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 Minutes of the Tysoe Parish Council Meeting
 Held on Monday 4th September 2017 at 7.15pm

Present: Cllrs Sinclair (Chair), Allen, Collier, Cressman, Haines & Tongue
 In attendance: DC Feilding & CC Williams
 Public: 6

	Action/ Date
<p>1. Welcome to the meeting given by the Chair, Cllr Sinclair.</p> <p>The Chair opened the meeting and welcomed all Councillors and members of the public.</p>	
<p>2. Apologies – Cllr Littlewood & Locke.</p>	
<p>3. Declaration of Interests</p> <p>The Chair, reminded councillors of the need to declare interests in any of the agenda items. Cllr Sinclair declared a pecuniary interest in item 7 the payment to Frank Mann Farmers.</p>	
<p>4. Acceptance of Minutes</p> <p>All Councillors agreed the minutes of the meeting held on the Monday 7th and 21st August 2017 and these were duly signed.</p>	
<p>5. Informal Public Participation (Chair read out the statement about public participation)</p> <p>Nothing raised.</p>	
<p>6. Neighbourhood Plan</p> <p>David Roache reported that since the last meeting the responses to the comments have now largely been prepared and logged onto the database. There are more responses needed to some of SDC's comments. Hopefully this task will be completed within the next 10 days and the NPG will be able to make this available to the public. People will be able to see the comments and the responses but not who made the comments with the exception of the statutory bodies.</p> <p>The re-drafting of the plan is underway but this is going to take some time. The NPG have some new recruits onboard so hopefully that will make the burden of the work slightly lighter.</p> <p>The next public meeting is on the 20th September at 7.15pm in the Reading Room</p> <p>The NPG was asking the PC to adopt the new proposals map. A copy of the proposals map had been provided. The map shows the built up boundaries and the possible sites. There is nothing to say that the map cannot change but in order to get the re-drafting done the NPG need a base point.</p> <p>The map was examined by the Parish Councillors and some points were highlighted. Councillors also asked various questions.</p> <p>Cllr Sinclair proposed the adoption of the map, and this was seconded by Cllr Collier. A vote was called - 5 Councillors voted in favour and one against.</p>	

7. Financial Matters

The following payments were proposed by Cllr Allen and seconded by Cllr Tongue. All Councillors agreed payments:

Warwickshire County Council	Emergency attendance to fix electric wiring	41.92
Thomas Fox Landscaping & Maintenance	Mowing verges 07/08/17 and 21/08/17	585.60
APS Planning Services	NP Advice	468.00
Paul Pitts	Playing field August 2017	52.00
Tysoe Churchyard	Grant for Churchyard maintenance	1000.00
Frank Mann Farmers	4 playing field mows in August	312.00
Tysoe Childrens Group Limited	Printing for NP	209.73

The Bank reconciliation and bank statement for July and August had been distributed

The Clerk advised that the external audit had now been completed and Grant Thornton had raised two issues. They were:

Petty Cash - the internal auditor had answer yes to Objective F "petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for" - The external auditor stated that this should be marked "not covered" as the Parish Council does not operate a petty cash system.

The Parish Council "published its notice indicating the period for the exercise of public rights commenced on the 6th June 2017 and ended on the 15th July 2017. This is less than the 30 working days as required by the regulations." and "The commencement date should be at least one working day after the date of the Announcement"

This resulted in only 28 days notice being given and in the external auditor's view this represents a significant governance weakness. In future the Authority must ensure that the Annual Return is approved and published to allow for the proper provision for the exercise of public rights in accordance with Regulations and proper practices.

As the external audit had now been completed the draft accounts which were agreed by all Councillors at the meeting held on 5th June 2017 item 8b, could be formally agreed and signed.

8. Planning

17/02009/FUL – Fountain Farm, Lane End, Lower Tysoe – The applicant spoke explaining why they were hoping to develop the house. Cllr Tongue took the Parish Councillors through the plans. All Councillors were in favour of the supporting the application on the grounds that this was supporting a family in the village. The proposed extension was in keeping, and the materials proposed match the present dwelling.

<p>17/02188/FUL – 4 Jeffs Close, Tysoe – Cllr Tongue talked the Councillors through the application. It was a single storey extension at the rear of the house. It was queried whether planning permission was actually needed. All Councillors agreed to make no representation.</p> <p>The Clerk had received a further planning notice today, 17/02443/VARY – Lower Grounds, Tysoe the comments are due on this by the 25th September. The Clerk was asked to write to the planning officer and ask for an extension so that this could be considered at the next meeting. If the officer will not allow this the Clerk was asked to call an extra meeting.</p>	
<p>9. Actions from Previous Minutes</p> <p>Quotes for Bollards on Saddledon Street – Cllrs Sinclair had spoken to the nearby farmer regarding a quote but farmers very busy at present with harvesting so it was agreed that this should be carried over to the next meeting.</p> <p>Driveway on Old Tree Lane – Cllr Tongue had a looked at this. All the other houses do have driveways. All Councillors agreed that it would be acceptable. Cllr Tongue will speak to the house owner stating that the PC are giving them him agreement to go across the green but park within their own curtilage. Also advise them to produce a plan and agree the plan and the works with WCC before commencement of the driveway.</p> <p>Quotes for Additional picnic benches – Cllr Allen had received a quote. The total cost delivered with VAT was £373.20. This was proposed by Cllr Cressman, seconded by Cllr Tongue and all Councillors voted in favour.</p> <p>No Parking notice on the green by Honeysuckle Cottage – Cllr Allen stated that this will cost between £40 to £50; all Councillors voted in favour.</p> <p>Cllr Haines felt that if this was being done in this area then why should it not be done elsewhere in the village where people are parking on village green or grass verges.</p> <p>It was agreed that as a first step something should be put into the Tysoe Record regarding not parking on the village green this can then be followed up with letters. It was also agreed to put this on the agenda for the next meeting and all Councillors should identify areas that are being damaged.</p>	<p>Cllr Sinclair</p> <p>Cllr Tongue</p> <p>Cllr Allen</p> <p>Cllr Allen</p> <p>Cllr Haines</p> <p>All Councillors</p>
<p>10. New Matters</p> <p>Speeding - Cllr Collier had asked Cllr Cressman to speak to the police regarding speeding in the 40mph zones between Middle and Lower Tysoe. Cllr Cressman had spoken to the local police and flagged this but so far had heard nothing back but said that she would follow this up. DC Feilding mentioned raising this with the local Police Crime Commissioner.</p> <p>SDC Legal agreement regarding Affordable Homes – The Clerk advised that this agreement had been circulated to all Councillors. DC Feilding suggested that the webcast should be watched back to see exactly what was said but that this matter will be raised at the meeting with SDC on Wednesday.</p> <p>Freedom of information request re Kendrick Homes - Cllr Sinclair said that Cllr Littlewood had raised this with her. Anyone can make a freedom of information request Cllr Sinclair felt that it best to await the outcome of Wednesday’s meeting. Urge the PC to take some legal advice if the outcome of Wednesday’s meeting is unsatisfactory. It is clear that there has been a fairly major dereliction of duty. It was felt that this should be put onto the agenda for the October meeting. Cllr Cressman said the next meeting is a long way off and should we have an extra ordinary meeting before then. A decision would be made after Wednesday</p>	<p>Cllr Cressman</p> <p>Cllr Sinclair/ The Clerk</p>

<p>S106 agreements future arrangements - The Clerk advised that a paper regarding this had been circulated to all Councillors. Cllr Sinclair asked for Councillors thoughts. Cllr Tongue said we shouldn't give way to this as we want affordable housing. DC Feilding said that we need to plan ahead.</p>	
<p>11. Correspondence</p> <p>There was only one piece of correspondence from a resident regarding the two developments by Church Farm Court and Main Street. This correspondence had been sent to SDC, The Stratford Herald and the local MP and the PC had been cc'd. This was read out by Cllr Cressman. Cllr Tongue said that it was such a shame that the Planning Committee did not visit the site prior to looking at the applications.</p>	
<p>12. DC Feilding (5 Minutes)</p> <p>DC Feilding gave an update on the following issues:</p> <p>Kendrick Homes – left this with SDC</p> <p>Orbit – regarding refurbishing houses, far too expensive they will be slowly sold off. Sold off 1800 garages.</p> <p>Oxfordshire Clinic care group – a judicial review regarding the Hornton Hospital</p> <p>Cllr Tongue asked who was attending the meeting on Wednesday from SDC. It was David Webb, Robert Weeks, Chris Saint, Phil Grafton.</p> <p>Cllr Tongue queried why the garages were being sold off without allowing spaces for parking.</p> <p>Cllr Allen asked what was happening with the garages in Tysoe? DC Feilding said that these had been handed over to a separate company and he would find out what was happening.</p>	
<p>13. CC Williams</p> <p>CC Williams gave an update on the following issues:</p> <p>The budget which is the main item being considered</p> <p>Children's Centre – a lot of outreach work takes place here</p> <p>Community Grant scheme – another month left to make an application</p> <p>The lighting at the junction at Gaydon is a legal requirement</p> <p>Cllr Allen asked do WCC have any plans to make good the footpath between Church Farm Court and Lower Tysoe. CC Williams said that there was no money in this year's budget. The PC asked that something be put in for next year as this had been looked at a couple of years ago and it had been put on the list to be done.</p>	
<p>14. Councillors Reports and items for future agenda</p> <p>Cllr Cressman reported that she had secured the speed camera in October. Cllr Cressman had tried to get the camera from Pillerton and or Ettington but had no success.</p> <p>Cllr Cressman queried what had happened with the bucket spinner in the playground as she was concerned about the complaints that had been made about it. It was reported that further feedback had been received and following a discussion at the last PC meeting it had been agreed to reinstate the piece of play equipment.</p>	
<p>15. Closure of the meeting to the public and press – 20.46pm</p>	

