

Loxley Parish Council

Minutes of the Meeting held at Loxley School on 4th September 2017 at 19:30

Present: Glynn Jones, Chair (GJ), Justin Whitehorn (JW), Maria Garcia (MG), Ken Osborne (KO), Peter Gregory-Hood (PGH), Dan Bake (DB), Clerk: Samantha Thomas (ST)

1. Record of members present

As shown above.

2. To receive apologies and approve reasons for absence

DB running slightly late, but did attend the meeting.

3. Declaration of interests in any item in the agenda

GJ declared an interest in Home Farm application 17/02317/FUL which is close to but not adjacent to his property.

4. To approve the minutes of the Parish Council meeting held on 10-07-17

The minutes of the meeting held on 10th July 2017 were read and approved as a correct record and will be posted on the website.

5. To receive any representations from the public

None present.

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

GJ stated that no contact has been made with Thomas Fox in reference to the play area perimeter fencing, pending some clarification by the School (the action is with Marie Osbourne), to clarify the basis of an annual payment to Countrywide which is shared between by the Parish Council and the school. Since the school had now returned from the summer break it is expected this outstanding query would be resolved shortly by Marie. **Action: GJ to chase MO.**

GJ also noted that the Clerk had not yet followed up to request the possibility of some form of compensation from Persimmon homes for disruption associated with roadworks on the A429. DB advised that no contact for Persimmon had yet been identified. **Action: All (to notify clerk as soon as contact person posted on signage).**

7. Clerks Report

The Clerk provided a brief update of financial matters noting that Grant Thornton have approved the 2016/17 financial Accounts.

a. Finance

- £20,043.08 in main account on latest statement
- £6,318.10 in second account
- £806.57 unpresented cheques
- Current holdings = £25,554.61

b. Receipts

- £0.27 bank interest

c. Payments approved since last meeting 10.7.17

- Avon Planning Services - £1584, incl £264 vat
- The play inspection Company - £90, incl £15 vat
- Dan Bake - £17.07, incl £2.85 vat (materials for repairing play park equipment , labour donated FOC)

DB was thanked by everyone for providing the labour for the above item free of charge.

- Thomas Fox - £192, incl £32 vat

d. Cheques for approval at tonight's meeting (04.09.17)

- Avon Planning Services - £342, (incl £57 vat)
- WALC - £76.50, (zero vat) for Arnold Baker Guide
- Thomas Fox - £144, (incl £24 vat)
- Information Commissioner - £35 (zero vat) for annual Data Protection registration

All cheques were signed and countersigned and passed to the Clerk to post.

GJ pointed out that it is important for the clerk to have an annual appraisal, and that this would take place annually.

8. Planning / Loxley NDP

a) Planning

Planning permission for Home Farm, Main Road, Loxley - 17/02317/FUL was discussed. MG asked if the application was now smaller. GJ noted that it had been slightly amended but remained considerably larger than the original development for which planning permission had been granted. Councillors reviewed and discussed the plans and footprint. Concerns were expressed over the height, and size of the building, relative to the plot and neighbouring properties. Generally, the feeling was that the development was not in keeping with the village design statement. GJ noted that he would this time be submitting a personal response given the changes that have been made since the original application which had been far smaller and less intrusive. **Action: ST to submit planning response on behalf of the Council - closing date of 22.09.17 – pending review by Councillors. ST to check log on procedures to website are working following transfer.**

KO informed everyone that SDC are looking to send out electronic planning applications in future, with no paper copies, it was discussed and agreed that LPC would still require a paper copy if this is possible. **Action: ST to contact SDC.**

b) NDP update

JW confirmed that the BUAB was submitted but no response to date from SDC. **Action: ST to contact SDC and speak to planning to seek a response/SDCs decision.** DB provided ST with contact details.

At the previous NDP meeting in July the Group had undertaken an initial review with a view to firming up on potential development sites – although GJ had expressed concerns about outstanding gaps in information. Peter Coote had also suggested using weighting method, which would be discussed later in the week alongside numbers of units per plot at the next NDP Group meeting on the 05.09.17.

KO raised a concern over future resources post April given that the present budget is only available until April 2018 and thereafter it is not clear whether further funding would be available.

GJ expressed concern over the slow progress. JW also noted that there are no fixed meeting dates. In discussion, the complications this can cause was also discussed - with key people not being available but decisions still being made. It was agreed fixed meeting dates would be helpful.

GJ further highlighted concerns regarding the Draft Vision and Strategy statement and a discussion followed regarding its suitability. MG asked whether it should be redrafted. PGH asked if the Council could request a redraft in light of the issues discussed. **Action: JW and GJ to follow up with the NDP group.**

9. Playing Field & Equipment

MG said that the bench and dog bin have both been decided upon, however before placing any orders she is looking at costings for installation as well as the repair of the multi-play as a better picture of the total expenditure is required before progressing any individual item. **Action: MG obtaining quote for repair of multi-play.**

Similarly, a new picnic table has not been decided on as MG wants to know the total spend for the above before committing to purchasing any more items. GJ has sourced a supplier for the picnic table that may be suitable if we go ahead. **Action: GJ to get additional quote for a picnic table.**

There is no update for the Wildflower meadow and at this point KO mentioned about the Deed of Gift between G B Mason and LPC, as the Loxley WI is now dissolved and therefore there is no chairman, the Council needs to be clear of the legal requirements. **Action: GJ to obtain and review copies of the deeds and legal documents.**

10. Environment

Community Walk is all set to go ahead on the 16.09.17.

MG advised on the kissing gate, there has been no delivery to PGH and no date for installation from the Lengthsman. The safety and storage issues are all in place and confirmed, MG is in the process of following this up with the Lengthsman and Jonathan Baker (member of the Environment Group). **Action: MG to follow up with Jonathan Baker**

MG said there has been an application made to WCC to have two Lengthsmen as currently jobs are not being actioned in good enough time.

DB mentioned there is now a team back in place for Footpaths and Rights of Way at WCC.

11. Traffic Issues

Nothing to report.

12. Review of progress on the Council's key priorities for the year

- Clerk – Started
- NDP – progressing albeit slowly
- Footpaths – awaiting progress
- Play Park facilities – awaiting quotes
- Community walk – organised
- Coffee morning – could it be combined with the opening of the school kitchen, **Action: DB to contact Matthew.**
- Traffic Calming – ongoing – awaiting Safer Schools route
- Adult Gym Equipment – **Action: MG to follow up with potential supplier who has identified potential funding sources.**

13. Correspondence

No Correspondence to circulate.

14. Any other business

MG said that Fox Cottage has now been sold and we will need to wait for the new owners to occupy before we can approach them about the overgrown hedge. The hedge is growing over council land by the LPC noticeboard.

MG discussed a letter that all residents should have received about piped gas to the village and wondered if it could be put forward as a village application, **Action: MG will speak to the company who sent the letter to gain a better understanding of the offer.**

KO has had a message from Mr Armstrong in reference to the sandbags, can they be collected to deliver to PGHs. **Action: KO to collect and drop [off to PGHs.**

DB had a call from a farmer who could not access a field as he had no key for the gate, can there be a key log and copies of the key made so a key can be located at all times? At present only one key is held and this is kept at the school and therefore not available in school holidays. **Action: DB to follow up.**

PGH asked about the community meeting in Shipston on the 19.09.17 and if they were to attend, after discussion it is decided that if anyone wishes to attend they may do so.

Concern was raised over the Aon insurance as they are pulling out of the local council insurance market. GJ stated that this was only on renewal of the policy and that LPC were covered but would check and confirm. **Action: GJ to check position.**

We would like to record and give our thanks to Karen for all the hard work and help she has given whilst covering the clerks position.

15. Date of next meeting

Meeting date moved Tuesday 24th October – PGH cannot attend the next meeting. **Action: GJ to inform Marie Osbourne of change in meeting date and school hire.**

The meeting closed at 9.06pm.