

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

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on
Tuesday 28th November 2017 commencing at 7.00pm in the Schoolroom, St. Peter's Church, Mancetter.

Present

Chairman: Mr T Hopkins.

Parish Councillors: Mr J Arrowsmith, Mr H Blackburn, Mrs G Forknall,
Mrs S Healy, Mr B O'Keeffe, Mr B Twining.

Parish Clerk Mrs K Meads.

Assistant Parish Clerk Mrs E Higgins.

Item 1- Welcome and Apologies

County Councillor Mrs M Bell and Borough Councillors Mr M Davis and Mrs D Clews sent their apologies. Apologies were also received from PCSO M Yaqub.

Mr T Hopkins informed the meeting that Mr T Benham has stepped down from the Parish Council and we therefore now have a Vacancy.

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, Mrs G Forknall and Mr B O'Keeffe declared an interest in Item 14- Allotments.

Item 4 – Public Question Time

There were no members of the public present at this meeting but time is always allocated for issues to be raised.

Item 5 – Minutes of the last meeting

It was unanimously agreed that the draft minutes of the 26th September 2017 be accepted.

Item 6 – Matters Arising from the Parish Council meeting on 26th September 2017

- **Update on Church Walk Development and Proposed Open Day**

The Development is nearing completion and an Open Day is being planned for the second week in January before residents begin to move in. There is still considerable unrest within the Community concerning the inconsiderate parking issues resulting from work on this Development. It was agreed to write to the Officer at the Borough Council asking for lessons to be learned and highlighting the importance of having a banksman on site to monitor movements and parking.

Signed

Date:

- **Japanese Knotweed Ridge Lane**

This issue was first reported by the Parish Council nearly two years ago and has also been raised on several occasions by County Councillor M Bell. She has spoken with the new officer responsible for treating Knotweed and been informed that it is usually treated in the Spring. It was agreed to write to WCC expressing our concerns over the lack of action taken over dealing with this reportable issue, sending a copy of the letter to the farmer whose field is now affected and also including the WCC Communities Champion.

- **End of World War One Commemoration Plans for November 2018**

St Peter's Church will organise ringing the Bells and leaving a light on throughout the night of 11th November 2018. Richard Smith is happy to grow some winter pansies to be planted on the Green to spell out the words "We will remember them" Mr H Blackburn has lots of ideas for involving local schools and community groups and will set up a working group to develop these ideas and report back to the Parish Council Meeting in January. The Council will also consider making a financial contribution towards the project when costings are available and promoting the idea at the Annual Parish Meeting in April 2018.

Item 7- Report from the Police

No update from the police was available.

Item 8 – Report from County and Borough Councillors

There was no report from the Borough Council. County Councillor M Bell had forwarded an update for the meeting. Mr J Arrowsmith has expressed some concerns from the last Area Forum East Meeting over the police response to enforcing speed limits. County Councillor M Bell sent the details to the Sergeant for comment. Some Roman finds have been discovered as part of an investigative archaeological dig in Nuneaton Road. A group is being set up to look at how to promote the heritage of Mancetter and the surrounding area. Councillor Bell is speaking with members of WCC about concerns over the running of the Travellers Site Liaison Group.

Item 9– Any other Parish Business for Discussion

- **To discuss any Grant applications received**

No applications have been made.

- **WALC AGM 1st November 2017**

Mrs S Healy and Mr T Hopkins attended on behalf of the Parish Council. WCC need to make savings of £67 Million over the next three years. They are looking to recruit more Social Workers to minimise the cost of providing care. There is also a drive to promote people to use online services wherever possible, and by September 2018 90% of the County will have access to Superfast Broadband. As Mancetter now has a Neighbourhood plan, up to 25% of any Community Infrastructure Levy income from new development can be passed to the Parish Council for improvements to local infrastructure. The council can also look at the criteria for accessing Hs2 funding through Groundworks. Dave Shilton has been appointed as the Community Champion between Parish and Town Councils and WCC to look at common concerns raised within the sector.

- **Data Protection Training 23rd November 2017**

Mr T Hopkins and Mrs E Higgins attended on behalf of the Parish Council. All councillors have been issued with the handouts from the training to read and become familiar with the forthcoming changes in Legislation. It was agreed that all Parish Council business will be conducted using Parish Council e-mail addresses and Mr J Arrowsmith will set up accounts for Mrs G Forknall, Mr B O'Keeffe and Mr B Twining. A lockable filing cabinet will be purchased for the office and online security processes will be reviewed.

- **Review date for Standing Orders / Parish Council Policies**

Following training attended by the Assistant Parish Clerk, it was agreed to review all Council Standing Orders, Policies, and the website annually in May as part of the Annual Parish Council Meeting, instead of in March. This will allow councillors to be clear of the governance of the council at the start of each year of office.

Item 10 – Correspondence

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

It was agreed to table a question at the annual joint meeting of NWBC and Parish and Town Councils, on the need for a proper agreement between developers and councils concerning contractor parking and consideration for residents, with a recommendation for a banksman and penalty clauses for infringement.

Item 11 – Planning Matters and New Applications

- **PAP/2017/0278 Gladman Developments Ltd** – Awaiting outcome of site visit and archaeological report.
- **PAP/2017/0384 Land Rear of 66 – 71 Arden Forest Estate Ridge Lane – Erection of 12 houses plus associated access and landscaping** – No additional information has been received.
- **PAP/2017/0534 14 The Spinney – Extension to replace existing conservatory – No Objection.**

There has been no activity at the Chicken Broiler site to date and the applicant is currently busy with another project at Hartshill Quarry. It was agreed to contact Hartshill Parish Council to inform them of a possible water discharge into the canal from the Quarry. They may need to liaise with the Environment Agency and Canal and Rivers Trust.

Item 12 – Finance

- **Signing of all payments since the last meeting**
All cheques and bank payments were signed in accordance with the bank mandate.
- **Budget 2018/2019 and Precept Request**
All councillors had received the budget information in advance. Mrs K Meads went through the budgets and explained the impact of the loss of the Transition Grant on the precept options. **It was agreed unanimously to accept the proposed budgets.** The Council Tax base will be available just before the January meeting and will enable the final decision to be made on the precept options. Once decided then the figures will be published on the website and in the March/ April 2018 edition of Mancetter Matters. As happened last year, the actual costs will be published as well as the percentage increase, along with an explanation of the loss of the Transition Grant. It was also decided to highlight how much money is ploughed back into the local economy through the use of local contractors.

Item 13 – Cemetery and Maintenance around the Parish

- **Review list of Winter Jobs**
The list of jobs for the winter has been reviewed. Mr H Blackburn will fix the tap in the Cemetery and work with the Parish Handyman on the safe removal and replacement of the Cemetery Shed roof due to it containing Asbestos. The Parish Handyman will be asked to remove the lower branches of the trees overhanging in the Cemetery, to clean between the sets on the Green and to clear the moss from the Cemetery paths.
- **Water Leak in the Closed Churchyard**
This has now been repaired at a total cost of £508.00.

Item 14 – Allotments Update

- **Allotment Gate and Signage**

The gate has been repainted and the plastic sign mounted both sides onto a plywood backing and bolted to the gate.

Item 18 – Date of next meeting: Tuesday 28th November 2017

The meeting closed at 9.15pm.

DRAFT

Signed

Date: