



**NAPTON ON THE HILL  
PARISH COUNCIL**

**Monday 3<sup>rd</sup> June 2019  
Napton Village Hall 7.30pm  
Minutes**

**Present:** Cllrs Gooderham (Chair), Alsop and Veasey. J. Warman (Clerk). County Councillor Andy Crump

1. Apologies for Absence were received from: Cllrs Woodcock, Heaf and Clarke.  
District Cllr Nigel Rock
2. **Declaration of Personal or Disclosable Pecuniary Interests:** Taken by item
3. **Filming and recording of meetings:** The meeting was made aware of the rules
4. **Minutes of meetings of 13<sup>th</sup> May:** These were agreed as a true record and signed
5. **Matters arising**
  - CRT response re Holt Road: CRT have undertaken repairs
  - Hedge at bottom of Priors Marston Road: carry forward
  - Viewing platform: Bill Line has been instructed to undertake work
  - Street lighting: Cllr Veasey gave a detailed report on the situation on School Hill. The delay is due, in part, to a refusal by WCC to grant the necessary road closure order. Cllr Crump agreed to chase this. Cllr Crump pointed out that many of the lights in Southam have been adopted by WCC. The Clerk was asked to investigate whether this is an option for at least some areas of Napton. The lamp on Dog Lane should be repaired mid June. This is being done FOC by AC Lloyd.
  - Blocked drain outside Tarrants has been reported. Another, opposite Chestnut Cottage, now also needs reporting.
  - The hedges on the Doles road need cutting back: Carry forward.
  - Privet hedge in the garden of Wood View needs cutting back: resident has cut hedge.
  - Response to resident's concerns over Council's response to planning appeal APP/J3720/W/19/3222541: In light of comments received NPC contacted the Planning Inspector and asked that the comments from the Neighbourhood Plan be disregarded.

**6. Comments and Questions from the Public:**

The meeting was made aware of an event planned for the morning of Sat 29<sup>th</sup> June at Napton Village Hall. Creating Low-Carbon Communities is aimed at sharing ideas and best practice as well as launching a new grant scheme. To register for the event go to

## **7. Planning Matters:**

### ***Application(s) reference: 19/01322/FUL***

Proposed : Proposed single storey rear extension  
At : 6 Hillside Croft, Napton-on-the-Hill, Southam, CV47 8NU  
For : Mr Andrew McGinlay

It was resolved to object to this application on the basis that it would be detrimental to the adjacent property and does not comply with planning regulations regarding the "45 degree" rule.

### ***Application(s) reference: 19/01044/FUL***

Proposed : Lower ground floor extension and alterations to existing dormer.  
At : Endene, Southam Road, Napton-on-the-Hill, Southam CV47 8NG  
For : Mr & Mrs M Scott

It was resolved to support this application

### ***Application(s) reference: 18/02485/FUL***

Proposed : Conversion of a barn into a holiday let  
At : Lock Cottage, Folly Lane, Napton-on-the-Hill, Southam CV47 8NZ  
For : Mr Nigel Wood

It was resolved to support this application but to request a condition to ensure appropriate materials are used.

## **8. Reports from District and County Councillors:** A copy of Cllr Rock's report is attached to the minutes.

Cllr Crump reminded the meeting that the deadline for applications to his grant scheme is 5.00pm on Friday 7<sup>th</sup> June.

The Hospital to Home scheme is now underway and is aimed at getting people home from hospital as soon as possible.

## **9. Finance issues:**

- A summary of income and expenditure of the War Memorial Working Party over the past 2 years was presented to the meeting (copy attached). A representative of the group stated that they had funds of just over £1,000 but that a couple of the memorial trees and the picnic bench at the observer post may shortly need replacing. The group is looking at the 2020 anniversary of VE day and are already in discussion with the bell ringers and other groups about how best to commemorate the day.
- The payments listed in appendix 1 were approved

## **10. Audit requirements:**

- Councillors reviewed the report by the Council's internal auditor. There were no major issues but there was a recommendation that the quarterly review of finances by Councillors be formalised.
- Councillors reviewed and approved the Annual Governance Statement for 2018/2019.

- Councillors reviewed the Accounting Statement for 2081/19 as provided by the Clerk.
- The Accounting Statement was accepted and signed by the Chair.

**11. Granton Playfields refurbishment update:** 3 tenders were received. These were assessed by 2 members of St Lawrence School PTA plus the Chair & Clerk. Wicksteed have been appointed as the preferred contractor. A decision on the WREN grant is due by 7<sup>th</sup> or 8<sup>th</sup> June. The Clerk reported that the manufacture of the equipment could take up to 10 weeks. This means installation is unlikely to take place until late summer/early autumn. It was noted that the representatives from the PTA preferred that installation should take place during school holidays rather than at the start of the new school year in Sept as they felt this would be less disruptive. Exact timings will be determined once the final detail of the work has been agreed.

**12. Document review:**

- Risk register – it was agreed that a simple “operations manual” is needed to sit alongside this document which will set out the procedure for the reporting of incidents, inspection of equipment etc. Carry forward.
- Standing orders – these were reviewed. No changes were felt necessary at the time.
- Financial standing orders - these were reviewed. No changes were felt necessary at the time.

**13. Highways issues:** The Clerk reported that a number of potholes have been reported to WCC and that a meeting is planned with AC Lloyd and WCC later this month to discuss remedial works.

It was reported that an informal request had been received from a resident wishing to create off road parking. Whilst supporting the concept of reducing the number of cars parked on the road, the Parish Council has several questions about this proposal and it was agreed to seek advice from the Area Surveyor before forming an opinion

**14. Neighbourhood Development Plan:** Consultation responses have now been recorded. A meeting is planned for mid June to discuss what changes, if any, should be made to the plan in the light of the comments received.

**15. Correspondence:** The Clerk reported that the Police & Crime Commissioner has offered to attend a Parish Council meeting. It was suggested that he be invited to either the Sept, October or February meetings.

**16. Councillor’s urgent items: None**

**17. Date of next meeting:** Monday 1<sup>st</sup> July. It was agreed to pencil in a meeting on Monday 5<sup>th</sup> Aug in case any urgent planning applications need to be discussed.

Signed .....

Date.....

<b>Balance as at 20.03.17</b>		<b>£446.18</b>		War Memorial Working Party	
Expenditure	Amount inc VAT	Amount exc VAT	Cheque no	Date	
	£70.00	£70.00	102629	06.11.17	Work on observer bench
	£12.00	£12.00	102637	06.11.18	service booklets
	£34.00	£34.00	102636	06.11.19	wreaths
<b>Total expenditure</b>	<b>£116.00</b>	<b>£116.00</b>			
Income		Amount		Date	
		£200.00		31.10.17	Music festival donation
<b>Total income</b>		<b>£200.00</b>			
<b>Balance as at 17.11.17</b>		<b>£530.18</b>			
Income		<b>£142.85</b>			Remembrance service Collection
Expenditure		<b>£7.00</b>			Crosses
		<b>£5.00</b>			refreshments
<b>Net income</b>		<b>£130.85</b>			
<b>Balance as at 20.11.17</b>		<b>£661.03</b>			
Expenditure	Amount inc VAT	Amount ex VAT	Cheque	Date	
	£23.47	£19.56	102695	04.06.2018	Bernard Alsop - Materials for work on memorial plaques
	£12.00	£12.00	102728	13.10.2018	Parish Magazine - Printing of service booklets
	£34.00	£34.00	102727	13.10.2018	Royal British Legion Poppy Appeal - WMWP Wreath
<b>Total expenditure</b>		<b>£65.56</b>			
<b>Balance as at 22.11.18</b>		<b>£595.47</b>			
Income		Amount		Date	
		£248.63		10.12.18	Rememberance day collection
		£50.00		10.12.18	Donation Mr & Mrs Watson
		£200.00		05.11.18	Music festival donation
<b>Total income</b>		<b>£498.63</b>			
<b>Balance as at 31.03.19</b>		<b>£1,094.10</b>			
Expenditure		£80	102790	13.05.19	Labour and materials for work to bench and observer pos
<b>Balance as at 31.05.19</b>		<b>£1,014.10</b>			

## Napton Parish Council appendix 1

### Expenditure transactions - payments approval list Start of year 01/04/19

Tn no	Cheque	Gross	Heading	Invoice date	Details
29	DD 20.05.19	£40.81	1025/1	08/05/19	BT - Phone bill MO38
24		£136.00	1015	02/06/19	SLCC - Annual membership 19-20
25		£816.59	1001	02/06/19	Staff costs
26		£259.13	1000	02/06/19	Warwickshire County Council - Pension contribution May 19
27		£30.00	1003	02/06/19	WALC - Chairmanship course Jan 19
28		£26.65	1025/2	02/06/19	Jayne Warman - Refreshments for APM
30	DD19.06.26	£40.00	1015	26/06/19	Information Commissioner - Annual Fee
<b>Total</b>		<b>£1,349.18</b>			

## **Report for Parish Council – SDC Councillor Nigel Rock**

The District Council has held its first full meeting. The Leader, members of the Cabinet and committees have been appointed, as is normal. What is unusual is that one of the two chief officers of the Council has resigned and will not be returning from leave. Isabel Edgar Briançon has resigned her role as Executive Director and Head of Paid Service. It is presently unclear what effect this will have on the structure of the Council and in turn the residents of the District through the delivery of services. The timing is possibly unfortunate, with a new Council, half of whom are new councillors, and new cabinet comprising a significant number of those new councillors. We are told that an announcement regarding the interim management arrangements for the Council will be made shortly.

Locally, I have attended all the Parish Councils and Parish Meetings in the Ward, albeit briefly in some cases because of the clash of dates. I have also attended briefing sessions on HS2, disruption from which is starting to become more apparent. I, and the adjoining member for Long Itchington and Stockton, convened a meeting with Victoria Chadaway who has recently been appointed as the coordinator at the District Council. We raised concerns about the methods of enforcement of compliance by HS2 with the permissions conferred by the Acts of Parliament. At present, there has been specific concern about the removal of nesting sites and conformance with the wildlife and countryside acts, although we are told this is being monitored. There is a complaint line 08081 343 434 although I am concerned that this may not be that effective, as this is HS2 investigating themselves.

I am pleased to see that WCC have created a sub-portfolio holder post to co-ordinate HS2 affairs across the County and that Bob Sevens has been appointed to that post.

Closer to home in Napton I noticed some of residents at the parish meeting raised queries about the possibilities of a community consultation on development of the Brickyard. I have been in discussion with District Council about whether this could be done speedily and objectively to update the survey done to inform the Parish Plan of 2011, which might be considered somewhat dated. I hope to discuss this informally with the Parish Council members as soon as I can.

Nigel Rock  
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