

# Ufton Parish Council

## Minutes of the Meeting held on Tuesday 4<sup>th</sup> June 2019

**Meeting commenced 20:03 hrs**

**1. Election of Chairman**

Cllr Tayler submitted his resignation as Chairman at the end of the Parish Council meeting held on Friday 10<sup>th</sup> May 2019.

It was proposed by Cllr Leeman, seconded by Cllr Tayler and  
**RESOLVED** Cllr Baldwin become the Chairman of Ufton Parish Council.

**2. Acceptance of Office**

The Clerk will provide Cllr Baldwin with an Acceptance of Office form to complete.

**3.1 Co-option of Parish Councillors**

It was proposed by Cllr Baldwin, seconded by Cllr Leeman and  
**RESOLVED** to co-opt Mrs Elizabeth Kemp and Mr Gregory Byrne to two of the three vacant Parish Councillor posts for the four-year term.

**3.2 Acceptance of Office**

Cllr Mrs Kemp and Cllr Byrne both signed an Acceptance of Office form. They were both asked to complete a Declaration of Members Interest form.

**4. Record of Members Present: -**

Cllrs Leeman, Tayler, Baldwin, Byrne, Cllr Mrs Kemp, District Cllr Adam and Clerk Mrs J Chapman

**5. Apologies for Absence: -** Cllr Crowther – holiday, County Cllr Stevens

**6. Acceptance of Apologies: -**

It was proposed by Cllr Leeman, seconded by Cllr Tayler and  
**RESOLVED** the apologies be accepted.

**7. Declaration of Interests**

Councillors are reminded that they **must** act solely in the public interest and should never improperly confer advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend or close associate. None received

**8. Dispensations – None**

**9. Open Forum – (15minutes)**

Cllr Baldwin read out a letter he has received from a resident. The letter refers to a rat infestation around the chicken hut which is on the ground behind the pub's car park. Stratford District Council Environmental Health state they are unable to help as they do not have an address for the owner of the chickens; this is despite the fact they have the owners name and an indication of the area in which he lives.

District Cllr Adam agreed to liaise with the Environmental Health Department and update the Parish Council accordingly.

It was proposed by Cllr Leeman, seconded by Cllr Tayler and  
**RESOLVED** if any action is needed once a response is received from Cllr Adam, there is no need to wait for the next Parish Council meeting.

Warwickshire County Cllr Stevens – not present, however, Cllr Baldwin read out a report he had received from Cllr Stevens. On the 31<sup>st</sup> May I took the new Director of Highways (Mr Scott Tompkins) for Warwickshire County Council on a tour of the Division. He agreed that, in some places, the verges needed attention. He also asked about gritting routes. He is in the process of finalising his departments Officer structure which will be forwarded to your clerk with the relevant contact names. The County Highways will benefit from once again, having an experienced Highways Engineer in charge.

**HS2** - The early works are nearing completion and the contractors are commencing some preparatory works in relation to the Tunnel boring machine. Cllr Stevens has been appointed as Cabinet adviser on HS2 matters and will be working to get better and more accurate communications re HS2. He is also aiming to get the three District councils who are affected to accept their responsibilities and to appoint a dedicated officer as a point of contact. The community forum on June 12<sup>th</sup> will be attended by County council officers responsible for traffic diversionary routes. The authority delegated to HS2 via the hybrid Bill continue to drive large holes through the recognised planning process and its accepted restrictions. **Public Health** - Whilst awaiting the Governments White paper on health and Social care the Public Health Department, led by the new temporary Director of Public Health and the recently appointed Director of Adult and Children Social Care are working together to highlight the need for healthy living in the community. Dementia, obesity, exercise and mental health are top of the list of long-term concerns that are being highlighted. As parish Councils you can do your bit by encouraging activities for the young (Walking, use of sports fields, etc) and tackling loneliness by encouraging social activities for single elderly residents. Environmental Health is the remit of the District Council. **Grants** - There are still pockets of money around for small grants for community benefit. Cllr Steven's grant closes at the end of the month, although there may be a second round if there is anything left in the pot. There is a delegated highway budget which closes at the end of August and is available for small schemes not already covered by the county's main highways budget. With summer approaching and school holidays about to start it is a good time to remind your residents to be "Burglar Aware" and make sure they lock up when they go out.

Stratford District Cllr Adam advised he has attended a lot of training sessions since becoming a Councillor. He has been appointed to the Planning Committee. Cllr Adam advised he has received a lot of complaints about the removal of the hedgerows by HS2 opposite Dallas Burston. Cllr Adam has had a meeting with the Planning Officer responsible for HS2 at Stratford District Council. He has also discussed the communication between the District Council and the County Council, and a meeting has been arranged with W.C.C. Community Infrastructure Levy (CIL) is money developers must pay to the District Council as part of the development. CIL is to be used for infrastructure anywhere in the District. Stratford District Council has determined £750,000 is to be accumulated before any funds are distributed. Cllr Adam is investigating if this decision can be queried/challenged. Land Searches are taking a long time as records are having to be digitised as part of a Government instruction. Cllr Adam has asked SDC who the enforcement officer is for HS2, as it currently transpires there is no independent enforcement officer.

## **10. Minutes of Last Parish Council**

10.1 The minutes of the Annual Parish Council meeting held on Friday 10<sup>th</sup> May 2019 were agreed as being a true and complete record.

10.2 The minutes of the Parish Council meeting held on Friday 10<sup>th</sup> May 2019 were agreed as being a true and complete record.

## **11. Matters Arising**

### **11.1 Street Lights**

The Clerk advised she has not received any information from EON regarding the remainder of the replacement streetlights

11.2 Parish Boundary  
The Clerk advised she has not received any further information from the owner of the White Hart.

11.3. Highway Issues - none

11.4 HS2 - see Agenda item 9

**12. Planning**

12.1 The following planning applications have been received.

Planning Application	Address	Request	Ufton PC response
	Ufton Hill Landfill Site, Southam Road, Ufton	To vary conditions 2, 13, 14 of planning permission ref: S/91/0659	
HS20CW/00011 Section 17	Land at Welsh Road, Long Itchington	Development authorised by the High-Speed Rail (London-West Midlands) Act 2017 relating to the construction of a single ecological mitigation pond at Long Itchington Wood North Site LS147 and the construction of two ecological mitigation ponds at Long Itchington Wood North Site LS151	Comments due by 14.06.19

12.2 No planning decisions have been received

12.3 Other planning information - None

**13. Finance**

**13.1 Monthly Budget report**

The Clerk advised she was unable to provide a budget report as she has yet to receive a bank statement. The Clerk asked the Councillors to consider moving to quarterly reporting given the small amount of money the Parish Council handles. The Clerk is prepared to get a bank statement from the Bank at the end of every quarter as opposed to waiting for one to arrive in the post.

It was proposed by Cllr Baldwin, seconded by Cllr Byrne and **RESOLVED** to move to quarterly reporting, with the Clerk providing Income, Expenditure and Balance only on a monthly basis.

**13.2 To authorise the following payments:**

Name	£
Clerks Salary – June 2019	189.17
Reimbursement to Mrs J Chapman for June Ufton Newsletter	29.90
HMRC (Apr, May, June)	130.60
Reimbursement to Mrs J Chapman – 100 first class stamps	70.00

It was proposed by Cllr Leeman, seconded by Cllr Tayler and **RESOLVED** the payments be made.

**13.3 Annual Governance and Accountability Return 2018/2019 Part 2 – Certificate of exemption authorisation.**

It was proposed by Cllr Mrs Kemp, seconded by Cllr Leeman and **RESOLVED** the Certificate of Exemption be authorised.

13.4 **Annual Governance and Accountability Return 2018/2019 Part 1 – Annual Governance Statement 2018/2019**

It was proposed by Cllr Tayler, seconded by Cllr Mrs Kemp and **RESOLVED** the Annual Governance Statement for 2018/19 be approved.

13.5 **Annual Governance and Accountability Return 2018/2019 Part 2 – Accounting Statements 2018/2019**

It was proposed by Cllr Taylor, seconded by Cllr Leeman and **RESOLVED** the Accounting Statements 2018/19 be approved.

13.6 **Bank Signatories**

It was agreed Cllr Byrne, Cllr Mrs Kemp and Cllr Baldwin be added onto the Bank Mandate to authorise payments.

14. **Lengthmans Scheme**

It was agreed to have a list of things which the Parish Council knows will need to be done at some point.

It was proposed by Cllr Baldwin, seconded by Cllr Tayler and **RESOLVED** tenders for work be done on an ad-hoc basis as and when required. This is to be reviewed on a six-month basis.

15. **Projects for HS2**

No project was agreed.

16. **HS2 Drop In**

Due to be held on 25<sup>th</sup> July 2019 between 6.00 pm – 8.00 pm in the Village Hall - noted.

17. **Defibrillator**

The Clerk advised she has spoken to the people who provided the defibrillator. They recommend it is checked on a weekly basis to ensure it is charging, the expiry dates on the pads are checked monthly and the cabinet is being heated during the winter months.

18. **Correspondence Received**

HSBC Bank Statement

It was proposed by Cllr Tayler, seconded by Cllr Mrs Kemp and **RESOLVED** to take correspondence received off the Agenda.

19. **Items for next Agenda**

Wellbeing within the village.

20. **Date of Next Meeting** Tuesday 2<sup>nd</sup> July 2019

Meeting closed 21:46

Signed

Date

Chairman