

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

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on
Tuesday 27th September 2016 commencing at 7.00pm in the School Room, St. Peter's Church, Mancetter.

Present:

Chairman	Mr T Hopkins
Parish Councillors	Mr T Benham, Mrs S Healy, Mr J Arrowsmith, Mrs G Forknall, Mr H Blackburn
County and Borough Councillors	Borough Councillor Mr M Davis
Parish Clerk	Mrs K Meads
Assistant Parish Clerk	Mrs E Higgins

Item 1-Apologies

County Councillor Mr C Clark and Borough Councillor Mrs D Clews gave their apologies.

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 declared recording of the meeting.

Item 3 – Notice of Interest

Mr T Hopkins and Mrs G Forknall declared an interest in Item 15-Allotments.

Item 4 – Councillor Vacancy – Co-option of New Councillors

Robert John Alan Twining and Sean Barry O'Keefe were co-opted as Parish Councillors and signed the declarations.

Item 5 --Approval of draft minutes of the Meeting of 26th July 2016

It was unanimously agreed that the draft minutes of the Parish Council meeting of 26th July 2016 be accepted.

Item 6 – Matters Arising from the Parish Council Meeting on 26th July 2016

• **Police Reports**

The Police are finding that they are unable to attend the Parish Council meetings due to workload. They are encouraging members of the public to attend the Area Forum East to raise questions and concerns or to ring 101.

Police response times were raised with the Police Crime Commissioner and work is ongoing to monitor the drug issues on Mancetter Recreation Ground.

The continuing traffic and parking issues with the corner of Manor Road will be raised again with Warwickshire County Council.

The Parish Council will ask if a Police report can be submitted to the bi-monthly meetings to keep up to date with activities within the Parish.

Signed

Date:

- **School Catchment Area**

Ridge Lane parents now have to apply to the QE Academy in Atherstone instead of Hartshill for secondary school education. As there is no public transport at school times; parents with children at different schools are having to juggle timings and directions. Assistance with taxis is being offered temporarily but parents have to apply for this. The Parish Council have written to the County Council to express its concerns. WCC state that they no longer have control, as both schools are now academies and proposed new development in Hartshill will put additional pressure on infrastructure.

- **Laurel Gardens**

Parking spaces and tree planting have been raised with the planning officer who has asked for more trees to be planted. There are also some issues with children throwing stones at the fencing which will be reported. Tenders are now out for the proposed new development next door to Laurel Gardens and Angela Coates from NWBC will be contacted to ask what plan will be put in place for contractor parking.

- **Temporary Travellers Site / Judicial Review**

An appeal against the Judge's decision is being considered which may delay development. A contractor has been given permission to store materials on the site although requests to purchase it have been refused. WCC have resubmitted an application for a transit site situated in Southam.

Item 7 – Report from County and Borough Councillors

Councillor M Davis was welcomed back to the Parish Council meetings.

The Appeal for the Chicken Broiler has been submitted and is awaiting allocation by the Planning Inspectorate. The Borough Council is requesting a Public Enquiry although the Applicant would prefer written representations.

The amount of Housing Development planned for North Warwickshire has increased by two thirds on the original figures quoted and will bring challenges in terms of infrastructure and resources.

In addition to this the Council has to make significant cuts to its budget.

There was no County Council Report and Mr M Davis then left the meeting.

Item 8 – Parish Office

All archiving has now been moved to the Memorial Hall and will be sorted through to see what is required to be stored in a safe. We have minutes going back to 1908 and the previous clerk will supply the ones from 2008 – 2011. A new printer has been installed and laptops can be backed up. It was proposed by Mrs S Healy and seconded by Mr H Blackburn to purchase a Draytek Broadband Router with multiple wireless connections at a cost of £288.00 in partnership with the Memorial Hall and Coventry & Warwickshire Mind to ensure confidentiality for all users. The Telephone contract expires in October and the Broadband the following July.

The cost of transferring the Parish Council feature telephone line to the Hall on a 5-year contract at £22.40 a month, and cancelling the broadband contract would cost £285.00. If the line remained at the Clerk's house until the end of the contracts the cost would be £15.00 less. It was proposed by Mr H Blackburn and seconded by Mrs S Healy to move the telephone and cancel the existing broadband.

Item 9 – Any other Parish Business for Discussion

- **Grant Applications**

No applications have been received.

- **Gramer Charity Wall**

Some maintenance work is required on the wall by the closed churchyard as there are a few perished bricks and some flanching missing although it is not in danger of collapse. The centre section has been rebuilt in the past but this has not been done by the Parish Council and no information can be found in the archive. The Gramer Trustees will be asked to refer back to the Diocese to see who has ownership of the wall and if it is the Parish Council then a quote can be looked at.

- **Training provision for Councillors**

Training is important both for new and existing Councillors to gain and refresh knowledge as well as maintaining the Quality Level Status for the Council. On 24th September Mrs E Higgins and Mr B O'Keefe will be attending the New Clerk and Councillor Course, and on 2nd December there is a course on Dealing with Planning Applications at Mancetter Memorial Hall. Councillors Benham, Forknall, Healy and Twining will attend along with the Assistant Parish Clerk. Other Councillors may confirm attendance nearer the time.

Any meetings attended by Councillors please let the Clerks know as this also counts towards the Quality Status.

The Northern Area Group of Parish Councils will meet on 7th November 2016 at Ridge Lane Community Hall 7pm for a 7.30pm start.

- Thanks were extended to Mr M Briner for his report on the Footpaths within the Parish and the contract for maintenance will be reviewed.

Item 10– Correspondence

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

Item 11- Planning Applications/ Matters

The following applications were discussed:

- Appeal Date 18th October 16 – Land adjacent to Fir Tree Paddock – **Mr T Hopkins will attend the Hearing on behalf of the Parish Council.**
- + PAP/2016/0396 Rawn Hill Cottage Land between Canal Bridges 37 & 38 – **The Applicant has been invited to meet with the Chairman and Clerk following the Planning decision.**
- + PAP/2016/0451 Land to Rear of 49 Watling Street – **No objection**
- + PAP/2016/0489 12 The Spinney – Single Storey Side Extension – **No Objection**
- +PAP/2016/0400 Barn Fishery – Stable/ Barn Conversion to dwelling House – **No Objection suggested linking to the Fishery Business.**
- +PAP/2016/0499 Network Rail – Temporary Compound Nuneaton Road – **No Objection providing site is restored to field conditions and hardcore removed.**

Item 12 – Finance

- **Signing of Payments**

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

- **Conclusion of Audit**

The Financial Audit for this year has been completed with no issues raised. The order in the minutes of signing off accounts will be reviewed next year.

Signed

Date:

- **Complete new Bank Mandates**

This item will be deferred to the next meeting to clarify the number of signatories permitted.

- **Review of Banking Procedures**

No update is required after the closure of the Atherstone Branch as the financial policy states that cheques and cash should be banked as soon as possible.

Item 13 – Neighbourhood Plan

- **Delegation of Responsibility.**

The final version of the Mancetter Parish Neighbourhood Plan will be ready for submission before the next Parish Council meeting in November. As it is the responsibility of the Parish Council to present the plan to the Borough Council to begin the six-week consultation period; it was proposed by Mrs S Healy and seconded by Mr H Blackburn to delegate responsibility for this to the Chairman and the Clerk.

- **Review of Planning Grants**

The Awards for All funding has been extended to the 24th March 2017 and funds have been moved to different categories to ensure that costs are covered. A final Community Grant will be applied for in November.

Item 14 – Cemetery and Maintenance

The fir trees at the side of the shed in the cemetery have grown and are affecting the electricity cables in Mill Lane. A quote has been received by a tree surgeon for £150.00 to remove the foliage. Mr H Blackburn suggested cutting them back substantially to prevent the need for regular pruning. Once the Clerk has received a copy of the insurance and risk assessment from the contractor then approval will be given for the work to be authorised by the Chair or the Clerk.

Item 15 – Allotments

Mr T Hopkins stated that a break- in had occurred on one allotment and he will ask if the incident was reported.

Item 16 – Publicity

The Clerk advised that a report for the September / October edition of Mancetter Matters had been sent in.

Mr T Hopkins signed a copy for the records.

Item 17 - Date of next meeting. 22nd November 2016

There being no further business Mr T Hopkins closed the meeting at 9.30pm.