

**Meeting of Beausale Haseley Honiley & Wroxall Parish Council
Tuesday 19th June 2018 at Wren Hall, Wroxall**

Present:

Cllr J. Gee (Chair)
Cllr D. Clapp,
Cllr H. Jordan
Cllr R. Slatem
Cllr C. Tustin
Cllr E Cantwell

Cllr A. Beaumont,
Mrs J. Lewis (Clerk)

Visitors: Mrs J Slatem, Mrs V. Harper, Mr D. Harper,
Mr & Mrs Morley

1.	<u>Welcome</u>	Action
	Cllr Gee welcomed everyone to the meeting	
2.	<u>Apologies for absence</u> Cllr S. Gallagher (WDC); Cllr J. Cooke (WCC); Cllr L. Holdgate; Cllr D. Silvester; Cllr C. Bird Cllr P. Whiting (WDC),	
3.	<u>Declarations of interest</u> There were no declarations of interest.	
4.	<u>Public Open Forum</u> 1. Mr Morley spoke about the tree felling, on his property, Pear Tree Cottage, Beausale. He had been upgrading the stable block and had been advised by an Officer at WDC to fell the said tree, as it was blocking the natural light. The tree was not subject to a TPO (tree preservation order). The Forestry Commission had visited the site, at the Parish Council's request, and had confirmed that a Felling Licence from the Forestry Commission, was not required, due to the size of the tree. Mr and Mrs Morley explained that the land had not been managed in recent years and, since moving to the property, they were actively trying to improve the environment, including all the hedgerows. The Chair explained that the Parish Council was keen to improve the landscape within our parish for the benefit of residents and visitors and did not like to see trees felled without good reason. Mr Morley invited Councillors to visit his property, to discuss his plans. 2. Mr Harper asked to speak later, regarding his planning application.	
5.	<u>Minutes of Meetings</u> The Minutes of the meetings of 15 th May were accepted and signed as a true record. All Councillors agreed.	
6.	<u>Matters Arising</u> 1. Tree pruning and felling in Rouncil Lane. Work appeared to have finished but the Council expressed its concern that the felling had taken place during the nesting season, albeit with the approval of WDC and the Forestry Commission. 2. The Clerk was asked to contact Highways Dept. regarding the pothole in Barracks Lane, Butlers End.	JL
7.	<u>WCC - A report sent to the Council by Cllr Mr J. Cooke.</u> 1. Castle Road Pedestrian Crossing, Kenilworth was a concern, due to the number of overhanging trees blocking the natural light.	

	<p>2. A number of reports had been made to the WCC Highways Dept. regarding Potholes and Manhole Covers needing attention. Unfortunately the extent of the problem was growing, and resources were limited.</p> <p>3. Dementia Action Week had been successful. Representatives from 20 support organisations, and people suffering from the illness, with their carers, had met to share experiences, and engage with support organisations.</p> <p>4. Illegal cigarettes were being sold in Leamington. Trading Standards Officers with sniffer dogs had discovered a large hoard.</p> <p>5. The annual Women's professional cycling road race had taken place, starting from Atherstone, and finishing in Leamington Spa. This was the third year that this prestigious event had taken place in Warwickshire. It had been well supported. The men's race would take place in September.</p>	
8.	<p><u>WDC</u> No report</p>	
9.	<p><u>Reports of Meetings.</u> There were no reports.</p>	
10.	<p><u>Parish Council</u> <u>1. Finance</u></p> <p><u>1.1 Audit of Accounts for 2017/18:</u> <u>1.1 Statement of exemption from External Audit:</u> As BHHW Parish Council was a small authority, with income/expenditure below £25,000, there was no longer a requirement for an external audit. This was a change from previous years' requirements. The Statement of Exemption from an external audit had been forwarded to PKF Littlejohn, the appointed External Auditor for Warwickshire and West Midlands. (appointed by Smaller Authorities' Audit Appointments Authority Ltd (SAAA), as the Sector Led Body for smaller authorities.</p> <p><u>1.2. Internal Audit report: Audit by Mrs Sally Jones</u> All files, cheque books, bank statements and copies of PC minutes for 2017/18, had been provided for Mrs Jones' use, together with the Internal Audit Schedule, for her completion. Mrs Jones had completed, signed and returned the Annual Internal Audit Report form for 2017/18, agreeing to all the internal objectives.</p> <p><u>1. 3. Accounting Statements:</u> <u>3.1</u> The Clerk explained the figures and background calculations, for the income and expenditure sheet. (copy enclosed). The Accounting Statements were approved by Cllr Clapp; seconded by Cllr Slatem. All Councillors were in agreement. <u>3.2.</u> The Chairman signed the Accounting Statements document, with minute reference 10.1.1.3. 2</p> <p><u>1.2. Expenditure to date for financial year beginning 1st April , 2018:</u> The Clerk displayed the current balance sheet, noting the proposed payments, and income. £152.30, had been transferred to the Parish Council, as the residue of the original 'phone box fund', held by Mr Huw Jones, a Trustee of Wren Hall. Part of this would be used to pay for the refurbishment of the Wroxall telephone box.</p> <p>A proposal was put forward to move two payments: the renewal of the PC laptop security (£39.99); and Office 365 (£59.99). These currently sat in 'Clerks Expenses' as both payments had been automatically taken from the Clerks personal bank account for the annual renewal, and the Clerk had been re-reimbursed by the PC.</p>	

<p>However, it was agreed that the payments should be connected to Information Technology. Proposed by Cllr Gee, seconded by Cllr Slatem. all Councillors were in agreement.</p>	<p>JL</p>
<p>1.3. Cheque payments:</p> <ul style="list-style-type: none"> • Hire of Wren Hall: PC meeting 19th June, £25 • Hire of Wren Hall: Neighbourhood Watch meeting 22nd May 2018, £25 • Re-imburement to Clerk: 'Special Delivery' of the 'Declaration of Exemption from an External Audit' form . £6.50 • Purchase of Wroxall Telephone Box by PC: £1. <p>Payments proposed by Cllr Gee, seconded by Cllr Tustin. All Councillors were in agreement.</p> <ul style="list-style-type: none"> • Discussion took place on payment for the Internal Auditor, who had taken on more responsibility this year in reviewing the Parish Finances as there was not to be an external audit.. It was noted that £125 had been set aside in the budget for audit assessors. 	<p>JG</p>
<p>Cllr Gee agreed to speak to Mrs Jones, the Internal Auditor.</p>	<p>JG</p>
<p>2. Parish Council Vacancy: Cllr Ms Nicola Everall had offered her resignation to the Chairman of the Council. It was agreed to send the Councils best wishes and thanks for the valued input she had made to the Council. Clerk to advertise the vacancy, and contact WDC</p>	<p>JL</p>
<p>3. Parish Council Website Photographs of three Councillors and the Clerk, had been uploaded onto the website. It was suggested to invite Mr Broadbridge, the Website Manager, to the next PC meeting to photograph the remaining Councillors.</p>	<p>JL</p>
<p>4. Open Space Contributions: This money was to be used to counteract the impact on the area of an increased number of residents, following house building. The amount of money received by the Parish was linked to the number of bedrooms in a new property. Councillors had previously suggested that the money be used to improve the facilities at Wren Hall, by improving the drainage system of the field. This had been accepted by WDC. It was noted that damage caused to the verges and the village lanes, following a house building project, was not being repaired by the builders. It was suggested that the PC attach a statement, when sending replies to Planning Applications, 'that the building company should take on the responsibility of repairing any damage caused'.</p>	<p>JL</p>
<p>It was felt that this topic should be put forward at the next Planning Forum, as there was general concern about the state of our lane verges, which were frequently being damaged by vehicles.</p>	<p>JL</p>
<p>5. Parish Plan Cllr Slatem had received a reply from WDC Planning Dept. regarding the value of the Villages' Parish Plan. The response intimated that it was very rarely referred to; suggested that it could be out of date; and, in summary, no longer carried any weight.</p>	<p>JL</p>

	<p>Councillors noted the time and effort made by the Parish Plan Committee in producing a document which had followed villagers' views on the future for their surrounding area. It was noted that one positive result of the Plan was the erection of the Road Nameplates.</p> <p>6. Community Events at Wren Hall:</p> <ol style="list-style-type: none"> 1. The 'Pig Roast' had been held on 16th June. It had been very successful, with a large number of children attending. It was agreed that the field was a valuable, secure asset on which the children could play. 2. 'Band on the Green', 21st July: The Blighters would be playing several decades of music. Tickets £5; bar available; Bring your own food. 3. Flower and Produce Show: 8th September; plus scarecrow competition. 4. Remembrance Dinner: 10th November: limited numbers (Start of demolition of the hall) 	
11.	<p><u>AOB</u></p> <ol style="list-style-type: none"> 1. Following reports to WCC Highways Dept., there have been a large number of potholes marked in yellow in the villages, but very little activity regarding their repair. Clerk to contact Highways. 2. There had been a serious accident at the Haseley Knob junction / A4177 Road, involving a motor bike and a kit car. The road had needed to be closed. All were aware of the excessive speeds of traffic on this stretch of road. It was suggested that a third (centre) lane, for traffic turning right at this point, could improve the situation. The Clerk was asked to contact WCC Highways Dept., and Cllr Cooke, WCC., to look at the situation. 3. Road Signs: Three road-name signs had been damaged in the snow. Cllr Tustin agreed to contact Neil Bridges. WDC 4. There were two dead trees in land belonging to Anne Beaumont. The trees fronted Rouncil Lane and would need to be felled at some point.. 5. The Temporary Planning Permission given to Fairy Tale Farm to have built a viable business, was due to expire at the end of the month. It was noted that a barn had been erected. 	<p>JL</p> <p>JL</p> <p>CT</p>
12.	<p><u>Planning Matters</u></p> <p><u>1.Applications Pending:</u></p> <ol style="list-style-type: none"> 1. W/18/1007 Brambles (re-submission of W/18/0377) Erection of single storey side extension with front dormer following demolition of the existing garage. Following discussion, the PC supported the application. . 2. W/18/0921 Ley End Farm Demolition of existing Farmhouse, domestic outbuildings, and agricultural buildings. Erection of replacement farmhouse, new garaging and new farmyard. access Following discussion, the PC supported the application. 3. W/18/0915 Land South of Briardene Erection of detached chalet bungalow and associated access (resubmission of application W/17/1245 which was granted) Mr Harper explained that there were small changes to the original design, which improved the aspect from the road. He had employed a new company of Builders, and Architects. Councillors were asked to view the application and forward their decision to the Clerk. 4. W/18/0986 Ivy Cottage Erection of a two-storey side & rear extension and single storey front extension, following demolition of existing shed and porch. PC Supported 	<p>JL</p> <p>JL</p> <p>ALL</p>

	<p>5. W/18/0674 The Smithy. Erection of agricultural building. PC Supported</p> <p>6. W/18/0036 LB Haseley Manor, alterations to Listed Building. PC referred to the Conservation Officer, who had been in close negotiation with the construction team: 'PC had no Objection to the application'</p> <p>7. W/17/2025 Merlin House. PC supported. Refused at Planning Committee. Appeal made to Secretary. of State</p> <p><u>2. Decisions by WDC:</u></p> <p>1. W/18/0369 Fernwood Barn. Construction of swimming pool in approved structure. PC Supported. Granted</p> <p>2. W/18/0859 LB The Barn, Camp Hill Farm, Additional repairs to timber frame, replacing missing rails Withdrawn</p>											
	<p>Meeting ended at 9.10 pm</p> <p><u>Dates of Future Meetings:</u></p> <table border="1" data-bbox="293 770 1310 947"> <thead> <tr> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>24th July</td> <td>15th January</td> </tr> <tr> <td>18th September</td> <td>5th March</td> </tr> <tr> <td>23rd October</td> <td>16th April Forum</td> </tr> <tr> <td>4th December</td> <td>14th May AGM</td> </tr> </tbody> </table>	2018	2019	24 th July	15 th January	18 th September	5 th March	23 rd October	16 th April Forum	4 th December	14 th May AGM	
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Summary of actions	Lead
1. Contact WCC Highways Dept, re potholes in Barracks Lane	JL
2. Contact Mrs S. Jones re Internal Audit payment	JG
3. Write to Cllr Everall re thanks for time as a Cllr	JG
4. Contact WDC re Council vacancy	JL
5. Contact Ian Broadbridge re. photographing Cllrs at beginning of July meeting	JL
6. Contact Highways re. Potholes	JL
7. Contact Highways, & Cllr Cooke re. A4177 right turn for H. Knob	JL
8. Replacement of damaged road-name signs	CT
9. Reply to Clerk re. planning application –'Land South of Briardene'	All