

**Minutes of Ordinary Meeting of
Burton Dassett Parish Council
Monday 20th January 2020 at Temple Herdewyke School**

2020/Page 1

The meeting commenced at 7.15pm

Declarations of interest

1. **Present:** James Gordon-Cumming, Cynthia Bettany, Bill Pearson, Hannah Dale (arrived at 7.20pm), Clerk (Helen Hide-Wright), 3 members of the public.

Apologies for absence: No apologies submitted.

Vacancies: Northend (2 vacancies) and Temple Herdewyke (1 vacancy) continue to have vacancies on the Parish Council. Interested residents are encouraged to apply to the Clerk for details.

ACTION: Vacancy details to be re-posted onto Facebook.

The Parish Council noted the recent death of David Cogswell, former Chairman of Burton Dassett Parish Council. The parish councillors send their condolences to David Cogswell's family.

2. **Matters from the Public:** Mill Lane, Northend was reported for its poor condition and which is causing difficulty for farm traffic to access the area in order to trim and maintain the hedgerows. **ACTION: Clerk to progress.**

3. **Reports**
- a. County Councillor – Chris Williams (Appendix A).
 - b. District Councillor – Chris Kettle – no report.

4. **Minutes:** To confirm minutes of meeting held on 18th November 2019. The minutes were accepted by the Parish Council. Proposed: James Gordon-Cumming, seconded: Cynthia Bettany, signed and dated by James Gordon-Cumming.

5. **Finance:**
- (a) Financial Matters:
 - Confirmation of Salary Scale: The Clerk confirmed that the national pay scale is used.
 - Signing of Bank Statements: Will be undertaken at PC meetings
 - Precept 2020/21 – The Clerk confirmed that the form was complete and would be submitted for £22,375
 - VAT reclaim to end of Nov 2019. The Clerk confirmed that the reclaim has been completed.

(b) Accounts for payment, receipts and bank balances. Verification of balances to bank statements. Signed and dated by James Gordon-Cumming.

(c) Authorisation of payments and Signing of cheques. Proposed: James Gordon-Cumming, seconded: Bill Pearson.

Thomas Fox Inv 28325 (Mowing)	£ 25.30
Michael Mann Farmers Inv 2283 (Mowing)	£ 567.60
Knightcote Village Hall Inv 20/01 (Hall Hire for Meeting)	£ 8.00
E-On 1 st January 2020 (Electricity – Street Lights)	£ 153.98
Clerk & RFO Expenses (December and January)	£ 45.15
Clerk & RFO Nov Pay	£ 538.03
Clerk & RFO Nov Pension	£ 167.97
Clerk & RFO Dec Pay	£ 538.03
Clerk & RFO Dec Pension	£ 167.97

6. **Planning**

- **Applications/amended plans/decisions:**
19/01576/REM: Falklands Place: Planning meeting with Stratford District Council
- The Clerk confirmed that she received an email from the planning case officer, inviting members of the Parish Council to discuss the amendments, submitted by the developer, over which SDC has concerns. The meeting will take place on Friday 24th January 2020 with the Case Officer, Manager, SDC Solicitor. Attendees will be Cynthia Bettany, Bill Pearson and the Clerk. A request will be made for Skype facilities in order that James Gordon-Cumming and Hannah Dale can participate in the meeting.
- District Councillor Chris Kettle and planning consultant, Neil Pearce, will be invited to attend the meeting by the Clerk.
- The Parish Council authorised planning consultation fee (under emergency powers) at a rate of £70 per hour.
- The Clerk will seek examples of other, similar sized developments (Southam?)
- Proposed street names: Punctuation needs addressing on Knight's Close. Parish Council accepted the proposal.

- **Extraordinary Planning mtg: 2nd Jan 2020:**
- 19/01576/REM: No further submission
- 19/03307/FUL Home Farm, Little Dasset: BDPC comment: No Objection
- 19/03439/FUL Heritage Field, Burton Dasset: BDPC comment: No objection
- 19/03310/FUL 11 Byron Walk, Temple Herdewyke: BDPC comment: Support: Increased parking provision helps neighbours and improves road safety.

- **Planning request to MP and Minister re clarification on larger scale developments: (BP)**
ACTION: The Clerk will progress this matter.

- **Core Strategy Housing:** James Gordon-Cumming spoke about the Core Strategy and the requirement for housing.

7. **Neighbourhood Planning and Housing Needs Survey:** Land in Northend. Formal adoption of HNS findings (clarification from July 2019 meeting).

Sarah Brooke-Taylor reviewed potential development sites within Northend.

- Opposite the Red Lion public house.
 - Bottom Street, between The Forge and the 30 MPH sign.
 - Top Street, opposite the housing line, on the left, in the direction of Fenny Compton.
- Parish Council will now consider if any of the sites are suitable and approach the landowners to establish whether they would be willing to sell the land for 10 affordable homes. **ACTION: BDPC to request WRCC standard letter to contact landowners.**

8. **Amenity Areas:** Green area maintenance (Orbit and Highways). Nothing to report.
Multi-play unit repairs: Northend: The Clerk is awaiting feedback on whether the unit can be repaired and the costs for those repairs. The Clerk will continue to identify grant opportunities.

A question was asked about a light in Temple Herdewyke. The Clerk confirmed that the list from WCC does not include any lights in that area.

9. Matters arising

- (a) **Roads, Footways & Lighting:** Signage (NE, Knightcote), stiles. The signage in Knightcote have been repaired. The sign in NE has not yet been repaired. The Stiles have not been repaired.
- (b) **Temple Herdewyke** - Access between TH and Northend: Nothing to report.
- (c) **Play areas** - monthly inspections – Northend and Temple Herdewyke.
Repairs/maintenance to Temple Herdewyke play area. Play are reports are being undertaken by Bill Pearson and Hannah Dale.
- (d) **BDPC Newsletter – The Beacon/ Compton Chronicle:** The Compton Chronicle has confirmed that it may be possible to carry BDPC news in that publication. **ACTION: James Gordon-Cumming to speak to the editor of The Contact to see if they wished to put their information through the Compton Chronicle.**
- (e) **Any other matters arising from the minutes:** None

10. **Administration:** Nothing to report.

11. **Community:** Nothing to report.

12. **Publications/Correspondence Received.** Electronic items were circulated in advance of the meeting. Advertising materials were distributed at the meeting.

13. **Member Reports**

ANPR Cameras. Hannah Dale has obtained details of security cameras. **ACTION: Hannah will continue to investigate and report to the Parish Council for their consideration.**
Residency (BP): ACTION: Bill Pearson to provide details to the Clerk for investigation.

14. **Meetings 2020** 7.15pm start

16 th March 2020	Knightcote Village Hall
18 th May 2020	Northend Village Hall
20 th July 2020	Temple Herdewyke School
21 st September 2020	Knightcote Village Hall
16 th November 2020	Northend Village Hall

The meeting closed at 9.05pm.

Burton Dasset Parish Council Meeting 20th January 2020 County Councillor's Report

1. General

I would like to take this opportunity of wishing the Parish Council a Happy New Year. For my part, I trust that my health will be much improved than over the last two months some of which was spent in Intensive Care in Warwick Hospital. As far as activities within the county are concerned my illness coincided with a period of purdah caused by the General Election. No major decisions were taken during this period and hopefully the new year will bring better benefits to everyone.

2. Finance

The County will set the budget for the coming year on 18th February 2020. As you can imagine the various departments are all submitting their fiscal requirements and although our finances and reserves are healthy there are issues including Adult Social Care which will have to be tackled. Originally, the government was going to issue a Green Paper on this matter but due to Brexit pressures this has not yet materialised. Although yet to be decided, I suspect that the budget will incorporate a 2% allowance for social care costs in addition to a budget increase of 2% will be proposed keeping it in line with last year.

3. Highways

Warwickshire County Council has been named as the UK's Top Performing Council for Highway Maintenance in National Highways for the second year in a row. Warwickshire was among 111 Highway Authorities, including 28 County Councils, which took part in an independent survey which looks at satisfaction with Highway services. Warwickshire came out top for Public Satisfaction amongst County Councils for Highway Maintenance dealing with potholes and undertaking cold weather gritting. The Council also ranked amongst the best in other areas including condition of pavements, speed of repair to damaged roads, keeping drains clear and speed of repair to streetlights. We are grateful to Patch Byrne for looking after us so well.

4. Grants

Funding opportunities: WCC has made funds available to community and voluntary sector groups under the countywide health and wellbeing grants programme. South Warwickshire Clinical Commissioning Group has also provided additional funds for projects in South Warwickshire. Groups can bid for funding from £5,000 to a maximum of £10,000 per initiative. Projects must be delivered in Warwickshire and need to address various health and wellbeing criteria. The online application closes at 12 noon on Monday 3rd February 2020. Please get in touch with me for further information.

5. Administration

We are currently being plagued by itinerant travellers so if you are troubled by unauthorised camping please contact Warwickshire Police in the first instance and then advise the Gypsy and Travellers' Team on www.warwickshire.gov.uk/travellerunauthorisedsites. In case you have not been aware there have been around ten caravans parked in the layby on the A423 at the county boundary near Farnborough having previously been moved on from Gaydon.

Cllr Chris Williams

Appendix B.

Burton Dassett Parish Council Financial Report: 20th January 2020

CURRENT ACCOUNT				
Date	Transaction	In	Out	Balance
7.11.19	Current Account Balance			£10,850.39
19.11.19	T. Fox Inv 27986		25.30	£10,825.09
19.11.19	Poplar Electricians		103.26	£10,721.83
19.11.19	Frank Mann Farmers Inv 2260		441.60	£10,280.23
19.11.19	E-On		153.98	£10,126.25
19.11.19	Playsafety Ltd		206.40	£9,919.85
19.11.19	T. Fox Inv 28158		50.60	£9,869.25
19.11.19	Hide-Wright Nov Expenses		110.15	£9,759.10
19.11.19	T. Fox Inv 27533		75.90	£9,683.20
28.11.19	Hide-Wright		538.03	£9,145.17
28.11.19	WFP		167.97	£8,977.20
29.11.19	HMRC VAT Refund	1,551.49		£10,528.69
3.12.19	Royal British Legion		100.00	£10,428.69
11.12.19	Information Commissioners Office		35.00	£10,393.69
17.12.19	Wicksteed		1,244.70	£9,148.99
30.12.19	Hide-Wright		538.03	£8,610.96
30.12.19	WPF		167.97	£8,442.99
20.1.20	Balance			£8,442.99
BUSINESS MONEY MANAGER				
Date	Transaction	In	Out	Balance
11.11.19	Deposit Account Balance			£2,500.45
9.12.19	Interest	0.10		2,500.55
9.1.20	Interest	0.11		2,500.66
20.1.20	Balance			£2,500.66
20.1.20	TOTAL BALANCES			£10,943.65

Items for PC authorisation 20th January 2020

		£
T. Fox Inv 28325	BACS	25.30
Michael Mann Farmers Inv 2283	BACS	567.60
Knightcote Village Hall Inv 20/01	BACS	8.00
E-on 1.1.20	BACS	153.98
Clerk & RFO Expenses	BACS	45.15
Nov Salary	BACS	538.03
Nov Pension	BACS	167.97
Dec Salary	BACS	538.03
	BACS	167.97
Total		£2,212.03

BDPC Accounts Summary

BURTON DASSETT PARISH COUNCIL 2019 - 2020 FINANCIAL YEAR
03 January 2020

	<u>Actual</u>	<u>Budget</u>
Receipts		
Precept	£18,750.00	£18,750.00
Bank Interest	£1.65	£0.00
SDC Council Tax Support Grant	£0.00	£0.00
Other Income	£2,796.00	£0.00
VAT Reimbursement	£1,551.49	£500.00
TOTAL RECEIPTS	£23,099.14	£19,250.00

Administration

Staff costs:

Clerk's Pay	(£4,842.27)	£6,600.00
BDPC Pension Contribution	(£1,511.73)	£1,600.00
Administration Expenses	(£245.10)	£500.00
Audit Fees	(£330.00)	£350.00
Data Protection	(£35.00)	£35.00
Election Fees	(£300.00)	£0.00
Councillors' expenses	£0.00	£0.00
Subscriptions	(£410.00)	£440.00
Insurance	(£1,092.22)	£1,100.00
Total Administration	(£8,766.32)	£10,625.00

Village Maintenance

Street Lights	(£2,691.99)	£1,000.00
Village Maintenance & Mowing	(£3,691.16)	£3,700.00
Total Village Maintenance	(£6,383.15)	£4,700.00

Hall Hire & Playground

Hall Hire	(£197.00)	£220.00
Playground General Maintenance	(£3,456.26)	£250.00
Total Hall Hire & Playground	(£3,653.26)	£470.00

Communications & IT Expenditure

Website	(£86.40)	£100.00
Newsletter / Information Sheet	£0.00	£0.00
Total Communications & IT Expenditure	(£86.40)	£100.00

Miscellaneous

Grants	(£3,151.00)	£3,345.00
Other - Section 137	(£100.00)	£0.00
VAT Payments	£0.00	£500.00
Community Projects	(£2,029.26)	£2,500.00
Total Miscellaneous	(£5,280.26)	£6,345.00

TOTAL PAYMENTS

(£24,169.39)	£22,240.00
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Closing Period Bank Balances As At:

03 January 2020

Current Account	£8,442.99
Deposit Account	£2,500.66

Total Bank Balances

£10,943.65
