

**Minutes of the Tanworth-in-Arden Parish Council Meeting
held on Thursday 23rd May 2019 at 19.30 hours at Tanworth Village Hall**

Public Forum

There were 4 members of the public present, together with County Councillor John Horner.

District Councillor Tony Dixon had previously sent his apologies.

A resident addressed the Parish Council about the Neighbourhood Development Plan (NDP) and asked what the steps are now that the first draft of the NDP has been approved. Councillor Saunders explained the following steps:

- Stratford District Council (SDC) has to undertake an environmental assessment which is currently in progress.
- The draft plan will be published and comments from the public invited.
- Any comments from the public will be considered by the Parish Council (PC) and an amended draft produced if necessary and submitted to SDC.
- An Independent Examiner will be appointed by SDC
- The PC and SDC will consider the Examiner's report
- Finally a referendum will be held where the public will vote on whether to not to adopt the NDP

Jenny Buckley asked if there was any further information on SDC proposed policy on Built up Area Boundaries (BUABs). There was not further information and it was suggested Mrs Buckley speaks to District Councillor Dixon for advice.

Mrs Jenny Buckley gave the following report on behalf of the Earlswood and Forshaw Heath Residents' Association (EFHRA):

- EFHRA is currently asking for costing a priority Give Way sign for Malthouse Lane by the Causeway.
- It has been over a month since the Footpath Officer was asked to look at the fencing that a landowner has erected in Cloweswood Lane.
- The next Lakes Clean-up is scheduled for 9th June
- Mrs Buckley asked if there has been any progress regarding a scheme to make it safer for the school children to cross Broad Lane? Councillor Ross said that he had been on to Warwickshire County Council (WCC) regarding the possibility of a scheme at the bus stops at the junction with Rushbrook Lane and Aspley Heath. Councillor Ross suggested temporary flashing 20mph lights at key times. Councillor Ross had not received a positive response from WCC who stated that the fund is very much focused on casualty reduction, therefore a proposal would need to establish how it was going to reduce/prevent road casualties and for there to be flashing 20mph lights, the road would need to be a 20mph limit for these to be provided if at all. Therefore it was not certain if this would be pursued.
- Mrs Buckley referred to her comments at the last meeting when she referred to a recent meeting regarding improvement of signage on The Common between a representative from WCC, Councillor Burgess and Mr Weake. Mrs Buckley felt that she should have been invited to this meeting. Councillor Burgess said that he stood by his previous comments and had invited Mr Weake, the Chair of the group that had instigated the improvement along The Common, as he was the most appropriate person to attend the meeting.

Tom Ross addressed the Parish Council as a member of the public. He spoke about the amount of roads that were closed and inappropriate signage. Councillor Horner said that he thought that it was Severn

Trent work. Tom Ross also referred to a recent accident by Flower Knott Cottage which is a very dangerous junction.

County Councillor Horner gave the following report:

- The Annual Council meeting had taken place on Tuesday.
- A review has been authorised to look at why 25% of WCC controlled schools are running deficits.
- He is aware of the M42 problems and the lorries taking the wrong turning.
- Re footpaths – it is important that all footpaths are recorded. The deadline is approximately 2 years away. Councillor Horner said that he would supply the Parish Council (PC) with a map to help with the process. Permissive ways can stop at any moment.
- Thanks to Jenny Buckley re the Lakes Clean-up
- WCC has no authority over Highways England over signage on A435 but Severn Trent will have been issued a licence over their work. Cllr Horner will make a complaint.
- The Community Grant application needs to be in by June 10th.

Councillor Horner then invited questions:

- Councillor Oakley said that he had previously asked Councillor Horner to look at cross boundary junctions and asked how things are going. Councillor Horner said that he had contacted a Solihull Councillor and was waiting for them to get back to him regarding a meeting.

The Public Forum was closed at 20.27

**Minutes of the Tanworth-in Arden Parish Council Meeting
Held on Thursday 23rd May 2019 at Tanworth Village Hall**

Present: Councillor Willmott (Chair), Councillor Burgess, Councillor Saunders, Councillor Cunningham, Councillor Oakley, Councillor O'Brien Councillor Chaudry, Councillor Jones, Councillor Ross. Councillor Doidge was co-opted on to the Parish Council during the meeting

In attendance: Julie White, Clerk to the Parish

19/20/018 - Apologies for absence - none

19/20/019

- **To receive declarations of interest from Councillors on items on the agenda-** None
- **To receive written request for dispensations for disclosable pecuniary interests (if any)-** None
- **To consider any requests for dispensations as appropriate-** None

19/20/020

i) To Confirm and sign the minutes of the Parish Council meeting of 18th April 2019

Councillor Burgess proposed that the minutes were a true and accurate record. Seconded by Councillor Chaudry. All those present at the meeting of 18th April 2019 were in favour so Councillor Willmott signed the minutes.

ii) To receive and approve the minutes of the Parish Assembly of 10th April 2019

Councillor Willmott proposed that the minutes of the Parish Assembly were a true and accurate record. Seconded by Councillor Chaudry. All in favour.

19/20/021 - Matters arising, not otherwise dealt with from:

i) The Parish Council meeting of 18th April 2019

The Clerk advised that the Community Payback Scheme has recently cleaned the signs on the main roads. The Clerical Assistant has been in touch with the Supervisor and advised that some of the signs were missed.

ii) The minutes of the Parish Assembly of 10th April 2019

Councillor Burgess commented that he found it hard to hear what was being said and roving microphones should be considered for next year. Councillor Ross suggested having the top table along the long wall would help matters.

19/20/022 – To consider co-opting a new councillor

It was proposed by Councillor Oakley that Mr John Doidge is co-opted on to the Parish Council. Seconded by Councillor Ross. 7 votes in favour and 1 abstention. Mr Doidge was duly co-opted on the Parish Council. He signed his declaration of office and joined the meeting. The Chairman welcomed Councillor Doidge to the Parish Council.

19/20/023 Matters raised in the Public Forum –

- **NDP** – this was covered during the Public Forum
- **Fencing in Cloweswood** – The Clerk informed the PC that she has also asked SDC's Enforcement Officer to pay a visit, but this had not happened as yet.
- **Excessive road closures** – Cllr Horner to complain
- **Schools in deficit** – noted
- **Footpaths** – Once the map from Cllr Horner is received Cllr Burgess suggested that footpaths are allocated to each member to check. It was suggested that perhaps a footpaths officer could be appointed which wouldn't have to necessarily be a parish councillor.

19/20/024 - To note items of correspondence received - The list of correspondence was noted with the following items being highlighted:

- 6.16 Mrs Glenwright suggested that the benches on the village green need treating with wood preservative. The Clerk was asked to go ahead and get the work done. Councillor Oakley asked if the war memorial should be checked on a regular basis to see if work is required.
- 6.45 Trees in park have been surveyed. All sound. Clerk to get quote to get recommended work carried out.
- 6.68 Internal audit report – no issues raised.
- 6.81 VE Day 75. Suggestions for ways to celebrate. Councillors to suggest what they think the PC should do to commemoration 75 years since VE day.

19/20/025 – Finance

i) To receive the End of Year Monitoring Report and Bank Reconciliation – this had been previously circulated. The Parish Council accepted these 2 documents. All in favour.

ii) To authorise the signing of orders for payment

Councillor Willmott proposed that the payments are accepted en bloc and £8000 is transferred from the Deposit Account to the Current Account. Seconded by Councillor Oakley. All in favour.

19/20/026 – To approve and sign the

i) Annual Governance Statement on the Annual Return – This had been previously circulated. It was proposed by Councillor Saunders and seconded by Councillor Chaudry that this was approved and signed. All in favour.

ii) Statement of Accounts on the Annual Return – This had been previously circulated. It was proposed by Councillor Jones and seconded by Councillor Saunders that this was approved and signed. All in favour.

iii) Receipts and Payments Account – This had been previously circulated. It was proposed by Councillor Jones and seconded by Councillor Saunders that this was approved and signed. All in favour.

iv) Year End Bank Reconciliation – This had been previously circulated. It was proposed by Councillor Jones and seconded by Councillor Saunders that this was approved and signed. All in favour.

v) Annual review on Internal Control System and the effectiveness of the Internal Audit – This had been previously circulated. It was proposed by Councillor Jones and seconded by Councillor Saunders that this was approved and signed. All in favour.

19/20/027 Planning

i) To adopt the Minutes of the Planning Committee meeting of 4th April 2019. Councillor Saunders proposed that the minutes of 4th April 2019 are adopted. Seconded by Councillor Chaudry. All in favour.

ii) Report – no report

iii) To note decision notices:

19/00716/FUL	Holywell, 34 Blind Lane	Single storey rear extension-retrospective	Permission with conditions
19/00673/FUL	Dinmor, Poolhead Lane	New vehicular access and front boundary treatment	Permission with conditions
19/00837/FUL	The Firs, Stratford Road	Demolition of infill conservatory and erection of single storey extension to front and side	Permission with conditions
19/00515/FUL	Four Oaks, Alcester Road	Proposed portal framed agricultural building for animal welfare	Permission with conditions
19/00605/FUL	169 The Common	Demolition of existing house and	Withdrawn

		erection of replacement dwelling and associated works.	
19/1005/ELEC	Street record, Stratford Road, Hockley Heath	New supply to stables	Withdrawn

iii) To consider planning applications:

Application	Address	Proposal	PC Comment
19/01206/FUL	Brackendale, Rushbrook Lane	External fenestration alterations, new front gable and replacement porch	No representation

19/20/028 – Any update on the Draft Neighbourhood Development Plan – this had been covered during the Public Forum.

19/20/029 - Matters carried over from the Finance & General Purpose Committee:

i) To discuss adopting a training policy (LC) – Councillor Chaudry has recently sent over a draft policy which will be sent round to all councillors and it will be put on the next agenda for approval.

ii) To discuss policing and crime in the area (standing item).

a) Questionnaire – Councillor O’Brien questioned the reason for circulating the questionnaire and asked what would be done with the information. Most of the issues raised would be Police matters and there would be very little that the Parish Council could do. Also Councillor O’Brien asked if it would be fair to pose a question regarding major Causeway changes only to Malthouse Lane residents when it would affect people much further afield. Councillor O’Brien also said that there had been very little support for the circulation of the questionnaire from the PC with the exception of Councillor Burgess. Councillor Burgess said that the issues are known already, but we need to know what the Parish Council can do about them. It was agreed that the questionnaire would now be shelved but the PC needs to get people when they are reporting incidents to also let the PC know. There is an option to Report a Fault on the PC website and it was suggested that it was looked at to see if that can be made more prominent and people can use that. A draft leaflet to be produced and circulated. Councillor Saunders said that we may not be able to take any action but we can support the residents and questioned if the PC has done enough.

iii) Any update re parking issues in Bell Field. Councillor Chaudry and Saunders to meet up to progress this soon. The Clerical Assistant has been looking into this and has sent Cllrs Chaudry and Saunders details of the accepted size for a parking spot.

19/20/030 – Operation Extension

Councillor Ross stated that the Parish Council has the legal power to provide any future extensions that may be required to the burial ground in Tanworth. There remains only one site adjacent to the existing graveyard that would allow any future extension. That is the plot of land bordered by Well Lane and Butts Lane. Any decision about proceeding in this matter would, of course, be a matter for a future Parish Council to decide, but the opportunity to ‘reserve’ the site should not be missed at this time. Therefore Councillor Ross proposed that the PC passes the following resolution:

Given the opportunity to identify this site as a possible future extension in the emerging Tanworth Neighbourhood Plan, the Parish Council resolved that the NDP subcommittee should be asked to identify the site and include this option in the final document.

Councillor Oakley seconded the proposal. 8 votes in favour and 1 abstention.

Councillor Saunders wasn’t certain that SDC would allow this to be included in the NDP and said he’d have to check with them.

19/20/031 - To consider making a grant application to the PCCs Road Safety Fund

This had been previously discussed in the Public Forum. Councillor Doidge suggested that an outline application is submitted to meet the impending deadline and if this proposal is accepted a more detailed scheme can be progressed at a later date. Councillor Ross to look at this again and submit a proposal.

19/20/032 – To consider making Cllr Burgess a key holder and alarm contact for the Parish Office

It was proposed by Councillor Willmott and seconded by Councillor Oakley that Councillor Burgess is made an office key holder and alarm contact. All in favour.

19/20/033 - To confirm the annual employer’s liability insurance

The details had been previously circulated and the annual price and the fixed 3 year term price. Councillor Willmott proposed that the PC takes the 3 year deal. Seconded by Councillor Jones. All in favour.

19/20/034 - To consider a request from Earlswood Lakes Fundraising Committee for CIL money

A request has been received from Earlswood Lakes Fundraising Committee (ELF) for £3000 of CIL money. As the first amount of CIL money has only just been received and it was £2835.00, the Parish Council felt that a policy on the allocation of CIL money needs to be put in place before any money can be distributed.

19/20/035- Work around the Parish:

- Pot holes in Valley Road
- Sunken ironwork in Shutt Lane
- Road sign on Broad Lane by The Common smashed
- Road sign by Juggins Lane down
- Verges disintegrating in Umberslade Road/Cut Throat Lane
- Pot hole over motorway bridge on The Common
- Electronic speed sign on The Common overgrown by hawthorn so not working.

19/20/036 - Items for future agenda/any other business

- none.

19/20/037 - To note date, place and time of next meeting:

20th June at Earlswood Village Hall, 7.30pm

The meeting closed at 21.55

Signed _____

Chairman of Meeting _____ Date