

# Ilmington Parish Council

## MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD REMOTELY ON TUESDAY 29 SEPTEMBER 2020, 7:30pm

**Present:** Cllrs Rob Heritage, Gerald Osborne (Chairman) and Karen Peachey

**In Attendance:** County Councillor Isobel Seccombe (from 7:44pm), Pauline Rigby (Clerk), and 5 members of the public.

### 1. Apologies

Apologies were received from Cllr Geoff Davies for health reasons and from Cllr Rob Hawkins due to lack of access to technology.

### 2. Notice of Councillor Vacancy

A vacancy has been declared following the resignation of Wilf Buck. Residents did not request an election so the parish council may proceed to fill the vacancy by co-option.

### 3. Declarations of Interest

None were declared.

### 4. Warwickshire County Council / Stratford District Council Updates

The District and County Councillors were not in attendance at this point in the meeting.

### 5. Public Forum

A resident spoke in support of item 15.1 to site a bench on Upper Green financed by her family. They hoped it could be positioned on the opposite site of War Memorial from the existing bench to create a balanced feature. The existing bench is thought to be well used and it would have meant a great deal to her husband to have a bench in that location.

The meeting was attended by four residents concerned about the proposed development at Crab Mill to create a vehicular access off Foxcote Hill (Item 8.3(a)). The three main points of objection were that it would cause visual harm to the Cotswolds National Landscape and village environment, have a negative impact on road safety and that the 70m visibility splays would extend across 3 private properties. The new access would create a driveway where there had previously been an unbroken rural boundary beyond the last house in the village. This would be contrary to National Planning Policy and Ilmington's pre-submission Neighbourhood Plan, which state that landscape views should be preserved and the village approach protected. In terms of road safety, a resident commented that the 70m visibility required by County Highways is not guaranteed once levels have been lowered to provide the driveway and that cyclists come past at high speed down the hill. Finally, it was noted that the existing gate is a temporary access created during earlier construction works and the boundary should have been reinstated as a condition of that development.

The Chairman welcomed County Councillor Seccombe to the meeting. She had been admitted during the previous item after being stuck in the Waiting Room.

## 6. Minutes of the Previous Meeting

It was RESOLVED that the Minutes of the Ordinary Meeting held on 27 August 2020 be accepted as a true record and they will be signed as soon as practicable.

## 7. Action Point Update / Clerk's Report

The Clerk reported that the laptop battery is failing and may need to be replaced. The Clerk also provided a short verbal update on the new website accessibility regulations which came into effect for existing websites on 23 September 2020. Testing has indicated that some further improvements are required.

## 8. Planning Matters

8.1 There were no new planning decisions to report.

8.2 Council noted the following planning consultation responses submitted by the Clerk under delegated authority after consultation with members:

20/01910/LBC - Park Farm Frog Lane Ilmington Shipston-on-Stour CV36 4LQ, Install television aerial to chimney at west end of building – 'No objection'.

20/02376/AGNOT - York Farm Stratford Road Ilmington Shipston-on-Stour CV36 4JY, Proposed erection of a building for agricultural use – 'No representation'.

8.3 Council considered its response to new planning applications:

(a) 20/02189/FUL and 20/02190/LBC - Crab Mill Grump Street Ilmington Shipston-on-Stour CV36 4LE. Councillors were concerned about the same issues as residents and it was RESOLVED to submit a response objecting to the application and then finalise the detail of the response.

Cllr Osborne summarised the key points made in public participation and invited other members to comment. Cllr Peachey noted that when the parish council objected to a previous application to create an access in this location, the objection was on the basis of sight lines. The planning officer has said this application addresses the previous objection on lack of sight lines. Residents have challenged ownership of the splays but Cllr Seccombe explained that as far as the officer is concerned, ownership is not a planning consideration and could not be used as a basis for refusing the application. Thus, it was proposed that other grounds for objection should be given prominence in the response:

- Negative impact on road safety
- Cause harm to valued landscapes and village approach.
- Cause harm to the setting of Crab Mill, a Grade 2 listed building

Residents agreed to forward copies of their written statements to the Parish Clerk. It was noted that the response deadline is 30 September.

**Action:** Clerk and Cllr Osborne to finalise the wording of the response.

(b) 20/02461/TREE - Dunbra Lower Green Ilmington Shipston-on-Stour CV36 4LT, T1 - silver birch [...] T2 - silver birch - Reduce height. It was RESOLVED to submit a response of no objection.

## 9. Finance

- 9.1 Council noted income received of £10,300 as the second instalment of the precept. In addition, it was noted that Ilmington Tennis Club has submitted its draft end of year accounts and has calculated that a contribution of £441.20 is due to the Council, it being the Council's share from the external hire fees, in accordance with the agreement. The Clerk was requested to raise an appropriate invoice.
- 9.2 Council acknowledge the Local Government Pay Award of 2.75% for 2020-21, which is backdated to April 2020. Back pay has been processed through payroll.
- 9.3 It was RESOLVED to instruct payments as follows:

Payee	In respect of	Amount	Authority
Stratford Roofing	Pavilion roof repair	£ 2082.00	LG(MP)A 1976 s19
Staff costs	Salaries	£ 506.23	LGA 1972 s112

Further information was requested about an invoice that arrived just prior to the meeting.

## Member Reports

### 10. Cllr Osborne

- 10.1 **Update on in person meetings:** Cllr Osborne had set out the issues in a report to members and WALC is maintaining its advice that councils should continue to meet remotely if possible, rather than return to in-person meetings. Council agreed that it was appropriate to continue with virtual meetings via Zoom.
- 10.2 **Risk assessment of Pavilion water services and other related matters:** Recent correspondence with Pavilion Association was taken as read. Cllr Osborne summarised the situation with the legionella risk assessment. He has met with a local plumber who estimates that the works identified represent 2.5 to 3 days' work at a daily rate of £160 plus materials. However, at the time the figures were provided, they were not familiar with an RPZ, a form of non-return valve that the assessor has recommended is inserted into stand pipes and is relatively expensive. The stand pipes are used solely by the Bowls Club, who had suggested they would pay those costs. Cllr Osborne felt that Council needs to ensure the water main is not left at risk of back contamination, which is one of the risks identified in the assessor's report. He proposed that Council proceed with all the work listed in his e-mail except for the stand pipes used by the Bowls Club, at an estimated total cost in the region of £500-£600 excluding VAT. Cllr Osborne undertook to discuss the stand pipes with the Bowls Club and add it to the scope of works if they are prepared to pay the costs. Although the usual process is to obtain three quotes, it was noted that Financial Regulations permit an exception for emergency works. Cllr Osborne stated his view that, now it is in possession of the report, the Council needs to move swiftly to address the issues identified, and his opinion that the contractor's daily rate is consistent with market rates.

It was RESOLVED to appoint Hands Heating to carry out the works as described above and to reimburse for time and cost of materials against an itemised list.

**Action:** Cllr Osborne to draft letter of instruction.

Council also noted recent correspondence from the insurance provider who have been informed that the Pavilion and Tennis Club hut are not in use. It will now be

necessary to ask the Pavilion Association and Tennis Club to confirm that they will be undertaking the inspections and any other actions the insurers require.

10.3 **Update on Tempo Events:** Although the pavilion is closed, it was proposed to make an exception to allow its use by Tempo Events on one day per month from October 2020 to February 2021, as a base for the organisers on the days of their events. Tempo has provided details of the organisation of their events to the Pavilion Association, which have been passed on to the Parish Council. It was proposed that the events could proceed if Tempo signs an undertaking that they will comply with Government coronavirus regulations and guidance in force at the time and that of UK Athletics with respect to this type of event. It was RESOLVED that Council agrees to the Tempo events continuing on the basis outlined above.

**Action:** Cllr Osborne to draft a letter to Tempo Events setting out criteria on which the events can proceed.

10.4 **Warwickshire County Councillors Grant Fund 2020/21:** Cllr Osborne has submitted a grant application for the emergency plumbing work in the pavilion, the legionella risk assessment and subsequent testing they will need to undertake.

10.5 **Repair of sandpit gate:** The repair has been undertaken by Cllrs Davies/Osborne and the gate is now in working order.

10.6 **Signage: dogs on playing fields:** Nothing to report.

#### 11. Cllr Hawkins –

Cllr Osborne passed on a verbal report from Cllr Hawkins.

11.1 **Phase 2 Car Park Works:** The contractor hopes to start work in one months' time.

#### 12. Cllr Peachey –

**Report on Village Hall Committee:** The committee is still not able to hold meetings and the Village Hall remains closed. Meanwhile, volunteers are maintaining the garden and undertaking regular inspections of the building.

**Community SpeedWatch** – Training is in the pipeline but not widely available yet.

#### 13. Cllr Heritage –

**Routine inspection of playground equipment:** Council received the monthly safety inspection report. The fence and sandpit gate have been repaired and the vegetation around the sandpit has been cut back. A new defect found was that the pin on the rotating beam has sheared off so that it now rotates fully. Members agreed that if it is practical to do so then the item will be taken out of commission until it can be mended.

#### 14. Cllr Davies –

Not in attendance.

#### 15. Correspondence

15.1 **Request to install a bench and scatter seeds on Upper Green.** Cllr Osborne observed that the Council already has a significant number of benches on its asset register and has to bear in mind the cost of maintaining them. There were no objections to the request to scatter yellow rattle seeds. It was RESOLVED to agree to the request to install a bench on Upper Green with the following conditions:

(a) that the resident accepts responsibility for all the costs associated with the provision of the bench including construction of a suitable concrete base to secure the bench; and (b) agrees the form of bench and its location with the council.

**Action:** Draft response letter in line with the above; Cllrs Hawkins and Peachey to meet with the resident.

**15.2 Proposals to create new unitary authorities in Warwickshire:** Town and parish councils had been invited to a video conference on 3<sup>rd</sup> September to hear about the proposals. County Cllr Seccombe explained that devolution in England had been a manifesto pledge of the current Government and the covid pandemic has created even more reason to investigate potential cost savings through devolution.

**15.3 Temple Grafton PC: Lack of traveller sites in the Local Plan.** Council noted the correspondence and will monitor the situation.

## **16. Future Agenda Items**

Request to build steps on Upper Green in order to gain access to rear of property (pending until face-to-face meeting arrangements resume.)

## **17. Dates of Future Meetings**

It was agreed to hold an extra meeting at 7:30pm on Thursday 15<sup>th</sup> October 2020 to discuss urgent planning applications where the consultation deadline falls before the next scheduled meeting.

The next scheduled meeting is 29<sup>th</sup> October 2020

All meetings will be held via Zoom until further notice.

There being no further business, the meeting closed at 9:15 pm.

Signature of Chairman on approval of the minutes: \_\_\_\_\_