

# Luddington Parish Council

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## Minutes of the Meeting held at Luddington Village Hall on 21<sup>st</sup> March 2017 at 19:30

Present: W Hughes (WH) (Chairman), D Nutt (DN) (Vice-Chairman),  
T Beeley (TB), A Hegarty (AH)

In attendance: R D Armstrong (Clerk), P Barnes (PB) (District Councillor),  
J Horner (JH) (County Councillor), C Clements

Members of the public: 6 members of the public

### 1. Record of members present

As shown above.

### 2. To receive apologies and approve reasons for absence

No apologies were received.

### 3. Declaration of interests in any item on the agenda

Councillors were reminded that they are required to disclose an interest in any item on the agenda.  
No interests were expressed.

### 4. To approve the minutes of the Parish Council meetings held on 21<sup>st</sup> February 2017

The minutes of the meeting were read and approved.

### 5. To receive any questions or representations from the public

No questions or representations were made by any members of the public.

### 6. Matters arising from the minutes of the last meeting not covered in the agenda

**WH** reported that the planning application for Boddington Farm had been approved by the Planning Committee and moved that the Council should write to the Case Officer, the Committee Officer, the Heritage Officer and the planning enforcement department at SDC highlighting the concerns of the Council concerning their duty of care in respect of listing building which was not included in the application which is deteriorating with the passage of time.

The motion was proposed by **JW** and seconded by **TB**.

Initials: \_\_\_\_\_ W Hughes (Chairman) Date: \_\_\_\_\_

## 7. County Councillors Report

- In the Spring Budget the Government announced an additional £2 billion grant funding to local authorities for adult social care. Warwickshire County Council will receive £17.8 million of this money over the next three years. This sum is in addition to the £134 million currently spent by the County on adult social care.
- Adult social care is often regarded as just care of the elderly. In fact nationally more than 40% of the adult social care budget is spent on adults aged between 18-64, with 35% being spent on people with learning disabilities alone.
- The County also faces significant cost in caring for vulnerable children and in Warwickshire the fourteen most challenging children cost the County £7 million a year. This is to place the children in specialist homes of no more than two children in order to give them a stable home life and over time to reintroduce them into mainstream education and jobs.
- The Home Office is reminding everyone who will be over 18 years on 4 May 2017 to make sure they are registered to vote. The deadline for registration is Thursday, 13 April 2017. Postal votes are gaining in popularity and if anyone is worried about getting to a polling station on 4 May 2017, please get in touch with **JH** and he will ensure you are sent a postal vote registration form.
- A new training programme is being offered to small independent retailers and those involved in building town centre partnerships in towns across Warwickshire. The training is free to those who sign up and, in return, businesses are being asked to dedicate time and commitment in order to improve their business and the wider town centre offer. The three packages are: **Improve Your Business and Town Centre through Collaborative Working**, **How to Create Your Own Footfall** and **Digital Business Skills for Retailers**. The training is being delivered by nationally recognised industry experts in each of these fields. To find out more and to sign up for the training, details can be found at [www.eventbrite.com](http://www.eventbrite.com)
- The Warwickshire Multi Agency Safeguarding Hub (MASH) is now fully operation for both vulnerable adults and for children. If anybody is at all worried about someone please provide details to Warwickshire MASH by telephoning **01926 414144**. Lines are open from: Monday to Thursday: 8:30am – 5:30pm and Friday: 8:30am – 5:00pm

## 8. District Councillors report

- The planning application for Boddington Farm had been approved by the Planning Committee.
- Copies of the District Councillor's newsletter will be placed in the shop on Dodwell Park.
- Councillor Vaudrey had resigned the transport strategy brief and this had been taken over by Councillor Richards.
- There have been major cuts in NHS services resulting in the closure of A&E departments requiring patients to be transported to hospitals some considerable distance from their homes. The matter will be discussed by the Scrutiny Committee on 24 April 2017.
- A Community Speed Watch training session is being held in Alcester on 24 April 2017.

Initials: \_\_\_\_\_ W Hughes (Chairman) Date: \_\_\_\_\_

## 9. Clerk's Report

The Clerk reported that £6,529.06 was held in the Community account as at 28 February 2017. A financial report was also presented, detailing income and expenditure compared to budget for the year to date.

The following accounts were presented for payment :

All Saints Church	Room hire	25.00
Grant Thornton	Audit fees	346.50
Luddington Village Hall	Room hire	45.00
R D Armstrong	Clerk's salary	500.00

**AH** proposed that the payments be approved and this was seconded by **WH** and passed unanimously.

**WH** reported that HSBC had lost the mandate containing the list of current authorised signatories.

**JW** proposed that HSBC be informed that David Hayworth and Ray Thorpe be removed as authorised signatories and that they be replaced by Wendy Hughes and David Nutt and this was seconded by **TB** and approved unanimously.

The Clerk presented the following policy documents to the Council for consideration :

- A risk register.
- Model Financial Regulations of the Council.
- Model Standing Orders of the Council.

Members were asked to review these documents in preparation for the next meeting when any changes would be discussed and considered for adoption as Council policy.

The Clerk presented the report of the External Auditor for the year ended 31<sup>st</sup> March 2016. **DN** pointed out that an oversight group comprising the Chairman, Vice-Chairman and Clerk was being established. This group would monitor the activities of the Clerk to ensure that none of the failures reported by Grant Thornton were repeated. All members of the council are expected to participate in oversight as a key element of their responsibilities as Parish Councillors.

**WH** proposed that quarterly inspections of the parish accounts be carried out by councillors. The proposal was seconded by **DN** and passed unanimously.

The Clerk reported changes to the status of the following planning applications :

17/00690/TREE	Honahlee, Luddington	New
17/00234/FUL	131 Luddington Road, Luddington	New
17/00494/FUL	2 Sandfields Farm Cottage, Luddington	New
17/00465/FUL	May House, Luddington	New
17/00294/FUL	28 Luddington Road, Luddington	New
17/00072/VARY	Drayton Manor Farm, Alcester Road	New
16/03218/FUL	Boddington Farm, Luddington	Granted
16/03219/FUL	Boddington Farm, Luddington	Granted

Initials: \_\_\_\_\_ W Hughes (Chairman) Date: \_\_\_\_\_

The Clerk reported that an application had been made by the chairman of the Village Fund to hold a barbecue on the village green. Members supported the application, on the understanding that suitable insurance arrangements are in place. **WH** will check this with Aon Insurance. **WH** moved that the application be approved and this was seconded by **JW**.

The Clerk reported that the telephone kiosk had been adopted by the Council who are now responsible for upkeep and maintenance. The ongoing use of the kiosk will be considered at the Parish Assembly Day.

The Clerk reported that an annual inspection of the play equipment in the village green would cost £90.00 and was a requirement of the Council's insurance policy. Further, regular physical inspections of the equipment would be required. **DN** suggested that the matter be discussed at the Parish Assembly Day and this could be an activity for a Community Champion.

The Clerk reported that all correspondence received by the Council had been forwarded to members by email.

#### **10. Adoption and Revision of Standing Orders**

**WH** asked members to carefully read the Model Standing Orders and to be prepared to comment at the next meeting. **DN** suggested that large portions could be removed as they are not applicable. The Clerk advised that this practice be avoided as it would cause significant additional work whenever new model orders are published. The members discussed how Council business should be transacted, with the Council meeting being a forum for decision making rather than lengthy debate.

#### **11. Adoption of a revised Village Design Statement**

**WH** reported that the revised VDS had been reviewed by John Careford, Planning & Housing Policy Manager at SDC who found the text to be acceptable, with the exception of certain maps which will be updated in accordance with his comments.

**DN** proposed that the revised statement be adopted and this was seconded by **JW** and passed unanimously.

#### **12. Response to the Warwickshire County Council Transport Strategy**

A response to the Transport Strategy for Stratford has been prepared by **DN** and circulated to Members. **WH** suggested that the Council focus on those issues which will hurt Luddington most and expressed the hope that the actions aimed at mitigation and protection would be adopted. **JW** felt that the response was excellent and should be submitted as presented.

**DN** proposed that the response be submitted and this was seconded by **JW** and passed unanimously.

**JW** pointed out that comments had to be aimed at the whole strategy, not just the SWRR.

A discussion concerning the submission of comments ensued, suggesting that not all were being published.

Initials: \_\_\_\_\_ W Hughes (Chairman) Date: \_\_\_\_\_

### **13. Fundraising for Action Groups**

**DN** reported that insufficient funds were available to support all the actions required and hoped that this would be discussed at the Parish Assembly Day. It is hoped that Nicky Jones of the RSC can be recruited to assist in fundraising and **DN** will contact her to explore this possibility.

### **14. Planning a Parish Assembly Day**

**DN** proposed that the Assembly Day be scheduled to take place on 6<sup>th</sup> May 2017 and outlined the format of the event and the stands which would be present. **DN** outlined the means of publicity for the event. **WH** thanked the Village Hall committee for their support for the event.

### **15. Website and Communication Strategy**

The Clerk reported that three companies had been approached to provide quotations and one had responded. The quotation will be circulated for Members to consider.

**WH** has made contact with **KH** to better understand the progress on a Parish Council section on the village web site. **KH** will be provided with a list of requirements which we would like to have incorporated in the site.

### **16. Community champions**

**DN** reported that some parishioners had offered to volunteer as Community Champions who will be linked to individual councillors.

### **17. Business for future consideration**

2017-18 Budget  
Planning Checklist  
Re-boot Crime Prevention awareness  
Parish telephone box  
Village green ownership  
Developing community health agenda- survey- basic parameters/ goals?

### **18. Any Other Business**

**WH** mentioned the magazine published by Welford-on-Avon, although the cost of production was likely to be prohibitive.

### **19. Date of Next Meeting**

The next meeting of the Parish Council will take place on Tuesday 18<sup>th</sup> April 2017 at 19:30 at Luddington Village Hall.

The meeting closed at 22:00.

Signed: \_\_\_\_\_ W Hughes (Chairman) Date: \_\_\_\_\_