

## **PARISH COUNCIL MEETING OF THE PARISH OF MANCETTER**

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on Tuesday 18<sup>th</sup> March 2014 commencing at 7.00pm in the School Room, St. Peter's Church, Mancetter.

**Present:**

**Chairman** Mr T Hopkins

**Parish Councillors** Mrs J Marshall, Mrs S Healy, Mr H Blackburn, Mr C Tooby,  
Mr A Benham, Mrs J Mawson

**Parish Clerk** Mrs K Meads

**Borough Councillors** Mrs L Freer, Mr M Davis

**Visitors** One Parishioner and Ms J Vero – Roman Mancetter

**Item 1-Apologies**

Mr B Hamson was absent due to illness. These apologies were accepted.

Mrs A McLauchlan County Councillor and Mr J Arrowsmith.

**Item 2 – Notice of Interest**

Mr T Hopkins and Mrs J Mawson declared an interest in Item 12-Allotments.

**Item 3a-Approval of minutes of the Parish Meeting of 28<sup>th</sup> January 2014**

It was proposed by Mr H Blackburn and seconded by Mr T Benham that the minutes be accepted.

**Item 3b-Matters arising from the Parish Council Meeting.**

Mr T Hopkins reported that all matters would be covered later in the meeting.

**Item 4-Report from Ms J Vero – Roman Mancetter**

Ms J Vero reported that although the LEADER project had now finished there had been some spin offs which include:

- The Friends of Atherstone Heritage working with Warwickshire Museum to catalogue some of the 650 boxes of "Mancetter Finds".
- Adam Booth – Earth Scientist who wants to set up a project to survey the area of the Roman Fort.
- Archaeology Warwickshire are considering a new project to market Boudica. Mancetter still remains the favourite site for her last battle. The Bosworth Battlefield Centre could also be included in this project.
- A TV company have been in touch to discuss a programme in 2015 with Alice Roberts – Boudica in Mancetter.

The Civic Society has a programme of meetings for the year.

Mr T Hopkins thanked Ms Vero for a very comprehensive update and invited her to come to the Annual meeting in May.

**Item 5 – Footpaths and Public Rights of Way**

Mr J Arrowsmith was unable to attend the meeting and this item is to be carried forward.

**Item 6a – Report from Police**

There was no police report.

Mrs S Healy reported on Action for the Blind, a Community Police Card. The Clerk will look into this.

**Item 6b- Report from Borough Councillors**

Both Mr M Davis and Mrs L Freer expressed their disappointment that the Mancetter HUB had closed and hoped that it could re-open once the Manor Road Extra Care Scheme was up and running.

At this point the Parishioner was given the opportunity to speak about the issues again on Public Footpath AE96 and the area surrounding Leek Wooton Farm. A great deal of discussion took place on this matter and Mrs L Freer advised that she had already reported issues to the County Council. Mr T Hopkins advised that it is very difficult for the Parish Council to become involved as they have no power over the County Council in these matters. Mr H Blackburn advised that he would speak to Mr Twining from the farm. Mrs Freer advised that she would again report the issue to the County Council.

Mr Hammersley then left the meeting.

## **Item 7- Any other Parish Business for discussion**

### **7a-Manor Road Extra Care Scheme**

The Clerk reported that all relevant comments from the previous meeting had been lodged on the Planning Portal System.

A report from NWBC had been circulated before the meeting which indicated that other agencies had raised issues about the parking both on and off site.

*Post meeting note: This application is to be presented to the Planning and Development Board on Monday 14<sup>th</sup> April, with a recommendation for approval. Amended plans have been submitted which include additional parking spaces both in Manor Road and at the Church Walk entrance.*

### **7b- Bulbs to be planted in Ridge Lane after Morgan Sindall works**

The Clerk reported that the donation of £100 had been received.

### **7c- Gramer Charity Board**

Mrs S Drakeford from The Gramer Charity had contacted the Clerk to ask if any Councillor would be available to join the Gramer Charity Committee. Details of the meeting dates had been passed to Councillors before the meeting and Mr H Blackburn had stressed an interest. Mr T Hopkins thanked Mr Blackburn for his interest and it was unanimously agreed that Mr H Blackburn should be the Parish Council representative on the Gramer Charity Committee.

### **7d – WALC Annual Briefing Day**

Councillors Marshall, Mawson and Healy attended this briefing day and all reported that it had been a very informative day.

Mrs J Mawson and Mrs S Healy reported that they feel that it would be a benefit to the Parish to have a Neighbourhood Plan. This was discussed in detail with Mr T Hopkins stating that this would have to be proposed by another body, for example the Residents Association who were not willing to do this previously. Mr T Hopkins also referred to an email received from WALC entitled “Plans in Danger Zone” which described numerous Neighbourhood Plans that would be thrown out. Mrs S Healy stated that she would like to start a scoping exercise in case the situation changed.

### **7e – Boundary changes**

A document had been distributed before the meeting concerning possible boundary changes. After discussion it was agreed that no action was needed at this time.

## **Item 8 – Correspondence**

A full list of correspondence received had been passed to councillors.

The following items were discussed in detail:

- Public Interest Debate – Unitary Local Government for Warwickshire. This is a report from the Chief Executive of WCC stating that the council believes that it is in the public interest to explore the opportunities of unitary local government.

## **Item 9 – Cheques and Accounts**

Mrs K Meads issued a full statement of all accounts up to 17<sup>th</sup> March 2014.

All cheques and bank payments were signed in accordance with the bank mandate.

### **9a – To discuss the Clerk’s salary**

Mr T Hopkins recommended that the Clerk’s salary be increased by one grade to Grade 18 with effect from April 2014. This was unanimously agreed.

### **9b – To review the Parish Council Reserves**

The following changes were proposed by Mr H Blackburn and agreed unanimously:

- Funds set aside for Community Halls – No change
- Funds set aside for cremation area – Change to Funds set aside for cemetery works
- Funds set aside for footpath area – No change
- Funds set aside for Ridge Lane Play area – Change to Funds set aside for future planting and community assets
- Balance of 106 monies – No change
- Grant Making Policy – Due to lack of applications this amount be reduced to £1,000 for year 2014/15

### **Item 10 – To review Statutory Documents**

All of the following documents were reviewed:

- Pecuniary Interests – Councillors confirmed that there were no changes to their pecuniary interests.
- Standing Orders – Up to date and no changes required
- Complaints Procedure – Up to date and no changes required
- Freedom of Information – Up to date and no changes required
- Grant Making Policy – Policy up to date, change of reserve as mentioned in item 9b
- Risk Assessment – Financial Regulations – Up to date and no changes required
- Risk Assessment – Allotments – Up to date, including capping of all wells, no changes required
- Risk Assessment – Cemetery – Up to date and no changes required
- Insurance Cover – Up to date, no increase required. Policy on three year fixed premium.

### **Item 11– Cemetery and Maintenance**

#### **11a-New paths in the cemetery**

The Clerk reported that the path from the Mancetter Road entrance to the steps had been replaced. The Contractor, J Everitt Paving has completed the work to a very high standard. The old tarmac has been used to fill holes on the allotment path. Before the work commenced Mr Mike Gale from Lafarge Tarmac had offered to supply the ballast under the tarmac, however, when the contractor ordered the materials these were all supplied free of charge. The Clerk confirmed that she had written to Mr Gale to pass on thanks for this very generous gesture.

#### **Outstanding works list**

This list has now been received and the main item is work to the trees. The Clerk is to obtain quotes and advice on safety of the trees in the cemetery.

### **Item 12 – Allotments**

#### **12a- Update**

Mr T Hopkins reported that all allotments were now let.

#### **12b- Rents for 2014/15**

The Clerk confirmed that all allotment rents had been collected and banked.

### **Item 13 – Core Strategy and Neighbourhood Plans**

This was discussed, however no action can be taken until the Inspector gives his report.

### **Item 14 – Publicity**

**14a** Summary Minutes of the meeting held on 26<sup>th</sup> January 2014 were agreed as correct and signed by Mr T Hopkins.

**14b** Mrs K Meads advised that a report for the March and April editions of Mancetter Matters had been sent in.

Mr T Hopkins signed a paper copy of the report for the files.

### **Item 15 – Planning Applications**

The following Planning Applications were discussed:

Cherry Tree Farm, Atherstone Road, Hartshill – New kennel block. NO objection

Land in between Glebe Farm and 2 Providence Place – Erection of greenhouse. NO objection

**Item 16 - Date of next meeting-**Tuesday 20<sup>th</sup> May 2014 Annual Parish meeting at 7pm followed by Annual Parish Council meeting.

Mr H Blackburn advised that the speed limit in Kingsbury had been reduced; therefore it should not be an issue for the County Council to reduce the speed limit in Birchley Heath / Ridge Lane.

There being no further business Mr T Hopkins closed the meeting at 8.55pm

Signed : Chairman – Mr T Hopkins

Date: