

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

Held on 4 February 2019
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr Marion Nash (Chair), Cllr A Robinson, Cllr I Brinklow, Cllr L Edwards, Cllr C Palmer and Cllr H Duncan

Also present: Borough Councillor Leigh Hunt and 38 residents of the parish.

Clerk: Mrs B Spence

MINUTE

ACTION

16/821 **1. Apologies for absence**

Apologies were received and accepted from Cllr G Neelakantan and County Cllr A Warwick

16/822 **2. Declarations of Members Interests and requests for dispensations.**

Cllr H Duncan declared a non-pecuniary interest in item 9 in relation to the planning application no R18/0032, Clifton Cruisers

16/823 **3. Public Forum – suspension of Standing Orders**

Public Forum opened at 7. 31 pm

-A resident queried the closure of Hillmorton Lane immediately following its reopening. Response - *Cllr Hunt will respond to this later in her report.*

-A resident queried the parking in local schools by parents and teachers which cause access problems, particularly following a recent accident nearby. Response – *a letter will be sent to the headteacher.*

Clerk

-A resident queried the appointment of an internal auditor. Response – *this will be covered in agenda item 13.*

-Mr Over read from a statement, in regard to a planning application variation he has made at Clifton Cruisers. It was stated that the access road in question is not used for access but for agricultural purposes and the fencing is to keep livestock off the track, keeping the moorers safe.

In connection with this another resident spoke of a recent incident where ambulance access was necessary and if not available would have had serious results. One of the residents affected made reference to the Disabilities Act and suggested that some residents may be risk of isolation without access to vehicles. Plans are in place to plant trees for screening the area and installing sheds for storage.

The Councillors are to consider the planning application in agenda item 9.

-A resident asked if the planned safety review of the roads in the Parish will be delayed with the re-closure of Hillmorton Lane. Response – *this will be raised later by Cllr Hunt.*

-Two residents stated concerns that the proposed plans for Springwell House were the same as before, just smaller, and that the planned driveway is not wide enough without encroaching on their drive. One has placed an objection with RBC. Response- *this will be covered in agenda item 9.*

A resident stated that they were offended by the comments made at the onset of the public session of this meeting and felt that people living at Clifton Cruisers are not welcome locally. Response – *Cllr M Nash, Chair, apologised and that she had no wish to cause offence, had lived within the boating community for 10 years herself and that the reason for asking for comments relating to the Clifton Cruisers planning application to be heard after other matters had been raised was to enable residents that attend regularly to be able to speak without interrupting the voices of residents from the wharf.*

16/824 **4. Public Forum closed and Standing Orders resumed at 19.55 pm**

16/825 **5. Minutes of the Parish Council meetings held on 7 January 2019**

The Members agreed that the minutes of the meeting were a true and accurate record. They were approved and signed by the Chair, Cllr Marion Nash.

16/826 **6. Confidential Minutes of the Parish Council meeting held on 7 January 2019**

The Members agreed that the confidential minutes of the meeting were a true and accurate record. They were approved and signed by the Chair, Cllr Marion Nash.

16/827 **7. Matters Arising and progress against resolutions**

Cllr L Edwards still to pass papers with regards to the Hewitt's tombstone to Cllr C Palmer.

Cllr M Nash advised she will circulate a draft copy of the newsletter within the week.

16/828 **8. Financial Matters**

16/829 *Payments*

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.

07/01/19	105.80	Beryl Spence expenses	T94
07/01/19	45.00	WALC training courses	T95
07/01/19	274.40	HRMC	T96
07/01/19	17.50	TMH Committee	T97
15/01/19	21.60	Quill payroll	T98
25/01/19		Christine Lord – Salary protected under GDPR 2018	T99
25/01/19		Beryl Spence – Salary protected under GDPR 2018	T100
23/01/19	373.22	Eon – Street lighting	T101

16/830 *Financial Statement*

16/831 The Members examined and accepted the Statement of Accounts for the period ending 31 January 2019, which was signed by the Chair as a true record.

- 16/832 **9. Planning matters**
- 16/833 [R19/0052](#) Land adjacent to Springwell House, Manor Lane, Clifton – erection of single storey dwelling
The Parish Council expressed concern about this application as the site is on a pinch point and it would not be possible to get two cars on the space shown. The site has already been subject to a Planning Inspectorate refusal and is situated at a village gateway, reference was made to the Parish Plan. The layout would detract from the environment. Clerk
- 16/834 [R18/0032](#) Clifton Cruisers, variation of conditions
The Parish Council expressed concerns about the variations of conditions on the same grounds as before, as the plans are considered to be of significant rural harm and there is no evidence to support vehicle or emergency access is required for 6 residential moorings. Concern was also raised that support for the application was being sought nationally via a social media page. Clerk
- 16/835 [R18/0744](#) Oakridge Farm, Hillmorton Lane- prior approval for change of use
The Parish Council Resolved to make no comment on this application
- 16/836 [R18/2170](#) The Locks, Hillmorton, decision notice
Noted Clerk
- 16/837 [R18/2022](#) The Old Hall, Lilbourne Road, decision notice
Noted
- 16/838 [R18/1540](#) The Pavilion, Hillmorton Lane, decision notice
Noted
- 16/839 **10. Revised draft of Health and Safety policy**
 There were no comments made on the revised policy. Cllr Nash proposed that this be adopted and Cllr Edwards seconded. On a show of hands all members were in agreement.
- 16/840 **Resolved**
 The Health and Safety Police be adopted by the Parish Council.
- 16/841 **11. Draft of new policy of Safeguarding**
 No comments were made on the new policy. Cllr Nash proposed that this be adopted and Cllr Edwards seconded. On a show of hands all members were in agreement.
- 16/842 **Resolved**
 The Safeguarding Policy be adopted by the Parish Council
- 16/843 **12. Summer fete arrangements**
 The summer fete will be initiated by Cllr Robinson, which Cllr Nash will chair. £2,000 to be ringfenced for the event and external sponsorship to be sought. More people will be needed to be involved in the planning and implementation of this.
 The Councillors to consider what to do with the profits, in terms of a charitable donation, and confirm the date the fete to be held at the next meeting. Cllr Nash proposed to go ahead with this and Cllr Robinson seconded. On a show of hands all members were in agreement.
- 16/844 **Resolved** Cllr Nash/
 Cllr
 Robinson

- 16/845 **13. Appointment of internal auditor**
 The Chair, Cllr Nash, read the proposal for the appointment of the internal auditor, as required, for the year 2018/19. Cllr Nash proposed the appointment of MS Audit and Consultancy Service at a cost £175 for this work, seconded by Cllr Edwards and on a show of hands all members were in agreement.
- 16/846 **RESOLVED**
 MS Audit and Consultancy Services to be appointed to carry out the audit. Clerk
- 16/847 **14. Reports from Borough and County councillors**
Borough Councillor, Leigh Hunt
- Clifton Cruisers**
- Due to go to planning on 6th March, although a new consultation is expected imminently
- 2 Main Street**
- Received planning approval. Work progressing at pace.
- Old Hall**
- Additional door to The Pavilion received planning approval. Work progressing and they are doing a good job of it. Parking will need to be monitored once the house is occupied.
- County Councillor, Adrian Warwick**
- Hillmorton Lane**
- The road re-opened on Thursday and was closed again later in the day on safety grounds. WCC and the contractor are working to resolve this. As you might imagine, there will be lawyers involved in trying to sort out liability.
- Butler's Leap works**
- Continuing issues with contractors parking on Vicarage Hill. Galliford Try to act when reports are sent in.
- Traffic Calming**
- Safety audit to take place after Hillmorton Lane reopens. Not worth doing it until then as the traffic flows would not be representative. Suggest that all send comments to cliftonupondunsmoretcs@warwickshire.gov.uk
- The school crossing is likely to be budgeted for in the next financial year, but following the recent accident further efforts are being made to bring this forward.
- 16/848 **15. Progress reports from Parish councillors**
Spring clean 2019
 Cllr Edwards stated the spring clean under the Keep Britain Tidy campaign will be on 30 March 201 at 9.30 am, at the car park. There is no cost to this as hi viz jackets can be borrowed from RBC. This event will be promoted in the forthcoming newsletter. Cllr Edwards

Street Lighting

Cllr Brinklow gave an overview on his report on street lighting. Following a recent investigation with a lighting engineer it seems all the current street lights can be converted to LED at a cost of £360 each. It was suggested that a start to the conversion could be made in North Street, at a cost of £2,880, possibly followed by Avon Street, although now may not be the best time for this work there. Cllr Brinklow to liaise with the Clerk over the planned purchase.

Cllr Brinklow proposed the purchase of LEDs for North Street lights, this was seconded by Cllr Nash and by a show of hands agreed by all.

Cllr
Brinklow/
Clerk

RESOLVED

16/849 LED streetlights to be installed in North Street

Heavy vehicle traffic

Cllr Nash proposed that due to the amount of heavy vehicle traffic still coming through the village that a day monitoring the vehicles could be held, with volunteers, spending an hour each to photograph all trucks coming through the village on a weekday. As the Chair of the Neighbourhood Watch attended the meeting the Chair requested that ask members if they would support the initiative by volunteering their services too, which he agreed he would seek. Seconded by Cllr Robinson and a show of hands with all members in agreement.

RESOLVED

This was agreed with a date to be set to carry this out.

16/850

Cllr Nash

16. Correspondence received

16/851 A Development Plan for Willoughby has been received for councillor comments. Cllrs to consider this and feed back to the Clerk.

All

A thank you card has been received from Christine Lord, retired Clerk, for the gifts and good wishes received from everyone.

A thank you email has been received from Hope 4 charity for the recent donation of £441 following the Christmas fair and carol singing events.

16/852 **17. Members motions and items for the next meeting.**

- To look at the RBC grant for regional development (applications to be received by 31 March 2019). Any application would require matched funding.
- To look at the contract for the church grounds maintenance

Cllr
Edwards

Cllr
Edwards/
Clerk

16/853 **18. Date of next meeting**

The next meeting of the Parish Council will take place Monday 4 March 2019 at 7.30pm

The meeting closed at 20.50 pm

Minutes approved and accepted as correct

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Chair

Dated

DRAFT