

Stretton under Fosse Parish Council

Minutes of Meeting

Held on Tuesday 25th June 2019 at 7:45pm in

The Village Hall of Stretton under Fosse

Present: Nigel Jennett (Chairman), Jenny Ogden (Vice-Chairman), Sue Hartshorn and Mark Daniell (Councillors); Kiley Brown (Clerk); and Christopher Smith (member of the public)

1. **Apologies for absence** – Tony Gillias (Rugby Borough Councillor) and Adrian Warwick (Warwickshire County Councillor)
2. **Declarations of Interest and Requests for Dispensations** – Sue Hartshorn declared interests as the Treasurer of the Village Hall Committee
3. **Approve Minutes of the previous meeting** – The minutes for the Annual Parish meeting of Stretton under Fosse and the Annual meeting of the Parish Council were approved. Amendments needed to be made regarding the new positions of the Councillors on the Ordinary meeting minutes. These will be updated and published on the website accordingly and signed at the next meeting.
4. **Public Participation Session, apologies and record of those in attendance** – One member of the public attended the meeting and participated in discussions but no specific issues were raised here.
5. **News from Rugby Borough Council (RBC) and Warwickshire County Council (WCC)** – none was received before or after the meeting.
6. **To Report on Matters Arising from the Minutes of the last meeting**
 - **Safer Roads Proposal** – We've received a receipt of acknowledgement for the funding request. The title of the project is 'Speed-hog Watch'. It is a project planned over one year which involves signs being put up in the village with speed checks before and after for comparison. The proposal includes the participation of an expert panel to give opinions as well to measure perception vs actual speed. The request will be assessed in July and we will be sending policies when approved to add to the proposal and show support.
 - **Policies for review**
 - **GDPR** – approved with changes to clarify Data Protection Officer role
 - **Risk Assessment** – approved with no changes
 - **Constitution** – none presented, we need to investigate if we need one or if we are formally constituted by the Local Council
 - **Safeguarding** – approved with changes to add 'staff' to list of responsible people
 - **Diversity** – approved with changes to add 'staff' to list of responsible people
 - **Lighting repairs** – We have lights on telegraph poles, self-standing support, and two mounted on houses so they are all different and we need to decided how to proceed.
 - Confirm our current contract or 'service level agreement' with Eon as our main maintenance provider
 - Plan a way forward to collect and manage quotes for consideration
 - If we have listed buildings can we request grants from the Council to help to preserve the fittings that are 'in keeping with the village'
 - **Auditor report** – We need to work on further policies from the auditor's report and we need to claim VAT; these were the two main points from the exercise

- **Parish Councillor recruitment** – There was a brief recap of the position, the duties and the time that it would take to fill the role before the motion was open for nominations. Chris Smith put himself forward, Sue Hartshorn seconded the motion and there was a unanimous acceptance of the post; paperwork will follow after the meeting.

7. Correspondence – Road Safety funding information was received and is being considered alongside the speed calming measures (see above reference)

8. New and current planning applications – none received since previous meeting

9. Finance – including an update of the accounts

- General update on finance and incoming invoices to be paid
- Four cheques to sign – Autela staff services, Eon Maintenance, Clerk's June salary, Auditor invoice
- Annual Accounts final paperwork was signed and approved for public

10. Items for the next meeting

- Lighting repairs – new information / quotes / options
- VAT returns
- Progress on policies from Auditors report
- Constitution and/or Code of Conduct
- Neighbourhood Plan
- Dog bins damage update

11. Date of the next meetings

- 14th August at 7:45pm
- 16th October at 7:45pm (TBC)