##  Minutes of Meeting of Wixford Parish Council

## Tuesday 10th November 2020 at 7.30pm

## MINUTE: 337

**Note:** **This meeting was held virtually via Zoom due to Government restrictions during the Coid19 crisis, and in accordance with Government regulations which came into force on 4th April 2020.**

## Present: Cllrs Jon Haworth (in the chair), Dean Morris, Jack Fryer, and Andrew Reekes.

##  Cllr Mark Cargill, County and District Representative.

##  Clerk: Lynne Reekes.

## 1 member of the public attended.

**1. Apologies:** Cllr. Colin Hales (whose Zoom connection did not work)

**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.*

.**3. Report from District and County Council Representative:**

(Note: this was given after S6(i) below, as Cllr Cargill joined late due to having to attend another meeting)

Cllr. Cargill reported that:

**(i) Covid 19**: District Authorities are being asked to get ready for vaccinations around Christmas this year.

**(ii) Site Allocations Plan:** now out for consultation, ending on 4th December. Although Wixford is not directly affected, he recommended that the Plan be looked at as soon as possible as there may be knock on effects from other developments e.g. Bidford.

**(iii) Gypsy and Traveller Sites Plan:** more contentious. Likely to come forward in December (having been postponed for amendment from planned hearing on 12th Nov.), then probably out for consultation in the New Year. This SPD is an iterative step to a full G&T Plan and defines the broad geographical areas where sites can and cannot be sited. Sites are needed to prevent more illegal sites popping up. Recommended should be looked at. Cllr Cargill will update us when it comes back to Cabinet.

**(iii) Bin collection** is to change in the New Year - will be called the “123 Scheme”

ie food caddies will be collected weekly blue bins (recycling) 2 weekly, and grey bins (Landfill) 3 weekly. The charge for garden refuse (postponed due to Covid) of £40 pa will commence in the New Year.

**(iv) Planning:** Cllr Fryer asked whether the system is operating normally. Cllr Cargill confirmed - the team is working from home; site visits are still possible. Drones will be used by the County from next month.

**4. Comments from the Public :**

Gilli Costain gave a brief update on the position re the new Village Hall at Cllr

 Reekes’s request. The VH team recently had an encouraging conversation with Piers

 Daniell of Oversley Castle. It is hoped that Planning Permission for Sam Taylor’s

 house will come through shortly; if so, it is likely that the woodshed could be available

 to be moved to the VH site in approx. June 2021.

 Meanwhile the VH team is preparing the Planning Application needed. Gilli

 suggested that the PC get a more detailed update from the Project Team for the new

 Hall.

 Funding: the VH has about £20,000 of their own funds, raised over a long period, they

 have already obtained some Grant funding from various sources, and have the

 promise of a substantial Grant from a local donor. They need to consider how far the

 project can proceed with funds already in hand or promised, and how much further

 fundraising is needed.

 Gilli also wanted to record thanks to Liz Newey for raising the question of a

 Speedwatch team. There are now enough volunteers for an initial team, and a Zoom

 meeting with Mark Lucas, the Police Officer in charge, is scheduled for November

 25th(see further under 6(i) below).

**5. Minutes** of the Parish Council Meeting held on Tuesday 8th September 2020:

 **Approved** as a true and and accurate record and signed by the Chairman

 accordingly. The Chairman showed the signed Minutes on screen to all present.

**6.** **Matters arising (from Minutes of the previous meeting)**

**(i)** Village Speeding/Traffic Volume

Cllr Haworth is still in favour of a 20mph zone for Wixford Road, but acknowledges this is likely to be a long term project.

He continues to collect data from the Speed Visor. Volume is climbing again, and very high speeds of up to 70mph are recorded at all times of day. He has researched APNR Units which look like speed cameras, and record vehicle registration, speed, date and time. They are designed to operate like Speedwatch but operate 24/7 and **agreement is needed with the local police who arrange issue of letters to vehicles breaching the speed limits.**

Cllr Haworth obtained costings from Westcotec, which provided the current speed visor.Two units would be needed, but Cllr Haworth proposed that one unit, WIFI enabled, (at £5495 plus VAT )pointing towards Bidford, should be purchased initially. He is happy to collect data. Cllr Fryer felt that police support must be a priority.

**It was resolved and agreed that** Cllr Haworth will research further into ANPR models, and will join in discussions with the police on Speedwatch, but in principle, **one unit should be purchased this year facing towards Bidford**.Location of the unit will need discussion Cllr Fryer and the Clerk confirmed that this would be within the Project Budget for 2020/21.

Cllr Morris asked Cllr Cargill whether any funding could be provided by developers in view of the fact that the increased traffic through Wixford is largely a consequence of recent substantial development in Bidford.Cllr Cargill agreed this to be a valid point and will discuss with planners for any new development. Also he will make enquiries at County level whether any of the funds for road safety measures could come to Wixford. Cllr Cargill should be kept informed of plans. He pointed out that any traffic calming plans should be holistic ie other villages have our problems and it is pointless merely pushing traffic into another village to cause further problems there.

Gilli Costain asked whether the Parish Council could help with cost of equipment for the speedwatch team, which is likely to be in the region of £550 (to be clarified at Zoom meeting on 25th November). **It was agreed**  that the PC should be able to help.

 **(ii)** Telephone kiosk refurbishment

 Cllr Morris has yet to pass the necessary information to Cllr Haworth so that he can

 progress matters. That will be done as soon as possible

  **(iii)**  George’s Elm Lane Sign: Clerk confirmed nothing further since last email

 circulated to Councillors from Angela Lloyd of Streetscene SDC on 15th October

 when she confirmed that the sign had been delivered and a date was awaited

 from the contractor for fitting.

 **(iv**) Gulley cleaning: Alan Caldwell-Jones of WCC is aware that the work is

 outstanding. Nothing further to report. Long backlog due to only 1 jetter operating

 currently for whole of Warwickshire.

 **(v)** Vegetation on bank wall towards The Fish: Alan Caldwell-Jones confirmed he has

 raised an order to weed kill all the growth rooted in the wall. Once vegetation has

 died, as much as possible will be cleared away so that the wall can be assessed

 for repair. No timescale has been confirmed as yet.

 **7. Finance**

 **(i)** The following payments **were approved for payment by the Clerk**

 **online**, proposed by Cllr Haworth; seconded by Cllr. Fryer:

* Clerk’s salary and expenses September and October 2020. Salary: £329.25;

 expenses: £7.49 (total:£336.74)

* PAYE: £46.64

 **(ii)** The direct debit payments to Payroo Ltd (PAYE software) for August and

 September of £6 (inc. VAT)each were noted.

 **(iii)** The Accounts reconciliation to 31st October 2020, already circulated **was noted.**

 **(iv) Budget 2021/22:** This had been circulated beforehand. there were no queries.

 Clerk pointed out that none of the project costs for 2020/21 (£10,000 split

 between traffic calming and phone kiosk refurbishment) plus £2000 for other

 projects, had yet been spent, but it is likely that the £10,000 will be spent if the

 ANPR unit (6(i) above) is purchased before 31/03/20210. **The project costs in**

 **the 2021/22 will be subject to the timing of the projects now in hand.**

 **8. Planning.**

 (i) Wixford House, Wixford Road, Wixford B49 6DA: Ref: 20/02104/FUL: Single storey

 rear extension, first floor/ side extension, along with fenestration changes and a

 detached garage. Objection Lodged. **This application has now been withdrawn.**

 (ii) Oversley Castle: Ref: 20/01443/FUL proposed change of use of land and

 associated remodelling of land levels for horse manege and associated timber post

 and rail fence enclosure and access gate. **Response lodged: No objection**

 **subject to condition that no construction traffic should access the site via**

 **Church Lane.**

 (iii) Land adjoining Hillside - Application for Outline Planning Consent Ref:

 20/02567/OUT  **It was agreed that this proposal cannot be supported until**

 **more detailed plans with elevations are produced.**

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 **9. Website compliance**

 It is understood that the Wixford Parish Council website may not comply with the

 Public Sector Bodies (Website and Mobile Applications)(No 2) Accessibility

 Regulations 2018. The current hosting company has given a totally unrealistic quote

 for checking compliance alone.The annual hosting charge has also increased

 substantially, and it has already been agreed to look at migrating to another platform

 over this current year. Following contact by another company offering action

 to ensure compliance and a continuing service thereafter, Cllr Haworth proposed

 migrating to that Company’s platform as soon as practicable to ensure compliance.

 The Parish Council will then have an “action plan” in hand as required by the

 Regulations.

 **It was agreed that** Cllr Haworth should contact the company ((TEEC) and obtain

 quotes of the costs involved in making the website compliant and the company taking

 over subsequent hosting. following which a decision can be taken whether to migrate

 to that platform forthwith.

**10. Dog waste bins**

An email from Streetscene at SDC had already been circulated. Clerk confirmed that

 costs quoted were £375 including installation; £118.86 per annum for a weekly empty.

 Presumably costs are per bin, but to be confirmed. **It was agreed and resolved** that,

 assuming the costs quoted to be per bin, two bins should be purchased. Possible

 locations were discussed, and sites outside the Village Hall and on the verge outside

 Willow Farm opposite the Oversley Castle Drive were agreed on, subject to advice

 SDC.

 Note: it has since been confirmed that the costs quoted are per bin.

**11. To deal with any correspondence:**

 Site Allocations Plan Preferred Options Consultation 29th October 2020 to 18th

 December 2020.(see further under sect. 3 above). Consultation document may be

 viewed at [www.stratford.gov.uk/sappo](http://www.stratford.gov.uk/sappo)

**12. Any other business to note**

 **Annual Parish Assembly:** Parish Assemblies were overlooked in the initial Covid

 regulations which allowed meetings to be held virtually. It has now been confirmed that

 Annual Parish Assemblies may be held virtually. The Assembly has to be held by 31

 March 2020 (ie cannot be delayed until May 2021 as with the Annual Parish Council

 meeting).**It was therefore resolved and agreed** to hold the Annual Parish Assembly

 Wixford virtually prior to the Parish Council meeting scheduled for 12th January 2021.

**The meeting was declared closed at 8.50pm**