

MINUTES

Ordinary Meeting of Tysoe Parish Council

Date & Time:	Monday 2 March 2020 at 7.15pm
Location:	Tysoe Village Hall
Councillors present:	Jacqui Sinclair (Chair), David Roache (Vice Chair), Malcolm Littlewood, John Tongue, Jane Millward, Alison Cross, James Bardey, Jeremy Rivers-Fletcher
In attendance:	Beverley Thorpe (Parish Clerk), County Councillor Chris Williams, District Cllr John Feilding
Members of the public (MOP):	25

27/20	WELCOME and APOLOGIES NOTED All Councillors present .	
28/20	DECLARATION OF INTEREST i. Cllr Jacqui Sinclair – nonpecuniary interest Frank Mann Farmers 32/20d ii. Cllr Jane Millward – nonpecuniary interest Correspondence 35/20a	
29/20	CONFIRMATION OF MINUTES The minutes of the Parish Council (PC) meetings held on 3 February 2020 were confirmed and signed . Proposed Cllr David Roache Seconded Cllr Jane Millward All in favour	
30/20	<p>OPEN FORUM Members of the public (MOPs) were reminded of the Meetings Procedure and invited to address the PC. The Chair advised that any questions relating to the Neighbourhood Plan should be saved for that part of the meeting.</p> <ol style="list-style-type: none"> MOP1 asked what was agreed regarding obtaining legal advice on the neighbourhood plan. Who proposed it and who seconded it? Cllr Roache responded that legal advice for how best to respond to the Examiners Report was requested under the Neighbourhood Plan agenda item at the last meeting. A budget of up to £3000 was suggested. The request was Proposed by Cllr Malcolm Littlewood, Seconded by Cllr John Tongue and All were in Favour. MOP2 raised concern over speeding on Sandpits Road and referred to her letter in the March issue of the Tysoe & District Record. Of concern is the school traffic including buses that are using the road and the speed at which they are travelling. Beverley Cressman advised that there is a new speed camera location on Oxhill Road which could help reduce the problem if more volunteers are recruited. Cllr Sinclair proposed advertising in the Tysoe & District Record to recruit new volunteers for speed awareness training and duties. BT to contact Beverley Cressman. MOP from the school PTA asked to raise with school parents. Clerk to send a letter to bus companies. Bakers and Catteralls were mentioned specifically. MOP3 – Requested that the bollards on School Lane be reinstated as the school buses are damaging the verge. Without the stones it would be greatly damaged. Resident advised that this is currently being looked into by the PC. MOP4 – Resident asked whether there was any progress on a replacement Lower Tysoe village sign for Lower Tysoe Road. CC Chris Williams advised that the sign is due to be removed, refurbished and reinstated. 	<p>BT</p> <p>BT</p>
31/20	<p>WARD MEMBER REPORTS a) CC Williams CC Williams gave an update on several on-going issues:</p> <ol style="list-style-type: none"> All highway trees have been inspected by the tree inspector. Maintenance work recommended for the Willow tree at Feeoffee farm is borderline for pruning, but he will keep chasing to have the job completed. Drain by the Village Hall outside Quo Vadis has been inspected and now needs a camera inspection. Should be completed in the next fortnight. After complaints about farm traffic speeding through the village and damaging verges WCC will send an official to speak to the farmers involved. 	

MINUTES

Ordinary Meeting of Tysoe Parish Council

	<p>d) CC Williams is aware of the problems with erosion of the verges/village green. He is awaiting a drawing from Councillors showing where bollards are to be installed on Park Row and School Lane.</p> <p>CC Williams read his report, presenting Warwickshire County Council's budget for 2020/21. The setting of the Budget means Council tax rises of 3.99% - a 1.99% increase together with a 2% levy ringfenced for Adult Social Care.</p> <p>b. DC Feilding</p> <p>DC Feilding gave an update on on-going issues:</p> <p>a) Willow House has a well-head in the wall which is not listed. If the PC want to protect these artefacts they should be listed through Historical England. This will provide protection against development.</p> <p>b) Due to its location, the Orchard development will be a concern when development begins because of the traffic in and out and the impact on other road users. CC Feilding recommends that the hard standing for parking is installed before building commences.</p> <p>c) Developers have confirmed that Hornton Quarry is going to be filled in over 15 years and they will request planning approval to remove anything that is not clay from the site e.g. concrete etc. John is encouraging the developers to plan for social housing. The traffic from this site could cause problems in the future.</p> <p>d) Green bins. SDC have approved the voluntary charge for householders. More information to follow before the possible launch in June. Cllr Feilding to write a piece for the Record.</p> <p>e) The next surgery is on the 3 March, Cllr John Tongue volunteered to attend DC Feilding.</p> <p>f) Cllr Jane Millward – contractors from the Mark Roberts development are parking on the grass verge. DC Feilding agreed to speak to them. Cllr Millward asked if they would reinstate the grass. DC Feilding said that they are obliged to.</p> <p>g) DC Feilding referred to the Council Tax calculations for 2020/21 for Tysoe which are Band A £1280, Band B £1494, Band C £1707, Band D £1921, Band E £2348, Band F £2774, Band G £3201 and Band H £3842.</p>	
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MINUTES

Ordinary Meeting of Tysoe Parish Council

32/20

FINANCIAL MATTERS

a) The Making of Tysoe project – budget proposal presented by John Hunter. Moved to next meeting. Clerk to send s137 Grants & Donations Policy and Application Form.

b) Payments & Receipts January

VC	Supplier	Reason	Receipt	Payment
107	WCC	Street Lighting		£ 582.99
108	Microsoft	Annual Fee		£59.99
109	Green Energy	Street Lighting		£174.57
110	No5 Barristers Chambers	Neighbourhood Plan		£1800.00
111	ESE Direct	Grit Bin		£277.56
112	WALC	Training		£30.00
113	Parish Clerk - Thorpe	Mileage		£42.75
114	Paul Pitts	Playing Field Maintenance		£55.00
115	Parish Clerk - Thorpe	Working from Home		£17.33
116	Parish Clerk – Finlayson	Salary		On File
117	Parish Clerk – Finlayson	NEST pension		On File
118	Parish Clerk -	Salary		On File
119	Parish Clerk – Thorpe	HMRC		On File

Proposed Cllr David Roache - Seconded Cllr Jeremy Rivers-Fletcher - All in favour

c) Financial Report – for approval & sign off
Proposed Cllr David Roache - Seconded Cllr Jeremy Rivers-Fletcher - All in favour

d) New payment authority – for approval & sign off
Proposed Cllr Alison Cross - Seconded Cllr Jeremy Rivers-Fletcher - All in favour

e) Monthly Payment List requires review and update due to change in Clerk
Proposed Cllr Alison Cross - Seconded Cllr Jeremy Rivers-Fletcher - All in favour

33/20

NEIGHBOURHOOD PLAN

The Chair asked that the update on the Neighbourhood Plan be given and then questions on the Neighbourhood Plan specifically would be invited.

Cllr Roache reported that there were no changes to the Neighbourhood Planning Group since the last PC meeting and gave an update on the PC's response to the Examiners final report (full statement attached to these minutes).

The PC has received the Examiner's final report on the Tysoe Neighbourhood Plan which takes into account most of the issues raised by the PC and SDC as "factual errors". The report contains a number of recommendations which the PC believe go beyond the strict remit of the Examiner. The report is sufficiently concerning that the PC has obtained legal opinion. This has now been received, at a cost of £1,500+VAT, and it supports the view of the PC and Neighbourhood Plan Group.

Both the Examiner's report and Counsel's opinion have been posted on the News section of the Parish website (www.tysoe.org.uk).

The PC have asked Stratford District Council for a meeting to discuss solutions to enable the Plan to go to referendum with the PC's support – a date is yet to be agreed for that meeting.

Cllr Roache also addressed an email received from Mr Risk, dated 28th February, to which he attached a note from Rosemary Collier, dated 23rd February (full statement attached to these minutes).

BT

MINUTES

Ordinary Meeting of Tysoe Parish Council

	<p>Questions were invited from members of the public.</p> <ul style="list-style-type: none"> i. MOP1 questioned what the PC will gain by challenging the Examiners report. Cllr Roache said that the Examiner's report is recommending something different to what the residents of Tysoe said they wanted in consultations on over the previous 5 years, these views cannot be ignored. ii. MOP2 Asked if the PC will take this to judicial review if SDC don't play ball? Cllr Roache said that this was a hypothetical question which depended on how the meeting went with SDC. It would be an option open to the PC but it would be a massive cost to the Parish. iii. MOP3 Judicial Review needs to be lodged within a short space of time, actually 6-weeks. Cllr Roache agreed and said that 6-weeks begins after SDC adopt the Examiners report. iv. MOP4 asked whether the PC know what SDC are doing with the legal opinion. Cllr Roache reported that SDC legal department are reviewing the report and that there has been no feedback received yet. v. MOP5 reminded the PC that the issue of well-heads is mentioned in the Neighbourhood Plan. Cllr Sinclair thanked the MOP for their comment and said that the issue would be investigated. vi. MOP6 - if SDC accept the Examiners recommendations will you consider going to JR against Stratford and will the PC consult with the village before doing that? Cllr Roache reiterated that it very much depends on how the meeting with SDC goes. It would be a option to consider. vii. What were the instructions given to the barrister by the PC? Cllr Roache reiterated that the instructions given to Counsel by the PC are covered by legal professional privilege. viii. MOP7 commented that all residents were given the opportunity to contribute to the NPG. We elected the PC and I would expect you the PC to take the plan to the SDC to the best of your abilities. I commend you for the actions you are taking. ix. MOP8 asked the PC why the briefing sent to the barrister cannot be made public. Cllr Roache reiterated that the instructions would not be shared. x. MOP9 asked whether WALC had been consulted regarding making public the brief to the barrister. Cllr Roache confirmed that the PC had, and that the advice was to not put it in the public domain. 	
34/20	<p>PLANNING</p> <ul style="list-style-type: none"> i. 20/00273/FUL Cornerways, Shipston Road, Upper Tysoe, CV35 0TR CD 26/2/2020 and 20/00274/LBC Cornerways, Shipston Road, Upper Tysoe, CV35 0TR CD26/2/2020 Recommendation: No objection Proposed Cllr Jane Millward - Seconded Cllr Jeremy Rivers-Fletcher - All in favour ii. 20/00292/FUL 1 Old Tree Lane, Upper Tysoe CD26/2/2020 Extended 3/3/2020 Recommendation: No objection subject to materials conforming to those shown on the approved plans. Proposed Cllr Jeremy Rivers-Fletcher - Seconded Cllr John Tongue - All in favour iii. 20/00376/FUL Green Cottage, CD 04/03/2020 Recommendation: No objection subject to matching stone/slate and no obstruction of the public footpaths. Proposed Cllr Jane Millward - Seconded Cllr Alison Cross - All in favour iv. 19/02848/OUT The Orchards, Lower Tysoe Road, Lower Tysoe, CD12/03/2020 Update only – Appeal in progress v. 20/00359/LDE The Orchards, The Orchards, Lower Tysoe Road, CD 17/03/2020. There is evidence that this land has been grazed within 10 years. There is a brook that delineates the northern paddock from the garden. The planting surrounding the field is of an agricultural nature, e.g. Hawthorne, black thorn and bramble. There is a footpath that crosses the field although access of both the east and west boundary has been occluded by physical barrier on the east side and overgrown on the west side. There has been no physical evidence of this being part of the residential curtilage of the Orchard. There is no garden paraphernalia, e.g. sheds, flower planting etc. The applicant has not given substantial evidence of their claim. Recommendation: Object for the above reasons Proposed Cllr Jane Millward - Seconded Cllr David Roache - All in favour (James Bardey abstained) vi. 20/00400/REM Land at Oxhill Road, Tysoe, CD13/03/2020 Recommendation: Support. Designed in the local vernacular, in natural stone and slate. In keeping with neighbouring houses. Query that there does not seem to have been a full planning application on this site. It appears to have gone straight from an outline application 	

MINUTES

Ordinary Meeting of Tysoe Parish Council

	<p>to reserved matters.</p> <p>Proposed Cllr Alison Cross - Seconded Cllr Malcolm Littlewood - All in favour</p> <p>vii. 20/00392/LBC 2 The Green, Tysoe, CV35 0SN, CD16/03/2020 and 20/00391/FUL 2 The Green, Tysoe, CV35 0SN, CD 16/03/2020</p> <p>Recommendation: Objection. There is a degree a detriment to the amenity of the lounge window of the adjoining house. Neighbouring property's foul water pipe will be encased in the proposed roof space. An extension to the rear of the property would not seem to be a problem but this is not a well thought out scheme. There is no information on whether the applicant has a right of support on their neighbour's wall. MOP (Neighbour) pleased to know that the property is planned to be renovated but agreed that it does not seem to be well thought through. Part of the extension will be built alongside their wall which causes a small impractical gap. Councillors encouraged neighbour to submit comments to Stratford District Council.</p> <p>Proposed Cllr Malcolm Littlewood - Seconded Cllr Jeremy Rivers-Fletcher - All in favour</p>	
35/20	<p>CORRESPONDENCE</p> <p>Councillors received and noted 2 items of correspondence.</p> <p>a) Donation to Windmill Run Request from J Millward to contribute £250 to Tysoe Windmill Run fund. Moved to next meeting. Clerk to send s137 Grants & Donations Policy and Application Form.</p> <p>b) Sandpits Road mud An email raised concern over the mud and erosion of verges on Sandpits Road due to traffic mounting the verge. Cllr Malcolm Littlewood to review in wider project to protect verges and village green. Will investigate placing flexible bollards on some damaged verges.</p>	<p>BT</p> <p>ML</p>
36/20	RISK/ASSET REGISTER UPDATES – No updates received	
37/20	<p>COMMUNICATIONS</p> <p>a) Parish Assembly – decision about the timing, format and date Parish Clerk suggested a new format for the Parish Assembly and a change of date until the end of the financial year and after the election of the chair. Working group agreed to include Beverley Thorpe, Alison Cross and David Roache. Date for Parish Assembly agreed 21 May.</p> <p>Proposed Cllr Alison Cross - Seconded Cllr Malcolm Littlewood - All in favour</p>	<p>DR</p> <p>AC</p> <p>BT</p>
38/20	<p>COUNCILLORS REPORTS</p> <p>a) Trees - Willow Tree at Feoffee Farm See agenda item 31/20a</p> <p>b) Footpaths No further update.</p> <p>c) Tennis Club Colin Locke, Chair of Tysoe Tennis Club asked the PC to renew permission agreed 4 years ago to connect the tennis for water. The work will require excavating a trench for an individual water supply and a 100mm drainage pipe connected to the existing mains drainage system via a suitable inspection chamber. Clerk to be advised when works are planned.</p> <p>Proposed Cllr Jane Millward – Seconded Cllr James Bardey – All in favour</p> <p>d) Keep Britain Tidy Cllr Alison Cross updated the PC on a Keep Britain Tidy initiative to encourage individuals and councils to have an organised event to tidy-up communities. Tysoe has been registered to take part and Cllr Cross proposed two events for a maximum of 10 people at each on Saturday 28th March and Thursday 2nd April. Cllr Cross requested a budget of £25 to purchase rubbish bags etc. Keep Britain Tidy provide advertising materials, a briefing pack and guidance on recycling and health and safety.</p> <p>Proposed Jeremy Rivers-Fletcher – Seconded James Bardey – All in favour</p> <p>e) Local Electricity Bill Request from WALC received to support the Local Electricity Bill. The Bill, if made law, would empower local communities to sell locally generated clean energy directly to local customers by establishing a statutory Right to Local Supply. This is currently impossible because of the huge setup and running costs involved in doing so.</p> <p>Proposed Cllr Alison Cross – Seconded Cllr David Roach – All in Favour (1 abstain)</p>	<p>AC</p> <p>BT</p>
39/20	<p>ITEMS FOR FUTURE AGENDAS</p> <p>a) Update on progress re parking on Park Row and School Lane Cllr Littlewood hopes to see progress regarding parking on Park Row and School Lane by</p>	

MINUTES

Ordinary Meeting of Tysoe Parish Council

	<p>the next meeting.</p> <p>Old Tree Lane</p> <p>MOP advised to attend surgery and discuss with DC Fielding.</p> <p>Cllr Millward has designed notices on cars parked on grass verges and village green. If all in agreement they will be circulated, and all Councillors encouraged to post on cars where necessary.</p> <p>Proposed Cllr David Roache – Seconded Cllr Malcolm Littlewood – All in favour</p> <p>b) Large Tractors/Trailer traffic</p> <p>CC Chris Williams proposed that the farmers are spoken to directly. A fall back is a weight restriction which will be investigated to restrict tractors passing through the village.</p> <p>c) Apple Mac</p> <p>Parish Clerk has written to Tysoe Village Stores requesting return of the computer on 6 March 2020. Clerk will review use for PC Office and report back.</p>	<p>JM</p> <p>BT</p>
40/20	<p>DATE OF THE NEXT MEETING</p> <p>a) Monday 6 April 2020 at 7.15pm - Ordinary. Apologies noted from Cllr Bardey, Cllr Millward, Cllr Sinclair</p> <p>Monday 4 May 2020 at 7.15pm – Ordinary. Apologies noted from Cllr Millward</p> <p>b) Thursday 21 May at time to be agreed between 17:00 – 21:00 Parish Assembly</p> <p>Thursday 17 September Parish Assembly follow-up</p> <p>c) Future Meeting Dates noted for next 12 months.</p>	
41/20	<p>CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS</p> <p>The meeting closed at 21.40pm.</p> <p>Proposed Cllr Alison Cross - Seconded Cllr James Bardey - All in Favour</p>	
42/20	<p>PERSONNEL & CONFIDENTIAL MATTERS</p> <p>1. Employment/HR - Clerks Hours – February BT</p> <p>In February Beverley worked 63.5 hours (27.5 over budget). Training accounted for 22 hours. Request to pay 25 hours and rollover 2.5 to next month.</p> <p>Proposed Cllr David Roache - Seconded Cllr James Bardey - All in favour</p> <p>2. Exit interview with Kerry Finlayson</p> <p>Exit interview complete and copy sent to Cllr Cross for retention.</p> <p>3. IT Issues</p> <p>Parish Clerk raised concern about calendar compatibility via email and general set-up of emails. Cllr Bardey to review setup.</p> <p>4. Printing</p> <p>Parish Clerk asked to use own printer instead of Epson printer inherited from previous clerk. Ink refills cost approximately £96. Suggested selling the printer whilst the ink is still in date.</p> <p>Proposed Cllr Alison Cross - Seconded Cllr Malcolm Littlewood - All in favour</p> <p>5. Smart Water</p> <p>Cllr Sinclair suggested a working group to organise a Smart Water event. Working group to include Cllr Sinclair, Cllr Millward, Gill Roache and Beverley Thorpe. Meeting to be arranged.</p> <p>6. Election of new Chair</p> <p>Cllr Sinclair confirmed that she would be happy to stand as Chair in the next election if she was proposed. She publicly stated that she would see the Neighbourhood Plan through and stands by that commitment.</p>	<p>JM</p> <p>JB</p> <p>BT</p> <p>BT</p>

SIGNED

BThorpe

DATE

3 March 2020