



## **NAPTON ON THE HILL PARISH COUNCIL**

### **Meeting of Napton Parish Council Monday 5<sup>th</sup> September 2016 7.30 pm MINUTES**

- 1. Apologies for Absence:** None
- 2. Declaration of Personal or Disclosable Pecuniary Interests:** Cllr Woodcock declared an interest in planning application ref:16/02416/FUL and left the room at that point
- 3. Minutes of meetings of 15<sup>th</sup> August:** Noted and signed
- 4. Comments and Questions from the Public:** None
- 5. Defibrillators:** presentation by Bobby Qayum, Community Response Manager, West Midlands Ambulance Service. Summary of the key points:-
  - The response time for an ambulance coming from Warwick to Napton is approx. 35 mins
  - If someone has a cardiac arrest they need treatment within 15 mins max.
  - Machines are extremely easy to operate, no training is required
  - Bi weekly visual checks and monthly recorded checks are needed
  - Awareness training/myth busting session will be provided FOC by WMAS

Councillors then reviewed the options as presented in Cllr Woodcock's report. It was proposed that option 5 be supported. This would result in 2 units being housed in local businesses i.e. Napton Post office and Cross Roads Garage and one 24/7 stand-alone unit to be located in the bus shelter next to the phone box (Ian Williams kindly agreed to provide the electricity supply). It was agreed that the equipment should be purchased from Tranter Training and that further quotes were not needed as the supplier had been recommended by WMAS who confirmed that they were offering the best price at present. Proposed Cllr Woodcock, seconded Cllr Veasey. All in favour.

#### **6. Planning applications (Stratford District Council)**

##### **A. Ref: 16/02138/COUQ**

**Proposed:** Prior approval notification of change of use and conversion of 1 agricultural building to a single dwelling. Use Class C3, including associated operational development, under Part 3 Class Q (a) and (b).

**Location:** Napton Holt Farm. CV47 1AJ

**Applicant:** Mr R Steele

**NPC Decision:** No comment. Proposed Cllr Woodcock, seconded Cllr Alsop. All in favour

**B. Ref: 16/02513/FUL**

**Proposed:** single storey rear extension

**Location:** Tugela, High Street, Napton-On-The-Hill, CV47 8LP

**Applicant:** Mr & Mrs Harris

**NPC decision:** No comment

**C. Ref: 16/02464/LBC**

**Proposed:** Internal alterations to form first floor shower. Ground floor alteration to kitchen/breakfast including new window and door. Installation of two new first floor windows.

**Location:** Home Farm House, New Street, CV47 8LR

**Applicant:** Mr and Mrs M Sanchez

**NPC decision:** Support. Proposed Cllr Gooderham, seconded Cllr Clarke. All in favour.

**D. Ref: 16/02669/AGNOT (notification for Prior Approval)**

**Proposed:** Proposed steel portal frame agricultural building

**Location:** Arthurs Lands, Tomlow Road, Stockton,

**Applicant:** Mr & Mrs A F Neal

**NPC decision:** No comment. Proposed Cllr Gooderham, seconded Cllr Veasey

**E. Ref:16/02416/FUL (Cllr Woodcock left the room)**

**Proposed:** Two storey rear extension

**Location:** The Elms, Vicarage Road, CV47 8NA

**Applicant:** Mr & Mrs Ross Ritchie

**NPC decision:** Object on the basis that the shape, bulk and mass of the extension will have an adverse affect on the adjacent property. Proposed Cllr Gooderham, seconded Cllr Veasey. All in favour.

**7. Report from District Councillor Chris Williams:** Little to report due to summer holidays. The Core Strategy booklet is now available from SDC, NPC to request a copy. There are further cost savings in the pipeline but as yet it is not clear which services will be affected.

**8. Co-option of new Councillor:** Deferred until next meeting

**9. Allotments:** The Clerk reported that potential new tenants had come forward but that no plots were clear. It was proposed that up to a max of £150 be spent on clearing a plot/plots and that the Clerk should set up a meeting to explore the possibility of starting an allotment association. As part of this work attention should also be given to tidying up the boundary hedge. Proposed Cllr Gooderham, seconded Cllr Clarke. All in favour.

**10. Website:** The Clerk reported that the PC website now 3 years old. It needs tidying up, a refresh of layout, the addition of a Parish News section and a new format for the news page. The Clerk requested permission to commission works up to max of £50.

The annual hosting fee for the site is £71.86. This cannot be paid by cheque and so has previously been paid by Edge Solutions until now. The Clerk requested

authority to set up DD to cover future payments. Proposed Cllr Alsop, seconded Cllr Clarke. All in favour

- 11. Parking on village greens:** It was confirmed that NPC owns the whole of Pillory Green and that the land is registered as Village Green. This means the Council cannot grant permission to park on any part of the area including on the easements. Parking on Pillory Green has been an issue for some time but now that the legal position has been confirmed it was felt that action must be taken or the PC will be in breach of its obligations. To this end it was agreed to purchase 20 soft wood posts for use on the War Memorial Green and on the grass verges opposite the Post Office (the former will need to allow occasional access to the War Memorial and the latter will need to be carefully positioned to take account of the amount of traffic using the area at peak times). The Clerk was instructed to write to the Christadelphians and residents surrounding Pillory Green to explain the situation. Proposed Cllr Gooderham, seconded Cllr Veasey. All in favour.
- 12. War Memorial Working Party:** Malcolm Thomas explained that when the WMWP was set up it was formally adopted as a subcommittee of the Parish Council and that it is good practice to reaffirm its status every few years. This not only provides a legitimate framework for expenditure but also gives cover to volunteers under the Council's insurance policy. It was agreed that the PC wishes this relationship to continue. Proposed Cllr Gooderham, seconded Cllr Veasey. All in favour.
- 13. Off road motor cycles:** This is an on-going problem for the village and whilst NPC made a decision in June that it had done all within its power to resolve the problem on the Brickyard site the Council is mindful that the issue is not confined to this area alone and to this end has asked for it to be added to the agenda at the next Southam Area Forum meeting on 21st Sept which Cllr Gooderham will attend.
- 14. Dog fouling:** This continues to be an on-going problem with New Street, the Church Yard and top field being particular hotspots. Clerk to place an article in the Parish Mag and see if SDC Dog Warden can offer any advice. It was suggested that some of the problems are caused by people from outside the village so the Clerk should write to the owner of Dog Lane Fishery to alert them to the problem and ask them to raise it with their customers.
- 15. Napton Sports Association:** The Chair read out the regular report from NSA. It was reported that the tennis court resurfacing is progressing well but that Mare's Tail has been found at the side of the courts which, if left untreated will damage the surface. The cost for dealing with the problem would be approx. £90 and it was proposed that the cost be split 50-50 with the tennis club. Proposed Cllr Gooderham, seconded Cllr Veasey. All in favour.
- 16. Legal issues Granton PF & Napton Sportsfield:** A date for a meeting with the school is not yet confirmed. An initial framework document was drawn up by Cllr Veasey which was helpful in setting up NSA's constitution however the new agreement between the 2 parties needs to tackle different issues so legal advice

will be needed. Cllrs Alsop & Veasey volunteered to be part of a working party to take this forward. NSA to be asked to set out their vision and suggestions for a way forward and to nominate 2 individuals to take part in the discussions.

**17. Monthly finance report:** It was noted that due to a number of high value invoices there would be insufficient funds in the HSBC current account to meet this month's outgoings. It was therefore proposed to transfer £10,000 from the Nationwide. It was then suggested that the Clerk attempt to negotiate with the tennis court contractor proposing an interim payment until the precept is received at the end of the month. The transfer form was signed in case the contractor refused and the Clerk undertook to destroy it if it was not required.

#### Payments made during July

Description	Cheque no	Amount
Michael Mann Mowing (June)	102485	£998.00
EON June Energy charge	102487	£219.32
EON MAY Energy charge	102480	£226.63
EON quarterly maintenance	102481	£289.54
Volunteer driver scheme	102477	£15.30
Clerks salary (payment 7/wk 12)	102482	£390.22
Clerks salary (payment 8/wk 16)	102488	£361.40
Clerks expenses	102479	£58.63
WALC training	102476	£45.00
BT clerk's phone	DD	£28.54
Hire of village hall	102486	£62.00
Jean Goode	102483	£30.00
Hall mark graphics	102478	£48.00
AVA Recreation	102484	£798.86
		£3,571.44

No receipts in July

#### Payments made in August

Description	Cheque no	Amount
Michael Mann Mowing (July)	102491	£948.00
EON July Energy charge	102489	£226.63
Volunteer driver scheme	102492	£6.75
WALC annual subscription	102490	£366.00
BT clerk's phone (July)	DD	£25.42

HMRC PAYE	102494	£282.23
Total		£1,855.03

Receipts in August – Stratford DC £10 (unknown)

### 18. Invoices requiring payment

Volunteer driver scheme	£53.10
WMWP	£600.00
All Courts Ltd (initial payment £15,225 + VAT)	£18,270
Edge House Solutions (website annual hosting fee)	£71.86
Michael Mann August	£768 *
EON	£226.63*

\*invoices arrived after agenda was issued but payment was agreed

### 19. Dates of future meetings in 2016

Mon 3<sup>rd</sup> October  
 Mon 7<sup>th</sup> November  
 Mon 5<sup>th</sup> December