



## Minutes of the Ordinary Meeting of the Parish Council

7:00 pm, Tuesday, 12 September 2023  
Church of St Mary, Pillerton Hersey, CV35 0QH.

### **Present:**

Cllr Hewson (Chair)  
Cllr Hitchman  
Cllr Forsyth

### **Present:**

Alana Collis, Clerk  
Cllr Malcolm Littlewood, District Councillor  
Cllr Izzi Seccombe, County Councillor

### **Apologies**

Cllr Brooks  
Cllr Thomas

Members of the public: 42

The meeting started at 19:01

Cllr Hewson welcomed everyone to the meeting. Due to the attendance, Cllr Hewson asked if people could not hear then move to the front and to remember that the meeting is that of the parish council.

### 1. Apologies

It was RESOLVED to accept apologies from Cllr Thomas on the grounds of holiday and Cllr Brooks on the grounds of health. (Proposed: Cllr Hewson, seconded: Cllr Hitchman, all in favour).

### 2. Declarations of Interest

Cllr Hewson declared a non-pecuniary interest due to a family member owning land adjacent to the plot in item 5a(i).

### 3. Dispensations

None required.

### 4. Public Forum

A member of the public noted that there have been many residents who have responded to the application so far (item 5a.i, land adjacent to Coverwell Farm). A number of residents in Pillerton Hersey and in Pillerton Priors have appointed Stansgate Planning to act on their behalf regarding the planning application. The application details were mentioned, and this included the maintenance of fairground rides as well as a residential location for the static caravans. There was concern regarding the industrial type of activity in terms of maintenance which should be carried out under cover.

There was concern regarding the ridge and furrow, light pollution and flood risk since the topography runs downhill towards Pillerton Hersey. Sewage overspill will impact both Pillerton Hersey and the potential occupants of the site, lack of services will impact potential occupants – lack of shops and roads, public transport and schools. There is reference to water on site but the nature of this is not known. There is concern that development of this site may result in the joining of two nuclear villages. The application fails to protect the local amenity; e.g. not suitable for provision of health, education and would not foster good relations.



Another resident raised concerns of the amount of development (particularly hard standing) due to increased flood risk. A resident also added the size of the development would likely impact the small village of Pillerton Hersey. As additional land is available there is concern that in the future the development may increase in size.

A resident raised concern of planning creep. There is a risk that this development could get bigger over time and therefore should be stopped at this point. In ten years' time, it may be re-developed to other things such as a housing development.

Other points raised were that although SDC is short of traveller sites for development, but WCC is not. Temple Grafton and another site have been added recently and occupied by travellers. It was noted that the applicant already owns the land and if the application was refused then the owner/applicant may choose to occupy the site which would impact the residents of Pillerton Hersey.

Cllr Seccombe acknowledged that traveller sites are a requirement of a District Council local plan and there is a shortage. The resident expressed concern that if a site was established then it would be likely to grow.

Cllr Hitchman asked Cllr Seccombe asked if there was a mechanism to prevent occupation of a site if the application was refused but travellers chose to occupy the sites. Usually, a landowner would raise an injunction – however the applicant already owns the site. The solution may be a stop order (which would be done by the District Council) if development was started without permission.

A resident has spoken to the Historic Environment Record (HER), the site is a heritage asset greater than two hectares and the environmental impact assessments.

Cllr McWhirter from Pillerton Priors Parish Council spoke (two additional councillors also in attendance). The Parish Council is currently working on their draft response and will be holding a drop-in session for members of the public on Friday, 14:00-20:00 hrs at the village hall. Cllr McWhirter noted it was important that the response focuses on planning policy, particularly Core Strategy CS21 and supplementary document W5 and he encouraged members of the public to attend the drop-in session. It was noted that although Pillerton Priors Parish Council have spoken with Stansgate but they have not engaged their services. If the application goes to planning committee and/or appeal, then this may change.

Cllr Littlewood reaffirmed that it is the Core Strategy that matters in terms of planning policy. There is no reason that a holding response cannot be submitted. This can be updated and amended as the process moves forward. CS21 is specifically relevant but the other issues include highway safety (WCC) and this considered an unsafe site. If children are on the site and they are to attend schools, they would need to travel to Pillerton Priors to get the bus to the schools in Kineton. Cllr Littlewood explained the process of planning committee if the application was taken to this. He noted that a planning consultancy such as Stansgate could support in this process. Public opinion is also important in the process.

A resident raised the fact that Warwickshire County Council has submitted an objection to the application on the grounds of flooding which has been submitted. The question asked was whether this response would mean the applicant may reconsider and put in place changes to mitigate this.

Cllr Forsyth raised the matter of the industrial maintenance and heavy equipment and whether this was appropriate.

## 5. Planning Matters

### a. Planning applications

- i. [23/01312/FUL](#) – Land Adjoining Coverwell Farm, Pillerton Hersey. Change of use of land to provide 8 travelling showperson plots and associated works including hardstanding. To consider the parish council's response to application.

Cllr Hewson introduced the item and noted that the application site is not in Pillerton Hersey parish and therefore the parish council is not a statutory consultee.



Cllr Hewson shared some information developed based on highways issues:

- 2016 Core Strategy CS21, CS12, PPTS and supplementary document W5 are key documents.
- Criteria's safe access to highway and minimal impact on rural roads

Cllr Hewson shared that the Supplementary document W5 requires safe access to highway. Cllr Hewson noted that the access is in a 60 mph zone and this would require a 250 m splay. Although a speed survey indicates a lower average speed this needs to be investigated. It was noted that a new access is being proposed but an audit has not been actioned. The site is by a double bend. Likely site users may have large vehicle. In off-season, the site may have a lot of heavy equipment and would need to be identified as a workplace site. It is essential that a full health and safety audit is carried out.

Cllr Hewson expressed disappointment that the applicant has not entered into a pre-application discussion with the parish council (per the policy).

Cllr Hewson identified that the travelling communities have challenges accessing sufficient and appropriate sites. The Core Strategy identifies the needs for sites but also that special landscape and proximity to conservation areas need to be considered. Concerns include foul sewerage (contradiction whether connected or not), trees on site, flood risk (does not acknowledge the stream), maintenance of retention ponds, ecology reports (carried out in May 2022, a dry period after a dry winter), bats in the area and other wildlife are also seen. In the planning application there are various contradictions. For example, planning statement A3 and A12 contradict each other, and it was noted that discussion in the public forum identified need for buildings for maintenance. Other requirements are likely a shower/toilet block, parking and other access such as refuse collection. Drainage, water supply, sewerage – infrastructure can't cope. Water supply issues has been known to result in poor water pressure. The field acts as a soakaway for run-off from Pillerton Priors that would otherwise impact Pillerton Hersey.

Cllr Hewson noted the special landscape area – Feldon Parkland - although the application mentions tree planning, this is not in keeping with the nature of Feldon Parkland. This issue related to Core Strategy policies CS5, CS7, CS8 and CS12. In addition, regarding development in open countryside, (Core Strategy policy CS15), Pillerton Priors is a local service village and has a Parish Plan. Policy PP6.1 of the Parish Plan states that development should not be outside the village boundary. CS15 states that development in open countryside should be a single dwelling. The application is contrary to both these policies.

Cllr Hitchman raised concerns regarding noise from the site, refuse, deficiencies in local provisions and are likely a problem since residents already struggle (healthcare and school). If the application was for eight houses it would likely be refused, so there is a question about why this application may be considered suitable. Cllr Hitchman noted there is no footpath or frequent public transport as well as few local shops. Cllr Hitchman was disappointed that the applicant had not engaged with the local community and considered that it would be more appropriate for other, existing sites in the area to be expanded rather than developing new sites. Cllr Hitchman also noted the strength of feeling in the community.

Cllr Forsyth echoed the points raised by other councillors – industrial machinery, lack of services, and flooding. The supply of fresh water is already a concern, particularly for residents who need provision for livestock and additional demand is cause for concern. The ridge and furrow in the natural landscape does not lend itself to the proposed development.

It was RESOLVED to object to the application for reasons relating to the Core Strategy policies (Proposed: Cllr Hewson, seconded: Cllr Hitchman, all in favour).

It was RESOLVED that the comment to support the objection is unsuitable is based on the following policies (response below) and the strength of feeling of the local community. (Proposed: Cllr Hewson, seconded: Cllr Forsyth, all in favour).

The Parish Council OBJECTS to the application for the following reasons:

The council noted key policies relating from the SDC Core Strategy where it is considered the application falls short and is not appropriate. These are:



CS.5 Landscape – there is ridge and furrow present on the site.

CS.7 Green Infrastructure – the application does not adequately address how historic (Feldon Parkland and ridge and furrow) landscape will be protected/supported. There is also concern that the measures put in place on the site will not reduce the risk of flooding given the amount of hard standing proposed in the plans. The flood assessment was conducted in May 2022, a dry Spring following a dry Winter. The local area has a lot of wildlife including bats. The site is also a green space between two villages. The proposed development will see this green 'gap' lost.

CS.8 Historic environment – relating to CS.5 and CS.21, the site contains historic features and is close to the conservation area of Pillerton Hersey. The proposed development will likely have a visual impact on this.

CS.12 Special Landscape Areas – the site is located in an area designated as Feldon Parkland and is adjacent to a conservation area. The nature of the parkland is that there are some trees, but it is not a 'wooded area'.

CS.4 Water environment and flood risk – this policy states that all development proposals should be in Flood Risk Zone 1 and that development will not be permitted where it results in an increase in the risk of flooding elsewhere. Pillerton Hersey is identified as Flood risk 3.

It is known that the local topography is such that water drains from Pillerton Priors towards Pillerton Hersey and there are incidents of flooding in Pillerton Hersey. The fields where the site is located act as a vital soakaway and it is noteworthy that some parts of the site are below the level of the watercourse that runs alongside the road. This will contribute to a risk of flooding.

The pumping station at Pillerton Hersey takes sewage away from the area to the treatment works at Kinton. However, this is already struggling with capacity and there are many incidents of sewage not draining properly and impacting properties. Additional drainage and sewerage from new development will further impact this negatively and lead to greater pollution.

The water supply in Pillerton Hersey is often, in summers, not fit for purpose with poor water pressure due to demand exceeding supply. This is noted to impact local farmers with livestock. It is considered that additional demand from this development will have a further negative impact on the local community, including this site.

CS15 Distribution of development

CS.21 Gypsies and Travellers and Travelling Showpeople – the application does not meet the following criteria:

CS.21 – 4 which states that a site should avoid areas prone to flooding.

CS.21 – 6 the site will have safe access to the highway. The access is on a rural road with a national speed limit. It is considered that the proposed development access is not safe, and it will have a negative impact on the rural roads due to the size of vehicles accessing the site. In addition, for any residents of the site that require school transport, the site is not suitable, and the public transport provision is poor.

CS.21 – 11 – the application acknowledges the need for maintenance of machinery. This is likely to create noise pollution from the activity.

SPD Part W: Gypsies and Travellers and Travelling Showpeople – it is considered that the planned development does not adequately address the requirements of the SPD. Particularly in terms of health and safety on site and the safety of children. In particular this includes the site access on a road with a 60 mph speed limit.



In addition to the policy areas, the parish council expressed concern that there had been no pre-application engagement. Noise and light pollution from the proposed development are a concern. There is a strength of feeling from the local community that the application is not suitable for this area.

In review of the application, the council noted that there are contradictions between information in different parts of the documentation. This includes whether the site is connected to foul sewerage and statements A3 and A12.

This response is not exhaustive, and the parish council recognises there is additional local knowledge and responses from residents that include information relevant to biodiversity, the landscape and footpaths.

Cllr Littlewood proposed a holding response which could be updated later.

Cllr Littlewood left the meeting at 19:56. The meeting was paused at 20:01 for a brief recess while some members of the public exited the meeting.

The meeting resumed at 20:19.

- ii. [23/01416/FUL](#) – Home Farm, Warwick Road, Pillerton Hersey, CV35 0QJ. Siting of five storage containers.

Councillors noted a delegated response of no objection had been submitted.

- iii. [23/02243/TREE](#) – St Mary's Church, Pillerton Hersey. -T1 Lawson cypress - Fell. -G1, yew x5no. - Lift canopy to 2.5metres.

Councillors noted that a delegated response of no objection had been submitted.

## b. Planning decisions

To note the decisions to the following applications.

- i. [23/00787/FUL](#) – Forge Cottage Watery Lane Pillerton Hersey Warwick CV35 0QP. Demolition of existing garage, timber shed and glasshouse and erection of new garage and workshop.

Councillors noted permission had been granted with conditions. Cllr Hitchman noted that the owner of the property parks vehicles near the pumping station and village green on occasion and this raises concern about lack of parking.

- ii. [23/00954/TPO](#) – Pillerton House, Pillerton Hersey, Warwick, CV35 0QJ. T1 dead poplar in rear garden - Remove. -G1, conifer hedge in front garden - Reduce height from approximately 4metres, by approximately 1metre. -G2, Leyland cypress hedge - Reduce to previous height of 4metres. -T2 Lawson cypress - Reduce overhanging branches by approximately 3metres and remove damaged branches.

To note tree works approved.

- iii. [23/01416/FUL](#) – Home Farm, Warwick Road, Pillerton Hersey, CV35 0QJ. Siting of five storage containers.

To note permission granted with conditions.

## 6. Minutes of the Previous Meeting

It was RESOLVED to accept the minutes of the meeting of 11 July 2023 as a true and accurate record (Proposed: Cllr Hewson, seconded: Cllr Hitchman, all in favour).

## 7. County, District and Parish Liaison



Warwickshire County Council, Cllr Seccombe: The County Council is working to address the concern and issues around reinforced autoclaved aerated concrete (RAAC). So far there is one primary school (LA, in North Warwickshire) and Aylesford School (academy) that are affected. Aylesford has asbestos and RAAC (which tend to go hand-in-hand) so there is home learning and WCC has been working closely with the school. The new school in Kenilworth has opened and the old building has been offered to Aylesford to use in the interim. The guidelines have been changed in terms of what is acceptable. In general, the county has not been too badly affected, although there was concern whether Kineton High School would be affected.

Cllr Seccombe noted that the financial performance of the council is ok, but it will be a challenge to manage this year. The spend in the first part of the financial year is always higher than the second half. The cost of social care services is a particularly high cost and there is no flexibility in the contracts because there is such great demand for the service (and this is the case all over the country). With reference to the recent coverage of the financial status of Birmingham council (issuing a 114), WCC has reserves, but an increase in council tax is likely necessary. The nature of Birmingham's problems includes the equal pay claim and an IT contract which went significantly over budget. There are other councils that are not fairing well financially but WCC has been careful and remains cautious. WCC has a synergy with Coventry due to businesses and there is close working between the two councils through the Local Enterprise Partnership which ceases this year. It is important to consider and retain the economic benefits of the LEP and there is consideration of where working together would bring benefits.

Cllr Seccombe raised the matter of broadband. WCC has put a lot of work into broadband in recent years, but some areas still have very poor provision. The next generation (5G) involves signalling and this requires masts. These will likely be on streetlamps. In the future, this will be increasingly important. BT are looking for mast sites. WCC is in a partnership with some neighbouring councils and looking at sites near county borders that support more areas. There have been problems with some villages where some operators have done work (with a licence) but it is speculative (not commissioned by councils, BT or Openreach) on the assumption that there will be a provider that wants to use it. This has been done without consultation with local parish councils. Councillors noted that Voneus is currently operating in Ettington.

Cllr Littlewood: it was noted that a report had been submitted to the Clerk earlier and this will be circulated to councillors.

## 8. Local environment

Tim Newcombe had previously sent information to the council regarding the Local Wildlife Site (LWS) verges around Pillerton Hersey. There may be a project whereby there is a scheme to mow a verge at certain times of the year and the trimmings are taken away to reduce dominant weeds. This would be timed after flowering. Mr Newcombe has spoken to WCC Ecology and Highways but the opportunity to be part of the trial has been closed, however, there is an opportunity to be part of this next year. It would be important to engage with local farmers too.

It was noted that SDC and WCC have different responsibilities for mowing. Some aspects may not be feasible depending on contracts.

Councillors agreed that the parish council would be happy to support the LWS verges initiative. Given there is local interest, it was proposed there is an opportunity to have a village meeting on the topic. It was agreed that a letter from the parish council to WCC and SDC.

**ACTION:** Cllr Hewson to draft a letter that the Clerk would then send.

## 9. Finance

- a. To receive monthly financial report and Clerk's timesheet



It was RESOLVED to accept the finance report (Proposed: Cllr Hewson, seconded: Cllr Forsyth, all in favour).

Councillors reviewed the Clerk's timesheet and noted seven hours of overtime.

It was RESOLVED to accept the timesheet and pay the Clerk overtime of seven hours for the period of July and August 2023 (Proposed: Cllr Hewson, seconded: Cllr Forsyth, all in favour).

- b. To receive bank reconciliation report

It was RESOLVED to accept the bank reconciliation report (Proposed: Cllr Hitchman, seconded, Cllr Hewson, all in favour).

- c. To approve accounts for payment 12 September 2023

It was RESOLVED to pay the accounts payable (Proposed: Cllr Hewson, seconded: Cllr Forsyth, all in favour).

## 10. Village Green working group

Cllr Hewson had been in contact with Wellers Hedley and had sent information regarding the site. The council had then been sent terms of business which had been reviewed, signed, and returned by the Clerk. Wellers Hedley have confirmed they have received the signed papers and are working on behalf of the council.

## 11. Employment Matters

It was noted that the Clerk had submitted a letter of resignation in July due to other commitments.

It was RESOLVED that the parish council would recruit a new Clerk and RFO (Proposed: Cllr Hitchman, seconded: Cllr Forsyth, all in favour).

Cllr Hewson agreed to work with the Clerk to review the role description and ensure it is advertised promptly.

## 12. Reports and questions

Cllr Forsyth asked whether the parish council held the enclosures award document. It was confirmed that Cllr Hewson has this.

It was agreed that the parish council should investigate the cost of bespoke email addresses for council business in line with good practice.

## 13. Exclusion of Public & Press

None

## 14. Date of the next meeting

The next ordinary meeting of the parish council will be held:

- 7:00 pm, Tuesday, 14 November at Pillerton Priors Village Hall

The meeting closed at 21:16.

Signed:

Date:

# Pillerton Hersey Parish Council

clerk.pillertonherseypc@outlook.com



Chair



# Pillerton Hersey Parish Council

clerk.pillertonherseypc@outlook.com



## Appendix A: Finance report

	<b>Budget 2023/24</b>	<b>Actual net</b>	<b>Balance (actual)</b>
<b>INCOME</b>			
<b>Pillerton Hersey Parish Council</b>			
Precept	£ 2,625.00	£ 1,312.50	£ 1,312.50
<b>Total income</b>	<b>£ 2,625.00</b>	<b>£ 1,312.50</b>	<b>£ 1,312.50</b>
<b>EXPENDITURE</b>			
<b>Pillerton Hersey Parish Council</b>			
Salary	£ 1,862.08	£ 848.20	£ 1,013.88
WALC Subscription	£ 118.00	£ 118.00	£ -
Stationery	£ 25.00	£ -	£ 25.00
Insurance	£ 300.00	£ -	£ 300.00
Room hire	£ 100.00	£ 29.25	£ 70.75
Training	£ 264.00	£ -	£ 264.00
Audit	£ 140.00	£ 130.00	£ 10.00
Other administration	£ 50.00	£ -	£ 50.00
Travel expenses	£ 25.00	£ -	£ 25.00
Website/IT	£ 60.00	£ 30.48	£ 29.52
Village green project	£ 600.00	£ -	£ 600.00
Environment maintenance	£ 50.00	£ 119.94	-£ 69.94
Charitable grants and donations	£ 150.00	£ -	£ 150.00
Other	£ -	£ -	£ -
Elections	£ -	£ 75.50	-£ 75.50
<b>Total Expenditure</b>	<b>£ 3,744.08</b>	<b>£ 1,275.87</b>	
Total income	£ 2,625.00	£ 1,312.50	
Total expenditure	£ 3,744.08	£ 1,275.87	
<b>Total net balance</b>	<b>-£ 1,119.08</b>	<b>£ 36.63</b>	
Note salary only includes salary and overtime for 2023/24 tax year			

# Pillerton Hersey Parish Council

clerk.pillertonherseypc@outlook.com



## Appendix B: Bank reconciliation

<b>PILLERTON HERSEY PARISH COUNCIL</b>			
<b>Bank Reconciliation report</b>			
<b>Financial year ending 31 March 2024</b>			
BALANCE BROUGHT FORWARD 1 APRIL 2023			£ 4,111.70
<b>RECEIPTS</b>			
28/04/2022	Stratford District Council precept	£ 1,312.50	
		<b>£ 1,312.50</b>	£ 1,312.50
<b>PAYMENTS</b>			
03/04/2023	Alana Collis salary (March 2023)	-£ 113.70	
03/04/2023	HMRC (of Clerk salary)	-£ 28.40	
03/05/2023	Alana Collis salary (April 2023)	-£ 97.60	
03/05/2023	HMRC (of Clerk salary)	-£ 24.20	
22/05/2023	WALC (annual subscription)	-£ 118.00	
22/05/2023	Roadware (purchase of grit bin)	-£ 119.94	
22/05/2023	Trevor Gill (annual audit)	-£ 130.00	
31/05/2023	Alana Collis salary (May 2023)	-£ 100.66	
31/05/2023	HMRC (of Clerk salary)	-£ 25.20	
01/06/2023	Alana Collis overtime (March/April 2023)	-£ 105.04	
01/06/2023	HMRC (of Clerk overtime)	-£ 26.40	
02/06/2023	Alana Collis overtime for elections 2023	-£ 162.09	
02/06/2023	HMRC (for Clerk election overtime)	-£ 40.40	
30/06/2023	Alana Collis salary (June 2023)	-£ 97.40	
30/06/2023	HMRC (of Clerk salary)	-£ 24.40	
19/07/2023	Easyspace Ltd (Domain renewal)	-£ 30.48	
19/07/2023	PP Church Council (church hire)	-£ 29.25	
20/07/2023	Alana Collis (Clerk overtime, May/June 2023)	-£ 130.82	
30/07/2023	HMRC (of Clerk overtime)	-£ 32.60	
31/07/2023	Alana Collis salary (July 2023)	-£ 100.66	
31/07/2023	HMRC (of Clerk salary)	-£ 25.20	
31/08/2023	Alana Collis salary (August 2023)	-£ 100.66	
31/08/2023	HMRC (of Clerk salary)	-£ 25.20	
		<b>-£ 1,688.30</b>	<b>-£ 1,688.30</b>
<b>BALANCE CARRIED FORWARD 07/09/2023</b>			<b>£ 3,735.90</b>
<b>BANK STATEMENT 07/09/2023</b>			<b>£ 3,735.90</b>

# Pillerton Hersey Parish Council

clerk.pillertonherseypc@outlook.com



## Appendix C: Accounts payable

<b>PILLERTON HERSEY PARISH COUNCIL</b>					
<b>ACCOUNTS PAYABLE 12 September 2023</b>					
<u>To Whom Payable</u>	<u>Payment method</u>	<u>Ref</u>	<u>Ex VAT</u>	<u>VAT payable</u>	<u>Totals</u>
<i>Accounts paid since last meeting requiring the formal approval of the Council</i>					
Alana Collis (salary, August 2023)	BACS		£ 100.66		£ 100.66
HMRC (for Clerk salary, August 2023)	BACS		£ 25.20		£ 25.20
		<b>Sub-total</b>	<b>£ 125.86</b>	<b>£ -</b>	<b>£ 125.86</b>
<i>Accounts for payment on 12 September 2023</i>					
Alana Collis (salary, September 2023)	BACS		£ 97.40		£ 97.40
HMRC (for Clerk salary, September 2023)	BACS		£ 24.40		£ 24.40
		<b>Sub-total</b>	<b>£ 121.80</b>	<b>£ -</b>	<b>£ 121.80</b>
		<b>TOTAL</b>	<b>£ 247.66</b>	<b>£ -</b>	<b>£ 247.66</b>
Invoices checked and agreed					