#) – Holly Tree Cottage, Oxhill Bridle Road.
It was noted that the planning application had been amended. This had led to an updated delegated response from the Parish Council. This noted that some objections had been addressed but others remained. Upon clarification of some matters by SDC Planning Office, the Parish Council submitted a delegated response of no objection.
- ii [22/00698/FUL](#) – Lower Fosse Farm, Fosse Way, Combrook, Warwick, CV35 9HS.
It was noted that a delegated response had been submitted to support the application.
- iii [22/00791/TREE](#) – 2 School Cottages, Pillerton Hersey, Warwick, CV35 0QA. T1 and T2
It was noted that a delegated response had been submitted of no objection.
- iv [22/01100/FUL](#) – Home Farm, Warwick Road, Pillerton Hersey, Warwickshire, CV35 0QJ.
It was noted that a delegated response had been submitted of no representation.

b. Planning decisions

To note the following planning decisions:

- i [22/00698/FUL](#) – Lower Fosse Farm, Fosse Way, Combrook, Warwick, CV35 9HS.
It was noted that planning permission with conditions had been granted.
- ii [22/00791/TREE](#) – 2 School Cottages, Pillerton Hersey, Warwick, CV35 0QA. T1 and T2
It was noted that the tree works had been approved.

10. Reports and Questions

A Councillor noted that there had recently been quite a lot of litter dropped on the roadside. It was noted that this can be reported on FixMyStreet. The Clerk would report this incident. Councillors noted that the issue of litter had been highlighted by the parish councillor in community newsletters.

A resident raised concern about others mowing on a Sunday afternoon. A polite request could be made to residents to consider the levels of noise and the timing of outdoor activity, particularly at weekends.

It was noted that a new field entrance has been put in on Oxhill Bridle Road and hardcore has been put down. This is in a different position to where the hedge was marked up in 2021.

The council agreed that community engagement was important and the councillors need to try and engage residents. One option is to have a stand at the village fete. Cllr Hewson would speak to the organisers. Councillors also discussed a leaflet for residents to sign-up to email (contact the Clerk if interested) and promote the use of Facebook and WhatsApp more.

11. Review of future meetings

It was **RESOLVED** to hold an extraordinary meeting on Tuesday, 21 June.

It was **RESOLVED** that the parish council would benefit from meeting more frequently and would now meet every two months. Meeting dates would be updated on the website.

12. Exclusion of Public & Press

None

The meeting closed at 21:07

Signed:

Date:

Chair

Pillerton Hersey Parish Council

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APPENDIX

| PILLERTON HERSEY PARISH COUNCIL | | | | | | |
|--|--|-------------------|-------------------|---------------------|---------------------|----------------------|
| Financial Budget comparison | | | | | | |
| Comparison between 01/04/2022 and 10/05/2022 inclusive | | | | | | |
| Excludes transactions with an invoice/due date before 01/04/2022 | | | | | | |
| | | Budget 2022/23 | Actual net | Actual (pending) | Balance (actual) | Balance (pending) |
| INCOME | | | | | | |
| Pillerton Hersey Parish Council | | | | | | |
| Precept | | £ 2,500.00 | £ 1,250.00 | | £ 1,250.00 | |
| Total income | | £ 2,500.00 | £ 1,250.00 | | £ 1,250.00 | |
| EXPENDITURE | | | | | | |
| Pillerton Hersey Parish Council | | | | | | |
| Salary | | £ 1,554.00 | | £ 9.88 | £ 1,554.00 | £ 1,544.12 |
| WALC Subscription | | £ 105.00 | | £ 105.00 | £ 105.00 | £ - |
| Stationery | | £ 25.00 | | £ 9.60 | £ 25.00 | £ 15.40 |
| Other administration | | £ 50.00 | | | £ 50.00 | £ 50.00 |
| Insurance | | £ 257.60 | | | £ 257.60 | £ 257.60 |
| Room hire | | £ 40.00 | | | £ 40.00 | £ 40.00 |
| Training | | £ 240.00 | £ 16.80 | | £ 223.20 | £ 240.00 |
| Audit | | £ 158.00 | £ 110.00 | | £ 48.00 | £ 158.00 |
| Website/IT | | £ 70.00 | £ 29.17 | | £ 40.83 | £ 70.00 |
| Flood prevention | | £ 250.00 | £ 231.54 | | £ 18.46 | £ 250.00 |
| Charitable grants and donations | | £ 150.00 | £ 90.00 | | £ 60.00 | £ 150.00 |
| Village green project | | £ 100.00 | | | £ 100.00 | £ 100.00 |
| Other | | £ 100.00 | | £ 15.00 | £ 100.00 | £ 85.00 |
| Total Expenditure | | £ 3,099.60 | £ 477.51 | | £ 2,622.09 | £ 2,960.12 |
| Total income | | £ 2,500.00 | £ 1,250.00 | | £ 1,250.00 | £ - |
| Total expenditure | | £ 3,099.60 | £ 477.51 | | £ 2,622.09 | £ 2,960.12 |
| Total net balance | | -£ 599.60 | £ 772.49 | | | |
| Note salary only includes salary for 2022/23 tax year | | | | | | |

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| PILLERTON HERSEY PARISH COUNCIL | | | | | |
|---|-----------------------|------------------|-----------------|--------------------|-----------------|
| ACCOUNTS PAYABLE 10 May 2022 | | | | | |
| <u>To Whom Payable</u> | <u>Payment method</u> | <u>Ref</u> | <u>Ex VAT</u> | <u>VAT payable</u> | <u>Totals</u> |
| <i>Urgent accounts paid since last meeting requiring the formal approval of the Council</i> | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | Sub-total | | | |
| <i>Accounts for payment on 10 May 2022</i> | | | | | |
| | | | | | |
| Alana Collis - Clerk salary (Q1 2022) | BACS | 100522 | £ 310.80 | £ - | £ 310.80 |
| Alana Collis (expenses, room hire for meeting 18/01/22 and 31/01/22) | BACS | 100522-exp | £ 18.00 | | £ 18.00 |
| WALC Subscription 2022-23 | BACS | SUBS-2022-010 | £ 105.00 | | £ 105.00 |
| WALC - Training: Understanding the planning system (two councillors registered) | BACS | INV-21943 | £ 25.00 | £ 5.00 | £ 30.00 |
| WALC - Training: Understanding council governance | BACS | INV-21946 | £ 12.50 | £ 2.50 | £ 15.00 |
| Alana Collis (expenses, annual parish meeting refreshments) | BACS | 0422-exp | £ 15.00 | | £ 15.00 |
| Alana Collis (expenses: printing for annual assembly) | BACS | 0422-print | £ 9.60 | | £ 9.60 |
| Alana Collis (NJS salary agreement back pay) | BACS | 100522-pay | £ 9.88 | | £ 9.88 |
| | | | | | |
| | | Sub-total | £ 471.30 | £ 7.50 | £ 503.40 |
| | | | | | |
| | | TOTAL | £ 471.30 | £ 7.50 | £ 503.40 |
| | | | | | |
| Invoices checked and agreed | | | | | |

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| PILLERTON HERSEY PARISH COUNCIL | | | |
|--|---|-------------------|--------------------|
| RECEIPTS AND PAYMENTS ACCOUNT | | | |
| FOR THE YEAR ENDED 31 MARCH 2022 | | | |
| BALANCE BROUGHT FORWARD 1 APRIL 2021 | | | £ 4,347.85 |
| | | ACTUAL | |
| RECEIPTS | | | |
| | Stratford District Council precept | £ 1,550.00 | |
| | Stratford District Council precept | £ 1,550.00 | |
| | TOTAL RECEIPTS | £ 3,100.00 | £ 3,100.00 |
| PAYMENTS | | | |
| | Staff costs | £ 1,250.64 | |
| | WALC Annual subscription | £ 105.00 | |
| | Training | £ 106.80 | |
| | Insurance | £ 257.60 | |
| | Hire of Church/village hall | £ 12.00 | |
| | Charitable donations | £ 90.00 | |
| | Internal auditor | £ 110.00 | |
| | Flood mitigation (sand and bin) | £ 231.54 | |
| | Land registry searches | £ 6.00 | |
| | Expenses for printing | £ 21.60 | |
| | Website fees | £ 29.17 | |
| | TOTAL PAYMENTS | £ 2,220.35 | -£ 2,220.35 |
| BALANCE CARRIED FORWARD 31 MARCH 2022 | | | £ 5,227.50 |
| BALANCE AS PER BANK STATEMENT 31 MARCH 2022 | | | £ 5,227.50 |
| Note: | Payment of £300 as contribution to ditch clearance is still to be paid. | | |
| | Staff costs included salary from yr 2020/21 | | |
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