**Ufton Parish Council**

 **Parish Council Meeting**

**8pm Tuesday 10th March 2015**

Minutes

Contact Address: 6 St Michaels Close, Ufton, Leamington Spa, CV33 9PA Email : uftonpc@outlook.com Telephone : 01926 613411

**Meeting Commences: 8:00pm**

**1. Record of Members present-** Cllr Baldwin, Cllr Tayler, Cllr Wilkinson, Cllr van Kesteren, Cllr Leeman,

**2. Apologies for absence-** Cllr Crowther, Cllr Sheepy, Cllr Stevens (WCC), Cllr Riches (SDC)

**3. Acceptance of apologises-** Apologies were accepted

**4. Declaration of interest**

Cllr van Kesteren declared an interest as Chairperson of the Village Hall Committee (see item 6.1 Open Forum- Village Hall donation)

**5. Dispensations-**none

**6. Open Forum – (15 mins)**

**Village Hall Grant** - The Village Hall Committee requested a grant of £500 towards the cost of replacement guttering and fascia. The Parish Council agreed, in principle to provide a grant of £500 on the condition that three quotes for the works were obtained, with the Village Hall Committee choosing the cheapest quote. Proposed by Cllr Tayler and seconded by Cllr Leeman, the motion was passed with all in favour.

It was also proposed by Cllr Baldwin and seconded by Cllr Wilkinson, that the Village Hall committee draw up and present to the Parish Council a 5 year maintenance plan (with help offered by the Parish Council, if requested) for the Village Hall, so as to allow the Council and the Village Hall Committee greater budgetary control over any maintenance expenditure the village hall is likely to incur, with all in favour the motion passed.

**Dog Fouling**- It was agreed that the Chairman contact Cllr Riches (SDC) again and express the Parish Councils concerns and explain that if no response from the Dog Warden is received within 7-10 days, the Chairman would write to SDC to make a formal complaint.

**WCC Representatives report**- WCC representative not present

**SDC Representatives report**- SDC representative not present

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

7.1 To approve and sign the minutes of the meeting held on 3rd February 2015

It was agreed that the above represents a true and accurate record of events, proposed by Cllr Leeman seconded by Cllr Tayler, the motion passed with all in favour.

**8. Matters Arising**

8.1 Coffee Morning- The proposed date of the 18th April will now be rescheduled to a TBC date in May.

8.2 Neighbourhood Plan- no updates on this ongoing development

8.3 Annual Village Meeting- Held on the 3rd March the annual village meeting was well attended, with Council thanking all guest speakers for their time and a special thanks to Cllr Crowther for filling in for the Chairman.

8.4 Parish Clerk Contract Review- The clerk has now signed and agreed to the contract of employment as laid out by the Parish Council.

8.5 Severn Trent- this issue has now been resolved, with no further follow up needed.

8.6 Risk Assessment Document (follow up)- A review of the document, is now needed with any action points to be resolved. The clerk is to provide a list of all essential Council documents.

8.7 Parish Pond Account- The HSBC pond account has now been set up with the final step to pay the pond account monies into this new account. However it was agreed that should a similar Lloyds TSB bank account prove quick and easy to set up, that the cheque should go into this new account, due to the previous issues with the HSBC account. Chairman is to investigate the possibility of this.

**9. Planning Matters**

9.1 Lower Fox Farm – Confirmation of decision taken on 3rd March 2015

9.2 New Settlement Proposal- Gaydon/Lighthorne Heath- the council has no comments on this development at this time.

**10 Finance - Current Balance for Main Account £7,441.46**

10.1 Invoices

Clerks Salary February £171.92
Ufton News February £21.84

**TOTAL: £193.76**

It was agreed that the above invoices be paid, proposed by Cllr Leeman and seconded by Cllr Tayler, with all in favour.

**11. Correspondence**

Annual Briefing Day-WALCPublic Consultation Leaflet: Stoneythorpe Village- Cerda Planning
CGD Contractors Information/Promotion- CGD Contractors

Parish Pond Account Documents-HSBC

**12. Items for next Agenda**

Coffee Morning
Dog Fouling

**13. Date of Next Meeting**

7th April 2015

**Signed Chairman of Ufton Parish Council 7th April 2015**