

# **LOXLEY PARISH COUNCIL**

## **MINUTES OF MEETING HELD AT LOXLEY SCHOOL ON 13TH SEPTEMBER 2010 AT 7.30 P.M.**

PRESENT: P. Morris, (Chairman), P Gregory Hood, M Nightingale, G. Jones, K. Osborne

IN ATTENDANCE: W. Gadd (Clerk)

### **1. APOLOGIES**

Apologies were received from I Seccombe.

### **2. DISCLOSURE OF INTERESTS**

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

### **3. MINUTES**

The Minutes of the last Meeting held on 12th July were read and approved subject to the following addition to the beginning of Para 6.2 General Planning Matters:

“G Jones raised a question around the transparency of Parish Council planning procedures & processes, especially in respect of encouraging community involvement.”

### **4. MATTERS ARISING**

#### **4.1 2 Hilltop**

M Nightingale reported that, following the recent wet weather, water is again flowing across the footpath in front of 2 Hilltop. In 2009, Jeff Morris of County Highways had discussed the problem with Miss Rackstraw's partner and had agreed that if Miss Rackstraw arranged for a land drain to be installed in the drive, County Highways would connect it to the drainage in the road. It was agreed that she should be requested to revert to this plan. P. Morris will discuss with her and the request will then be confirmed by letter. If a positive response is not received, we will refer back to Jeff Morris.

#### **4.2 Flood Sax**

P. Gregory Hood has agreed that the Flood Sax can be stored in an outhouse at the Hall. It was agreed that the Parish Council should purchase 2 boxes at a total cost £300. One to be stored and the second will be distributed around houses which are likely to flood.

The Clerk will arrange purchase.

#### **4.3 Sign on Triangle**

The Clerk reported that she has again spoken to Jeff Morris of WCC Highways to ascertain progress with the sign. It would seem that Highways have now located the original sign and it has been placed on a new pole. There is a back log of signage work but he is hopeful that it may be in place in about one month.

#### **4.4 Number of Councillors**

The Clerk reported that on 26th July the Audit & Regulatory Committee unanimously agreed that they would recommend to the Council that from 18th October the number of Loxley Parish Councillors be increased to six. We will hear after that date whether formal approval has been given.

#### **5. FINANCE**

##### **5.1 The Clerk's Report**

The Clerk reported that on 2nd September, the Parish had reconciled cash funds of £13506.11 held with Lloyds TSB Bank.

The following payments were approved:

Staples	toners & stationery	£103.74
Information Commissioner	data protection fee	£35.00
Customs & Excise	PAYE	£75.00
W A Gadd	clerk's salary 6 mths	£600.00

##### **5.2 Retrospective Confirmation of Payment**

The Council confirmed retrospectively the following payments made since the last meeting:

D W Clark (Drainage) Ltd.	flood relief work	£1938.75
Clement Keys	audit fee	£141.00
John M Lucas	hedging	£600.00
John Ward Landscapes	grass mowing	£411.00

##### **5.3 Flood Relief Grant**

The Clerk will advise Stratford District Council that the flood relief work is now complete and that all of the grant monies have been spent.

##### **5.4 External Audit**

The Clerk reported that Clement Keys had given an unqualified auditors certificate for the 2009/2010 accounts.

#### **6. PLANNING APPLICATIONS**

##### **6.1 Oakwood Lodge 2 Loxley Fields**

A Certificate of Lawful Proposed Development has been given for a loft conversion and installation of six velux roof lights to the rear elevation.

##### **6.2 Orchard Cottage**

Planning permission has been granted for a two storey extension to the front of the property and a pitched roof over the existing flat roof to the rear.

##### **6.3 Stonecroft Cottage**

Planning permission has been granted for a conservatory to the rear of the property.

#### **6.4 Loxley Paddocks**

Permission has been granted for stand alone photo voltaic solar panels.

#### **6.5 Charlecote Lodge Oldborough Drive**

The Clerk advised that a planning application had been received for the raising of the existing pitched roof on the garage by 1.1m and the insertion of three dormer windows. A quorum of councillors had agreed to respond that whilst we did not object in principle there was the potential for overshadowing the neighbouring property. We suggested that the plans be amended to reduce the overall mass.

#### **6.6 3 Hilltop**

The Clerk advised that a planning application has been received for a porch to be added to the front of the property. Our comments have to be submitted by 27th September.

#### **6.7 Public Footpath SD78 diversion**

The Clerk reported that a quorum of councillors had decided that the parish council had no objection to the proposed re-routing of the footpath and therefore we have made no representations to Countryside Recreation, WCC.

#### **6.8 General Planning Matters**

Following a discussion concerning transparency of Parish Council planning procedures & processes and encouraging community involvement, it was agreed that we should look at the possibility of clarifying the position on the village website. G Jones will draft an appropriate document to be discussed at the next meeting.

### **7. WINTER GRITTING**

#### **7.1 Winter Gritting request**

The Clerk reported that Bryn Patefield of WCC Highways had advised that they have been unable to agree our request that the hill into Loxley be included as a primary gritting route. However, the route up to Dancers Drive will be included as a secondary route. Secondary routes are gritted during prolonged bad weather, not on every precautionary gritting. The Council are unhappy about this decision but decided to accept the proposal for this winter only. The Clerk was instructed to write to Bryn Patefield.

#### **7.2 Grit Bins**

The Clerk advised that she had discussed the possibility of additional grit bins with Jeff Morris of County Highways and he had advised that these should be purchased by the parish. Highways should then be advised and they would arrange to fill them.

P. Morris proposed that the Council should purchase one additional bin. K Osborne seconded this proposal and it was agreed unanimously. The Clerk will investigate cost and arrange.

M Nightingale will advise the new landlord at The Fox that the grit is for use on the public highway and suggesting that he acquires his own store of grit to be used on the car park.

M. Nightingale raised the issue of the broken bin on the bend in Goldicote Road, The new bin was provided sometime ago but the old one not removed. The Clerk will speak to Jeff Morris of County Highways.

## **8. TRAFFIC CALMING**

### **8.1 Speed Gun Volunteers Scheme**

M Nightingale advised that eight people are now fully trained and we can have the monitoring equipment back shortly to carry out further speed checks.

K. Osborne said that if we had regular police speed checks we would be able to have permanent warning signs at the entrances to the village. He will contact Shipston on Stour police to discuss.

### **8.2 Village Gateway Scheme**

M. Nightingale advised that a meeting had been held with Graham Stanley of WCC to discuss their proposal for the gateway scheme. The initial £3000 for the first phase will be financed by the grant from WCC. The moving of the signs on the Stratford Road will cost £2000 and this will be financed by the grant already agreed of £1000 and the Parish Council will need to pay £1000. M Nightingale proposed that we should agree to proceed on this basis. P. Morris seconded the proposal and it was agreed unanimously. M. Nightingale will draft a letter of acceptance and instruction to proceed to be sent to Graham Stanley.

### **8.3 Parking outside School**

P. Morris reported that the police had visited the school and discussed the problem of parking on the bend with the Head Teacher.

K. Osborne suggested that a request be placed in the Grapevine but after some discussion it was decided that notices on windscreens might be more effective. Ultimately, it was decided to leave in abeyance to review at the next meeting in the hope that matters might improve as a result of the police visit.

### **8.4 Speeding signs on Rubbish Bins**

K Osborne has obtained a supply of stickers to be placed on rubbish bins. It was agreed that residents living on the main road should be asked to place stickers on their bins.

## **9. CHILDREN'S PLAY AREA**

P. Morris raised the question of the posts on the multi play apparatus. M. Nightingale said the intention was once the ground was dug out the inspector would come to look at it. The Clerk said that the next annual inspection was due shortly and M Nightingale will contact the inspector to ascertain the likely date.

P. Morris pointed out that the play area would have to be closed whilst the work was in progress.

## **10. TREE PLANTING**

M. Nightingale advised that two rowan trees and some conifer seedlings have been donated. In addition, P Gregory Hood said that he had some trees which he would be prepared to donate and M. Nightingale will visit the Hall to inspect.

It was agreed that two trees should be planted on the village green, one of which will replace the dead tree which was originally planted by the Canning family. In addition, one will be planted on the parish council land in Mud Lane and another next to Corner House where we recently removed a dead holly tree.

## 11. CORRESPONDENCE

Various correspondence has been received mainly notices of meetings, advertising and other miscellany. The accumulated newsletters and reports were given out to be circulated around the Councillors and to be returned to the Clerk at the following meeting.

## 12. ANY OTHER BUSINESS

### **12.1 Hedge at Fox Cottage**

P. Morris advised that the hedge around Fox Cottage was leaning forward over parish council land and was blocking the traffic mirrors opposite The Fox. He will speak to Melanie Steane about it.

### **12.2 Conservation Field**

M Nightingale asked the Clerk to write to the owners requesting that they carry out annual maintenance work on the hedge.

### **12.3 Churchyard Fence**

P. Gregory Hood raised the issue of the gap in the fencing and whether it should be closed. He said he would also discuss with the PCC. G. Jones expressed some concern as people walked through the churchyard to avoid the dangerous stretch of road where there was no footpath.

### **12.4 The Fox**

As The Fox have changed their opening hours, the Clerk has contacted the Licensing Authority to establish the terms of their licence. She was advised that the hours that they can serve alcohol are Monday to Thursday and Sunday 11 a.m. to midnight. Friday and Saturday are 11.am to 1 a.m. The music licence is until midnight.

## 13. DATE OF NEXT MEETING

The next meeting of the Parish Council is scheduled for 1st November 2010 at 7.30 p.m. and will be held at Loxley School. The meeting closed at 9.50 p.m.