

**CLIFTON UPON DUNSMORE PARISH COUNCIL
DRAFT MINUTES OF MEETING**

Held on 4 April 2016
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr M Nash (Chair) from 7.40pm. Cllr H Duncan, Cllr L Edwards, Cllr G Neelakantan, Cllr C Palmer and Cllr A Robinson, and 11 residents of the parish.

Also present: Borough Councillor Leigh Hunt, and also four residents of Clifton upon Dunsmore.

Clerk: Mrs C M Lord

MINUTE		ACTION
	Due to the late arrival of the Chair, Cllr Lesley Edwards presided over the start of the meeting.	
15/256	1. Apologies for absence Apologies were received and accepted prior to the meeting from Cllr Marion Nash in anticipation of her late arrival due to work commitments. Apologies were also received and accepted from County Councillor P Morris-Jones.	
15/257	2. Declarations of Members Interests and requests for dispensations. Councillor Robinson declared a non-pecuniary interest in Item 8; planning application R14/2166 in view of his friendship with the applicant, and decided to take no part in discussion on the application.	
15/258	3. Public Forum – suspension of Standing Orders A resident expressed his concerns in relation to planning application R16/0427, requesting the Parish Council to consider carefully the implications of access and additional traffic movements on Lilbourne Road and Hillmorton Lane. <i>In response Cllr Edwards informed the resident that the application would be discussed later in the meeting.</i> A resident expressed concerns over the recent reports in local publications concerning ongoing discussions on the work of the Burial Committee. <i>In response Cllr Edwards informed the resident that the articles were not published by the Parish Council therefore no comment could be passed. However there would be an update on progress provided later in the meeting.</i> Cllr Marion Nash arrived at the meeting and took the Chair for the remainder of the meeting.	
15/259	4. Public Forum closed and Standing Orders resumed at 7.40pm	
15/260	5. Minutes of the Parish Council meeting held on 7 March 2016 The minutes of the meeting were approved and signed by Cllr Marion Nash as a true and accurate record of the meeting.	
15/261	6. Matters Arising and progress against resolutions [15/229]: Cllr Edwards reported that she had not been able to confirm the ownership of the Ash Trees on the perimeter of the Glebe allotment site as yet.	
15/262	7. Financial Matters <i>Payments</i> The list of payments made since the last meeting was presented and	

accepted by the Members of the Parish Council. The Chair signed the list of payments made on behalf of the Parish Council.

07/03/16	216.00	A C Old (tree specialist)
07/03/16		Christine Lord– Expenses Protected under DPA 1998
07/03/16	55.00	TMH - Hall hire
07/03/16	18.00	Lesley Edwards (refreshments)
21/03/15		Christine Lord Payroll -Protected under DPA 1998
21/03/16	735.00	Brethertons LLP
22/03/16	244.70	EON
24/03/16	32.63	Marion Nash

Financial Statement

The Members examined and accepted the Statement of Accounts for the year 2015/16, which was signed by the Chair as a true record.

Annual Return 2015-16

The Members examined and approved the Annual Return for the year 2015-16, which was signed by the Chair. The accounts and Annual Return will now be subject to internal and external audit will the publication inspection period will commence the beginning of June.

15/263 **RESOLVED:**
That the Statement of Accounts and Annual Return for the year 2015-16 should be accepted and approved by the Parish Council.

8. Planning matters

15/264 • [R16/0427](#) – Extension of existing agricultural building – Magpie Lodge Farm

RESOLVED: The Parish Council has no objection to the application.

• [R14/2166](#) – Conversion of existing dwelling and erection of 3 new dwellings and conversion of stables – The Old Hall

15/265 **RESOLVED: That the following concerns should be raised with the Planning Authority:**

1. The application would mean a significant alteration to the character of a key building in the village, which will change the nature and landscape of the village
2. The property is Grade 2 listed
3. There would be a significant increase in vehicle movements on Lilbourne Road and Hillmorton Lane, so an increase in traffic at an, already, difficult traffic junction
4. There is no pedestrian footway in the area – would not want the tarmac verge to be tarmac'd over
5. The application would result in the loss of large area of green space
6. There would be a loss of amenity to surrounding properties due to be overlooked from upper floors of new buildings
7. There would be a loss of significant trees – particularly a Copper Beach and Magnolia (which is shown as an elder in the plans – ref tree 13) trees.
8. What provision has been made for the, up to, 16 additional wheelie bins which would be presented for collection at the kerbside, leading to traffic/pedestrian obstruction
9. Fall level of the foul water drainage (plot 8)

That clarification is also sought from the Planning authority on whether a Bat Survey will be undertaken prior to any permission being granted

and also the effects on the potential destruction of Swallows Nests in the stables.

15/266 9. **Correspondence**

- Notice of Appeal to the Secretary Of State [R14/1144](#) – Land at Clifton Lakes Farm

The Clerk was requested to confirm that all original objection and concerns submitted by the Parish Council were still relevant.

CLERK

- RBC – Brandon and Bretford Neighbourhood Plan consultation

The Clerk was requested to place a link to the consultation on the website.

CLERK

- WCC Decision Record – Clifton upon Dunsmore Traffic Calming Scheme

The Clerk has been requested to place the news of the decision on the website.

CLERK

- Letter from Mr Bovington – relocation of children's playground

Cllr Robinson confirmed to the meeting that he had had a lengthy conversation with Mr Bovington regarding his concerns about noise and disturbance by older children using the play area adjacent to his property. Cllr Robinson has explained to Mr Bovington that the Parish Council does not have funding for the relocation of the play area, and that the majority of parents/carers are likely to consider that its present location is the most suitable. He has also explained that the Parish Council does not have enforcement powers to ensure older children are more considerate. He has advised Mr Bovington to let the Parish Council know if any significant incidents arises and that the Parish Council will take the following steps:

1. To promote considerate use of the play area to parents/carers and older children around the village via social media
2. To provide a copy of his letter to the Police Community Support Officer to enable investigations on possible anti social behaviour to be undertaken.
3. To monitor the situation

CLLR
ROBINSON
/CLERK

The Chair requested that Cllr Robinson and the Clerk produce appropriate wording for local social media and that a copy of the letter from Mr Bovington is sent to the Neighbourhood Police Team.

15/267 10. **County and Borough Councillors' reports**

Borough Councillor Hunt

Reported that she had recently met the officer responsible for the traffic calming scheme, who had in turn met the developers funding the scheme. All is proceeding, with the Parish Council being requested to have an input on the choice of bollards. It is proposed to run a competition for local children to create designs for the 20mph zone signs. Concerns have been raised over the installation of bollards at the junction near the Memorial Hall, which if installed will mean a loss of parking and may cause people loading and unloading to park on the junction. Moveable bollards may be a solution. The Clerk was requested to write to Warwickshire County Council to request that permanent bollards are not installed outside the Townsend Memorial Hall.

CLERK

Reported that she has requested that Local Plan Team to confirm in writing that Clifton upon Dunsmore would not be considered for further development due to a lack of market need, with respect of its proximity to Rugby and also to the new Radio Station development.

Reported that work to create the new link road is now scheduled for the end of 2018, around 18 months earlier than anticipated. However, residents must expect some disruptions during its construction and also during the

installation of the traffic calming measures; which will all bring benefit to the village once completed.

15/268

11. Reports from Councillors

Councillor Palmer – Joint Burial Committee

Councillor Palmer reported that since the last meeting the Members of Newton Parish Council had produced an outline of suggestions to revise the administration and reporting mechanisms. The next steps are for the Members of Clifton upon Dunsmore to meet to examine the proposals and decide whether they agree these should be adopted and then meet as a joint committee

Cllr Edwards requested that the meeting should be arranged as soon as possible in order to move forward with new arrangements. Cllr Palmer agreed to arrange the meeting.

CLLR
PALMER

Councillor Robinson – Playing fields and pavilion

Councillor Robinson reported that the main concerns raised in the annual inspection were some areas of the playground surface and the dual slide. A gate is also in need of replacement. Quotations for their replacement will be obtained.

He also reported that the pavilion had been vandalised with a broken glass pane and external seating ripped up. The matter had been reported to the Police. Quotations will be obtained as a matter of urgency for both and that the seating in particular be replaced as a matter of priority as the destruction of it may have created a health and safety issue.

CLLR
ROBINSON

Councillor Edwards – Churchyard improvements

Councillor Edwards reported that she had met a representative of the Church to discuss the recommendations made in the recent Diocese inspection, and now needs to identify priorities with the Church. In particular there is one tomb which is in need of repair. She reported that she will provide an action plan at the next meeting.

CLLR
EDWARDS

15/269

12. To consider quotations received for the Parish Council's insurance policy 2016

The Members examined 3 quotations received for the renewal of the Parish Councils insurance policy, from 1 June 2016. They considered the merits of entering a 3 year agreement, which is being offered at a discounted rate by all 3 providers. They observed that the exercise of obtaining quotations had resulted in a considerable saving for the Parish Council.

Councillor Palmer queried any excess requirements other than basic excess. Councillor Robinson proposed that the quotation provided by Came and Co for £1,134.99 a year on a 3 year agreement should be accepted. Councillor Nash seconded the proposal, and on a show of hands support was unanimous.

15/270

RESOLVED:

That the quotation for Parish Council insurance provided by Came and Co for £1,134.99 a year on a 3 year agreement should be accepted.

15/271

13. To consider a proposal for the formation of an Environmental Conservation Group

Councillor Edwards provided an outline of a proposal for a new group which would take a lead role in the management, improvement, maintenance and promotion of the closed churchyard of St Marys Church, the cemetery, the pocket park and any other public open spaces and amenities for the benefit of parishioners. Councillor Edwards offered to act as lead on the new group. The Members requested that the proposal should be placed on an action plan

for the new council term.

15/272 **14. To consider a proposal for the installation of an Accessible Community Defibrillator**

The Members considered a proposal for the installation of an accessible and automatic community defibrillator to be installed at a central location in the village. They agreed that the Townsend Memorial Hall would be the most suitable location.

Whilst the proposal put forward following discussions with the Community Responders was considered a good idea at a cost of £1,795, the Parish Council would wish to investigate the possibility of a grant funded defibrillator which may be available during the financial year via the British Heart Foundation at a cost of around £400.

The Clerk was requested to register the interest of the Parish Council in the British Heart Foundation Scheme and that the proposal should be placed on an action plan for the new council term.

CLERK

15/273 **15. Date of next meeting**

The Annual Meeting of the Parish Council will take place on meeting Monday 16 May 2016 at 7.30pm

Meeting closed 8.20 pm

Minutes approved and accepted as correct

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Chair

Dated