

**MINUTES OF AN ORDINARY MEETING OF QUINTON PARISH COUNCIL HELD IN THE
VILLAGE HALL, THE CLOSE ON THURSDAY 17 JULY 2014 AT 7.30PM**

PRESENT: MR.D.WHITE (CHAIRMAN), MR T BATCHELOR, MRS S BRANSTON, MR P MAUNDRILL, MRS A TROUGHTON, COUNTY COUNCILLOR I.SECCOMBE, DISTRICT COUNCILLOR M.BRAIN AND ONE MEMBER OF THE PUBLIC.

1. Apologies for absence

Apologies had been received from Mrs C BARTON

The CHAIRMAN introduced Mr Paul Milliken and proposed that he be co-opted as a member of the Parish Council to fill one of the current vacancies. Mrs.BRANSTON seconded the proposal and Mr Milliken was duly co-opted and took his seat at the meeting..

2. Declarations of interests.

Members were reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest in any matter as defined by Regulations made by the Secretary of State where the interest is theirs, their spouse's or civil partner's, or is an interest of somebody with whom they are living as a husband or wife or as if they were civil partners, they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter. They must also disclose the interest if it has not yet been entered on the Authority's register unless it is a sensitive interest.

No interests were declared and no dispensations sought.

3. Acceptance of the minutes of the previous meetings of 15 May 2014 and 23 June 2014

The minutes had been circulated by the Clerk and were accepted by those present as a true record of what had taken place. The CHAIRMAN signed the minutes book.

4. Any matters from the Public present at the meeting including any items on the agenda

The CHAIRMAN invited Mr R Nicholls, who had attended the meeting, to address the Parish Council.

Mr Nicholls asked whether the Parish Council had considered his request for a contribution towards the grass cutting which he had commissioned in 2013 because, at the time, the standard of work by the contractor had not met the cricket club's requirements.

The CHAIRMAN advised Mr Nicholls that this was an item which he wished to raise with the Parish Council and further consideration would be given as to whether a one-off grant could be made towards these expenses.

Mr Nicholls went on to advise that he was concerned by the amount of heavy traffic now using the single track section of Back Lane, presumably directed there by satellite navigation systems, and that this had been exacerbated by the sign that had now been placed there directing visitors to the College Arms.

Mrs TROUGHTON shared Mr Nicholls' concerns and there was some discussion as to whether any weight or width limits could be applied but County Councillor Mrs SECCOMBE pointed out that this would be difficult in view of the farm vehicles which already used this road and that, in any event, such signage was purely advisory.

Mr MAUNDRILL advised that he had already attempted to raise this concern with Johnson's Coaches who used the route to take visitors to the College Arms but to date had had no

response. Mrs BRANSTON suggested that a sign indicating that the road was not suitable for heavy vehicles could replace the College Arms directional signage.

County Councillor Mrs SECCOMBE and District Councillor BRAIN agreed that there would be some merit in referring the matter to the County Council's Highways Department

RESOLVED THAT:

County Councillor Mrs SECCOMBE will contact the Highways Department to ascertain whether any signage can be placed on Back Lane to indicate its unsuitability for heavy vehicles and also to clarify the position on coach traffic.

Mr Nicholls also raised concerns regarding damage to kerbstones around Lower Quinton village green and towards the Four Thatches.

Mrs TROUGHTON also noted that concerns remained regarding the road surface of the residential section of Back Lane which should have been resurfaced once construction of the houses had been completed but this had never happened.

The CHAIRMAN undertook to investigate both areas of concern

RESOLVED THAT:

The CHAIRMAN will inspect the kerb damage at Lower Quinton village green and make further enquiries as to when Back Lane will be resurfaced in line with the original commitment to do so.

Before Mr Nicholls left the meeting Mrs TROUGHTON also advised that Waitrose, as sponsors of English cricket, were also keen to help local village clubs and this was something that Mr Nicholls may wish to explore further.

5. Matters Arising from the minutes of the previous meetings:

(a) Meon Vale

District Councillor BRAIN observed that this development was fast becoming a commuter village by stealth. He understood that the new hub would be open in the next few days but that this was to be a soft opening and no official invitations had been extended. District Councillor BRAIN remarked that, on a positive note, the developers had delivered what had been promised in the masterplan but that the additional 550 homes, for which planning permission had now been sought, were not in the original masterplan. He noted that any decision on planning permission was currently in the balance but expressed concern that the development, which could ultimately result in 1,600 new houses, would place an unsustainable strain on the local road network and brought no new employment to the area.

The CHAIRMAN confirmed that Quinton Parish Council had submitted an objection to the proposal as well as acting as a signatory to the objection lodged by the Joint Parish Council Working Party.

District Councillor BRAIN also advised that once the Core Strategy had been formally submitted by Stratford District Council (SDC) it would offer some protection as SDC could then begin to apply the policies within the Strategy, which would in turn gain more weight as the Strategy progressed through the approvals process.

County Councillor Mrs SECCOMBE added that she anticipated that the Core Strategy would be formally submitted in September 2014 and gain final approval in early 2015, barring any unforeseen circumstances.

(b) Fordway Play Area

It was noted that the inspection report had been passed to Mrs BARTON but that at present there were no further items to report.

(c) Village Hall Playing Field play area

It was noted that Mr BATCHELOR had ordered the antiwrap chains for the playground swings and had been in contact with Orbit to determine ownership of the culvert behind the village hall on which he had reported at the last meeting. Mr BATCHELOR was still awaiting advice from Orbit on this matter and it was suggested that it may also prove necessary for the Parish Council to conduct its own enquiries as to ownership of the land in question as the repairs required may prove to be significant.

RESOLVED THAT:

Mr BATCHELOR should continue to pursue Orbit on this matter and report back to the Parish Council at the next meeting

(d) Flood Defence Report

Mrs BRANSTON reported that she had now visited the most vulnerable sites within the village and Mr MILLIKEN sought clarification as to whether flooding had proved to be a significant issue in the past. Mrs BRANSTON advised that there had been some problems around the primary school and Corbett House and, on occasion, as a result of vegetation overgrowth.

The PARISH CLERK reported that, as requested at the last meeting, she had reviewed the documentation in her possession regarding the ownership of the verges in Hill Lane, Upper Quinton and, in conjunction with the CHAIRMAN, had come to the conclusion that the verges were owned by the County Council but that the Parish Council received a contribution from the County Council towards mowing them. Mr BRANSTON reiterated her concerns that a lamppost adjacent to the verges was beginning to lean over because of vehicles parking on the verges and causing subsidence. Mrs BRANSTON wanted to know if any deterrents could be put in place to prevent this.

The CHAIRMAN agreed to visit the site to determine the scale of the problem and any preventative measures that could be taken.

RESOLVED THAT:

The CHAIRMAN would visit Hill Lane, Upper Quinton and report back to the Parish Council at the next meeting

(e) Speed Aware Campaign on Main Road

The CHAIRMAN noted that there had been no traffic monitoring for over two months and that this initiative needed to be reinvigorated.

District Councillor BRAIN advised that the police had attended all the local villages recently to monitor and deter speeding and that this would continue to be a police priority for the next quarter. The CHAIRMAN was appreciative of the police presence but also observed that it required a constant presence to change habits.

There was further discussion as to the possibility of installing speed visors and road markings at each end of Main Road and whether this could be funded in part by Global Gathering but District Councillor BRAIN advised that it seemed likely that Global Gathering monies would be significantly reduced in 2014 due to levels of attendance by local

residents.

Mr MILLIKEN enquired as to the existence of any promotional materials to recruit new volunteers and it was agreed that some form of flyer should be designed and produced for distribution together with an insertion in St Swithin's News and on the village website. District Councillor BRAIN advised that, if required, he could assist with its distribution.

The CHAIRMAN, whilst concurring with this course of action, raised concerns that previously delays in arranging training for volunteers had diluted the impact of this initiative. District Councillor BRAIN advised, however, that waiting times had improved and ideally Quinton should try to recruit c.20 volunteers so that there was less pressure on individuals.

RESOLVED THAT:

The PARISH CLERK should produce a draft flyer for Parish Council approval by email, with a view to this being circulated in early September.

District Councillor BRAIN will provide the CHAIRMAN with contact details for volunteer training

(f) Neighbourhood Plan

The CHAIRMAN reported that he had received one or two expressions of interest in becoming involved in the development of this document and that he was planning to advertise in September 2014 for interested parties to form a committee which could then elect a chairman.

District Councillor BRAIN advised that in the interim the designated area of the Neighbourhood Plan could be agreed at Parish Council level. There was some discussion as to whether the designated area should include those parts of the Parish that extended into the Persimmon development on the former Army Camp and Long Marston Airfield. It was noted, however, that the Army Camp had already been developed and Quinton Parish only occupied one third of the Airfield. On this basis, therefore, it was proposed that the designated area should be the Quinton Parish boundary other than its westerly edge which would be marked by the B4632.

District Councillor BRAIN suggested that the CHAIRMAN sought advice from Tony Horton at SDC and it was agreed that the designated area should be confirmed subject to any further comments from SDC.

District Councillor BRAIN also advised that the Neighbourhood Plan committee should comprise 6-8 people to include a representative from the Parish Council and that he had already had expressions of interest from some of the Upper Quinton residents who had been involved in opposing the Lawyer's Field development.

Mrs BRANSTON asked who would represent the Parish Council and, in the absence of any other volunteers, the CHAIRMAN agreed to do so.

RESOLVED THAT:

The CHAIRMAN would contact Tony Horton at SDC for any further advice and comments on the designated area proposed by the Parish Council and report back at the next meeting

The CHAIRMAN would prepare an advertisement for issue in September 2014 to recruit interested parties to join the Neighbourhood Plan Committee and would act as the Parish Council's representative on that Committee

(g) Village Hall report

Mr BATCHELOR advised that he had asked for dates of meetings of the Village Hall Committee but to date had had no response. Nevertheless he would continue as the Parish Council representative on that committee.

(h) Neighbourhood Watch progress report

Mrs BRANSTON advised that she had collected all the documentation from Mrs Taggart and now needed to make the Shipston and Stour Community Forum aware of her membership. Mrs BRANSTON also advised that there had been some break-ins at the allotments recently but that signage had now been placed on site warning that CCTV cameras were installed at the site.

(i) Kier Homes adoption of POS Millfield Close

The PARISH CLERK advised that, following clarification of all outstanding items, the Parish Council was now awaiting the final engrossments of the transfer documents.

District Councillor BRAIN queried whether any funding was to be made available by the developers upon the transfer of land ownership and the CHAIRMAN appraised Councillor BRAIN of the funding negotiations undertaken to date.

(j) Superfast Broadband Project update

District Councillor BRAIN advised that Welford, Long Marston and Quinton had been the first villages in the locality to have superfast broadband installed and he was interested to know how well it was performing.

There was some discussion as to the levels of performance improvement that were being experienced and it appeared that this was somewhat variable. There was also discussion as to whether the installation of BT Infinity was required to achieve optimum performance and Mrs BRANSTON undertook to make further enquiries on this on behalf of the Parish Council. County Councillor Mrs SECCOMBE advised that Warwickshire County Council now viewed Broadband as a utility and had secured £3.6m in match funding with BT UK to extend coverage by 2017.

RESOLVED THAT:

Mrs BRANSTON would make further enquiries as to how to optimise broadband capacity within the village and report back to the Parish Council at its next meeting

(k) Dog fouling problem

Mrs BRANSTON advised that this was not a major problem at present but that the Parish Council needed to continue to communicate the risks of disease to humans and livestock. There was some discussion as to the possibility of installing additional bins on Back Lane and providing free bag dispensers and it was agreed to revisit the issue at the next Parish Council meeting

(l) Lower Quinton Garages signage

District Councillor BRIAN queried whether a more appropriate site for the proposed signage would be at the junction with Taylor's Lane, thereby avoiding any restrictions in the Area of Outstanding Natural Beauty. It was agreed that the CHAIRMAN would revisit the proposal with the Garage owner

RESOLVED THAT:

The CHAIRMAN will liaise with the owner of Lower Quinton Garages on the placement and funding of the proposed signage

(m) Parish Emergency Plan

The PARISH CLERK reported that she had met with the CHAIRMAN to agree the updates required in the existing documentation and that this was now a work in progress to be completed when workload allowed

(n) Western Power – Free Parish Council Pack

Mr BATCHELOR reported that, following his enquiries, Western Power had advised that the pack supplied to Parish Councils had been a sample indicative of the equipment that should be supplied to vulnerable residents and as such not available for distribution in any quantity. This item is now closed

6. Any Matters from the Chairman

(a) Removal of portakabin on Village Playing Fields

Mrs BRANSTON advised that on recent inspection the portakabin had been left unlocked and was being used by local children which raised a number of concerns regarding health and safety.

The CHAIRMAN was of the opinion that the portakabin should be disconnected and removed and Mr BATCHELOR confirmed that following the disconnection of any water, sewage and electricity the portakabin could be dismantled and removed in a skip. Mr BATCHELOR advised that he could undertake the disconnection at minimal cost.

It was confirmed that the Portakabin belonged to Mr Nicholls and District Councillor BRAIN advised that Mr Nicholls had intimated that members of the football and cricket teams would assist in its dismantling.

In view of Mr Nicholls' request for a contribution towards the costs incurred through additional mowing of the pitches last season it was agreed that the Parish Council should award Mr Nicholls a one-off grant payment in return for his assistance in removing the portakabin

RESOLVED THAT:

Mr BATCHELOR should arrange for disconnection of any services to the Portakabin and skip hire for its removal

Mrs BRANSTON would advise Mr Nicholls that the Parish Council will make a one-off grant payment to Mr Nicholls on behalf of Quinton Cricket Club provided that Mr Nicholls, assisted by team members, completes the dismantling and removal of the portakabin by the end of September 2014.

(b) Insurance Renewal

A renewal quotation for the Parish Council's annual insurance policy had been previously circulated and the CHAIRMAN sought approval to proceed with the renewal

Mrs BRANSTON sought clarification as to the section of the quotation referring to a population up to 20,000 and queried whether, given the population of Quinton was nearer 2,500, any reduction in premium could be secured. The PARISH CLERK was tasked with

following up on this query but was given authority to proceed with renewal, subject to any revised quotation being available.

RESOLVED THAT:

The PARISH CLERK, having clarified the position on the Parish population should proceed with the insurance renewal.

(c) Quinton Website

The CHAIRMAN and PARISH CLERK reported that they had been discussing potential improvements to the existing website to provide a better and more timely service to Quinton residents, in particular in relation to planning applications and public notices.

It was agreed that the website could be a more effective communications channel but that its existing usage should first be established to determine the potential benefits of any upgrade

RESOLVED THAT:

The PARISH CLERK should contact the website provider for details of existing usage and report back to the Parish Council at its next meeting

(d) Global Gathering grant applications

The CHAIRMAN had sought suggestions from Parish Councillors for any potential applications to access Global Gathering funds but District Councillor BRAIN advised that new arrangements for on-line ticket applications had resulted in a significant reduction in ticket applications from local residents in 2014. As a consequence only 250 applications had been received as at 11 July 2014 which in turn meant that the pot available for allocation across local villages stood at only £2,500.

There was some discussion as to how the availability of tickets for local residents might be better publicised but it was agreed to visit the situation once the totality of funding was confirmed.

(e) S106 provision

The CHAIRMAN explained that, in the event that any of the proposed major developments in the locality were approved, then the Parish Council would need to consider its requirements of any developers in terms of local improvement programmes which could be factored into a S106 agreement.

District Councillor BRAIN advised that schools, medical centres, roads and community facilities would form part of the statutory process and that the Parish Council should focus more on meeting local needs which would be of benefit to the community. This could include traffic calming measures, play areas and street furniture but it was noted that any request for something on the scale of the provision of mains gas within the village would be likely to be dismissed as prohibitive.

The Parish Council agreed to consider the issue in more detail if and when this were to become an issue in respect of local planning permissions

(f) Playdale contract

Mr BATCHELOR had secured quotations for a 3 and 5 year deal from the Parish Council's current provider of playground inspections, Playdale Playgrounds Limited. The PARISH CLERK circulated details of the unit and total costs of these options, both of which required

payment in advance.

The CHAIRMAN was unable to identify any benefits in paying upfront based on the prices quoted and Mr MAUNDRILL agreed that this could create cashflow problems.

Mr BATCHELOR believed that this represented good value, however, given that the inspections were a statutory requirement and that prices would only increase over a 3-5 year period.

It was agreed after some discussion that Mr BATCHELOR should approach Playdale to try to renegotiate a 3 year deal to be paid on an annual basis.

RESOLVED THAT:

Mr BATCHELOR will contact Playdale to secure a revised package based on a 3 year commitment but paying annually and at a lower annual rate.

7. Any Matters from the District or County Councillor

County Councillor Mrs SECCOMBE advised the meeting that she had attended the recent traffic summit called by Nadhim Zahawi MP to try and address the problems of traffic congestion in and around Stratford upon Avon. She was also meeting with the MP, an elected member from SDC and traffic officers from Warwickshire County Council on 18 July 2014 to try and resolve the issues through the development of a strategic plan which would then be the subject of public consultation.

District Councillor BRAIN advised that a planning application in relation to the proposed solar farm at Radbrook Pastures, (which had been the subject of some discussion at the Parish Council meeting on 15 May 2014), was expected imminently. This was expected to occupy 100 acres and comprise 76,000 solar panels

District Councillor BRAIN also reported that a planning application in relation to a proposed caravan park at the Moat, to which Quinton Parish Council had objected, had also been the subject of an objection by Warwickshire County Council Highways Department.

District Councillor BRAIN also updated the meeting on his discussions with Magdalen College and Savills regarding the planning application in respect of the Goose Lane / Main Road development. The CHAIRMAN had also attended this meeting and it had been made clear that the prospect of no development at all was not acceptable to the developers but Magdalen College had agreed to consider the development of alternative proposals and Councillor BRAIN was awaiting further details.

8. To receive any new planning applications

The Parish Council noted planning application reference 14/01846/TPO concerning arboreal works on Millfield Close and agreed that no objection should be raised.

9. To receive any results of planning applications

The Parish Council expressed its disappointment at the decision to approve the building of 380 houses after the Codex development went to appeal.

The CHAIRMAN also updated the Parish Council on the planning committee meeting which he attended to object on behalf of the Parish Council to the Lawyer's Field development in Upper Quinton. A decision on the planning application had been deferred pending a site visit.

10. To receive any correspondence

(a) It was noted that letters of thanks had been received from St Swithin's Church regarding the Parish Council's contribution towards St Swithin's News and the church grounds mowers

- (b) The Parish Council noted that it had been invited to participate in a Rural Affordable Housing survey by the Warwickshire Association of Local Councils
- (c) The Parish Council also noted that it had received an invitation from the Lord Lieutenant to a Service of Commemoration to mark the centenary of the outbreak of World War I. Mrs TROUGHTON agreed that she would respond on behalf of the Parish Council if she were able to attend.

11. Accounts for Payment and Finance Matters

The Parish Council noted that the following payments had been made since its meeting of 15 May 2014

- (a) Clerks Salary £*** (BACS)
- (b) Payment to HMRC for tax on Clerk's Salary - £*** (BACS)
- (c) Thos Fox Landscaping
 - Playing Fields, Greens & Verges [16518] - £1,428.00
 - Fordway [16456] - £210.00
 - Millfield [16530] - £72.00
- (d) Chairman's expenses March – May 2014 - £44.64
- (e) R J Kingston Engineering – Playing Field Picnic Tables - £720.00
- (f) St Swithin's Church – Contribution to Grounds Mowers Maintenance - £200.00
- (g) Playdale – Annual Inspection - £210.00
- (h) Quinton & Admington Village Hall – Hire 15 May - £30.00
- (i) Staples – Stationery Account - £34.99
- (j) Thos Fox Landscaping
 - Playing Fields, Greens & Verges [16617] - £1,500.00
 - Fordway [16656] - £168.00
 - Millfield [16666] - £72.00
- (k) Quinton Youth Group – Annual Donation £1,000

The CHAIRMAN closed the meeting at 9.40pm