



# Minutes

## Ordinary Meeting of Tysoe Parish Council

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Held on: **Monday 2<sup>nd</sup> September 2019 at 7.15pm**  
Place: **Tysoe Village Hall**

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**Present:** Cllrs Jacqui Sinclair (Chair) David Roache (Vice Chair), Malcolm Littlewood, John Tongue, Jane Millward, Alison Cross, James Bardey and Jeremy Rivers-Fletcher

**In attendance:** Kerry Finlayson (Parish Clerk), District Cllr John Feilding and County Cllr Chris Williams

**Members of the public: 4**

**N.B** Prior to the meeting, all Councillors undertook Code of Conduct training.

**160/19 WELCOME and APOLOGIES**

There were no apologies to receive.

**161/19 DECLARATION OF INTEREST**

The following interests were declared:

- Cllr Sinclair
  - Pecuniary - 165/19 a) Frank Mann Farmers
  - Pecuniary - 170/19 j) Breech Furlong Tenancy
- Cllr Cross
  - Non-pecuniary 167/19 a) Friends with applicant
- Cllrs Millward and Cross
  - Non-pecuniary - 170/19 c) Both had applied to become First Responders

**162/19 CONFIRMATION OF MINUTES and MATTERS ARISING**

The minutes of the Parish Council meetings held on the following dates were **confirmed** and **signed**:

- a) 8 July 2019 - Ordinary
- b) 16 July 2019 - Extra
- c) 5 August 2019 - Extra

There had been no response from the letter sent to Cllrs Whalley-Hoggins and Feilding.

DC Feilding advised that he had left this to CC Whalley-Hoggins to deal with but would now chase this up.

- d) 19 August 2019 - Extra

**Proposed Cllr Sinclair**

**Seconded Cllr Millward**

**All in favour**

**163/19 OPEN FORUM**

A member of the public asked the PC to reconsider the position of the second de-fibrillator that the PC had agreed to purchase. The request was for it to be placed at the Sports Pavilion rather than the doctor's surgery. Following a discussion, it was **agreed** to further investigate the options.

<b>AP1SEP</b>	<b>Cllr Millward to work with James O'Neill (First Responders - Red Runners) to look at the best options for the village as a whole whilst taking into account the events that took place at the Sports Pavilion and playing fields</b>
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**164/19 CC WILLIAMS**

Councillors **received** the report (**Appendix A**) and further **noted**:

- Work to start on the footpath at Lane End on 9<sup>th</sup> September
- Query about bollards: 170/19 h) Cllr Littlewood would send CC Williams photographs
- Lower Tysoe signage - One had been replaced and the remaining two would be when the funding was available

**165/19 FINANCIAL MATTERS**

Councillors received and noted the report from the RFO.

**Payments**

Frank Mann Farmers	321.60
Green Energy	174.57
Thomas Fox	834.00
SDC	700.00
Sheldon Bosley Knight	180.00
Thomas Fox	597.60
Frank Mann Farmers	321.60

Green Energy	174.57
Thomas Fox	597.60
Thomas Fox	42.00
SDC	100.00
Scribe	118.80
Scribe	237.72
DM Payroll	72.00

**Receipts**

Tennis Club	30.00
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**Proposed Cllr Millward                      Seconded Cllr Cross                      All in favour**

The bank statement was reconciled.

**Proposed Cllr Millward                      Seconded Cllr Littlewood                      All in favour**

**166/19 NEIGHBOURHOOD PLAN**

Councillors **received** and **noted** the report from Cllr Roache.

**167/19 PLANNING**

a) 19/01602/FUL The Close, Back Lane, Tysoe

Support for the following reason:

- o It is a suitable design and does not affect the amenities of the adjoining properties or the conservation area.

**Proposed Cllr Rivers-Fletcher                      Seconded Cllr Tongue                      All in favour**

Additional applications had been received for trees and Cllrs agreed to consider them at the meeting:

i. 19/02447/TREE and 19/02448/TREE

As these were in a conservation area Cllr Bardey would check if there was a TPO on any of them and then liaise with Cllr Sinclair on the appropriate actions, if any.

**Proposed Cllr Cross                      Seconded Cllr Littlewood                      All in favour**

It was **noted** that the application for The Orchards would be put forward to the planning committee at SDC. The Clerk would register for Cllr Roache to attend and speak against the application.

**168/19 DC FEILDING**

DC Feilding reported on the following:

- o PCC Forum later this week - around 70 people expected to attend
- o Broadband update
- o Rural and Urban Capital Improvement
- o Climate Change Emergency - DC Feilding had abstained as he believed it was not an emergency as it had been a long time in the making

**169/19 GENERAL**

a) Meeting Set-Up

It was **agreed** that the PC would pay for an extra one hour for each meeting to allow the caretaker to set up/down the room for meetings.

**Proposed Cllr Roache                      Seconded Cllr Millward                      All in favour**

- b) UBus  
As there were only five villagers subscribed to this service it was **agreed** to promote the service and then should more residents take it up then the PC may make a donation at a later date. Cllrs Cross and Roache would distribute the poster around the village.
- c) Cllr Responsibilities:
  - o Cllrs Littlewood and Millward added to planning and Cllr Bardey removed
  - o Cllr Millward removed from Infrastructure & Environment**Proposed Cllr Roache                      Seconded Cllr Cross                      All in favour**
- d) Infrastructure & Environment Committee  
The committee, which consisted of Cllrs Cross, Tongue & Littlewood, would meet and set up their own terms of reference and report back to the meeting in October

## 170/19 COUNCILLORS REPORTS

- a) Playground  
Cllr Millward had received 3 quotes with different plans and ideas and she recommended that the PC went ahead with Kompan.  
Further recommendation to paint the toddler swings - Cllr Cross had sought 3 quotes from locals and only 1 had responded. Rose Morris had agreed to paint them for free so long as the PC provided the paint, which Cllr Cross would purchase.  
Total cost £11469.76 plus VAT plus cost of paint **approved**.  
**Proposed Cllr Tongue                      Seconded Cllr Bardey                      All in favour**
- b) Risk/Asset Register Updates  
Cllrs **received** and **noted** the report.
- c) First Responders  
Cllrs Cross and Millward had applied to become First Responders. Cllrs approved the registration fee of £60.  
**Proposed Cllr Roache                      Seconded Cllr Tongue                      All in favour**
- d) Tennis Club Lease

### AP2 SEP

Cllrs Sinclair and Millward **agreed** to review the use of the tennis club and whether the facilities should be opened up further for local children and members of the parish, when not in use, as the club was only paying a peppercorn rent and this was a Parish Council asset.

Cllrs **agreed** to add the following to the new lease:

- o *To maintain the courts in a safe, neat and tidy condition and ensure that Public Liability and third-party insurance is in place*
- e) Playing Field Fence  
Cllrs **approved** the recommendation of Cllr Millward to replace the whole fence at a cost of £805 by Frank Mann Farmers.  
**Proposed Cllr Cross                      Seconded Cllr Rivers-Fletcher                      All in favour**
- f) Response from PCC  
Cllrs **received** and **noted** the report.
- g) Removal of Ash Tree  
The clerk had received a quote from Thomas Fox.  
Cllrs Bardey and Sinclair would arrange to meet with two other service providers and get quotes ready for the next meeting.
- h) Bollards  
Cllr Littlewood to take photos and send a report to CC Williams
- i) Mowing  
Both quotes **approved**.  
**Proposed Cllr Sinclair                      Seconded Cllr Littlewood                      All in favour**

- j) Breech Furlong Tenancy Update  
Cllrs received the report and further noted that a resident has asked if it would be possible to put up a telephone tower there as the mobile phone service in Upper Tysoe was non-existent. This would also be a good stream of income for the PC. Cllrs **agreed** that this option should be included in the new lease so Cllr Roache would advise SBK to add this in.
- k) Vulnerable Residents Welfare  
Cllrs **received** and **noted** the report.
- l) Autumn Parish Meeting  
Cllrs **received** and **noted** the report and it was **agreed** to go ahead on 23<sup>rd</sup> or 30<sup>th</sup> November  
**Proposed Cllr Cross    Seconded Cllr Bardey    All in favour**
- m) Response from Tony Jefferson  
Ongoing
- n) Succession Planting Report  
Ongoing

#### 171/19 POLICIES

- a) Chairs allowance and Councillor Expenses - approved  
**Proposed Cllr Cross    Seconded Cllr Roache    All in favour**
- b) Further policies  
All Cllrs were asked to take a further look but in the meantime the Clerk would write draft policies for:
  - o Health & Safety
  - o Donations/Grant Awarding
  - o Equality & Diversity
  - o Freedom of Information
  - o Data Protection

#### 172/19 LAND ADJACENT TO CHURCH FARM COURT CORRESPONDENCE

It was **agreed** to move this to be dealt with under confidential items.

#### 173/19 DATE OF THE NEXT MEETING

- o Monday 7<sup>th</sup> October 2019 at 7.15pm
- o It was **agreed** to move the meeting in November from 4<sup>th</sup> to 11<sup>th</sup>  
**Proposed Cllr Millward    Seconded Cllr Cross    All in favour**

#### 174/19 CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

The meeting closed at 21.01.

**Proposed Cllr Roache    Seconded Cllr Bardey    All in favour**

#### 175/19 PERSONNEL and CONFIDENTIAL MATTERS

- a) Annual Leave for Clerk 21-25 October approved  
**Proposed Cllr Roache    Seconded Cllr Bardey    All in favour**
- b) Correspondence in relation to the land adjacent to Church Farm Court  
It was **agreed** that the Clerk would write to those residents who had written in about this and say that we would be investigating this further, without prejudice, as there would be several issues to consider.

**SIGNED**

**DATE**