

Loxley Parish Council

Minutes of the Meeting Held at Loxley School on 22nd May 2017 at 19:30

Present: Glynn Jones, Chair (GJ), Justin Whitehorn (JW),
Maria Garcia (MG), Ken Osbourne(KO), Peter Gregory-Hood (PGH),

In Attendance: Penny O'Donnell, District Councillor

1. Election of Chair

GJ opened the meeting in his capacity as retiring Chairman. The first order of business was to elect a new Chairman; GJ invited the meeting to propose a candidate for this office. JW proposed that GJ be elected Chairman and PGH seconded the proposal.

2. To receive apologies

IS due to a clash with another meeting.

3. Declaration of interests in any item in the agenda

None.

4. To approve the minutes of the Parish Council meeting held on 13/03/17

The minutes of the meeting held on 13th March 2017 were read and approved as a correct record.

5. To receive any questions or representations from the public

No members of the public were present at the meeting.

6. Election of Vice Chair

After a brief discussion Councillors agreed to abolish the post.

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

None.

Initials_____ G Jones (Chairman)

8. Clerk's report

a. *Budget for the year*

In the absence of the Clerk, JW ran through the budget proposals, the main issue being the election expenses of £1,300 which would need to be funded from the Parish Council budget. JW noted that there was enough money to cover this by dipping into surpluses generated in previous years. The budget proposed would therefore continue to be able to earmark £1,500 for play equipment, plus £13,430 for traffic calming, £700 flooding and drainage plus £200 for future resurfacing of Mudd lane (all carried forward as reserves). The main items of on-going spend would remain the Clerks salary and grass-cutting. In addition, the budget contained a further £1,000 for playing field maintenance, plus a £1,000 for the NDP Group should they run out of grant.

Councillors then discussed other potential costs and opportunities for cost savings. From this discussion MG agreed to call WALC regarding the possibility of organising a future training event as numerous communities had installed defibrillators, which may result in some economies of scale. MG – as the Council's contact for the Lengthsman Scheme – would also put forward a request to deal with the weeds on Mudd Lane.

The budget was proposed by PGH and MG seconded.

b. *Retrospective payments to be approved since the March meeting:*

A resolution to approve the payments was proposed by GJ and unanimously approved.

- Regent Business Products £18.48
- Thomas Fox Landscaping £192
- Eon £13.49
- Thomas Fox Landscaping £264
- Groundwork Trust £497.50
- Aon Insurance £398.40
- WALC £121.38

c. *To approve the Annual Return Annual Governance Statement for 2016/17*

GJ on behalf of the Clerk presented the Annual Governance Statement and explained the contents of the statement and the controls which are in place. JW proposed that the Annual Governance Statement be approved and this was seconded by KO and passed unanimously.

d. *To approve the Annual Return Accounting Statements for 2016/17*

GJ on behalf of the Clerk presented the Accounting Statements and explained how they were derived from the Parish accounts. JW proposed that the Accounting Statements be approved and this was seconded by PGH and passed unanimously.

e. *Agree exercising of public rights :*

GJ explained that there was a 30 day window for the public to request to see accounts which could be between 5/6 and 3/7 and end 14/7 and 11/8. GJ suggested that based on the availability of the Clerk the later period from 3/7 to 11/8 would be better. PGH proposed and JW seconded and passed unanimously.

9. Planning and environment

a. NDP update (including outcome of latest grant application)

JW noted that there would be a meeting this coming Thursday 25th May at which the consultant had been asked to attend. There was broad agreement around the policies, although some amendments might be required in respect of the precise drafting and also to make the document an easier read.

In relation to sites, the consultant will be coming back with further views. To date, approval has been given to five units. Within the developing Plan there are three main sites for development : i) a site on Stratford road adjacent to Clematis Cottage; ii) a site situated between Loxley House and Loxley Fields where the agent has several site plans proposing between 3-5 units, although nothing has been published officially; and iii) a site by the recreation ground, although there are issues with drainage there are not insurmountable. The site also falls within the 30 mph speed limit generally seen to be a good guide to the village boundary. Other individual sites could also be developed.

GJ noted that the NDP Working Group had successfully submitted an application for a further £6,575.

b. Update from the Environment Group

DB noted that in order to progress actions on footpath improvements there is a requirement to sign a legal obligation with highways which Julie Fewins (Group Chair) is dealing with having just received the paperwork.

GJ noted the first community walk held at the end of April, which was very well attended. KO noted a footpath sign by Dancers Lane which DB agreed to recover as it could potentially be reused by the Group.

PGH noted that he is willing to consider the installation of a kissing gate on the footpath over his land where it enters onto the road. He had also climbed other stiles and noted that some of these were not level and some attention might be required with assistance from the Environment Group.

10. Playing Field & Playground

MG had been in touch with a few suppliers of fitness equipment for the park including 'Fresh Air Fitness' although pricing is not readily available so MG had spoken to them. Costs remain an issue, especially if rubber matting needs to be purchased. MG reminded Councillors of the Sports England application for new goal and netball posts, with the possibility they could be approached for further funding following feedback on the current grant application.

On the playground area there is a need to weed. Discussion focused on the merits of weedkiller, although the play area may need to be temporarily closed or organising a group to pick out – which GJ suggested should be relatively easy as a membrane had been put down. In the first instance MG would approach the Lengthsman to discuss.

MG also looking at the purchase of a bench for the park which would be within budget, although consideration would need to be given to permanently fixing bench's in place.

11. Traffic Issues

KP along with David Brazendale (Chair of the Traffic Calming Group) had meet with e School Head to discuss parking by the school. The Head Teacher (Mathew Watson) is to arrange at which all key stakeholders will be invited (Police, Highways, Parish Council, County Councillor etc) to discuss what has been done and focus on solutions.

KO had followed up the Clerks request for highways to remover leftover traffic signs that had been left on the Green and has obtained an order number so will follow this action up. KO also noted that we are waiting for a contractor to put up HGV signs on those roads not currently signposted.

12. Discussion – priorities for the forthcoming year

Following the annual meeting and looking to the year ahead GJ initiated a discussion on priorities for the coming year.

The issue of the outstanding clerk was raised and MG agreed to contact Wellesbourne Parish Council who have been recruiting recently, as well as Simone to assess any interest in filling the post. GJ agreed to put an advert to go into the Grapevine and an accompanying flyer to be delivered with the Grapevines in Loxley.

GJ also noted that during the course of the year discussion would be required in relation to succession for the role of Chair in order to ensure a smooth transition.

The meeting agreed that the main priority for the year was getting a draft of the NDP.

Other 'easy wins' which the Council should look to achieve ibn the next 12 months include:

- Progressing footpath improvements
- Coffee morning
- Community walk
- Facilities on play park / Green (notably a bench and dog bin)

Although there were no easy solutions the Council should continue to look at traffic calming and opportunities to identify effective solutions given the significant budget available.

13. Correspondence

GJ distributed pamphlets and newsletters received for Councillors to read. There was no other correspondence other that already distributed via e-mail.

14.Any other business

MG confirmed that discussion of the Emergency plan with a WCC representative would be held on Tuesday 30th May at 2pm at crofters.

It was noted that Dancers lane had been gated at the top end to prevent people parking up there but remained accessible to walkers.

15.Date of next meeting.

Monday 10th July 2017

The meeting closed at 9pm.