

Clerk:
Mrs G Bailey

Chestnut Cottage, Hackwell Street, Napton
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Minutes for the Meeting of Napton Parish Council 2nd March 2015

Present:

Chair:	Linda Gooderham	Councillor:	Paul Bayley
Councillor:	Frank Allen	Councillor:	Alison Watson
Clerk:	Gill Bailey	County Cllr:	John Appleton
Public:	7	2 X PCSO:	Southam (part of the meeting)

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.

1 Apologies for Absence

Apologies were received and accepted from Cllr John Veasey, Cllr Gordon Clarke and District Cllr Steve Kittendorf.

2 Declaration of Personal or Disclosable Pecuniary Interests –

Councillors are minded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their families, a friend or close associate

To Receive any written Requests for Disclosable Pecuniary Interests Dispensations.

3 Comments and Questions from the Public:

- Mr Malcolm Thomas, as a representative from the War Memorial Working Party advised that the Group were looking at the ongoing maintenance of the War Memorial and were waiting for the weather to improve prior to starting on the work. Mr Thomas went on to clarify that the UV Marker Pens mentioned in the Financial Statement for JNE Security Ltd were bought with Neighbourhood Watch funds, held by NPC.
- Mr Arthur Alsop asked for NPC to consider replacing the overflow on the Allotments to channel the water into the drain to prevent it flowing onto the highway. Following a discussion, it was agreed that Cllr Bayley and Allen look into the work that was necessary and report back to the next NPC meeting in April.
- Two PCSO's introduced themselves and asked if any members of the Public wished to report any concerns. Cllr Gooderham reported that members had attended the Community Forum regarding the state of the Brickyard Road and the amount of mud and debris on the road. The PCSO's responded by saying that they were aware of the situation and were trying to deal with the issue, however, they also suggested that Highways should be involved. Cllr Appleton said that WCC Enforcement were also aware of the situation but were unable to request a retrospective wheel wash for the site and maybe a request to the owners of the site to clean the highway daily may be of some help. The PCSO's also said that they had carried out random checking of the weight limit of the skips and whether they were covered.
- Mr Graham Smith reported that members of the public were parking on the zig zag lines outside the School at peak times during the day, causing an obstruction and requested the Police to look into it.
- Mr Nigel Wood asked if there was anything that could be done in the Village to increase the Broadband speeds. Cllr Appleton responded by suggesting that he look into this issue with his provider. He went on to say that as there was more than one Provider in the Village, little could be done to increase speeds at the moment.

4 To approve & sign the Minutes of the Ordinary Meeting of 2nd February 2015.

The Minutes of the above PC Meeting, having been read, were approved and it was unanimously agreed by Councillor's who attended the meeting that they were a true record and may be signed as such by the Chair.

5 Reports from District Councillor Kittendorf and County Councillor Appleton

- Cllr Appleton reported that the WCC budget had been set for the financial year 2015/2016 which still had to reflect savings. He went on to say that funding had been made available to improve the provision for under 5 year olds. Cllr Appleton also indicated that the Highways budget looked healthy and should be maintained throughout 2015/16 at present level.

6 Highways/General Issues affecting the Parish:

1. Clerk to report on any issues which are affecting the Parish
The Clerk reported that she had received two emails from concerned residents. One issue had been raised with regards to a replacement footpath bridge on the footpath between The Folly Pub and Southam and the other in respect of the erosion of the verges in Priors Marston Road. The Clerk requested Cllr Appleton to look into both issues. Cllr Appleton responded by saying that the erosion on the verges of Priors Marston Road was largely down to the amount of construction traffic using the road and this has exacerbated the situation. The meeting was informed that a section of Priors Marston Road was due to be re-surfaced during the week commencing 10th March. Cllr Appleton said that perhaps there could be small improvements to some of the highways in Napton.
2. To discuss a Neighbourhood Development Plan for Napton – Update
The Clerk reported that she had received another offer of involvement in developing a NDP for Napton, which made 6 in total. She went on to say that more involvement was needed and would re-run the article in the parish magazine this month.
3. To discuss existing Gritting routes in and out of the Village
Cllr Appleton reported that he was currently in discussions with Highways to ascertain whether the small change a Parishioner had mentioned would be feasible. He confirmed that he would report back.
4. To consider the erosion of the verges in New Street and Hackwell Bank
Cllr Watson declared a personal interest as her family owned some of the residences on Hackwell Bank. Cllr Watson took part of the discussion, however she did not vote. The Clerk read out an email she had received from Cllr Clarke in his absence which suggested that wooden posts be installed in the following locations to prevent the erosion of the verges; Hackwell Bank, School Hill verge, at the top and bottom of Howcombe Lane, on the corner next to the driveway into Pillory Green Farm and other residences, on the corner of Folly Lane and Thorntons Lane, on the Memorial Green on School Hill and possibly at the top of Butt Hill. Following a discussion, it was **RESOLVED** that posts be installed in the areas mentioned and she would contact Highways to find out what the protocols were to take this project forward. This motion was carried unanimously (3/3). It was also unanimously **RESOLVED** that the Clerk request kerbing to be installed on the verge opposite the Village Shop (4/4). Cllr Watson confirmed that there was a right of way across the track by Hackwell Bank and that it was very muddy and rutted. She went on to say that as owners of two of the properties there, they had tried to resolve the situation themselves, however, Highways had declined their help. Following a discussion, the Clerk was requested to report the matter to Highways to see whether they could do anything to improve the situation.
5. To discuss the replacement of the pole bracket & lantern of the street light at the junction of Hillside and 2 Butt Hill.
The Clerk said that she had received more information from E.on and that the output of the Riga lantern was greater. Following a discussion, the Clerk was requested to find out whether a lantern similar to the one that had been recently installed on the corner of Thorntons Lane could be installed. She confirmed that she would report back when she had more information available, including costings.

7 Sports Field:

1. To discuss the status of the Pavilion and other matters relating to NSA
 - Cllr Gooderham read out a Report from the NSA which is attached to these minutes as Appendix A.
 - Cllr Watson reported that she had given the status of the Pavilion some thought and clarified that NPC may wish to consider formalizing their ownership of the Pavilion in perpetuity for the benefit of the Village and future generations. Following a discussion, it was felt that parishioners would like the facilities protected, however, NPC did not want to restrict how the PC or the Village wanted to use the facility in the future. It was agreed that the Clerk was requested to look into whether it would be feasible to have Trustees to look after the Sports Field and possibly also the Playing Field to protect both facilities. Cllr Watson agreed to contact the Clerk and they could liaise together and report back once they had more information.

8 Correspondence: To note correspondence listed in the log
Cllr Gooderham advised that the Correspondence Log was available for inspection.

9 Monthly Financial Report – See Appendix

1. To approve the accounts
Councillors unanimously approved receipts and payments as stated in Appendix 1.
2. To discuss purchase of extra burial space – Update
 - The Clerk reported that she had received a quotation from ESG to carry out an inspection and prepare a Report on Assessing the Groundwater Pollution Potential of Cemetery Developments which was a requirement of the Environment Agency. This would be at a cost of £1593.00 plus VAT.
 - Cllr Gooderham reported that NPC had tried to approach Severn Trent to explore the option of purchasing some land from them to utilise as a community burial space, however, they were unable to get a response to their enquiries. She went on to say that the area was full of bedrock and clay and it was unlikely that the depth required for graves could be reached.
 - Following a discussion, it was agreed that the Clerk request a meeting with members of the PCC to discuss the project and look into the requirements in more depth, such as ongoing maintenance etc. It was also suggested that as this would be a community burial facility, there may be other areas in the Village which might be more appropriate.
3. To discuss Napton First Responders – update
The Clerk reported that she had been in contact with the Group who had borrowed the Napton defibrillator to ask whether they would consider purchasing the equipment. She went on to say that the Group were looking into the matter and would respond as soon as they had made a decision. The Clerk also reported that the Co-ordinator at WMAS was on annual leave so she had been unable to find out how much a wall mounted defibrillator would cost. She confirmed that she would report back when she had more information on both issues.

10 Councillors Items

- **Cllr Watson** requested the Clerk to contact WCC Highways following their meeting with members of NPC regarding whether it was feasible to make Fells Lane and St Lawrence Close a one-way system. The Clerk agreed to request an update.
- **Cllr Watson** also requested the Clerk to contact the Developers for the Priors Marston Road and Godsons Lane/Fells Lane developments to ascertain whether NPC could have an input into their provision of street furniture and street lighting at the developments.
- **Cllr Watson** requested the Clerk to contact Street Scene at SDC and report that there had been fly tipping in the lay-by on the A425.
- **Cllr Watson** requested that the Clerk contact the Playing Field committee to ascertain whether safety checks of the equipment were being carried out. She went on to say that NPC's insurance would not be valid if the safety checks were not being carried out. She asked the Clerk to look into this situation as a matter of urgency with the view that if the safety checks were not being carried out regularly, the Play Ground should

be closed down. The Clerk requested Cllr Gooderham to provide her with the email of a member of the Committee.

- **Cllr Gooderham** reported that the General and Parish Elections would be held on the 7th May. The Clerk confirmed that she had all the necessary paperwork for prospective candidates and that nominations should be handed into the SDC Offices prior to 4.00pm on 9th April 2015.
- **Cllr Watson** suggested that the Clerk prepare an article for inclusion in the parish magazine about the Parish Elections. She went on to say that a 'Meet your Councillor' morning may be a good idea to promote parishioners standing for Election. It was agreed that the Clerk submit an article for inclusion in the parish magazine and also prepare a leaflet to be delivered to each household in the Village as there would not be enough time to submit an article for the parish magazine promoting the date and time. A date of 22nd March between 10.00 am and 12.00 Noon was suggested as a good time and date.

11 Matters Arising

1. To discuss the Crown Public House

Cllr Allen reported that the new owners of The Crown had included an article in the parish magazine in the March issue. He went on to say that listing the building as a Community Asset was still in progress and he confirmed that no planning applications had been received for a change of use.

2. To discuss progress at the Allotments

In the absence of Cllr Clarke, the Clerk read out an email that she had received from him suggesting various works that could be instructed to improve the Allotments. The suggestions included replacing the lost fencing alongside Mill Road, provision of signage saying 'Please keep Dogs off the Allotments' and weeding recently vacated plots prior to them becoming unmanageable. The cost implications would be approximately £600. Following a discussion, it was agreed that the provision of fencing alongside Mill Road be the subject of a discussion and placed on the Agenda in April.

12 Playing Field

1. To discuss the requirement for two Cllr's to sit on the Playing Field Committee

Cllr Gooderham confirmed that no volunteers from NPC had come forward to volunteer for the Playing Field Committee. Cllr Watson referred to an earlier discussion (Item 7, second paragraph and Item 10 – fourth paragraph) and it was agreed to look into whether the Playing Field could be placed in the hands of Trustees.

13 Business considered Urgent by the Chairman

There was no business considered urgent by the Chair.

14 Dates of Forthcoming Meetings

13th April 2015 – Parish Council Meeting

Clerk: Chestnut Cottage, Hackwell Street, Napton
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Financial Statement

To note and approve Receipts:

HMRC – VAT Re-Payment - £679.91

To note and approve payments

Excl. VAT

JNE Security Ltd (NHW UV Marker Pens–paid out of NHW Funds) £ 78.00 £ 65.00

Adrian Dollar – Tree Work/Re-Setting Spring Howcombe Lane - £1,200.00 £1,000.00

Play Inspection Co. – Annual Inspection P/Field & S/board Park -£ 210.00 £ 175.00

G A Bailey – Clerks Pay - £ 874.50 £ 874.50

H Childs – Food Hygiene Training (Nosh & Natter –
paid out of own funds) - £ 330.00 £ 330.00

Adrian Dollar –Supplying/Planting Thorn Hedge (Allotments) - £ 60.00 £ 50.00

Southam Office Supplies – 4 Printer Cartridges - £ 119.50 £ 99.58

Plus.Net.Com - Broadband Internet & Telephone Services –
February 2015 £ 31.27 £ 26.06

Bank Balance & Bank Reconciliation as at 31st January 2015 **Balance: ££8,707.77**

Bank Balance & Bank Reconciliation as at 28th February 2015 **Balance: £6,512.90**