**Ufton Parish Council Minutes**

Adrian van Kesteren, Clerk to the Council

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Minutes of the Meeting of Ufton Parish Council

held in The Village Hall, Ufton

at 8.00pm on Tuesday 3rd June 2014

Meeting Commences: 8:05pm

1. **Record of Members present**

Members Present: Parish Councillors: Cllr. Baldwin, Cllr. Crowther, Cllr. Tayler, Cllr. van Kesteren, Cllr. Wilkinson, and Cllr. Sheepy. Members of the Public: 0 + Cllr. Stevens (WCC) + Cllr. Riches (SDC)

1. **Apologies for absence**

None

1. **Acceptance of apologises**

N/A

1. **Declaration of interest**

Councillors are reminded that theymustact solely in the public interest and should never improperly confer an advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend or close associate**.**

1. **Dispensations:** None received

**6. Open Forum – (15 mins)**

Parishioners of Ufton are invited to address the Council on any relevant matter for a maximum of 3 minutes

Cllr. Tayler, as a parishioner, questioned Warwickshire County Councils decision to refuse to fill the grit/salt bin (located near Field Close) based on their view that it was not required or necessary, suggesting that the Council should challenge these objections. Cllr. Tayler then asked Cllr. Stevens to look into this issue and if possible find a cost for the filling/refilling of the bin. Cllr. Baldwin noted that he had been in touch with the Highway Authority and had found that they would not sell grit to a Parish Council. Cllr. Baldwin also informed the Parish Council that should permission to obtain grit be granted a new location for the bin should be found.

The Council, led by Cllr. Baldwin, welcomed Cllr. Riches to the meeting and congratulated him on his recent election result having just been elected Councillor for the Long Itchington Ward at Stratford District Council.

WCC Report

Cllr. Stevens having recently been to a consultation meeting for HS2, informed the Council that parishes will be invited up to the Select Committee on the 12th June. Cllr. Stevens also presented to the Council a new version of the compensation documents, inviting any interested councillor the opportunity to view the document, noting that there were no major changes from the previous document released.

Cllr Stevens informed the Council of a community forum event of flooding will take place at Harbury Rugby Club on the 25th June.

Cllr Stevens also notified the Council on an annual grant of up to £5,000 for schemes/projects that aim to benefit small communities, for the Councils consideration.

SDC Report  
Cllr. Riches informed the Council of the proposed Stoney Thorpe Campsite planning application. (see planning matters)

**7. Minutes of Last Parish Council Meeting**

7.1 The minutes for the meeting held 6th May stand as a true record of events, proposed by Cllr. Crowther, Seconded by Cllr. van Kesteren, all in favour.

**8. Matters Arising**

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| 8.1 | War Memorial Restoration – It was agreed by the Council that Cllr. Baldwin would make enquires with Boden and Ward asking for a quote, for maintenance to the war memorial. It was suggested by Cllr. van Kesteren that efforts be made to find several quotes to ensure the Council gets the best price. The council will decide whether to pursue ownership of the war memorial at a later date. |
| 8.2 | Vacancy for another Parish Councillor – Mr. P Leeman, having contacted Cllr. Baldwin, had expressed interest in being co-opted on the Council. Cllr. Crowther proposed to allow Mr. Leeman to be co-opted, seconded by Cllr. Tayler, with all in favour. The clerk will contact Mr. Leeman offering him the position subject to standard procedures. |
| 8.3 | Pond- A parishioner had expressed interest in forming a committee however due to a lack of others no working party could be formed. Cllr. van Kesteren having been in contact with several parishioners suggested the possibility of filling in the pond, with Cllr. Baldwin questioned the feasibility of this and if it would require planning permission. Cllrs Tayler and Wilkinson expressed the view that they liked the natural look the pond currently has, although agreed that access to the bench could be improved. Cllr. Baldwin proposed, and councillors agreed, the he would contact Mr. G Markham to obtain a quote for tidying up the area to the bench and up to the bollards. Cllr. Crowther informed the Council that the pond bank account had been closed due to inactivity and would be contacting HSBC to rectify this. Cllr Crowther, having drafted a response to HSBC’s decision to close the account, received councillors support and signatures, with the aim of restoring the account. |
| 8.4 | Speed Gun- No new information |
| 8.5 | Minutes of 2013 AGM- signed as true and accurate |
| 8.6 | End of Year Accounts 2013- found to be correct and accurate and were signed by Cllrs. Baldwin and Crowther. |
| 8.7 | Annual Governance Statement- found to be correct and accurate and were signed by Cllr Baldwin as Chairman and the clerk. The council gave their thanks to Cllr. Crowther for resolving the accounts and audit documents. |

8.8 Declarations of Acceptance (Chairman and Vice Chairman)- Following the 2014 AGM where Cllrs Baldwin and Crowther were elected Chair and Vice Chair respectively, official acceptance was given through the signing of the declarations of acceptance.

**9. Planning Matters**

Cllr. Riches informed the Parish Council of a proposed planning application for a Stoney Thorpe Campsite which if accepted would allow 50 static caravans, 50 yurts, space for 20 touring caravan and facilities to be built at Dallas Burston Polo Ground. As the Council had not been made aware of this application, Cllr. Riches noted that he would pursue Stratford District Council about why this was the case. After discussing the plans the Parish Council decided they had no objections to the plans in principle, however they would ask for improvements to the highway which would provide access to the site, i.e. “the applicant to fund construction of an island at the entrance” to slow traffic on the A425 on the grounds of safety, the use of appropriate screening for the footpath and noise and health impact assessments. The Parish Council felt that a s106 agreement was required within the village to compensate for the disruption caused by increased traffic.

**10 Finance**

Invoices  
Gillian Ingham- Ufton News (June) £39.60  
Clerks Salary £168.30

Chairman’s Expenses for Petition Delivery £57.00

These figures were found to be accurate and shall be paid. It was suggested by Cllr. Crowther to pay the clerk in advance with date stamped cheques, so as to ensure the clerk receives pay promptly, this was agreed upon.

Cllr. Crowther also brought to the Councils attention the renewal of the Public Liability Insurance for £265, which included a discount if the Parish Council accepted a 2 year deal. After a short discussion, it was proposed by Cllr. Baldwin to accept this insurance offer, seconded by Cllr. Talyer, with all in favour the insurance renewal was accepted and paid.

**11. Correspondence**

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| 11.1 | The Conservation, Repair and  Management of War Memorials Info Pack **English Heritage** |
| 11.2 | Neighbourhood Development plans **WALC** |
| 11.3 | WALC Newsletter (May) **WALC** |
| 11.4 | Renewal of WALC Subscription Confirmation **WALC** |
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Cllr. Crowther having had correspondence from WALC regarding a training course on the 28th June for “Chairmanship Training for newly elected Chairs, aspiring chairman and interested clerks” asked the Council if he could attend. It was agreed by the Parish Council that he could attend and that payment would be made at the next meeting.

**12. Items for next Agenda**

Pond- quotes  
War Memorial - quotes  
Grit Bin  
Proposals for the spending of Parish funds  
Parish Council Risk Assessment   
AGM 2014

**13. Date of Next Meeting**

1st July 2014

Meetings Closed: 9:40

Signed: Ufton Parish Chairman