



Minutes

Ordinary Meeting of Chadwick End Parish Council

Held on: Tuesday 4th February 2020 at 2pm
Place: Chadwick End Village Hall

Present: Cllrs Rob Horsfield (Chair), Jeff Davies, Pat Burrows and Mike Playdon
In attendance: Kerry Finlayson (Parish Clerk)
Members of the public: 3

- 13/20 WELCOME and APOLOGIES**
Councillors **received** and **accepted** apologies from Marjorie Walsh who had stepped back for a short time.
- 14/20 DECLARATION OF INTEREST**
There were no interests declared in any item of business on the agenda
- 15/20 CONFIRMATION OF MINUTES**
The minutes of the Ordinary Parish Council meeting held on 7th January were **confirmed** and **signed**.
Proposed Cllr Horsfield Seconded Cllr Davies All in favour
Matters arising:
- Now have a regular cleaner
 - Heating - awaiting quote from electrician/supplier
 - Velo - Chair to send a letter to Netherwood residents to advise the change of route and the details will also be in the next newsletter.
 - VE Day celebrations - meeting still to be arranged
 - PAT testing to be booked by Clerk
 - Cllr Davies to chase up tender information
 - Clerks appraisal had taken place and a pay increase of 2SCP was **proposed** by **Cllr Horsfield**, **seconded** by **Cllr Davies** and **approved** by **all**.
- 16/20 OPEN FORUM**
A member of the public (MOP) asked what could be done about the drainage from the farmer's fields onto Warwick Road as it potentially caused a big hazard and it was illegal for a farmer to allow water to come off their land. There was no ditch so the water was coming off the field. Cllr Horsfield **agreed** to contact SMBC.
MOP queried who would be responsible for restoring the grass verges that had been wrecked due to the building work taking place on Netherwood Lane. Cllr Horsfield commented that he had recently read that central government would be making this an automatic condition in the future. He agreed to check whether this was part of the conditions of planning on this case but if not he would write to SMBC planning and retrospectively ask for the verges to be put back the same.
MOP referred to a recent accident at the crossing from Oldwiche Lane to Netherwood Lane as the residents on the corner had their wall knocked down and not for the first time. New signage was needed to make the crossing more obvious - maybe rumble strips? Cllr Horsfield advised that he already had a meeting arranged with Davinder Chohan and John Creba to discuss this matter. The MOP agreed to attend the meeting as well and would also bring up that the Warwick Road street sign also needed to be replaced as it had been stolen.

17/20 FINANCIAL MATTERS

i. Payments

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
132	Membership Fees	10/12/2019		Unity Bank		Membership	ICO	Z	35.00	0.00	35.00
133	Bank Charges	31/12/2019		Unity Bank		Bank Charges	Unity Bank	Z	18.00	0.00	18.00
134	Deposit Refunds	13/01/2020		Unity Bank		Deposit Refund	Hall Hire	Z	50.00	0.00	50.00
135	Office Costs	22/01/2020		Unity Bank		Office Costs - Incl. WAH, Milea	Clerk	Z	33.23	0.00	33.23
136	VH Repairs & Maintenance	20/01/2020		Unity Bank		Repairs & Maintenance	M Shevroja	Z	500.00	0.00	500.00
137	Security	20/01/2020		Unity Bank		Salary	Clerk	Z	410.06	0.00	410.06
138	Salary with Pension	20/01/2020		Unity Bank		Salary	NEST Pension	Z	35.00	0.00	35.00
139	VH Repairs & Maintenance	04/02/2020		Unity Bank		Repairs & Maintenance	R Horsfield	Z	10.00	0.00	10.00
140	Electricity	17/01/2020		Unity Bank		Electricity	opus energy	L	83.43	4.17	87.60
141	Electricity	04/02/2020		Unity Bank		Electricity	opus energy	L	88.01	4.40	92.41
142	Water	31/01/2020		Unity Bank		Water	Waterplus	Z	137.65	0.00	137.65
143	Grounds	01/01/2020		Unity Bank		Grounds & Dog Bins	Fortress	S	50.48	10.10	60.58

At the request of the RFO it was agreed to not subscribe to the Scribe accounting system for the following year.

Proposed Cllr Davies Seconded Cllr Horsfield All in favour

- ii. Bank reconciliation
Bank statement not yet received.

18/20 PLANNING

Applications:

- i. PL/2019/03123/MINFHO 8 Hall Farm Court, Kenilworth Road
No representation
Proposed Cllr Horsfield Seconded Cllr Playdon All in favour
- ii. PL/2019/03193/MINFHO New House, Oldwich Lane West
Support as this was currently a dilapidated property that would be modernised and improve the street scene
Proposed Cllr Horsfield Seconded Cllr Davies All in favour
- iii. PL/2020/00183/VAR Land to The West Of Temple Lane
No representation
Proposed Cllr Horsfield Seconded Cllr Davies All in favour
- iv. PL/2019/02893/PPFL Log Home Farm Oldwich Lane West
Objection as this was a busy but narrow rural road. At 50mph increased caravan and vehicle traffic would increase the chances of a collision. It was in the proximity of the entrance to a small business park and housing development newly built which had significant vehicular movement already and to turn in, whilst towing a caravan would need to use all of the highway. This was also on green belt land.
Proposed Cllr Horsfield Seconded Cllr Playdon All in favour

Update:

- o PL/2019/02171/MINFHO Priest Park Barn Warwick Road
Retrospective planning application for the erection of a stable block - REFUSED
- o PL/2019/02644/MINFHO 2 Priest Park Farm Warwick Road
Extension to the side of existing detached garage to form granny annexe and rooms within the roof space - APPROVED

19/20 PLAYGROUND

Cllr Davies reported that the swings had been updated and that the new gates had now been installed. He would now start to look at quotes for the next phase of refurbishment and would be guided by the next inspection which the Clerk would arrange to take place shortly.

20/20

GENERAL

- i. Traffic
See 16/20
- ii. Defibrillator
The Chair had been approached to see if the PC would install a defibrillator at Chadwick Manor as it was a separate community of 34 apartments with 60-70 residents within the parish. The Chair had agreed to help with an application to the BHF.

21/20

VILLAGE HALL

- i. Exercise Class for Retirees
Cllr Horsfield had met with the lady who ran the SMBC scheme for retired residents in Balsall Common as he was interested in running something similar for Chadwick End. The on-cost would be for the qualified instructor at £35. Those who take part were charged £2.50 to £3 per session and then tea and coffee were provided afterwards. The demographic of the village was supportive of this and the proposal was to start these classes once a month and possibly once a fortnight if they became popular for a trial period. SMBC would help with the marketing etc. Cllrs agreed to a trial and suggested that the classes take place before the monthly coffee morning. Cllr Horsfield would investigate further.
- ii. Flooding
The Chair had met with Oliver Monk from SMBC who was responsible for drainage in the Highways department who had supplied a schematic of the drains. They discussed the underground drains and the gullies around the hall. He explained that SMBC had installed a drainage pipe at the side of the hall and there was nothing else they could do to solve the flooding problem. It was simply the amount of rain over a few days and the way the land sloped towards the hall. He did suggest that the drains and gullies may need a clean out, so suggested SMBC do a one off flush out and then an annual clean. The annual cost for SMBC to undertake this task would be £113.12 and a one off to clear at present would be £169.69
Proposed Cllr Horsfield Secoded Cllr Playdon All in favour
- iii. Refurbishment
Building work was now underway with electrical work due to start that week.
- iv. Trees
The RFO had received an invoice for £1200 as the work had taken 3 days. Cllrs were unhappy as the cost for the work to cut back the poplars around the car park had initially been quoted at £400 then due to warmer weather and growth had doubled to 2 day's work at £800 which had been agreed. The Chair apologised as it had been his miscommunication with the tree surgeon about the amount of work that had to be done and he hadn't made it clear initially that it should extend to the second swing gate. Morally Cllrs felt the PC was obligated to pay but were unhappy that the cost had tripled and had also gone ahead at 3 days work without their prior approval. Cllrs agreed to pay on this occasion but it was agreed that the RFO would deal with future work and would ensure that everything was fully written down within any quotes.
Proposed Cllr Davies Secoded Cllr Burrows All in favour
- v. Drainage
This had been covered under flooding
- vi. Recycling
The shed was now housing the recycling bins and had already proved very popular. The clothes bank was being delivered the following day.

- 22/20** **POLICIES**
- i. Emergency Plan (Annual)
 - o Clerk to update with phone numbers as necessary
 - ii. Data Protection (3 Yearly)
 - iii. Privacy Notice (Annual)
- All approved: Proposed Cllr Horsfield Seconded Cllr Davies All in favour**

- 23/20** **COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS**
- o Newsletter to incorporate SmartWater, Velo & Neighbourhood Plan

- 24/20** **DATE OF THE NEXT MEETING**
- o Tuesday 3rd March 2020 at 6.30pm (Full Ordinary)

- 25/20** **CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**
The meeting was closed at 15.34
- Proposed Cllr Horsfield Seconded Cllr Burrows All in favour**

- 26/20** **PERSONNEL MATTERS**
- i. Clerk's Appraisal details were discussed

Dated:

Signed: 3 March 2020