

PILLERTON PRIORS PARISH COUNCIL

The 186th Meeting of the Pillerton Priors Parish Council was held on Thursday 11th January 2018 at 7.30pm in Pillerton Priors Village Hall.

All Parishioners were welcome to attend.

Present: Cllr Ian Greenall
Cllr Dave McWhirter
Cllr Dominic Sant
Cllr Chris Wilkinson
Sue Greenall (Parish Clerk)

Residents 11 Residents were present

Number	Item
1	Chairman's welcome Ian Greenall welcomed everyone to the meeting.
2	Apologies for absence Cllr Izzi Seccombe OBE (WCC) Cllr Penny-Anne O'Donnell (SDC), D Logan
8.3	Before the meeting the Parish Council had hosted a drop-in session for residents to view and discuss the plans for 17/03677/REM so this item was brought forward on the agenda. The application for submission of reserved matters (layout, scale, appearance and landscaping) pursuant to outline planning permission 15/03631/OUT for 10 dwellings on land off A422 Banbury Road for Mr Parry from Deeley Homes. Ian Greenall reported that at the Agents request the Parish Council had met with Sheldon Bosley Knight and the landowners, Deeley Homes on 20 th October 2017 to discuss their proposals prior to their application to Stratford-on-Avon District Council. The Parish Council had expressed a desire to see fewer large five bedroom units and more smaller dwellings similar to those approved in the outline application. The submitted application proposes 3 x 2 bed bungalows, 3 x 3 bed houses, 3 x 4 bed houses, 1 x 5 bed house. Discussion took place and residents voiced their concerns over the larger properties and the reason for plots 8-10 being turned away from the ribbon of properties. They spoke of fears over visibility when entering or leaving the site and major concerns over drainage. It was noted that the site boundary included an area behind plots 1 and 2 that had been outside the boundary of the approved outline permission. The Clerk would contact SDC to confirm if this is allowed and also to check if there is a requirement for a FUL application should this REM application be approved. Residents were informed that the consultation closes on 23 rd January 2018 so they needed to submit their support or objection to SDC prior to that date should they wish to.

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3	Minutes of the 185th Parish Council Meeting held on 12th October 2017 were approved and signed by Ian Greenall.
4	Matters Arising from the minutes not on the agenda.
4.1	Trees Concern had been expressed regarding the condition of trees along the Kineton Road verge and on the Village Green. The Parish Clerk was informed by WCC that the Pear tree alongside 'Westbourne' is on land that is outside of the extent of adopted highway so it is unclear whose responsibility it is. However as it is not quite dead WCC do not think it poses a significant risk to the highway. All of the highway trees in the village are on a 5 yearly cyclical inspection programme. They were last inspected in June 2015 and no works were considered to be necessary.
4.2	Kiblers Lane Concern had been expressed regarding the speed of vehicles using Kiblers Lane especially those turning left off Kineton Road into the lane. The Parish Clerk had contacted WCC who replied that all injury collisions that are recorded by Warwickshire Police are collated, and locations where there have been six or more personal injury collisions in a three-year period are prioritised for treatment according to their respective collision numbers (where a common trend is identified at these sites and where cost-effective measures can be implemented). WCC had interrogated the Personal Injury Collisions (PICs) for Kiblers Lane and found the last PICs was 1990 but there are in excess of 45 cluster sites within the County which have had over 6 PICs in the last 3 years, and a further 32 sites that have had over 5 PICs. With this number of 'collision black-spots' the available allocated funding must be targeted to achieve a greater reduction in road casualties. WCC does not have the budget for the suggested road markings to visually narrow the entrance to Kiblers Lane
4.3	Sibford School The Clerk had not contacted the school until they returned from the summer break. It was confirmed that the issue is ongoing so the Clerk will contact the school to suggest that pupils were picked up at the bus stop.
5	Treasurer's Report Dominic Sant presented his report up to 11 th January 2018 and the projected figures for 31 st March 2018.
6	Audit Arrangements 2017/2018 Dominic Sant informed the meeting that because of rule changes regarding the external audit process it was currently unclear if we would be charged £200 or zero for the audit of our 2017/18 accounts.
7	Parish Precept 2018/2019 Ian Greenall declared a personal interest in this item. Dominic Sant presented his proposed precept for the financial year 2018/19. The submitted precept of £2805.00 was proposed by N Goodwin and seconded by S Ingall
8	Planning Applications since the last meeting
8.1	17/03405/FUL Side extension to garage at 1 Priory Lane Pillerton Priors CV35 0PR for Mr Cleverley. Granted with conditions on 22 nd December 2017.
8.2	17/03635/VARY Removal of condition No. 2 of planning permission 11/01155/FUL dated 2nd September 2011, to enable the permanent residential occupation of the dwelling. Original description of development: Change of use from bed and breakfast building (Use Class C1) into holiday cottage including the installation of 3 x rooflights to north elevation, 1 x rooflight to south elevation and removal of external staircases from east and west gable ends and provision of window to west gable and juliet balcony to east gable. At Nolands Farm Oxhill Warwick CV35 0RJ for Mr Hutsby. Consultations close 15 th January 2018

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9	Planning Updates
9.1	<p>17/02241/COUQ Prior approval for the change of use of an agricultural barn into a single dwelling which was approved on 13th September. Ian Greenall reported that the site agent Sheldon Bosley Knight had requested information from the Parish Council regarding any known planning issues which could affect the proposed development. Ian had spoken to them and confirmed the Parish Council's response to the application that it was uneasy with the application for a change of use for an agricultural building which had very little land associated with it. He also informed them of the approved stable block in the field opposite the site. All of this information is in the public domain on both the Stratford District Council and Parish Council websites.</p>
10	<p>Community Speedwatch Ian Greenall reported that Neil Goodwin has decided to stand down as lead on the Community Speedwatch Group and the Parish Council would like to place on record our thanks for the work he has undertaken. Along with other groups there were concerns about the way the information gathered was followed up by the Police. On 4th January 2018 Ian had agreed to act as lead as a temporary measure so he had attended a meeting of speedwatch groups in Warwickshire hosted by the Police and Crime Commissioner. Various issues had been raised that require work to resolve but the main issue regarding Pillerton Priors is that each session has to have 3 volunteers who have all been vetted and undertaken the official training to ensure they are covered under the Police insurance.</p>
11	<p>Pillerton Priors Parish Plan and Housing Needs Survey Dave McWhirter reported that the Housing Needs Survey would be distributed to all properties in the built-up area boundary on 13th/14th January for completion by 3rd February. The survey is being run by WRCC and this is where responses will be sent. The Parish Council will not see individual responses but will be presented with a final report in due course. This would form part of the Parish Plan which would give the Parish a useful document which would give a degree of control over future development but not have the power of a Neighbourhood Plan.</p>
12	<p>General Data Protection Regulations (GDPR) Ian Greenall informed the meeting of the General Data Protection Regulations (GDPR), and explained that all organisations must be compliant by 25th May 2018. One of the changes is that all public authorities need to appoint a Data Protection Officer (DPO), this includes all local councils irrespective of their size. The DPO can be an employee, however the GDPR (Articles 37-39) states that the DPO:</p> <ul style="list-style-type: none"> · Must not have a conflict of interest regarding the data processed · Must have expert knowledge of GDPR · Must have ability to undertake GDPR compliance tasks <p>Most clerks will be the Data Controller and therefore there will be a conflict of interest over data processed. WALC had advised that the legislation is still changing they were considering asking principal authorities to see if they would be willing to act as DPOs for their parishes on a cost neutral basis. This would mean that clerks can deal with straightforward data protection issues, as has been the case for some time, but there would be someone to fall back upon if things get complicated - but a fee would be payable. This would be a cheaper option than employing one of the external companies offering the service.</p>

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13	Any Other Business
13.1	<p>Adoption of New Councillor Code of Conduct</p> <p>Ian Greenall informed the meeting that each and every Town and Parish Council must have a Code of Conduct for its members and we were signed up to the Code of Conduct promulgated by the Department of Communities and Local Government (DCLG) pursuant to section 27(2) of the Localism Act 2011. An amended code of conduct comes into force on Tuesday 1st May 2018 that the Councillors agreed to follow. It was therefore resolved that Pillerton Priors Parish Council</p> <ol style="list-style-type: none"> 1. adopt the Councillor Code of Conduct as adopted by Stratford-on-Avon District Council on 16th October 2017, so as to replace the Parish Council's existing Code of Conduct. 2. Require all members to complete and submit to the Parish Clerk a fresh Declaration of Personal Interests by 9th February 2018.
13.2	<p>Transparency Code</p> <p>Ian Greenall reported on his attendance at a WALC event where experts advised on how the Parish Council is meeting the requirements of the Transparency code for smaller authorities.</p> <p>Smaller authorities with an annual turnover not exceeding £25,000 should publish:</p> <ol style="list-style-type: none"> a. all items of expenditure above £100 (see paragraphs 13 - 15); b. end of year accounts (see paragraphs 16 and 17), c. annual governance statement (see paragraphs 18 and 19), d. internal audit report (see paragraphs 20 – 22), e. list of councillor or member responsibilities (see paragraph 23), and f. the details of public land and building assets (see paragraphs 24 - 27), g. Minutes, agendas and meeting papers of formal meetings (see paragraphs 29 and 30). <p>He was happy to say that we appear to meet the requirements. The Government has a pot of money available to help smaller authorities follow the code so we will be looking if there is anything we can apply for.</p>
13.3	<p>Defibulator</p> <p>Dominic Sant advised that two training sessions with West Midlands Ambulance Service had taken place and they are happy to run more. The Defibulator is operational so should someone phone 999 they could be instructed on how to access the unit. If no-one is available to collect the unit the ambulance service could contact either Chris Wilkinson or Davina Logan who have volunteered to deliver the defibulator. If anyone else would be prepared to join the list please contact Chris either directly or via the Clerk. A map showing property names would be helpful and the Clerk would look to provide this.</p>
13.4	<p>Speeding</p> <p>A resident expressed concern over the area near the garage which is currently 40mph before the limit drops to 30mph. It was felt that many motorists ignored the limit along this section which includes the Halford junction. The Clerk will ask WCC highways if there was any chance of the 30mph limit being extended to where the 40mph currently begins.</p>
13.5	<p>Footpaths</p> <p>A resident was concerned at the state of the footpaths around the village with many being covered in mud and having grass growing through the tarmac. The Clerk will contact WCC highways for advice to see if anything can be done.</p>
13.6	<p>Oompah Band</p> <p>The Village Hall Management Committee is holding an Oompah Band evening on Saturday 10th February. Tickets are available from Hall committee members or Pillerton Garage.</p>

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13	Date and Time of Next Meetings all in Pillerton Priors Village Hall <ol style="list-style-type: none">1. Annual Parish Meeting followed by 187th Annual Parish Council Meeting at 7.00pm on Thursday 10th May 20182. 188th Parish Council Meeting at 7.30pm on Thursday 19th July 20183. 189th Parish Council Meeting at 7.30pm on Thursday 11th October 20184. 190th Parish Council Meeting at 7.30pm on Thursday 10th January 2019
14	The Meeting was closed at 8.55pm and Ian Greenall thanked all for their attendance.

Chair: Ian Greenall

Minutes: Sue Greenall

Date Signed:

DRAFT