

Minutes of the Tysoe Parish Council Meeting  
Held on Monday 7<sup>th</sup> March 2016 at 7.15pm

Present: Cllrs Allen, Collier, Cressman, Littlewood, Locke & Riske  
In attendance: CC Seccombe & DC Dalla Mura  
Public: 5

1. Welcome to the meeting given by the Chair, Cllr Allen.	Action/Date
Cllr Allen welcomed all members of the public.	
2. Apologies – Cllr Sinclair	
<p>3. Declaration of interest</p> <p>The Chair reminded councillors of the need to declare any interests in any of the agenda items.</p>	
<p>4. Acceptance of previous Minutes – The Clerk advised that two changes had been made to the minutes that had been circulated. Cllr Howles’ resignation letter had been added as appendix A and one small typing error from “of to off” had also been corrected. The minutes from the meeting held on 1<sup>st</sup> February 2016 were agreed and signed.</p>	
<p>5. Informal Public Participation</p> <p>Two members of the public brought some photographs and plans of a development they were considering at Lane End, Lower Tysoe. They wanted to make the Parish Council aware of this and to gain any feedback. They invited the Council to look at the site if they wished to do so. They then gave a brief explanation to the Council of what they were intending to do.</p> <p>Cllr Collier asked if they wished to view who they would need to contact. The two gentlemen said that they would give their details to the Clerk.</p>	
<p>6. Update from DC Dalla Mura on Stratford District Council Matters</p> <p>DC Dalla Mura reported that the main issues were the council tax and senior management restructure at Stratford District Council (SDC). The chief executive is to be removed and have two officers appointed instead who will both report to the Leader of SDC Cabinet. There was concern in the press that the Leader had too much power. DC Dalla Mura assured the PC that the DC for Bishops’ Itchington would hold the Leader to account. SDC are to have their own chief monitoring officer. The changes are going to have financial implication but this should be paid back over a 4/5 year period.</p> <p>The other issue was the vote on the Council Tax. DC Dalla Mura said that Tysoe became a bit famous that evening. DC Dalla Mura said that the Council Tax had been debated at SDC. DC Dalla Mura said that for those Tysoe residents who do pay their council tax the PC may want to get their ducks in a row as they may get</p>	

quite a lot of feedback. The change in Band D was from £1,560 to £1,648. A 5.6% change; of which 40% was due to the precept increase; that is a £35.20 increase from the precept.

DC Dalla Mura also stated that such an increase was okay he believed provided that a return on the investment could be shown. He used the example of the car park to make a point; that is, if we spend money on increasing the size and condition of the playing field car park then we should be able to show an improvement for the village. Cllr Littlewood said 'So taking the car park as an example, if it were shown that most people in the parish using the playing fields for football for example walked to the ground rather than drove, the only benefit would be to the people outside the Parish so Tax payers would not receive a benefit other than reduced parking on the roads on a Saturday for example. Cllr Allen then said he saw the point and pointed to the cost of up-dating the street lighting that would have a pay back of around five years financially.

DC Dalla Mura said that normally there is an improvement in the revenue stream. Look at where you could get a revenue improvement.

The Chairman asked if the Councillors had any questions. Cllr Risk asked what was meant by revenue improvement. DC Dalla Mura said that if people wanted to use the facility then the cost of using it goes up.

Cllr Littlewood said that there a lot of people who come to play football are probably walking to the field whereas visitors are probably parking for free.

Cllr Risk said that he had asked if DC Dalla Mura could meet with the Parish Council to get a briefing on housing, after DC's postponement of last meeting. DC Dalla Mura said that he was happy to do this, though was a bit busy for next few weeks.

## **7. Update from CC Seccombe on Warwickshire County Council matters**

CC Seccombe reported that it had been a very difficult period. Having reported the Budget meeting at the last PC, and after much negotiation, a further sum was received of £3m for 16/17 and £3m for 17/18 one of transition money. It was hoped to be able to put most of this back into reserves with a just £500k to spend on Adult Social Care invest to save scheme. A Motion was put by the Opposition Groups and won, that WCC should join the West Midlands Combined Authority. WCC now have 6 months to put forward a business case. Should we be forced in CC Seccombe will try and get the best deal for the County that she can.

The Chairman asked if the Councillors had any questions. Cllr Locke asked a question regarding the "clean for the Queen" scheme. This related to railings in the village and fencing around policeman's tree and would there be any objection if Cllr Locke takes the fencing down and cleans it up. CC Seccombe said that she would let the appropriate people know that this was going to take place.

Cllr Littlewood said that last time we spoke you were going to speak to Jeff

<p>Morris about the road at the top of Sandpits Lane. CC Seccombe said that she would follow this up.</p> <p>Cllr Collier said that a lot of work had been done by WCC looking at the drains in the Parish and he would like to say thank you.</p>	
<p><b>8. Actions from Previous Minutes</b></p> <p><b>Village Playground</b> – Cllr Cressman said that the correspondence had been gone through and a lot of conversations had taken place over the telephone. Cllr Cressman had asked the contractor to change the bench seats and this has been done. It looks great and we just need to sort out ourselves with the surrounding area.</p> <p>Have a site meeting to decide what we would like to do.</p> <p>Cllr Cressman to ask that contractor to send an invoice.</p> <p><b>Speeding in Tysoe</b> – Cllr Cressman said that this has fallen foul of our email issues. Waiting to hear what is the minimum number of people we need to undertake the task ourselves.</p> <p>Cllr Locke said that this exercise had been undertaken in Brailes and that 40 out of the first 48 cars were speeding and the fastest car was doing 55MPH.</p> <p><b>Location of village sign on the Oxhill Road</b> – Cllr Locke will have a meeting Mr Jervis and follow this up.</p> <p><b>Paving Stones on Main Street</b> – CC Seccombe said that she had not heard that there were any materials available.</p> <p><b>Footpath between Middle and Lower Tysoe</b> – Cllr Cressman has sent an email and WCC are going to have a look at this.</p> <p><b>Charity of John Middleton</b> – Cllr Locke said that he has done some research into this but that there were numerous John Middleton Charities and he needed further information. The Clerk was asked to provide a Charity number and Cllr Locke will do further research.</p> <p>DC Dalla Mura left the meeting</p> <p><b>Vacancy for Parish Councillor</b> – The Clerk stated that SDC had advised that 10 or more electors from the Parish had asked for an election to be called and this has now been done.</p> <p>The notice was displayed on the village notice board today and posted onto the Parish website yesterday. Anyone wanting to put themselves forward needs to have their nomination papers submitted to SDC by no later than 4.00pm on Wednesday 16<sup>th</sup> March 2016.</p>	<p>Cllr Cressman</p> <p>Cllr Locke</p> <p>Clerk/Cllr Locke</p>

<p>Assuming this is a contested election it will be held on Thursday 14<sup>th</sup> April 2016. SDC need to know whether the Parish Council want polling cards to be distributed. The cost of the election will be approximately £1,000 and polling cards would be another £300.</p> <p>The Parish Council unanimous voted in favour of polling cards.</p> <p>Cllr Littlewood asked if a letter of thanks could be sent to ex Cllr Howles and the Clerk was asked to do this.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>9. Planning</b></p> <p>15/02270/FUL – Home Farm, Tysoe, erection of local dwelling – permission is granted.</p> <p>16/00093/FUL – 4 Church Farm Court, Tysoe, conversion of half of a double garage into living space – permission is granted.</p> <p>16/00497/TREE – Tysoe Manor - 16/00497/TREE – Tysoe Manor – G1: Unknown species x 2 fell, T2 Silver Birch fell, G3 Scots Pine x 2 fell, Trees to be replaced with at least ten Ash and Hawthorn saplings. Cllr Collier said that he was content with this. Cllr Risk said that he had not seen this on site but that he had spoken with Cllr Sinclair, who had visited the Manor, viewed the trees affected, and approved what was being proposed. Cllr Risk was happy to rely on Cllr Sinclair’s advice.</p> <p>All Councillors supported the application on the grounds that the trees appear dangerous and could endanger people or property.</p>	<p>Clerk</p>
<p><b>10. Neighbourhood Planning</b></p> <p>Cllr Risk said that following on from the last meeting the PC had prepared and circulated leaflets to ask for volunteers. Cllr Risk was happy to report that 8 people were willing to volunteer. One or two who have indicated that they might be interested but no definite commitment has been given at this stage. Cllr Risk said that he did not have the Volunteers agreement to making their names public at this stage.</p> <p>Cllr Risk said that he would like agreement from the PC to have an informal meeting to brief the volunteers on the work that the working groups would need to do. Cllr Risk had prepared some draft terms of reference for the PC to take away and consider. Cllr Littlewood asked if the Chairman of the Group would report to the Chairman of the Parish Council. Cllr Risk said that he expected that the groups could organise themselves as they wanted, and need not have a Chairperson. The groups would report to the whole PC. Cllr Littlewood also asked if there would be an executive role and to ensure that there would be no interference from the Parish Council as to what proposals the groups come forward with? It was agreed that this was how it should be managed.</p> <p>Cllr Risk asked if it would be possible for him to meet with the working groups to</p>	

brief them. Cllr Littlewood said that he would caution against giving them getting conflicting messages and that a briefing should wait until the draft terms of reference are agreed. Cllr Littlewood said could we have an interim meeting to agree the terms of reference. CC Secombe said that the role of the NPG needs to be at arms length from the Parish Council. Cllr Risk said that these are working groups and not part of any formal steering group. They would be researching and recommending, not making decisions. Cllr Allen asked if Cllr Sinclair would be at the briefing meeting. Cllr Risk confirmed he would be happy for Cllr Sinclair to be at the briefing.

All  
Councillors

A meeting on Monday 21<sup>st</sup> March to agree the terms of reference was proposed. All Councillors to advise the Clerk of their availability.

Cllr Risk asked if the meeting with the volunteers should wait until after the Terms of reference had been agreed. All agreed that this should wait until after the Terms of reference had been agreed.

Cllr Locke said that as a Parish Council he believed that they should do everything that we can to work together. In the beginning it was a wonderful plan that pulled everyone together but at the moment I think there is a danger of it doing the opposite. At the moment there seems to be a lot of conflict and people are taking any opportunity as a reason for a gripe. Cllr Locke said that he thought there had been a real lack of communication between the NPG and the Parish Council. We now have Cllr Risk who has the enthusiasm for this task and we need to go around the village and get everyone behind it.

All councillors agreed and supported these comments.

### 11. Financial Administration

The Clerk had circulated the budget v actual spend for 2015/16. Councillors agreed that the following items could be removed: tree maintenance, track upgrade and skateboard maintenance. The items that were to remain were the notice board and seat.

Cllr Locke asked if the surplus funds from the notice board could be used for the playing field maintenance work and was seeking approval to ask the contractors to do this work. This was agreed.

Cllr Collier said that the Parish Council had previous agreed to make a donation of £1,000 towards the Village hall maintenance. It was agreed that this payment should be made

The following payments were advised:

Notice-It-Ltd	New notice board	1180.00
Tysoe Utilities Trust	Use of Reading room for NPG meetings	48.00
Paul Pitts	Playing Field Maintenance February 2016	52.00

Proposed by Cllr Collier seconded by Cllr Locke.

<p>Audit Arrangements - The Clerk had circulated a paper regarding the conducting of audits going forward. The recommendation from WALC is that Councils remain opted in. Cllr Locke said that he would propose that we stay opted in. Cllr Risk said there was no advantage to opting out. Unanimously agreed to stay opted in.</p> <p>The Clerk asked for the Parish Council approval to spend £63 on Adobe reader so that any papers posted to the website could be done as PDFs. Cllr Littlewood said that he had a free version of this that he used and he would send the Clerk the link to get this to use.</p>	<p>Cllr Littlewood</p>
<p><b>12. New Matters</b></p> <p><b>Annual Parish Meeting</b> – Cllr Risk has circulated a proposal to have an open session at the end of the formal meeting and suggest that we serve tea and coffee. Publicise it at bit and get villagers coming along. Cllr Risk said that he was happy to print up some leaflets and put these around the village. Cllr Locke said that we should not expect a massive turnout. Cllr Littlewood said that in terms of refreshments that the PC could co-ordinate these ourselves. Cllrs Locke &amp; Cressman agreed they would co-ordinate.</p> <p>Cllr Collier asked what the key agenda items for the meeting are. Chairman’s report, reports from CC Seccombe and DC Dalla Mura, and to elect the Chair and Deputy Chair.</p> <p>It was agreed to have the normal parish council meeting at 6.15 and the Annual Parish Meeting at 7.15pm in the Village Hall on Monday 4<sup>th</sup> April 2016.</p>	<p>All Councillors</p>
<p><b>13. Correspondence</b> (with the exception of two late items all correspondence had been circulated prior to the Meeting and is available on the Parish website)  Email from Gary Cressman regarding the Parish Council meeting in private. The Clerk had sought further advice from WALC. They had responded as follows:</p> <p>“I have made a mistake in the way I phrased my reply to you previously and to that end I apologise.</p> <p>I should have been clearer. I was meaning that a few councillors could meet up not all the Council. It did not occur to me that getting all the councillors together could be construed as informal as I would think that either the clerk or the chairman would have had to organise that.</p> <p>I would strongly advise that that approach is not taken again and once again I apologise for misleading you.”</p> <p>Agreed that the Clerk should go back and check with WALC whether it had any impact if the number of Councillors present at an informal meeting meant that the Council would be quorate?</p> <p>Emails from John Hunter, David Sewell, Emma Restall-Orr and Mike Sanderson in response to the email that the Clerk had sent, as requested to the former NPG via Chris Butchart.</p>	<p>Clerk</p>

Email from Gary Cressman that had been forwarded by Cllr Littlewood today.

**This stated:** "Malcolm, the minutes of the meetings are being heavily edited to sugar coat everything. Although there are multiple problems with the minutes of the last meeting could I ask that it at least be mentioned why Steph resigned.

Regards"

The Clerk responded that following the meetings the minutes are circulated to the Councillors for any amendments to be made. These are usually of a typing, spelling or grammatical nature. Only once has there been a difference of opinion about what was said and in fact that was with the previous Council. Under those circumstances the Clerk would wait until all responses had been received to see if other Councillors agreed that a factual error had been made. Only then would any amendment be considered.

Email from David Sewell regarding the Tysoe Flower Show Committee asking for permission to use the Playing field on 20<sup>th</sup> August 2016 and to get agreement for this to take place for the next 5 years? Cllr Littlewood proposed that the PC give permission for annual flower show unless the Parish Council gives 6 months notice to withdrawn notice. Cllr Collier said that the only caveat he would add is that the permission is only for a flower show. All agreed that the Clerk should go back on this basis.

Clerk

Email regarding the Aviva Women's cycling championship.

#### 14. Councillors' reports and items for future agenda

Cllr Littlewood said that the wall by the Church looked like it needed further attention. Cllr Locke advised that he had written to the solicitors to follow this up.

Cllr Littlewood asked if anyone knew who lived in the cottage next to the old shop as the grass has been churned up by a 4x4. Cllr Cressman advised that the residents had now moved.

Cllr Littlewood said that the mineral lorries coming through the village far too quickly. Cllr Littlewood agreed to speak to the owners of the pig farm regarding the lorries going through the village.

Cllr Littlewood

Cllr Locke reported that the hedge opposite smarts lane is growing out into the middle of the road and needs cutting back. The hedge is owned by the residents of Tysoe Manor and the Clerk was asked to write a letter to ask them to please cut this back.

Clerk

Cllr Allen said that it will be very important at the April meeting that we keep to time.

#### 15. Closure of the meeting – 20.45pm

The next Parish Council meeting will be held on 21<sup>st</sup> March 2016 and the Annual Parish Meeting on Monday 4<sup>th</sup> April 2016.

*J.A. Suda*  
21 March 2016