##  Minutes of Meeting of Wixford Parish Council

## Tuesday 12th November 2019 at 7.30pm

## MINUTE: 331

## Present: Cllrs Jon Haworth (in the chair), Jack Fryer and Colin Hales.

Cllr Mark Cargill (District and County), who joined the meeting late after attending another meeting.

## Clerk: Lynne Reekes.

## In attendance: 8 members of the public

1. **Apologies:** Cllrs. Dean Morris and Andrew Reekes
2. **Disclosure of Interests**. *Councillors are asked to declare personal interests in any items on the agenda. Councillors are reminded that the Code of Conduct that takes effect from May 2018 provides that should they have a prejudicial interest in any matter under discussion they should withdraw from the room and not seek to influence a decision about the matter.*

**None declared.**

**3. Resolution re Joint Chairmanship: it was resolved that** the Council would

 continue with the joint chairmanship, **subject** to it being minuted at the beginning of

 each meeting as to which of the joint chairmen should chair that meeting (for those

 meetings where both joint Chairmen are present). **Clerk** to report to John Crossling

 of WALC accordingly.

**4. Report from District & County Council representative Mark Cargill (District**

 **and County)**

Report made following Cllr Cargill joining the meeting at 8.20pm.

 See Appendix 1 attached.

**5. Comments from the Public:**

 **(i)** Three Horseshoes signage and lighting: it was pointed out that one of the signs

 obscures the view of vehicles approaching from Bidford wishing to turn right into

 Grafton Lane. Also the sign lighting is blinding. **Cllr. Haworth** will inform Cllr.Morris

 so that he can speak to the owner.

 **(ii)** George’s Elm Lane sign: the cast iron sign has disappeared following its removal

 during works to the water system. **Clerk** to request replacement sign from Highways

 Department of SDC, though any replacement will not be cast iron.

 **(iii)** Local lengthsman: what happened to the plans for a local lengthsman? Ms Jain

 Drinkwater and Cllr Hales were willing to volunteer for it. It was thought that

 enquiries had been made but training/equipment was not available.

 **(iv)** Gulley clearing: it was pointed out that blockages were causing

 water to build up on the road. This had been reported to the Highways Dept. SDC,

 but no action has been taken. A gulley drainer truck was reported to be in Wixford

 recently but had only gone as far as The Three Horseshoes, and no further down

 Wixford Road towards The Fish. **Clerk** to request action from the Highways Dept.

 (copy in Cllr Cargill)

**6. Minutes** of the Parish Council Meeting held on Tuesday 10th September 2019

  **Approved** as a true and accurate record. A printed copy was not available for

 signature by the Chairman, and will be signed at the meeting in January 2020.

**7. Village Hall update on plans for new Village Hall:** introduced by John Cain (JC) and

 presented by Martyn Wilkinson (MW) in the absence of Gilli Costain. **JC** reported that:

 (i) the organiserof the campaign for the now completed new Village Hall at Norton

 Lindsay has been very helpful in sharing information re funding, and including their

 Business Plan, which will be adapted for Wixford. JC and Sue Vincent are working on

 this with assistance from MW, Gilli Coston and the rest of the Committee.

 (ii) It is intended to apply for Charitable Incorporated Organisation status to give limited

 liability to the VH Trustees. All agreed that this should be proceeded with asap.

  **MW** reported that:

* current works - work to update the toilets is almost complete.
* it is clear from a detailed survey that many parts of the building at Oversley can be recycled, and the replacement building is only slightly larger than the current Hall.
* the likely timescale for the replacement Hall is 18-24mths to allow for Piers Daniell and Sam Taylor to obtain the appropriate Planning Permissions and the 2 new dwellings constructed.
* competitive tenders will be obtained to compare with the costings supplied by Piers Daniell(PD) for the works to erect the new Hall. It may be that the village can supply voluntary labour for such items as painting.
* no architect has yet been instructed, but MW has contacts to use when necessary. No architect is needed for initial stages.
* it is proposed to split the management of the project - eg MW will manage the engineering/technical side. PD is happy to manage his side of the process. MW is obtaining quotes from other project managers to compare.
* the VH has enough funding for the planning stages -various matters have to be agreed before an application is made e.g. access/parking.
* MW confirmed that the necessity of a letter of intent signed by PD is fully recognised.
* a list of the next steps to take was shown, which is annexed (Appendix 2).

Cllrs Haworth and Fryer confirmed the Parish Council’s support for the project and appreciated the progress achieved to date and the time spent by various VH Committee members and MW. The PC wish the scheme to have the best chance of success.

With this is mind, it was felt that 18-24months is too long a timescale given the uncertainties surrounding the project. It was suggested that the VH Committee should if possible, try to move things along and in conjunction with this, discuss the possibility of a Letter of Intent with PD/ST to add some security to the project (a Letter of Intent is one of the next steps listed as mentioned above).

Also, it was felt by the PC that an appropriate person should be appointed with overall responsibility for the project. Any organisation approached for funding is likely to require this.

 **8. Matters arising:**

**(i)** WCC Highways works: no further information is currently available regarding

 timing of remedial resurfacing works.

 **(ii)** Village speeding/traffic volume/traffic calming: Cllr. Haworth reported on data

 collected since the last meeting. He has noted that data is changing in that if

 volume decreases, speeds appear to increase. The biggest concern is that the

 highest speeds often happen during the day/early evening, rather than night time

 eg speeds of 65-70mph recorded at 7pm. Cllr Haworth has no objection to

 continuing data collection but is disappointed that no traffic calming

 measures are seen as necessary in Wixford’s circumstances. It was suggested

 that perhaps The Royal Society for the Prevention of Accidents should be provided

 with data and their advice requested.

  **(iii)** Three Horseshoes: signage/excessive lighting: see above under **5(i)**

  **(iv)** Cycleway from Salford Priors

Cllr Fryer, as the Parish Council’s representative on the steering Committee, reported that the next meeting is on Thursday 14th November (**NB since cancelled due to flooding)**. The feasibility report has been issued by Sustrans but is not user friendly - lists of data with no conclusions. Cllr. Fryer is to request a form which can be used to report to Parish Councils.

**(v)** Telephone Kiosk refurbishment

No report available as being dealt with by Cllr. Morris. Cllr. Haworth summarised the position to date for members of the public who had requested information, and complications due to it being Listed. It was agreed that it is currently an eyesore, and action needs to be taken to remedy the situation.

**9. Finance**

 (i) The following accounts were approved for payment and cheque signed accordingly:

* Clerk salary September/October: £334.00 (no PAYE or office expenses)

 (ii) Monthly direct debit payments of £6 (inc £1 VAT) to Payroo for PAYE software were

 noted, and invoices initialled.

 (iii) Payment online of the invoice from Sustrans of £300 plus £60 VAT was noted being

 the agreed contribution to the Cycleway feasibility study and invoice initialled.

 (iv) Receipt of the Precept second instalment of £3500.00 was noted (26/09/2019)

 (v) Accounts reconciliation to 31st October 2019 was noted.

**9. Planning. The following applications were reported:**

(i) Wixford Grange:retrospective application for sign (19/02107/ADV). It was confirmed that the Parish Council lodged an objection based on the size of the sign and its dominance in the centre of the village (application for permanent advertisement posters was withdrawn) Consent was **refused** (14/10/2019). It is understood that the applicant will appeal.

(ii)Oversley Castle:

1. Former Greenhouse: 19/02475/FUL (Mr. Sam Taylor) - amended plans for new dwelling.
2. Oversley Castle: 19/02478/FUL - replacement dwelling, attached guest annexe etc.(Mr. Piers Daniell)

The Parish Council has raised no objection in principle to the applications, subject to various conditions i.e. re concerns over light pollution and access for construction traffic (both applications) and improved access to countryside (19/02478/FUL). The full comments can be viewed at stratford.gov.uk/eplanning under “Consultations”.

**10. To deal with any correspondence:** the proposed charge for collection of Green Waste

 was dealt with under **para 4** above. (The Parish Council has since responded to the consultation objecting to the proposed charge which it is felt will lead to more garden bonfires, and fly tipping.)

**11. Any other business**

There was none.

**The meeting was declared closed at 9.15 pm**