

# Minutes for the Meeting of Napton Parish Council

## 5<sup>th</sup> October 2015

### Present:

Chairman:

Councillor: J.Veasey, B.Alsop, J.Alsop, and R.Woodcock

District Councillor: C.Williams

County Councillor: J.Appleton

Minute Taker: W.Robinson

Parishioners: 5

### 1 Chairman Napton Parish Council

- In the absence of the Chairman Cllr.Gooderham, Cllr.J.Veasey took the chair for the meeting.
- The Chair welcomed everyone to the meeting and passed thanks from Cllr.Gooderham and himself to M.Thomas, C.Gait and J.Alsop.

### 2. Apologies for Absence

- Apologies were received from the Chair Cllr.Gooderham, and G.Clark.
- It was proposed by Cllr.Veasey and seconded by Cllr Woodcock that these apologies be accepted –  
**This motion was carried unanimously**

### 3 Declaration of Interests Personal or Prejudicial

- No written requests for Disclosable Pecuniary Interest Dispensations were received.
- The Chair noted that any other Declarations of Interest will be heard as they arise.

### 3 Comments and questions from the Public:

- A parishioner in attendance indicated that he is concerned about the level of dog mess in Napton and asked whether the parish council has a remedy. The Chair indicated that the short answer was no but noted that there were lots of dog bins around and that dog owners should use them. Cllr.B.Alsop indicated that a letter to the magazine could be drafted and another parishioner indicated that the neighbourhood watch team could be contacted. District Cllr.Williams noted that dog fouling is in breach of a bye law and that evidence of such fouling should be gathered and passed to the dog warden employed by the District Council including the names of the offending dog owners. The Chair also noted that a photograph is also evidence of the offence that the dog warden could use, and District Cllr.Williams also noted that dog waste bags can be put into any council waste bin - this fact could also be added to the magazine article.
- A parishioner in attendance (Mr.F Eadon) asked that his letter to the parish council be read out to the meeting regarding the state of Brickyard Road, and another parishioner pointed out that there have been other issues on this road. County Cllr.Appleton noted that that he was dealing with two issues, the first is mud on the road (which the planning conditions state that the road should be kept clear), and the second is that the litter on the road and surrounds is a District Council issue where the Streetscene department of the District Council should be contacted for the litter to be removed, the Chair indicated that evidence of litter should be produced for the Streetscene department. The parishioner noted that this issue could cause a serious accident especially when it is dark and wet and the mud on the road cannot be seen, and that someone from the company involved should be held responsible. Cllr.B.Alsop noted that this issue should be put to the highways and investigated on a regular basis. Cllr.J.Alsop also indicated that the Parish Council could write to the responsible officer at the County Council asking that the whole issue be looked at.

This concluded the comments and questions from the public.

**4 To approve & sign the Minutes of the Planning and Ordinary meetings of 6<sup>th</sup> July and the planning meetings on 3<sup>rd</sup> and 17<sup>th</sup> August 2015 & Planning & Ordinary meetings of 7<sup>th</sup> September 2015.**

It was resolved that these could be signed at the conclusion of the meeting to facilitate the continuance of the meeting.

#### **5 Reports from District Councillor Williams and County Councillor Appleton**

- County Cllr. Appleton noted that one of the issues facing the West Midlands Combined Authority (WMCA) is transport, and also that overtures to Coventry City Council for a link with Warwickshire County Council (WCC) instead have been rebuffed. Coventry CC do not wish to enter into a partnership with WCC, rather it prefers to link with the WMCA, but Cllr.Appleton noted that other shire counties are pursuing stand alone bids to central government. Cllr.Appleton also indicated that a developer is coming forward with a potential 500 house site on the Daventry Road at Southam, and also that the temporary travellers site is stalled with no further progress.
- District Cllr.Williams noted that the Chancellor is keen on combined authorities, Stratford DC are taking a “watching brief” position with no particular affinity to any of the major authorities, but will have to take a position on the matter fairly soon. Cllr.Williams noted that the potential development on the Daventry Road site mentioned above comes under Southam which does not hold village category 2 status, and may grow considerably. The gypsy and traveller sites under the core strategy are currently under review, but all potential sites seem to be in the north of the district.

#### **6 Planning Applications:**

It was noted that the following planning applications were granted

- 15/01938/FUL, The Paddocks, Shuckburgh Road
- 15/01860/FUL, Field House, Southam Road
- The Crown was granted permission for change of use. It was noted that the listing of the Crown as an asset of community value was refused by the District Council who stated that an appeal had been served on the authority against the listing as an asset, and that a letter to that effect had been sent to the Parish Council and to the co-ordinator of the village action group (no one has received this letter), stating that the appeal had been successful and the building removed from the asset register. Cllr. Woodcock noted that this seems a most undemocratic way for the issue to be determined. The Chair noted that in his opinion this is a bad reflection on the appeal procedure in that no one on the Parish Council was informed.

The Chair brought up the issue regarding a potential residential development by Paul Upfield & Associates requesting a meeting with the Parish Council to discuss issues regarding three potential sites, after discussion it was determined that the Parish Council will only meet with the developer when and if a detailed planning application is made.

#### **7 Highways/general Issues affecting the Parish**

1. Neighbourhood Plan: Cllr.B.Alsop gave an outline of how the process is progressing thus far.
2. Parish Council Highways Officer: The principals involved are not in attendance, but a report has been produced and will be forwarded to the officer.
3. Highways Issues: It was noted again that there are issues at Howcombe Lane regarding water drainage and the County Council has passed the matter to a contractor who it is hoped will complete the matter as soon as practicable. The County Council lengthsman scheme will be put as an agenda item for the next meeting.

#### **8 Sports Field:**

- A report from the sports association was received but the representative is not in attendance, The Chair read the report to the meeting for information with no issues for discussion.
- **9 Correspondence:**
- Cllr.B.Alsop noted that there appears to be a reduction in the level of correspondence. Cllr.J.Alsop noted that she is reviewing the Parish Council emails and noted one regarding the Code of Conduct

to be circulated. Cllr.B.Alsop noted that the old email list includes people no longer on the Parish Council and this needs to be addressed.

- Cllr.B.Alsop noted that the annual insurance has now been sorted out.

#### **10 Monthly Financial Report**

- Monthly report shows that all account balances are correct
- Assets and Insurance it was noted that the assets will be reviewed at a later date
- The receipt of the external auditor unqualified report regarding the Parish Council annual return was received and approved.
- An advertisement for the appointment of a new internal auditor was discussed.
- Cheques for payment as appendix – proposed by Cllr.Woodcock, and seconded by Cllr.J.Alsop that all payments listed in the Appendix be made – **This motion was unanimously agreed**

#### **11 Councillors Items**

- Cllr.Woodcock noted that the site manager's office at the brickyard has been burned down, and asks whether anything can be done. After discussion it was determined that as the building was not listed nothing could be done.
- Cllr.J.Alsop stated that a parishioner noted that the Marston Doles road was not in good repair, school buses are using it and the road markers at the corners have been knocked down. Cllr.B.Alsop will contact P.Byrne of WCC to have the markers reinstated, and Cllr.J.Alsop will write to the school bus company.
- Cllr.B.Alsop noted that lots of Parish Council documents are stored in boxes, and that he will undertake to determine how long these documents must be kept.

#### **12 Matters arising**

- There were no issues for discussion

#### **13. Granton Playing Field**

- Cllr.Woodcock will look at all the equipment on the playing field and the skateboard park and report back to the Parish Council on the state of the said equipment, and record his findings (on a spreadsheet)

#### **14 Recruitment of a new Clerk**

It was determined that an advertisement for a new Clerk be placed in the parish magazine, and on the WALC website. New draft contract to be circulated to councillors for comment.

#### **15. Business considered urgent by the Chairman**

- There were no issues for information

#### **16 Date of Next Meeting**

- Monday 2nd November 2015

**There being no further business the meeting was concluded at 9.55 pm.**

Signed .....

Chairman

Napton on the Hill Parish Council

#### **APPENDIX**

#### **Monthly Finance Report**

#### **To note and approve Receipts:**

VAT Reclaimed

£ 437.65

Stratford District Council Precept £16889.00

**To note and approve payments:**

To ratify payments made. Chairman to initial invoices.

E-on Street light electricity	£ 209.87
M&M Services. Grass mowing July/August	£ 455.00
G.M. Bailey Clerks Salary and expenses (postage £4.05)	£ 1060.70
J. Goode payroll Services	£ 30.00
Came & Company. Parish Council Insurance	£ 1855.12

To approve payments. Chairman to initial invoices and cheque stubs.

E-on Street light maintenance	£ 241.28
Southam Office Supplies	£ 10.39

**Direct Debit:**

Plus.Net.Com	- Broadband Internet & Telephone Services	£ 35.33
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