

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

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on
Tuesday 26th July 2016 commencing at 7.00pm in the School Room, St. Peter's Church, Mancetter.

Present:

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| Chairman | Mr T Hopkins. |
| Parish Councillors | Mr T Benham, Mr J Arrowsmith, Mrs G Forknall, Mr H Blackburn. |
| County and Borough Councillors | Borough Councillor Mrs D Clews. |
| Parish Clerk | Mrs K Meads. |
| Assistant Parish Clerk | Mrs E Higgins. |
| Members of the Public | Mr H Leaber, Mrs D Leaber, Mr K Hiorns, Mr B Twinning, Mr B O'Keefe. |

Item 1-Apologies

County Councillor Mr C Clark gave his apologies.

Parish Councillor Mr J Everitt sent apologies. These apologies were accepted. Mrs S Healy was absent.

Item 2 – Recording of the meeting

The Chairman, Mr T Hopkins welcomed everyone to the meeting and asked if anyone recording the meeting could make themselves known. There was no recording of the meeting.

Item 3 – Notice of Interest

Mr T Hopkins and Mrs G Forknall declared an interest in Item 16-Allotments.

Mr T Benham declared an interest in Item 12 Planning Matters - Mancetter Post Office.

Item 4-Councillor Vacancy

Mr C Tooby has now stepped down and both Mr B Twinning and Mr B O'Keefe have expressed an interest in joining the Parish Council and were invited to this meeting to observe proceedings.

Mr T Hopkins welcomed them and explained that this is a non-political council which has achieved a recognised quality status. The role of a Parish Councillor is to promote the interests of the parish, and is not for personal gain or re-numeration. Both candidates have been given an application form and Mrs K Meads explained the eligibility criteria. Providing that they are both eligible to stand as Councillors, a closed vote will take place at the next Parish Council Meeting on 27th September 2016. As we only have one vacancy Mr D Harris the Democratic Services Officer for NWBC was contacted and agreed to this process rather than holding an expensive election.

Item 5 – Minutes of the last meetings

It was unanimously agreed that the draft minutes of the Annual Parish meeting and the Annual Parish Council meeting both held on 24th May 2016 be accepted.

Item 6 – Matters Arising from previous minutes

There were no matters arising from the previous meetings.

Signed Mr T Hopkins Chairman Date: 27th September 2016

Item 7 – Report from Police

There was no police report or apologies for this meeting. Mr H Blackburn raised concerns about the increase in break ins particularly in Quarry Lane and the lack of attendance at meetings. He fed back that some members of the public are feeling that they are just allocated a crime number and find it difficult to get through using the 101 number. The Clerks will pass on this feedback to the police department.

Item 8 – Report from County and Borough Councillors

Mrs K Meads read out a report by County Councillor C Clark. The Judicial Review verdict is due to be handed down tomorrow in Cardiff. A review has been commissioned of HGV routes, vehicle use of the bridges and a review of all the weight and height signage in the area.

Councillor Clark would like the Parish Council to consider what Highways improvements could be made in the Parish as he will be focusing on Mancetter this year when spending his delegated budget. He would like to meet with individuals to consider potential projects. Some of the budget has been used to extend the Accident Reduction Scheme on Mancetter Road all the way to Quarry Lane.

Borough Councillor Mrs D Clews fed back that she had attended the court case to lend her support to the Judicial Review and had also visited Laurel Gardens. It has been requested that the application for planning between bridges 37 & 38 goes before the Planning Board.

Mrs D Clews was thanked by Mr H Blackburn for her assistance in sorting out an issue on his behalf.

Public Questions on Planning Applications.

Mr and Mrs Leaber have concerns over the proposed planning application at 78 Mancetter Road and wished to know the viewpoint of the Parish Council. Any objections raised by the Parish Council have to follow planning law. Mr & Mrs Leaber were advised that the application was unlikely to be refused on the grounds of the proximity to the boundary or the lack of light rule.

Mr Hiorns wanted to know if we had any more details on the Mancetter Post Office Extension. The Parish Council have only been informed that the proposed front extension has been withdrawn. The current fencing does reduce visibility from his driveway and the parking of vans on the corner has caused issues for people navigating the junction. It is believed that the fencing is temporary but Councillor Clews will check and the police will be made aware of the parking issues.

Councillor Clews and Members of the Public then left the meeting.

Item 9 – Re-Location of the Parish Office

The three- month trial has now come to an end at Mancetter Memorial Hall, and the Chair and Clerks met with the Memorial Hall Trustees to discuss future partnership working. It was agreed to relocate the Parish office to the Hall from 1st August 2016 at a rental of £30.00 per month up until March 2017. At the beginning of the next financial year a two- year fixed contract will then be agreed. The Standing Order for the 1st of every month was signed off by Mr H Blackburn and Mrs G Forknall. An additional fireproof safe will need to be purchased for documentation and if the safe at the MVCA lock up is unsuitable then approval was given to acquire one to provide two- hour fire protection up to the value of £750.00 proposed by Mr H Blackburn and seconded by Mr J Arrowsmith. Broadband security will be verified and the Trustees asked to consider the installation of security cameras.

Item 10-Any Other Parish Business for discussion

- **Parish Council Grants**

No Applications have been received.

- **Judicial Review Update**

The Judge heard all of the evidence and will pass judgement in Cardiff on 27th July 2016. A letter will be written to the Regulatory Committee and Cabinet who formulate policy at Warwickshire County Council asking for the policy documentation on Transit Sites to be reviewed in light of the recent difficulties.

- **Laurel Gardens**

The open day took place on 19th July and The Clerks and Borough Councillors Clews and Davis went on a guided tour. There are three categories of support offered to residents and accommodation is still available within the scheme. The Clerks will contact NWBC to express concerns over the amount of parking spaces and to ask about the agreed replanting of trees.

- **Change of School catchment area.**

Pupils living in Ridge Lane have now been made part of the catchment area for the QE Academy instead of Hartshill School. There are only two buses a day into Atherstone at 7.30am and 5pm and no safe walking or cycling route. WCC had said that something will be arranged but Parents are concerned. County Councillor Mr C Clerk will be notified and asked to look into the matter and feedback to Councillors.

- **Public Consultation on the WCC revised statement of community involvement**

Councillors have read the statement and feel that at first glance this looks to be a better document and addresses more issues than the original charter. Councillors will let the Clerks have any further comments that they wish to feedback. The subjective language in 1.8 of “consultation with who we consider to be appropriate” could be looked at further by WCC.

Item 11 – Correspondence

A full list of correspondence received had been passed to councillors. (Appendix I)

Item 12 – Planning Matters

- **Fir Tree Paddock** – The Enforcement Officer confirmed that the activity taking place was part of the agreed planning application and not the one currently under appeal. The Parish Council had no other issues to raise in addition to the original comments.
- **Unauthorised development between Bridges 37 and 38 Coventry Canal**
The Clerk has been liaising with the planning department and the Enforcement Officer has visited the site. A planning application has now been submitted and comments will be forwarded to the planning department. Concerns over the height, appearance, access, rural setting and need were discussed.
- **78 Mancetter Road and Mancetter Post Office were considered as part of the public questions section of the meeting.**

Item 13 – Finance

- **Signing of Payments**
All cheques and bank payments were signed in accordance with the bank mandate.
- **Complete new Bank Mandates**
This item was deferred until the next meeting.
- **Closure of HSBC Atherstone Branch**
It was agreed to maintain the account with HSBC and transfer over to Nuneaton. The deadline for banking will be changed to reflect the need to travel.

Item 14 – Neighbourhood Plan

The Mancetter Parish Neighbourhood Plan is at consultation stage and 41 Questionnaires have been returned following the three drop-ins. The next stage will be going to Referendum. The Steering group will meet on Thursday 15th September 2016 7.30pm at St Peter's Church Schoolroom. Mr J Arrowsmith sent his apologies.

Item 15 – Cemetery and Maintenance

There have been lots of queries about the site of graves from people tracing their family history as well as enquiries for plots from people outside of the area. The Cemetery is well maintained and credit must be given to Mr R Drakeford. There has been an issue regarding mud on a grave following a burial which was sorted by the Clerk.

Item 16 – Allotments

No update as things are going okay.

Item 17 – Publicity

The Clerk advised that a report for the July/August edition of Mancetter Matters had been sent in. Mr T Hopkins signed a copy for the records.

Item 18 - Date of next meeting, 27th September 2016

Mrs G Forknall stated that she was now the Parish Council Representative on the Patient Participation Group at Atherstone Surgery. There being no further business Mr T Hopkins closed the meeting at 9.45pm.