

SAMBOURNE PARISH COUNCIL

www.sambourne.org.uk

Chairman: Cllr Chris Clews

sambournepc@gmail.com

Clerk: Teresa Murphy

clerk.sambournepc@aol.com

Minutes of the Parish Council Meeting held via Zoom on Monday 15th March 2021

Present:

Cllr Chris Clews	Chairman
Cllr Phil Jones	Vice-Chairman
Cllr Peter Taaffe	
Cllr Clive Rickhards	Warwickshire County Council
Cllr Neil Eddon	SDC (Studley with Sambourne)
Cllr Peter Hencher-Serafin	SDC (Studley with Mappleborough Green)
Teresa Murphy	Clerk

There were 17 parishioners present

The Clerk welcomed everyone to the meeting and reminded them that the meeting would be recorded, for minuting purposes only. The Chairman then opened the meeting.

1. **Apologies** Apology received and accepted from Cllr David Shaw

2. **Changes to Disclosure of Interest** None

3. **To approve the Minutes of the meeting held on 11th January 2021**

The minutes were formally agreed and are recorded as being virtually signed by the Chairman.

4. **Matters Arising from the Minutes**

Speeding Action Group: There was an action on the Chairman to invite a member of the Police to a Parish Council meeting. The Chairman reported that he has not done this because although we now have all the data from the gateway site, pre gateways, we have not yet received traffic data from WCC after the installation of the gateways. It was agreed to delay this action until after lockdown restrictions ease.

Carried forward: Chairman

Traffic Data: The Chairman reported that he had, today, received the three outstanding data sets. We now have a complete set of data from before the gateways were installed.

Issues relating to the Gateway Scheme: Cllr Taaffe reported that a reply had been received from Graham Stanley on 12th March 2021, relating to the questions raised by Mr Farran. This

reply was forwarded to Mr Farran. WCC has dealt with the two main issues of concern; the signage in Oak Tree Lane has been corrected and there is an action against the tree that is blocking the view. Graham Stanley has noted all the observations made by Mr Farran and, whilst there is no further budget to do further works at present, it is hoped that these points will be looked at in the future, as part of the Speed Limit Review.

Charles Farran responded that, although pleased to see that action had been taken, he was disappointed that the reply from Graham Stanley had not been received sooner. He also took issue with the fact that his original document had been amended, with the addition of photographs. Cllr Taaffe apologised to Mr Farran and said they had been added following a request for further information from Graham Stanley as to the location of the sites. The Chairman asked Mr Farran to summarise the objections he raised and send them, together with photographs of his choice, to Cllr Taaffe and the Clerk. These will be forwarded to Graham Stanley as an amendment to his original document.

Cllr Rickhards responded by saying that he was sure Graham Stanley would be open to looking at further issues and reiterated that this was an ongoing process.

Action: Mr Farran, Cllr Taaffe

Wayne Bates' suggestion for planting a 3' horse chestnut tree on the Middletown Green:

The Chairman has contacted WCC for permission. He was told that, as long as the tree is planted a metre from the highway and is not in a position to encroach on a resident's property as it grows, there is no reason why WCC should object. As this sapling was grown from a conker from the chestnut tree on the Green, it was considered part of local history and the idea was applauded.

Tree maintenance: Cllr Jones was asked to report on the action taken:

- The schedule of tree maintenance on the Green and the Recreation Ground had been completed.
- The additional pruning of the large oak tree in the corner of the recreation ground was carried out at the same time as the visit for the scheduled maintenance.

5. Co-option of member to Sambourne Parish Council

The Chairman reported that, having followed the relevant procedures, there was one application received for co-option to the Parish Council, namely from Adam Quinney.

- A show of hands vote was taken to co-opt Mr Quinney as a member of Sambourne Parish Council. The result in favour was unanimous. It should be noted that agreement from Cllr Shaw had been received by email to the Clerk.
- Mr Quinney signed the Declaration of Acceptance of Office and the Clerk reminded him that his entry to the Members' Register of Interests must be completed within 28 days.
- Mr Quinney was welcomed as a member of Sambourne Parish Council.

Action: Cllr Quinney, Clerk

6. Public Participation

- There was no Public Participation.
- The Agenda for the meeting stated: If you have an issue you would like the Council to consider, please email it to the Clerk at clerk.sambournepc@aol.com no later than Friday 12th March 2021.
- No emails had been received.

7. To agree the following Risk Assessments: Asset Risk Assessment Register : Financial and Management Risk Assessment

A show of hands vote was taken to agree these documents. The result in favour was unanimous. It should be noted that agreement from Cllr Shaw had been received by email to the Clerk.

Action: Chairman (to upload documents to website)

8. To adopt the following Policies: Home Working Policy : Data Protection Policy : Freedom of Information Policy

A show of hands vote was taken to agree these documents. The result in favour was unanimous. It should be noted that agreement from Cllr Shaw had been received by email to the Clerk.

Action: Chairman (to upload documents to website)

9. Accounts

The Clerk reported that the current spend is in line with the budget. Preparations are underway for the 2020/21 Year End and Audit.

Payments made from 15th January 2021 to 12th March 2021

British Gas	Electricity to the Green	17.55
Information Commissioner	Data Protection	35.00
Dr C Clews	CPRE Subscription	50.00
WALC	Training – Clerk	18.00
Clerk	Zoom payment/items for boards	40.94
British Gas	Electricity to the Green	13.37
Robert Clarke	Defibrillator pads	43.80
Clerk	Monthly Zoom payment	14.39
J R Gibbs	Mowing	996.00
HMRC	Clerk's Tax	143.80
Clerk	Salary 575.20 Expenses 56.10	631.30
Studley Parish Council	Bulky Waste	126.81
G S Adams	Electrical Box Inspection	90.00

10. Planning

New Applications

20/03487/FUL	Chata, Middletown Lane	Demolition of existing detached garage and construction of new single storey garage extension	No objection
20/02239/FUL	Cornflower Barn, Jill Lane	Change of use of land to garden and installation of underground lpg tank, erection of greenhouse and shed on this land. Replacement of existing 2no windows of barn.	No objection
20/00229/LBC	Cornflower Barn, Jill Lane	Replacement of ground floor bathroom bedroom window to include an opening and air vent for Building Control purposes. Alterations to kitchen window to include an extraction fan.	No objection

Appeal

20/02812/FUL	Agricultural building, Whitemoor Lane	Change of use of agricultural building to light industry (Class B1c), general industry (Class B2) and storage (Class B8)	Appeal Ref Number: APP/J3720/W/21/3267295
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Decisions

Appeal Decision. APP/J3720/D/20/3263215	Haydens, Middletown Lane	Detached garage	Appeal dismissed
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11. Correspondence

The Clerk read out an email received from Mrs Jackson:

Due to a number of circumstances, I have not as yet attained further information regarding the bench that we would like to purchase in remembrance of Messrs Bond, Cleeton and Snape, to be set on the grass to the left of Middletown Lane before Middletown Farm, travelling towards Sambourne.

We thank SPC for agreeing to make a donation to this bench. I will endeavour to have the information needed by the May meeting, in the hope that we can then purchase the bench soon after the May meeting for people to enjoy.

12. Chairman's Business

Highways have recently erected new signs outside Rutters shop. It is considered these signs impair visibility coming from Littlewood Green across to Middletown Lane, looking towards the left. The Chairman has been in contact with Cllr Rickhards and has requested that, as a safety issue, the signs be removed.

The Chairman also commented on the new pedestrian refuge and keep left sign at the end of Middletown Lane. If anybody has any comments concerning these please send them to the Parish Council (on the Clerk's e-mail) and their points will be taken up with WCC. The Chairman pointed out that these measures had nothing to do with Sambourne Parish Council, nor the County Councillor's delegated budget or the Gateway Scheme.

Cllr Quinney pointed out that where the refuge is placed makes the turning in to Middletown Lane very tight for agricultural vehicles to negotiate.

Cllr Rickhards responded that the signs outside Rutters were also a concern for Studley Parish Council. He and a Studley Parish Councillor have met with an Officer from Highways Minor Works, who agreed the signs were badly placed. It was proposed by Minor Works that they are moved to the other side of the road and placed on the backs of existing signs. Cllr Rickhards is of the opinion that the signs should be removed completely and he has sent an email to Highways to that effect.

Cllr Rickhards will also make a representation to Highways concerning the views of the Parish Council with regard to the pedestrian refuge and Keep Left sign.

Action: Cllr Rickhards

13. Dates for Annual Parish Assembly, Annual Meeting and Parish Council Meeting

At present, the Government legislation that allows Parish Council meetings to be held via Zoom will cease from the 6th May 2021. In light of this, the advice has been given to hold the Annual Parish Assembly and the next Parish Council meeting at the end of April. By law, the Annual Meeting has to be held during May.

To facilitate these regulations it has been agreed that the meetings will be as follows:

Annual Parish Assembly	Monday 26th April 2021	7.15 pm
Parish Council Meeting	Monday 26th April 2021	7.45 pm
Annual Meeting	Tuesday 4th May 2021	7.45 pm

The meeting closed at 8.30 pm