

**MINUTES OF THE MEETING OF WOLSTON PARISH COUNCIL
HELD AT THE VILLAGE HALL ON THURSDAY 5 JANUARY 2012 AT 7.35PM**

PRESENT Cllr T Harvey-Smith (Chairman), Cllr D Cross, Cllr G Fewkes, Cllr R Grainger, Cllr J Milne, Cllr A Parker, Cllr Miss J Simpson, Cllr Mrs M White, Cllr L Wright, Lisa Jones (Clerk)

Members of the public: (6)

After members of the public had taken the opportunity to raise their issues, during the Public Forum, there were no objections to the Parish Council meeting commencing at the earlier time of 7.35pm.

128. APOLOGIES FOR ABSENCE

None received.

129. COUNCILLOR VACANCY

The Clerk reported that Rugby Borough Council had confirmed there had been no requests from the Parish to call a by-election. Therefore, the Councillor vacancy could be filled by co-option. Notices will be displayed asking for written applications. A time-scale of one month will be given and the Clerk will give an update at the next Parish Council meeting.

130. ELECTION OF VICE-CHAIRMAN

Cllr Fewkes and Cllr Grainger were nominated for the position of Vice-Chairman. Both Councillors expressed their willingness to stand and each gave a brief explanation of their reasons for standing.

After a show of hands, both candidates received an equal amount of votes and therefore the Chairman used his casting vote. Cllr Fewkes was duly elected as Vice Chairman.

131. DECLARATIONS OF INTEREST

Chairman – Personal interest at 137a
Cllr Fewkes – Prejudicial interest at 136a

132. APPROVAL OF MINUTES OF THE MEETING HELD ON 1 DECEMBER 2011

The following amendment was requested by Cllr Wright for accuracy: Item 118 *Planning Applications*

R11/0803 – Erection of a 4 bed dwelling at The Cottage, Wolston Lane

The application is supported – *insert* “subject to being within the existing footprint.”

RESOLVED: Subject to this amendment the minutes were approved and signed by the Chairman.

133. PROGRESS REPORT

Cllr Wright asked whether the matters raised by members of the public, during the Public Forum, were mentioned in the Progress Report. The Clerk confirmed that any action that needed to be taken, as a result of a request by a member of the public, would be contained within the Progress Report.

Cllr Fewkes advised that the condition of the pathways on School Street and Main Street were in dire need of repair. The pathway from the Half Moon Public House up to the Library has deteriorated and this was made worse by vehicles parking on the pavement. The matter needed to be reported to Cty Cllr Mrs Timms.

Cllr Parker added that, following the footpaths inspection, there should have been a date given to commence repair works. He felt it was pointless doing a survey in one year for repairs to be undertaken in another year.

The Clerk confirmed that she had been in contact with WCC regarding the footpaths and had raised the request, from the previous PC meeting, about the breakdown of costs for maintenance of roads and footpaths in Wolston. The Clerk read out the email response received from WCC in which they explained that they were unable to capture the information because the systems did not record by Parish.

- g) The Chairman reported that a letter of response had been received from Severn Trent Water that day. The contents of the letter were read out.

Cllr Wright requested that a further letter be sent to Severn Trent asking them to confirm whether the River Avon had also been polluted or whether it was confined to the Brook.

- h) The Clerk confirmed that, having spoken with PC Theresa Cottingham, further discussions needed to take place with PCSO Ken Wyer regarding the CCTV system.
- o) The Chairman advised that the gas monitoring readings from the former tip site in Stretton Road had now been received. He had been advised that the readings were only taken once a year. It was requested that the new readings (December 2011) be compared to the last readings (October 2010).
- p) The Chairman reported that a new litter bin had been installed to replace the bin which went missing on Warwick Road. However, the new litter bin would probably have to be installed in a different location. The Clerk had been advised by RBC that WCC had complained that bins installed on lighting columns were obstructing access to engineers who needed to carry out repairs. In future, all bins will be removed from lighting columns and will have to be replaced probably with floor mounted bins instead.
- IV) The Chairman circulated a plan showing the location of dog bins in the village. An article will be placed in the Avon Grapevine. Cllr Grainger advised that Nick Wongsam had volunteered to adapt the plan and produce this in an electronic format for the magazine. A discussion then ensued about the accuracy of the plan and it was recommended that all footpaths should be shown.
- III) Cllr Wright asked for an update on the remedial works to the play area. The Chairman responded that replacement parts had been ordered from Wicksteed Leisure and were awaiting delivery.
- VI) The Chairman reported that the Clerk had been encountering difficulties in contacting the stonework specialists who had repaired the War Memorial previously. The company, Historic Buildings Conservation Ltd had been employed by W H Builders, who were no longer in business. The Parish Council had been advised that the War Memorial should be cleaned every 2-3 years. The Clerk will continue to try to contact the company.

Cllr Milne joined the meeting.

134. DYERS LANE RECREATION GROUND

The Chairman read out a letter that had been published in the Rugby Advertiser (8 December 2011), from a lady in the Parish who was unhappy with the state of the Recreation Ground and the inconsiderate dog owners who were not using the dog bins.

The Chairman added that, on 7 December 2011, he had spent over 2 hours picking up glass from the field - the glass was from smashed-up fluorescent-tube lighting that had been removed from behind a nearby skip.

The question was asked whether consideration needed to be given to locking the pedestrian access in the evenings. It was suggested that locking the gates would probably just move the issue elsewhere in the village.

Cllr Wright had been asked by residents of Lammas Court to raise the issue of dog fouling and to request that more notices are displayed. If the Parish Council was willing to supply the notice, the residents of 2 Lammas Court had volunteered to put this up outside their property. The Chairman agreed to provide the notice.

A discussion then took place about the problem of dog fouling and the location of dog bins. The following suggestions and courses of action were agreed. The Clerk to:

- Investigate the costs to purchase a bag dispenser.
- Enlarge the location map of dog bins and display on the Noticeboards and in the Library.
- Contact the Dog Warden at RBC for advice.
- Provide signs for residents in Lammas Court.

135. FUTURE OF STANDARDS AND CODE OF CONDUCT

The 10 General Principles, extracted from the Statutory Instrument 2001 No. 1401, had been circulated to all Councillors prior to the meeting. Following discussion it was -

RESOLVED: The 10 General Principles were fully supported by the Parish Council, should a future decision be taken to amend the Code of Conduct.

136. PLANNING*a) Bloor Homes – Proposed Priory Road Development Update*

The Chairman reported that the Rugby Borough Council Planning Committee meeting was scheduled for Wednesday 11 January 2012 and the Bloor Homes Priory Road development would be considered at this meeting. The information had been sent to the Parish Council, via the local press, and the inference was the Planning Officer would be recommending that the Planning Committee approve the application.

Councillors were disappointed that no Borough or County Councillors were present or in their absence had made contact to advise that the RBC Planning Committee meeting was taking place.

After discussion, it was agreed that the following actions be taken:

- A strong letter to be sent to Andrew Gabbitas at RBC expressing the Parish Council's disgust at the way the information had been relayed to the Parish Council; the way in which the application had been dealt with; and to reaffirm the opposition to the development.

- A copy of the letter to Andrew Gabbitas to be sent to Mr Mark Pawsey, MP.
- Contact to be made with Neil Pearce, Avon Planning Services, to ascertain whether he had been notified of the Planning Committee meeting and to ask for his views.
- A letter to be sent to individual Members of the Planning Committee making them aware of the hostility and disgust at the way in which the application had been dealt with and the Parish Council's strong opposition to the development.
- Contact to be made with Bloor Homes requesting a copy of the revisions to the application and plans.

RESOLVED: The Clerk to issue letters to Andrew Gabbitas and all individual members of the Planning Committee at Rugby Borough Council and to send a copy of those letters to the local MP. The Clerk to contact Neil Pearce of Avon Planning Services for advice. The Clerk to contact Bloor Homes for copies of the revised plans to the application.

b) To receive an update on Wolston Fields Farm Mineral Prospect

The Chairman reported that the Clerk had sent a letter to Smiths Concrete asking them to consider making a presentation to the village. In view of the fact that plans had not been finalised, Smiths Concrete had offered to meet with the Parish Council to deal with any concerns. The meeting was held on 20 December 2011.

The Chairman gave a brief outline of the matters discussed at the meeting and advised that a public exhibition would take place, possibly at the Wolston Leisure & Community Centre, towards the end of January 2012.

Cllr Wright asked that his opposition to the meeting with Smiths Concrete be put on record.

Cllr Fewkes commented that the meeting was productive and that objections had been made by Councillors to some of the proposals. Smiths Concrete had agreed to consider some of the recommendations made by Councillors. He added that the Parish of Ryton would also be invited to the public exhibition.

Cllr Parker said that he had lived in the village for over 40 years and believed that the restoration would offer a welcome amenity to the village, providing walks and wetland areas.

This comment was endorsed by Cllr Milne and he said that he did not feel the Parish Council had been compromised by meeting with Smiths Concrete.

c) Planning Applications

R11/2386 Erection of double sectional garage at 72 Main Street
R11/2279 Alterations to access at 34 School Street

The Chairman reported that the dates for sending responses to RBC were both prior to the Parish Council meeting, so both applications had been considered outside the meeting by the Planning Committee.

RESOLVED: The decisions taken by the Planning Committee be endorsed.

The Chairman confirmed that planning permission (R11/1651) at 31 Paddocks Close had been granted.

137. FINANCEa) *To approve accounts for payment*

TO WHOM PAYABLE	CHEQUE NO.	TOTAL £
Wolston Leisure & Community Centre – Hire of all-weather pitch for Youth Club for 7/12 to 14/12	103379	80.00
ESPO – Heavy Duty Stacking Chair for the Village Hall	103380	33.60
<i>New Cheque Book</i>		
T R Harvey-Smith – Chairman's Allowance 2010-2011	103481	250.00
Glasdon UK Ltd – Retriever 60 Green Bin	103482	276.54
E-On UK – Streetlight maintenance for quarter ending 31/12/11	103483	647.95
HLD Maintenance Services – (Invoice MS305) Repairs to Pavilion, war memorial base, tree planting etc	103484	359.79
Warwickshire Association of Youth Clubs – CRB check	103485	55.00
Glasdon Manufacturing Ltd – Slimline Green Salt Bin	103486	169.26
<i>Cancelled Cheque – Error in amount shown</i>	103487	-----
T R Harvey-Smith – Chapel room hire, gloves, stationery, Christmas lights, BT telephone, tv aerial leads, football etc	103488	353.18
Wolston Leisure & Community Centre – Blade Sharpening of John Deere Grass Mower	103489	75.00
Wolston Leisure & Community Centre – Office rent for Jan 2012 (£216.66) / photocopying Dec 2011 (£8.10)	103490	224.76
Wolston Leisure & Community Centre – Room Hire for meeting 20 Dec 2012	103491	15.00
Wireless Logic (CCTV) – Line rental (Invoice AP/174318 not received)	103492	33.60
Staff Salaries	103493	152.65
Staff Salaries	103494	404.00
Staff Salaries	103495	416.00
Staff Salaries	103496	707.74
Staff Salaries	103497	98.40
Total Salaries: £1778.79		
HMRC – PAYE Period 9	103498	119.06
E-ON UK – Replacement part and repair to damaged streetlight, number 102 (Priory Road)	103499	34.20
E-ON UK – Replacement of concrete collars to damaged streetlights, numbers 17 and 18 (Manor Estate)	103500	240.00

RESOLVED: The accounts, as listed above, be approved.

b) *To consider payments received*

None received. The Chairman advised that the grant funding for the Wolston Youth Project had still not been received but was being pursued.

c) *To consider the future signing of cheques by Councillors*

The Chairman advised that at the last Parish Council meeting, as a result of Cllr Poole's resignation, it had been agreed that the future signing of cheques would be discussed.

It was agreed that all Councillors would be able to sign cheques and 2 signatures would be required on every cheque.

RESOLVED: The Bank Mandate to be altered for cheques to be accepted with any 2 signatures out of the current 9 Parish Councillors. Cllrs D Cross, R Grainger, L Wright and Miss J Simpson to be added to the existing signatories Cllrs T Harvey-Smith, G Fewkes, A Parker and Mrs M White. Cllr D Poole to be removed from the list of signatories. The Clerk to give new signatories a copy of the Bank Mandate to complete.

Cllr Wright enquired whether a financial audit trail was regularly undertaken to check invoices, to see if works done were satisfactory and that the Parish Council was getting value for money. It was agreed that one invoice a month would be checked.

RESOLVED: A check of one invoice per month be introduced to see that the work had been done satisfactorily and represents value for money.

The question was raised as to when the Clerk would take over the financial duties from the RFO. It was agreed that the financial accounts would be recorded electronically from 1 April 2012 and the Clerk would take on the financial role at that time.

RESOLVED: The financial accounts to be recorded electronically and the Clerk to take over the role of RFO from the beginning of the new financial year.

d) *To consider reducing the Parish Council bank balance and ring-fencing of monies*

Cllr Wright confirmed that the Parish Council had never ring-fenced monies before. He believed that the bank balance only needed to be kept within the requirements of the financial audit, ie a quarter, which would be approximately £15,000 - £16,000.

Cllr Grainger queried the 25% as he understood the requirement to be 5/12ths, but agreed to investigate further.

It was agreed, on the basis of either 25% or 5/12ths, to reduce the Parish Council's bank balance.

RESOLVED: The Parish Council to reduce the amount held in balances to the level required to comply with the financial audit requirements, and other monies to be ring-fenced for specific projects.

138. CORRESPONDENCE

Cllr Wright commented that the letter of resignation from Cllr Poole had not been recorded on the Correspondence List. The Clerk responded that Cllr Poole's letter was dated 28 November 2011, so would not show on the December list.

Cllr Wright advised that he had requested a copy of the resignation letter from the Clerk but had been sent a letter in response to the request by the Chairman. The Chairman responded that as the correspondence was a private letter written to him, and not the Parish Council, by Cllr Poole he was waiting to check with Cllr Poole whether he was happy for Cllr Wright to have a copy.

The Chairman said that a letter had been received advising that the Liberty Club was disbanding with immediate effect. It was agreed that a letter would be sent from the Parish Council acknowledging and thanking the Liberty Club for what they had done for the village.

The Clerk had received correspondence from WALC for nominations for a Councillor to attend the Royal Garden Party on 22 May 2012. It was agreed that Cllr Mrs White would be nominated to attend on behalf of the Parish Council.

RESOLVED: Cllr Mrs White to be nominated to attend the Royal Garden Party on behalf of the Parish Council.

139. **DELEGATES REPORTS**

Young Persons Issues Advisory Group

The Chairman reported that the Youth Workers had been given 3 months notice by WCC, taking their employment up to the end of March. The Youth Club would continue, one evening a week, until the end of March. Therefore, the Wolston Youth Project could not commence until April; this may explain why the grant funding had not yet been received from WCC.

The question was raised as to how many used the facility. The Chairman responded that there had been an increase in numbers attending and encouragingly 6 girls had attended the week before.

140. **CRIME REPORT**

The Clerk had requested the information but this had not been received in time for the meeting.

It was requested that the Clerk contact PC Theresa Cottingham to discuss the matter of not receiving crime reports.

The Chairman reported that the workforce had found an 11" knife in the field, which was handed over and signed for by PCSO Thomas McSheffrey.

A concern was raised about male contraceptives being left outside the school entrance and nearby homes. This would be reported to the PCSO.

The question was raised about the hours worked by the Community Safety Wardens. Concerns were also raised about the lack of support by the PCSO and the Police to tackle the drug problems and insufficient CCTV information. It was suggested that a letter be written to the Superintendent in Rugby.

141. **INFORMATION TO BE UPLOADED TO THE WEBSITE**

- Bloor Homes Development – An update and future action to be taken by the PC.

142. **INFORMATION FOR INCLUSION IN AVON GRAPEVINE**

- Gas monitoring readings
- Vandalism to the Christmas Tree
- Thank you to all volunteers who helped clear the Brook

143. PARISH MATTERS/FUTURE AGENDA ITEMS

Councillors raised the following matters:

- A thank-you sent from a local resident to the PC, especially thanking the Chairman for his efforts, regarding a tree, which had needed pruning.
- The state of the Cemetery frontage with the deep potholes.
- The gulleys in School Street being dangerous.
- The fingerpost by the stile at the top of Dyer's Lane is missing.
- Dangerous parking in School Street, especially by the bus stop.
- The black and white tiled island on the A45 at the top of Wolston Lane (C207) in need of cleaning, clearing of vegetation, and the gulleys need attending to.
- For information: the windows at the Co-op have been replaced so that the advertisements are now on the inside of the windows to comply with Conservation Area regulations.

144. DATE OF NEXT MEETING

The next Parish Council meeting will be held at 7.15pm on Thursday 2 February 2012 at the Village Hall.

As there were no further items on the Agenda the Chairman declared the meeting closed at 10.00pm.

Signed:

Dated:

Notes on the Public Forum held prior to the Parish Council Meeting on 5 January 2011

Mrs Broom raised the issue of the amount of dog fouling on the Recreation Ground. Unfortunately, she had not seen the owners who were responsible for not picking up after their dogs. Mrs Broom added that more signs were needed and a new dog bin to be located inside the ground.

The Chairman agreed that the Recreation Ground was an issue and that is why it was on the agenda for discussion. He said that there were also problems with the grass verges outside the Cemetery entrance.

Cllr Wright added that there was the additional problem outside the Cemetery with the parking of vehicles late in the evening and the smoking of drugs by youths in their cars. He felt that the Police were not interested and suggested, if funds were available, employing the services of a security firm.

Cllr Fewkes suggested that the times for patrolling the area would need to be from 5am - 9am and 5pm - 9pm.

A short discussion took place between Councillors and possible suggestions were put forward. The Chairman advised that the matter would be discussed further at point 134 on the agenda.

Mr Homer raised the issue of inconsiderate parking in Paddocks Close, especially during school times. He said that it was illegal to park within 30m of a blind bend. He enquired as to whether double-yellow lines could be painted on the corner to prevent parking. He also reported that streetlight number 25 in Paddocks Close was not working.

The Chairman responded that the Clerk would check with WCC regarding the double-yellow lines and would report the faulty streetlight.

Mr Homer confirmed that the school crossing lights were still not working and he was concerned as children had returned to school that day.

The Chairman responded that the Clerk would liaise with the local Police to see if access could be gained to switch on the lights.

Mr Shirley reported that sewage had been present in the Brook for a period of 1 month. Pumps were being used either side of the River and reparation works were being done to the Pump House. He asked whether there had been any information received from Severn Trent.

The Chairman confirmed that a response letter from Severn Trent had been received that day. There had also been contact from the Environment Agency to organise a site visit along the River Avon. This is likely to take place on either the 20th, 24th or 26th January 2012.