

**Wolverton Parish Council**  
**Minutes of Meeting on Wednesday 21 March 2018 at 7.30pm**  
**Held at Wolverton Church Hall**

**Present**

Councillor D Stone – Chairman  
Councillor S Easterbrook – Vice Chairman  
Councillor C Tunbridge  
Parish Clerk – Nicola Overall  
County Councillor J Horner for part of the meeting

There were no members of the public

**1. Apologies**

Apologies for absence were received and accepted from Councillor P Anthony (annual leave) & District Councillor P Richards.

**2. Declarations of Interest**

There were no declarations of interest.

**3. To confirm & sign the minutes of the meeting held on 18 January 2018**

The minutes of the meeting held on 18 January 2018 were approved by all members and signed by the Chairman.

**4. Co-Option of Parish Councillor**

Following receipt of a completed application form from Mr Paul Wood, it was agreed unanimously that the Parish Council co-opts Mr Paul Wood at the next meeting.

**5. Matters Arising**

a) Website

Councillor C Tunbridge confirmed that the website was being updated on a regular basis and he would ensure that all documents would be uploaded in a PDF format. Action Cllr Tunbridge

b) Replacement Notice Boards

Councillor D Stone confirmed that the new notice board at Norton Lea was to be installed when the weather was less inclement, and a work party could be arranged. The cost for the materials was still expected to be around £54.00. Action Cllr Stone

c) Emergency Plan

Councillor S Easterbrook had commenced work on the Emergency Plan and it was hoped that the draft version would be available at the Annual Parish Meeting. Cllr Easterbrook

Cllr J Horner arrived

d) Highway Matters

Councillor D Stone reported that a 'low bridge' sign at the cross roads was still broken and this had been reported to WCC Highways Department. Cllr J Horner agreed to take the matter up with the Highways Department. Action WCC Cllr Horner

Councillor D Stone also reiterated concern regarding surface water runoff flowing across the road in the village at a number of points. It was not clear whether this infringed any highway regulations, and Councillor J Horner offered to ask if the highways Department could investigate, as the matter was likely to be due to blocked gullies, or lack of interceptor drains. Action WCC Cllr Horner.

Concern was again raised regarding the poor condition and pot holes on the access tracks around the village green and the general road surface was in need of attention.

It was agreed that due to the likely building works, the matter should be addressed at a later date.

## 6. **Report from Warwickshire County Councillor – Councillor J Horner**

The inclement weather at the end of February put the Council's gritting services under strain.

The Council maintains permanent availability of 29 dedicated gritting lorries that grit roads as weather demands. This winter WCC had carried out 94 grit runs against a seasonal average of 55. The gritting policy of only gritting access in and out of the larger villages and major routes understandably always comes in for criticism when there is extreme weather. If WCC were to increase gritting capabilities it would cost more in equipment and salt stockpiles and the money would need to be found from other services and in most years would be unused. Councillor Horner was exploring with the Council officers, ways of supplementing the gritting equipment and supply salt so Parishes can engage local farmers and contractors to grit roads not covered by the Council budget.

Public Health Warwickshire has launched an awareness campaign for people struggling to cope with today's pressures. A team of trained support workers are on hand through the **Mental Health Matters Helpline** on 0800 61 61 71. **Warwickshire Wellbeing Hubs** offer free one to one support, walk-in sessions and drop in sessions and can be contacted on 02477 71 22 88. **Rise** is a service specifically for young people and can be contacted on 0300 200 20 21.

Councillor J Horner is continuing to explore the option for Parishes to fund their own version of Community Support Officers in order to increase a uniformed presence in the parishes. If the entire increase in the Police precept (£12/Band D property) was spent on local policing it would fund one PCSO for the whole of Arden Division, covering an area from Wolverton to Earlswood and from the A435 to the A3400.

## 7. **Report from Stratford District Councillor – Councillor P Richards**

Transport Strategy

At our most recent meeting of The Cabinet, members of the Council were presented with the final draft of the Stratford-upon-Avon Area Transport Strategy.

The document is the culmination of over four years of work launched by Nadhim Zahawi MP through a series of public meetings before being followed up by the then Portfolio Holder for Housing and Infrastructure and latterly (post public consultation) myself.

I should stress that this document will form part of the Warwickshire County Council Local Transport Plan and is "owned" by the County Council. The District Council has been involved in the production of the plan as it directly affects the town, but it does not form part of the suite of policy documents to which we are responsible.

As this is a document that will not be formally adopted by the Council, it was within my gift as Portfolio Holder to endorse the Strategy without the need to bring it before The Cabinet and Council. However, I felt that would be entirely the wrong thing to do and that it was vital for our Council to consider and debate the Strategy in full before any endorsement is sent to the County Council.

Empty Homes Assistance Grant

The District Council have operated an Empty Homes Assistance Grant for a number of years. It allows home owners to apply for a grant of up to £20,000 in order to bring an empty property back into use. In exchange for that grant SDC are given five years of nomination rights over the property, essentially providing us with some control over who the tenants of the property will be, allowing the Council to house people that are registered on our Home Choice Plus system and who are in need of housing.

That facility has been used very successfully and in all cases the tenants have remained in the properties long after the five year nomination rights have expired. More recently however, we have seen take up of the scheme reducing with feedback suggesting that property owners would prefer a shorter nomination period applied.

In order to provide more flexibility to this scheme the Cabinet have agreed to a revised policy which would allow property owners to apply for the grant with a three year nomination period or, to apply for a minimum five year nomination period with the option to terminate during that period. If a property owner were to terminate they would be required to repay the grant on a pro-rata basis.

**8. Planning Matters**

The following planning matters were noted.

Application Number	Application Details	PC Comment	SDC Comment
DISCN/00064/18	Sunnyside, discharge of conditions	<b>No Comment</b>	
18/00225/FUL	Park View, Wolverton Demolition of detached dwelling and construction of replacement dwelling and garage and associated driveway	No representation	Pending
18/00309/FUL	The Cottages, Wolverton Road Single storey side/rear extension to existing cottage and the conversion of two existing outbuildings to a games room and a garden room respectively	Support	Pending
18/00310/LBC	The Cottages, Wolverton Road Single storey side/rear extension to existing cottage and the conversion of two existing outbuildings to a games room and a garden room respectively	Support	Pending
18/00101/FUL	1 Blacon Cottages, Snitterfield Lane Demolition of existing conservatory to annex, extension to form link between house and annex. Rear extension to existing garage.	Support	Granted
17/00894/FUL	Wolverton Court, Wolverton Renovation and conversion of existing barns to two residential dwellings	Agreed to support revised plans	Pending
17/00896/LBC	Wolverton Court, Wolverton Renovation and conversion of existing barns to two residential dwellings	Agreed to support revised plans	Pending
APP/H3700/C/17/3182953	Appeal against WCC enforcement notice alleging use of land adjacent to Claverdon Sewage Works for import and storage of waste consisting primarily of construction and demolition waste, storage of skips and construction of hard standing	Enforcement notice supported	Awaiting Planning Inspectorate inquiry 19 Jul 18 – 21 Jul 18
17/011404/LDE	Lower Blacon Farm, Wolverton Fields Occupation of the Bothy as an independent residential unit and not ancillary accommodation	No Comment	Pending

**9. Finance Matters**

a. Bank Balance	£2851.95
b. Income	£61.20 HMRC payment
c. Expenditure	£103.31 Clerk's Salary January
	£103.31 Clerk's Salary February
	£35.00 ICO
	£14.38 1 & 1 Internet

**10. Correspondence**

- a) Bible Read a Thon - 11 June – Rev R Mutter – 29 January
- b) SDC - Review of Ethical Standards in Local Government
- c) SDC – Canal Quarter Regeneration Consultation - ends 16 March 2018

- d) WALC – Newsletter Clerk’s email of 5 February
- e) Cllr J Horner- M6 junction 2 to 4 Smart Motorway Project
- f) WALC – Training Events
- g) Cllr J Horner - MRN Status for A4189 and A3500
- h) SDC - Development Requirements SPD - Parish Councils Consultation - ends 20 April 2018
- i) Cllr J Horner – A4189 Speed Data

#### **11. Code of Conduct**

Following correspondence from SDC regarding the revised Code of Conduct it was proposed by Cllr D Stone and seconded by Cllr S Easterbrook and RESOLVED unanimously to adopt the Councillor Code of Conduct as adopted by Stratford-on-Avon District Council on 16 October 2017, so as to replace the Parish Council's existing Code of Conduct.

Members were to submit their forms to the Clerk for submission to the Monitoring Officer.

#### **12. Policies & Procedures**

Cllr P Anthony was thanked, in his absence, for his comments relating to Standing Orders and Financial Regulations. Cllr Stone undertook to respond to his suggestions and to provide clarification where necessary. Action Cllr Stone.

The following Policies & Procedures were reviewed and adopted;

- a) Standing Orders
- b) Financial Regulations
- c) Equal Opportunities
- d) Data Protection
- e) Press Liaison
- f) Complaints Procedure
- g) Procedure for Meeting Transparency & Governance
- h) Social Media
- i) Freedom of Information

#### **13. Future meeting dates**

Tuesday 29 May 2018 – 6.30pm AGM followed by the Annual Parish Meeting at 7.30pm

Tuesday 17 July 2018

Tuesday 18 September 2018

Tuesday 20 November 2018

Tuesday 22 January 2019

Wednesday 19 March 2019

The meeting closed at 9.00pm