

**SAMBOURNE PARISH COUNCIL**

**www.sambourne.org.uk**

**Chairman: Cllr Chris Clews**

**01527 853844**

**Clerk: Teresa Murphy**

**01789 778009**

Minutes of the Parish Council Meeting held on Monday 21<sup>st</sup> November 2016

**Present:**

Cllr Chris Clews	Chairman
Cllr Phil Jones	Vice-Chairman
Cllr David Shaw	
Cllr Pete Joynes	
Cllr Clive Rickhards	Warwickshire County Council
Cllr Hazel Wright	Stratford District Council (Studley with Sambourne)
Cllr Justin Kerridge	Stratford District Council (Sambourne North)
Teresa Murphy	Clerk

**1.Apologies:** Cllr Philip Bond

There were 10 parishioners present.

**2.Disclosure of Interest:** None

**3.Minutes of the Last Meeting**

The Minutes of the meeting held on 5<sup>th</sup> September 2016 were agreed and signed.

**4. Matters arising**

***Junction of Whitemoor Lane and Alcester Heath***

The Clerk had written two e-mails to the Ragley Estate but had not received a reply. A letter will now be written to the Estates Manager, with a copy to the Highways Department.

**Action:** Clerk

***Ditches/streams:*** To be carried forward

***The provision of a Christmas tree for the Green***

The volunteer working party has dug the hole and prepared the footings for the Christmas tree. They are now pursuing a couple of leads to acquire the tree. Laurence Evans presented invoices for expenses concerned with the work, totalling £328.34. The Village Association has agreed to make a 50% contribution to the cost and the Clerk was asked to prepare an invoice. The Chairman thanked the Working Party for their hard work and commitment, the outcome of which will be greatly appreciated by all the Village.

**Action:** Clerk

### ***Arboricultural Report***

WCC Forestry had carried out the specified work on 23<sup>rd</sup> September and the invoice has been received.

### ***Planning Sessions***

There is a possibility that SDC may consider providing more free planning sessions in the new year but in the light of present budget constrictions this seems unlikely. In the meantime it would be helpful to have electronic copies of the notes and power point presentations from previous trainings. Cllr Jones thinks he may have some of these and will check before we take the matter further. The Clerk will then check with Robert Weeks if these documents are complete and if there are any more that we could access.

**Action:** Cllr Jones, Clerk

### ***Property marking sets***

The Chairman has provided three lots of feedback to Lucy Lambert at SDC. She has now requested a photograph of interested parties by one of the signs she had provided. Cllr Jones agreed to try and undertake this.

**Action:** Cllr Jones

### ***Wixford telephone box***

The Clerk had been unable to get a response from Wixford Parish Council concerning the defibrillator. Cllr Wright thought that the Ambulance Service provides these and suggested that we contact the Clerk at Studley PC for advice.

**Action:** Clerk

### ***Funding for Coughton Cemetery***

The donation of £200 was sent and a letter of thanks has been received from Mr John McTavish on behalf of the Parochial Church Council.

### ***Planning applications***

Residents of Sambourne who are submitting planning applications that are not straightforward are advised to speak to the Parish Council to have a pre-planning consultation.

### ***Fly tipping***

Four signs saying 'CCTV operates in this area' are now in place. Thanks to Cllr Joynes for installing them.

### ***Moving dates of meetings***

The dates of Sambourne Parish Councils have now been moved to the second or third Monday of alternate months in order to avoid a clash with neighbouring Councils. This move has been well received by all concerned.

### ***Action on speeding in the village***

- 1) Cllr Bond had obtained data from the Police for the speed checks taken between 25<sup>th</sup> January 2016 – 13<sup>th</sup> September 2016, a total of 33 weeks. There were 116 events logged, ranging from 35 – 48 mph. The Chairman will send Cllr Rickhards a graph which he can forward to Traffic and Road Safety at WCC.
- 2) The Chairman asked Cllr Rickhards if he could find out if WCC would take measurements round the Green and lead-in roads to see what the mean speed is in that area. This information could strengthen our request for a 20 mph limit in that area.
- 3) The speed activated sign outside the church has stopped working. The company that installed the sign visited the site and reported that the unit needs a new battery and a radar. The quote given was £429.50 + vat. Cllr Rickhards was asked to forward this quote to WCC Highways and ask if they would consider paying 50% of the cost. This sign is essential as part of the Sambourne Speed Review.

**Action:** Chairman, Cllr Rickhards

5. **Public Participation:** None

### **6. Provision of tool and equipment for the litter picking volunteers**

A group of volunteers has offered to carry on the 'Clean for the Queen' initiative by litter picking and generally helping to keep the village tidy. It will be necessary to provide protective equipment and tools for this exercise – for example, extension tongs, high vis jackets and gloves. The Clerk was asked to contact Street Scene to enquire if they are able to help with this provision. It was agreed that this was a cause worth addressing and the Parish Council would buy the equipment if funding is not forthcoming from SDC. The Chairman agreed to obtain prices.

The problem of dog fouling was also raised and Cllr Shaw was asked to raise awareness by putting a notice in The Link.

**Action:** Chairman, Cllr Shaw, Clerk

### **7. Clear overgrown brambles on the recreation ground at the rear of Wood Terrace**

The Parish Council has been approached by Diane Badger with a request to cut back the brambles in the recreation ground at the rear of the end house in Wood Terrace. The Clerk was asked to contact Mr Gibbs and ask him to carry out this work.

**Action:** Clerk

### **8. Flagpole maintenance**

Roy Davies, who maintains the flagpole, thinks it would be advisable to have a safety check carried out. Cllr Jones agreed to have a word with Paul May, whose company installed the flagpole, and ask for advice.

**Action:** Cllr Jones

## 9. Accounts

The Clerk reported that the certified Annual Return for the year ended 31<sup>st</sup> March 2016 had been received from Grant Thornton. The Notice of Conclusion of Audit will be put on the Village website.

### *The following cheques were signed:*

Grant Thornton	External Audit	120.00
WCC Forestry	Pruning of 4 trees	510.00
WALC	Subscription	234.00
Clerk	Salary 466.40 and expenses 61.50	527.90
HMRC	Clerk's tax	116.60
Laurence Evans	Expenses re preparation of Christmas tree	328.34
Cllr Clews	Website expenses, CCTV signs and poppy wreath	52.83

## 10. Planning

### *New Applications*

16/02756/LBC 16/02755/FUL	The Coach House, Sambourne Lane	Single storey extension	Refused consent 10/11/2016
16/02549/FUL	The Laurels, The Green	New Link building and garage conversion	Permission with conditions 25/10/2016
16/02820/FUL	Chestnut Court, Jill Lane	Additional car parking	Permission with conditions 8/11/2016
16/02831/FUL	Woodside Cottage, the Slough	Single storey extension	Refusal – green belt 24/10/2016
16/03375/AGNOT	Rough Hill Rare Breeds	Construction of agricultural barn	Consent granted 10/11/2016

### *Results of Previous applications*

16/02162	1 Reinswood Court, Sambourne Lane	Single storey extension	Refusal 29/9/2016
16/01858/FUL	Brookside Farm	Repositioning of footpath	permission with conditions 19/9/2016
16/01965/LBC	Haydonway Farm, Coughton	Acoustic fence	Consent refused – listed building 19/9/2016

## 11. Correspondence

The Clerk circulated:

- WALC Annual Report. This Report featured Sambourne on the front cover.
- Open Spaces magazine
- WCC gritting routes for 2016/2107

## **12. Chairman's Business**

The Chairman reported that he had been informed that the Green Dragon is to be listed as an Asset of Community Value. The decision will be made public in early December.

A document had been received giving information about CIL which, as Cllr Kerridge explained, is a replacement for Section 106. The content of the document was difficult and confusing for the lay person to understand and Cllr Wright suggested the Chairman writes to SDC and ask if the document had been checked for simple English.

**Action:** Chairman

## **13. Any other Business**

Cllr Shaw asked if the Parish Council held details of all listed buildings in Sambourne. It was confirmed that this information was in the Parish Plan.

### **Dates of next meetings:**

Monday 16<sup>th</sup> January 2017 at 7.45 pm

Monday 20<sup>th</sup> March 2017 at 7.45 pm

The meeting closed at 9.20 pm