

Stretton under Fosse Parish Council
Minutes of Meeting
Held on Wednesday 4th December 2019
at 7:45pm in The Village Hall of Stretton under Fosse

Present: Nigel Jennett (Chair), Jenny Ogden (Vice-Chair), Mark Daniell, and Chris Smith (Councillors), Kiley Brown (Clerk), Charles Barlow (JSNA), and Ben Reeve (member of the public),

1. **Apologies for absence** – Sue Hartshorn (Councillor), Adrian Warwick (Warwickshire County Councillor) and Tony Gillias (Rugby Borough Councillor)
2. **Declarations of Interest and Requests for Dispensations** – None
3. **Approve Minutes of the previous meeting** – The minutes were approved and signed by the Chairman
4. **Joint Strategic Needs Assessment presentation**
 - These are place-based assessments based on 22 geographies in our area.
 - Health and wellbeing initiatives
 - They're running the assessments in three waves and we are part of the third wave taking place at the moment – Rugby Rural North
 - We will share information more widely following the meeting and encourage people to participate and give views via surveys, meeting and other methods
5. **Public Participation Session, apologies and record of those in attendance**
 - Concerns raised about speeding in the village – this was addressed in more detail later in the meeting and it was acknowledged that it is still priority for many villagers
6. **News from Rugby Borough Council (RBC) and Warwickshire County Council (WCC)** – None
7. **To Report on Matters Arising from the Minutes of the last meeting**
 - **Safer Roads Proposal** – No further action is required regarding the funding application and response to the letter from the OPCC. It was decided, however, to revisit quotes on speed signs and address this issue as agreed in a previous public meeting
 - **Hedgehog signs** – We've agreed to purchase these and post them on private property. These may also help with speeding as additional added value but the main purpose is to help with the increase in reports of hedgehogs in the village
 - **Lighting repairs** – Quotes were discussed from two companies for replacements. We've considered bulb replacement vs fixture replacement. There is value in replacing more than one at a time but we need to be wary that we're replacing them just for the sake of it if replacements aren't needed yet as we have found we would not save money on electricity bills by changing bulbs as first thought so this isn't a factor as before. The fixture that needs to be replaced by The Revel will be quoted for and replaced first as a trial for the rest of the village as we plan this going forward
 - **Progress from Auditor report** – it was agreed that what we've done to this point will be finalised and handed over and any remaining recommendations would be for the new Clerk to take up
 - **Constitution and Code of Conduct** – This was agreed and signed by all Councillors present – Sue Hartshorn will need to sign at a future date or the next meeting for our records
 - **Neighbourhood Plan** – David Collins has been in touch with the Parish Council to enquire about the action on this and it was decided that it would be best to ask him to organise the 1st meeting if he would be willing. The delay has been due to the change in position of the Parish Councillor that was planning to take this forward and is now the Chair which means they could not lead the Neighbourhood planning group as well as report back to the Parish Council. David does not have to take the lead on the group and this can be decided at the first meeting as the Neighbourhood plan group progresses

- **Clerk's vacancy** – it was agreed to back pay the current Clerk's wages as far back as this financial year (April 2019). It was also agreed to pay holiday from April 2017 which had not been paid since the current Clerk had started. The contract for the new Clerk needs to be updated and approved. The interviews will be held on Thursday 19th of December with hope to appoint as soon as possible and intending to have the new Clerk in post for the next meeting.
- **Elections Survey** – this was not completed and it was agreed going forward that we have a new policy for surveys. The Parish Councillors will complete surveys they are required to complete. Others will be reviewed, but only completed if they feel they are worthy of the time it takes to complete them. All public surveys will be shared through multiple communication channels.

8. Correspondence – all were shared through Facebook and Website and other appropriate channels, no other action was needed

- Community drop-in Fosse Division
- Citizens academy
- Road closure/diversion
- ATM machines in rural communities
- NALC Smaller Councils Committee – Voting open
- New information from NALC Legal Team – briefing on purdah

9. New and current planning applications – One received for Station House, Smeaton Lane. No comments or concerns were raised by the Parish Councillors

10. Finance

- **Account report and updates** – Three cheques to sign: Autella, Eon Maintenance, Clerks Nov salary
- **VAT Returns** – This will be picked up by the new Clerk. It was also discovered that we have errors in our previous two Annual Account submissions. We will inform the auditors and take advice on how to correct this matter
- **Annual Precept** – it was agreed to increase the precept by £500 to help cover increasing costs
- **RBC Grants 2020/2021 – Updated Guidance Notes for Grant Applications** – shared with Parish Councillors, no comment.

11. Items for the next meeting

- New Clerk taking post
- Speed calming measures / Hedgehog signs
- Lighting repairs
- Auditor policies and VAT for new Clerk to progress
- Neighbourhood Plan

12. Date of the next meetings

- Wednesday 22nd January 2020 at 7:45pm
- Wednesday 4th March 2020 at 7:45pm (TBC)