

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

Held on 2 July 2018
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr A Robinson (Vice-Chair) Cllr I Brinklow, Cllr L Edwards and Cllr C Palmer.

Also present: County Councillor Adrian Warwick, Borough Councillor Leigh Hunt and six residents of the parish.

Clerk: Mrs C M Lord
MINUTE

ACTION

16/647 **1. Apologies for absence**

Apologies were received and accepted from Cllr M Nash, Cllr H Duncan and Cllr G Neelakantan.

16/648 In the absence of the Chair, Councillor Robinson took the Chair for the duration of the meeting.

16/649 **2. Declarations of Members Interests and requests for dispensations.**

Councillor Edwards declared a non-pecuniary interest in Item 12 of the Agenda (various playing field issues) due to her being the Secretary of the Tennis Club.

16/650 **3. Public Forum – suspension of Standing Orders**

Public Forum opened at 7.32pm

A resident asked when the traffic calming scheme was going to be installed and expressed his growing concern at the speed of vehicles travelling along South Road. He also questioned if the proposed 'speed gun' initiative was going to take place to help deter the speeding drivers.

In response Borough Councillor Hunt confirmed that she would be providing an update of the traffic calming scheme in her report later in the meeting.

Councillor Edwards also informed the resident that Clifton Neighbourhood Watch is co-ordinating the training required to operate to speed gun. At present the co-ordinator is away on holiday but it will be expedited on his return.

A resident requested to raise the issue of the overgrown trees near the tennis courts. *In response the Vice-Chair informed his that these would be under discussion under Item 12 of the Agenda and invited him to contribute to the debate at that point.*

16/651 **4. Public Forum closed and Standing Orders resumed at 7.36pm**

16/652 **5. Minutes of the Parish Council meetings held on 14 May 2018 and 4 June 2018**

The Members agreed that the minutes of the meeting were a true and accurate record. They were approved and signed by the Vice-Chair, Cllr Alastair Robinson.

16/653 **6. Confidential Minutes of the Parish Council meeting held on 14 May 2018**

The Members agreed that the minutes of the meeting were a true and accurate record. They were approved and signed by the Vice-Chair, Cllr Alastair Robinson.

16/654 **7. Matters Arising and progress against resolutions**

16/501: Councillor Edwards informed the meeting that a number of quotes had been provided for the restoration of the Hewitt tomb however all would place a large financial commitment on the Parish Council. We are still seeking quotes for laying the tomb flat. It was agreed that there must be other ways of making the tomb more structural sound and Cllr Robinson agreed to accompany Cllr Edwards to examine the tomb once again.

16/655 **8. Financial Matters**

16/656 *Payments*

The list of payments made since the last meeting was presented and accepted by the Members of the Parish Council. The Vice Chair signed the list of payments made on behalf of the Parish Council.

14/05/18	165.00	M Spencer	T10
14/05/18	46.00	WALC	T11
14/05/18	160.00	Stephen Lowe	T12
15/05/18	1,231.48	Came & Co	T13
15/05/18	15.00	TMH Committee	T14
15/05/18	16.39	Quill Payroll	T15
21/05/18	36.00	H J Badcock	T16
23/05/18	349.98	EON	T17
25/05/18		Christine Lord – Salary protected under DPA 2018	T18
30/05/18	109.00	The Printing Works	T19
04/06/18	265.00	Stephen Lowe	T20
04/06/18	12.50	TMH Committee	T21
16/06/18	16.39	Quill Payroll	T22
25/06/18		Christine Lord – Salary protected under DPA 2018	T23
25/06/18	373.22	EON	T24

16/657 *Financial Statement*

The Members examined and accepted the Statement of Accounts for the period ending 30 June 2018, which was signed by the Vice-Chair as a true record.

16/658 **9. Planning matters**

[R18/0847](#) Land ops 1-3 Avon Street – erection of 2 dwellings

A lengthy discussion on this application took place and Members, whilst accepting that the proposed properties would provide affordable housing in the parish, resolved to object to the proposed development on several issues.

The Members considered that the construction of 2 additional properties would result in the loss of existing parking spaces and increase the amount of traffic using the private road. They also expressed concerns about additional vehicle movements – entering and exiting from Vicarage Hill. They felt that the proposed position of the construction would be overbearing on the existing properties opposite and were very close to some gardens on Vicarage Hill. On a show of hands all Members were in agreement to object to the proposed development.

16/659 **RESOLVED: The Parish Council objects to the proposed development R18/0847 on the following grounds:**

1. the loss of existing parking spaces and increase in the the amount of traffic using the private road
2. additional vehicle movements – entering and exiting from Vicarage Hill.
3. the construction would be overbearing on the existing properties opposite and were very close to some gardens on Vicarage Hill.

16/660 [R18/0977](#) 40 Main Street – proposed change of use

The Parish Council resolved to make no comments on this application

[R18/0998](#) Clifton Lakes Farm – retention of alterations and change of use accessway and landscaping

The Members considered this application, expressing concern about the possibility of large heavy goods vehicles loading and unloading livestock adjacent of the A5 which is a major trunk road. On a show of hands, the Members resolved to object to the application on the grounds of the possible impact on the safety of other vehicle users caused by the additional heavy goods vehicle access and movement of livestock adjacent to the A5.

16/661 **RESOLVED: The Parish Council objects to the proposed development R18/0998 on the following grounds:**

1. **the possible impact on the safety of other vehicle users caused by the additional heavy goods vehicle access and movement of livestock adjacent to the A5.**

16/662 **10. Correspondence**

None presented.

16/663 **11. County and Borough Councillors' reports**

Borough Councillor Leigh Hunt reported that:

Traffic Calming

The work is planned and according to www.roadworks.org seem to be taking place in the first week of September – just as the school starts back! I'm trying to get confirmation from the WCC Officer exactly what is proposed. At one stage he suggested that the work would not interfere with the school since road closures are planned for overnight – that would mean overnight working and it has been made clear that this is not acceptable.

Link Road

The WCC Portfolio Holder will make the decision on 13th July about the junction of the Link Road with Hillmorton Lane. There is a recommendation that the developer should revisit the left hand turn to allow traffic from Hillmorton to join the Link Road towards Rugby. This turn is in danger of getting tied down in bureaucracy. Urban and Civic want WCC to do the design work so that they can submit an application. RBC are waiting for WCC to submit Air and Noise Impact Assessments so that they can decide whether the revision is a major or minor change to the proposals. I'm putting pressure on all concerned to just get on with it! The road is due to open in April 2019.

Avon Street

Residents in Avon Street continue to experience noise and disturbance, and this is likely to continue for some time – although the piling should have completed. I met with Urban and Civic, who have agreed to carry out repairs to Avon Street once the works are complete. Residents have now been told that overnight works will be carried out on 16/17 July, so that Openreach can install ducting at Butler's Leap. As if all of this was not enough, a planning application has now been received to build two properties opposite 1-3 Avon Street. Residents believe that these will be overdevelopment of the site, will overlook and overshadow their own modest homes, and the add to parking and traffic problems in the area. It is hoped that Highways will see sense and refuse the application.

Clifton Cruisers

The applicant has now had his appeal against the planning conditions lodged with the Planning Inspectorate. Once the RBC planners have a reference number, they will write to all of those who submitted comments to the original application to advise that comments on the appeal can be made to the Inspectorate

2 Main Street

The planners have now agreed that the foundations are not in accordance with the approved drawings. In fact, they encroach onto land at the front of the site, which is believed to belong to Highways. The site owner will now have to submit a new application, which will be subject to full consultation in the usual way. The owner will also have to negotiate with WCC to buy the land, if they own it, but WCC will have the upper hand in this since they now own a ransom strip and would be entitled to 30% of the total development uplift value. It should also be noted that the Village Design Statement identified this area as an open area in a key location in the village. It therefore cannot be assumed that any new application would automatically be granted planning permission.

40 Main Street

New planning application was submitted last month, and work is progressing at pace. The decision has not yet been decided, but it appears that the premises will be used for sports massage and therapy. This is probably a good thing as traffic impact will be minimal and the building is finally being given a much-needed facelift and will be put back into use. There will be bollards installed from the TMH to the start of the bus stop, so there will be no parking outside the premises.

Old Hall

Planners are still considering the issue of the additional property on this site. The new homes in the main building and the stables are now advertised on Right Move and there is an Open Day planned on 21st July.

County Councillor Adrian Warwick reported that:

Left hand turn off Link Road

He is still lobbying the Portfolio Holder to support the inclusion of the left hand turning Lane onto the Link Road at Hillmorton Lane to reduce the numbers of cars coming up into Clifton.

2 Main Street

He is in contact with the WCC Legal Officers and has obtained the results of the Land Registry searches of the property and of the highway boundary, which indicate a transgression on to the highway. The WCC Highways will seek to 'stop up' the highway subject to the approval of the Parish Council He offered to provide the Parish Council with the relevant plans in order for Members to consider the position in detail.

Rokeby School

The proposal for the new senior school at Rokeby will be considered by WCC on 3 July. The decision made will have big implications for the future of secondary school places across the area.

16/664 **12. Reports from Councillors**

Update on village fete and purchase of trophies for the open show– Cllr Robinson

Councillor Robinson reminded the meeting that the organisation of the annual summer fete is in its second year now and has already become a landmark in the village calendar.

One of the key features of the summer fete is the Produce Show. Members recalled Mrs Bancroft generously paid for a trophy cup after it was bought in her name by the parish council to be awarded to the most successful family in the produce show. Councillor Robinson proposed that two smaller cups are paid for by the parish council to be awarded to * the Best in Show - the individual awarded the highest total number of points overall by judges on the day and * the most successful young person on the day.

Although this event has been initiated and run by the parish council for the first two years, it is the intention is that it will be taken forward eventually by a group of local residents. To purchase two engraved cups - which initial investigation would suggest would cost no more than £100 - would provide a lasting legacy of the work already undertaken by the parish council, in collaboration with local residents.

The cups would be awarded annually and returned by the recipient in time for the following year's event - as is the case with Mrs Bancroft's trophy.

In addition to the above it is also proposed that in order to facilitate expenditure for the Fete in a timely manner to we might delegate spending as we did last year, with an overall expenditure limit of £2000.

The proposals were seconded by Cllr Edwards and on a show of hands all Members were in agreement.

16/665 **RESOLVED:**

- 1. That Councillor Nash is delegated to purchase 2 trophies to be awarded annually at the Village Fete on behalf of the Parish Council; to be engraved with appropriate wording to be agreed by the Parish Council representatives on the Fete Organising Group.**
- 2. That Councillors Robinson, Edwards and Nash be provided with delegated powers of expenditure in respect of the Village Fete [Financial Regulations 4.1], the total not exceeding £2,000.**

Update on various playing field issues – Cllr Robinson

Councillor Robinson reminded the meeting at the Parish Council have been made aware of issues relating to trees by the tennis courts and the deteriorated chestnut paling fence along the Shuttleworth Road border.

On examination it is considered that the fencing can be removed and disposed of, with no need to replace it as there is a suitable barrier to prevent vehicular access.

The leaves of the trees which have been reported by Clifton Tennis Club as causing problems to the surface of the tennis courts are actually growing in 3 private gardens, and not within the playing fields. The Parish Council has therefore no obligation to spend public money on their maintenance, and Members expressed concerns on the number of residents who would benefit from the expenditure if it was approved, as the area concerned is used almost exclusively by the Tennis Club. It was accepted however that the trees are also hampering grass cutting activities at the back of the tennis courts. Quotations for the work required on the trees have nevertheless been obtained with varying prices quoted from £720 to £1600.

The owners of the properties in which the trees are growing have been contacted by the Tennis Club but are unwilling to undertake the improvement works.

Councillor Edwards proposed that Clifton Tennis Club should consider submitting a bid for Community Grant funding to the Parish Council to cover a proportion of the cost of cutting the trees back for the benefit of their court and their Members. Councillor Palmer agreed that this proposal would be a fairer approach to the allocation of funding, as all local groups have the opportunity to bid from the Community Grants pot.

16/666 **AGREED: The Members agreed that the Tennis Club should be requested to make a bid for part funding of the tree maintenance required adjacent to the tennis courts from the Community Grants fund in September.**

Update on parish tree audit – Cllr Brinklow

Councillor Brinklow reminded the meeting that some months ago the Chair was tasked with getting quotes for an audit of the trees that the parish council is responsible for in the village. The aim of the audit is to make a record of all trees on land owned and maintained by the Parish Council and enable a proactive maintenance programme. After getting lots of empty promises for quotes from a range of local arborists, eventually agreement was received from Olds that they would undertake a tree audit, subject to them receiving a list of trees in the village, together with a certain level of detail for each tree, which is effectively what they had agreed they would provide a quote for in the first place.

Despite having a vague map of the trees involved for the task, it appears that the lack of detail and clarity of the breadth of the task being asked has created an obstacle to it being undertaken. It is considered that the most effective way forward is to undertake an audit and create a map of the trees ourselves. This would provide a lasting plan and record for reference for the parish council and a clear template from which to put out a tender of work.

At this stage we are asking for a show of hands from Councillors who are willing to be part of a working party to undertake this task.

The Members agreed that the work could be achieved in 'bit size' pieces taking a different area at a time to examine, and all agreed to help. County Councillor Warwick suggested that the Parish Council contacts the County mapping service to ascertain whether there is some mapping of trees already in existence.

16/667 **AGREED: That all Members will participate in the audit of all trees on parish council owned and maintained land in the parish.**

16/668 **13. Replacement of 9 post mounted litter bins**

The Members considered a report which informed them that Parish Council has been notified by RBC that several post mount litter bins in Clifton village, which are causing an issue to the cleansing operatives because of the method for emptying them.

Apparently, the base panel slides out to allow the contents to drop and because it isn't possible to place a bag inside, the operatives have to catch the rubbish in a bag held underneath. Also, if there is anything jammed in the bin (like a cardboard box), the operatives have to put their hands in through the aperture to push it out, which is a health and safety issue because although they wear gloves, there is a possibility of something sharp, like a hypodermic syringe, piercing the glove.

These litter bins have been in situ for several years, but the problem has been aggravated even more by the fact that they are now also used for dog waste and that

some local youngsters have worked out that they can also pull out the base panel and empty the contents on the ground.

The Broxap Hercules post mount litter bins are favoured by RBC. The cost is £110.00 each plus VAT = £132.00 each and installation cost is normally £35 per bin plus VAT = £42.00. Therefore, the 50% contribution from Clifton PC would be $£174 \div 2 = £87.00$ per bin. There will be no charge for removal of the existing bins.

Total cost therefore: £783.00

Having considered the implications of the report Councillor Robinson proposed that the Parish Council requests RBC to remove the 9 existing post mounted litter bins and replace them with the Broxap Hercules post mounted bins at a maximum cost of £783.00; using the earmarked reserves (Community Facilities). The proposal was seconded by Councillor Palmer and on a show of hands all Members were in agreement.

16/669 **RESOLVED: The Parish Council requests RBC to remove the 9 existing post mounted litter bins and replace them with the Broxap Hercules post mounted bins at a maximum cost of £783.00; using the earmarked reserves (Community Facilities).**

16/670 **14. Quotations received for the maintenance of parish council owned street lighting**

The Members considered a report from Cllr Brinklow which detailed the outcome of his efforts trying to find a supplier to maintain the parish council's street lights that are not currently maintained by Warwickshire County Council.

The street lighting is at present maintained by Hi-Lite Electrical who have proved to be unreliable. The fact they are based in Tamworth means they would only likely attend a fault if they were in the area.

Three companies have been approached with a view to obtaining quotations for the work who are listed below:

- SSE-- This Company declined to offer a service as they are based too far away for it to be viable for them.
- EON—Who are based in Hinckley. Received a detailed breakdown of costs which includes an annual cost of £17.29 per lamp per year which equates to £985.53 for the Village Owned lighting which I calculate to be 57 lamps. Any callout for repair would incur a £7.00 site attendance fee plus the cost of the repair.
- Midland Sign and Lighting Ltd—this company is based in Nuneaton and their costs are £120 to attend a lighting repair per location plus the cost of the repair e.g. New Light Bulb.

To get a better understanding of how these prices would compare with EON the number of callouts for years 2015/16 /17 have been listed and what the cost would be using Midland Sign and Lighting Ltd charges.

Year	Number of Reported Faults	Midland Sign and Lighting Ltd	EON
2015	7	£869 + Repair	£1034 + Repair
2016	13	£1651 + Repair	£1076 + Repair
2017	5	£535 + Repair	£1020 + Repair

Originally when starting to look at the maintenance of the village lighting we were looking at finding a company we could use that would give us a yearly contract and also looked at costs for converting our lighting to LED's. We have since found out that the goal would be to get all lighting maintained by Warwickshire County Council but to achieve this we would need to upgrade the old lighting in North Road.

Attempts have been made to contact WCC to try establishing exactly what would be required to achieve this goal. As yet we have failed to get a response from the contact names given by County Councillors Lee Hunt and Adrian Warwick.

Following a lengthy discussion on the viability of upgrading and converting the existing street lighting to LED lights which would reduce costs in the long term, Councillor Robinson proposed that WCC (Kevin Fennel) should be contacted again in order to obtain more succinct advice on the process. He also proposed that Newton PC should

also be contacted in order to obtain more information on how their upgrade was achieved.

16/671 **AGREED: That Parish Council postpone the awarding of a new street lighting maintenance contract until WCC have been contacted again for advice on the best way forward to upgrade all existing lighting, and Newton PC have been asked to provide more information on how their upgrade was achieved.**

16/672 **15. Proposal to allow dogs on the playing field to participate in the Village Fete**

The Members considered a proposal to allow accompanied dogs on to the playing fields on the day of the Village Fete (15 September) in order to participate in a Fun Dog Show being staged as part of the event.

They noted that last year the Fun Dog Show proved very popular with around 43 family dogs participating, and with no reported problems.

The Members agreed that the proposal was sensible and that with the provision that dogs should be held on leads and waste disposal facilities should be provided. An ample supply of fresh water should also be available to ensure the welfare of the dogs participating.

Councillor Edwards proposed that permission should be granted for family dogs on leads to be allowed on to the playing fields at all community events organised by the parish council in the future. The proposal was supported by Councillor Brinklow.

16/673 **RESOLVED:**

1. **That the Parish Council gives permission for dogs on leads to be allowed on to the playing fields on Saturday 15 September 2018 in order to participate in the Family Fun Dog Show.**
2. **That family dogs on leads to be allowed on to the playing fields at all community events organised by the parish council in the future.**

16/674 **16. To receive Members motions and items for the next meeting.**

- Maintenance of allotment sites - Councillor Edwards
- Village needs and priorities survey – Councillor Edwards

16/675 **17. Date of next meeting**

The next meeting of the Parish Council will take place Monday 3 September 2018 at 7.30pm

The meeting closed at 8.41pm

Minutes approved and accepted as correct

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Chair

Dated