

# Loxley Parish Council

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## Minutes of the Meeting Held at Loxley School on 4<sup>th</sup> July 2016 at 19:30

Present: G Jones (GJ) (Chairman), K Osborne (KO) (Vice-Chairman),  
P Gregory-Hood (PGH), D Sutherland (DS), M Garcia (MG),  
J Whitehorn (JW)

In Attendance: R D Armstrong (Clerk)

### 1. Record of members present

As shown above.

### 2. To receive apologies and approve reasons for absence

Apologies were received and approved from P Seccombe (PS) and I Seccombe (IS).

### 3. Declaration of interests in any item on the agenda

Councillors were reminded that they are required to disclose an interest in any item on the agenda.

### 4. To approve the minutes of the Parish Council meetings held on 23<sup>rd</sup> May 2016 and 20 June 2016

The Minutes of the meeting held on 23<sup>rd</sup> May 2016 and 20 June 2016 were read and approved as a correct record.

### 5. To receive any questions or representations from the public

There were no members of the public present at the meeting.

### 6. Matters arising from the minutes of the last meeting not covered in the agenda.

There were no matters arising.

### 7. Clerk's report

#### Finance

The Clerk reported that on 2<sup>nd</sup> June 2016, the Parish had reconciled cash funds of £26,831.84 held with Lloyds Bank.

#### Payments to be approved

The following payments (including VAT) were approved :

<i>Thomas Fox Landscaping</i>	<i>Grass mowing</i>	<i>06/06/16-20/06/16</i>	<i>264.00</i>
<i>R D Armstrong</i>	<i>Clerk's salary</i>	<i>July 2016</i>	<i>500.00</i>

Initials \_\_\_\_\_ G Jones (Chairman)

## Retrospective confirmation of payments

The following retrospective payments (including VAT) were approved :

<i>D Bake</i>	<i>Playground maintenance</i>	<i>08/06/16</i>	<i>130.00</i>
<i>Thomas Fox Landscaping</i>	<i>Grass mowing</i>	<i>09/05/16-19/05/16</i>	<i>264.00</i>

**JW** requested that when there were multiple payments to the same supplier for the same service, information on the periods covered should be given. **JW** also asked that the accounts should show all payments and receipts to date.

## 8. Planning

### Planning Applications

The following planning application has been received :

16/01355/FUL            Land at rear of Box Tree Cottage, Loxley

There were no changes to existing applications.

### Neighbourhood Development Plan

**GJ** reported that the survey has been completed and 91 responses had been received, representing approximately 60% of those surveyed. Amongst the priorities identified for the Council include :

- Understanding how the Housing Needs Survey feeds into the NDP
- Provision of a defibrillator
- Retention of field footpaths
- Creation of an environmental group

Development sites will be identified within the village and will not extend to the wider Parish.

**GJ** reported that the updates required to the village web site can be carried out by Tom Starley of SMOOF at a cost of £2000. The company designed the site and currently provide on-going support and hosting.

**JW** pointed out that under the terms of the grant from Groundwork UK a single tender arrangement could be entered into providing reasons for this approach are given.

**JW** proposed that this quotation be approved and this was seconded by **DS** and approved unanimously.

## 9. Playing Field & Playground

**MG** reported that quotations had been received from four suppliers for a sign for the playground which are attached to these minutes.

**KO** proposed that the quotation from Nuneaton Signs be accepted and this was seconded by **PGH** and approved unanimously. The artwork for the sign will be distributed to members before the order is placed.

**DS** reported that she is carrying out weekly checks at the playground to comply with the requirements of the insurers.

Initials \_\_\_\_\_ G Jones (Chairman)

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## 10. Traffic Issues

**GJ** reported that a meeting had taken place, attended by himself, Jeff Morris (JM), Izzi Seccombe (IS) and Jo Edwards (JE) to discuss highways issues.

**JE** reported that the study of weight limit signage prepared by WCC Highways was considered to be excessively detailed and provided for features which may not be entirely necessary and will be reworked. It is hoped that funding will be found in this year's budget to provide sufficient features to allow the police to enforce the weight limit.

The matter will remain on the agenda until **IS** reports that the 2017/18 budget has been agreed.

**JE** further reported that studies had shown that the painting of yellow lines on the carriageway outside schools were ineffective and would therefore not be provided.

**KO** asked whether any new traffic calming measures were being planned for the Stratford Road or Wellesbourne Road. **GJ** suggested that this matter should be passed to the Traffic Issues Group for study and recommendation to the Council.

## 11. Lengthsman Scheme

The Clerk reported that the Lengthsman would be asked to cut back hedges which were growing onto the footpaths. **PGH** requested that this include the hedge outside the House on the Hill. The Lengthsman will also be asked to remove weeds around grit bins and any undergrowth which is obscuring road signs.

The Clerk was asked to write to the owner of Fox Cottage, Loxley to request that the hedge be trimmed to a more appropriate level. In the event that this request was not complied with, the Council would undertake the necessary work and recharge the owner.

The Clerk reported that R Mole had provided a quotation of £80.00 to trim the hedges to the rear of Barracks Green and Mudd Lane on two occasions during the summer months. **GJ** proposed that this quotation be accepted and this was seconded by **KO** and passed unanimously.

## 12. Defibrillator

**DS** reported that competitive quotations have been obtained from three suppliers for the supply of a defibrillator and cabinet which are attached to these minutes. West Midlands Ambulance Service has expressed a preference for the model supplied by Cardiac Science at a cost of £1320.00 (plus VAT). The defibrillator and cabinet will be installed on an exterior wall of The Fox and a quotation for installation will be obtained from a local tradesman with the appropriate electrical systems accreditation.

**JW** proposed that this quotation be accepted and this was seconded by **MG** and passed unanimously.

## 13. Advertising Policy

**KO** presented an advertising policy intended to ensure that advertisements displayed on Council property would only remain for a limited period of time and could be removed promptly.

Members discussed the matter and **KO** proposed that the policy be adopted and this was seconded by **DS** and passed unanimously.

## 14. Correspondence

All relevant correspondence received since the last meeting has been forwarded to members by email.

Initials \_\_\_\_\_ G Jones (Chairman)

**15. Any other business**

**DS** reported that a parishioner had discovered several instances of dog fouling on the playing field. The Council will take appropriate follow up action in an effort to eliminate this problem.

**JW** asked if the October Council meeting could be moved to a different date. The Clerk will identify convenient alternate dates and circulate an update to members.

**16. Date of Next Meeting**

The next meeting of the Parish Council will take place on Monday 5<sup>th</sup> September 2016 at 19:30 at Loxley School.

The meeting closed at 21:05.

Signed: \_\_\_\_\_ G Jones (Chairman) Date: \_\_\_\_\_

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## Quotations

### Playground warning sign

<b>Company</b>	<b>Sign</b>	<b>Posts</b>	<b>Assembly</b>	<b>Carriage</b>	<b>Sub-Total</b>	<b>VAT</b>	<b>Total</b>
Signs Now UK	216.32		295.00		511.82	102.36	614.18
Signways Supplies	133.00	165.00			298.00	59.60	357.60
Nuneaton Signs	158.30	60.00	125.00		343.30	68.66	411.96
Shelley Signs	435.00			40.00	475.00	95.00	570.00
	335.00			40.00	375.00	75.00	450.00

### Defibrillator

<b>Company</b>	<b>Defibrillator</b>	<b>Cabinet</b>	<b>Sub-Total</b>	<b>VAT</b>	<b>Total</b>
Cardiac Science	800.00	520.00	1320.00	264.00	1584.00
Physio Control	650.00	530.00	1180.00	236.00	1416.00
Zoll	875.00	550.00	1425.00	285.00	1710.00