

MINUTES

Ordinary Meeting of Tysoe Parish Council

Date & Time:	Monday 3 rd February 2020 at 7.15pm
Location:	Tysoe Village Hall
Councillors present:	Jacqui Sinclair (Chair), David Roache (Vice Chair), Malcolm Littlewood, John Tongue, Jane Millward
In attendance:	Kerry Finlayson & Beverley Thorpe (Parish Clerks), District Cllr Feilding
Members of the public (MOP):	9

11/20	WELCOME and APOLOGIES NOTED Councillors received and noted apologies from County Cllr Chris Williams, Tysoe Parish Cllrs Cross, Bardey & Rivers-Fletcher.	
12/20	DECLARATION OF INTEREST i. Cllr Millward – nonpecuniary planning interest 21/20 e. ii. Cllr Sinclair – nonpecuniary – Frank Mann Farmers	
13/20	CONFIRMATION OF MINUTES The minutes of the Parish Council meetings held on 2 December 2019, 9 December 2019 and 13 January 2020 were confirmed and signed . Proposed Cllr Millward Seconded Cllr Roache All in favour	
14/20	OPEN FORUM A member of the public (MOP) asked when the Lower Tysoe village sign by Hopkins Farm would be replaced. Cllr Sinclair to progress.	JS
15/20	CC WILLIAMS Cllrs received and noted the report. No matters arising.	
16/20	DC FEILDING Cllr Feilding reported on: i. Planning committees ii. Construction Management Plans iii. Climate Change – electric points etc in all new development iv. Next Stratford District Council meeting 24 February 2020 Cllr Roache asked DC Feilding to chase up the meeting with David Buckland but Cllr Sinclair agreed to chase this up with Tina Brain.	JS
17/20	THE MAKING OF TYSOE Cllrs received a presentation from parish resident John Hunter about 'The Making of Tysoe' project, to be launched on 14 March 2020 at Tysoe Village Hall. The objectives of the project were to: i. identify and collate (audit) any existing information/artefacts relating to Tysoe ii. identify any gaps in the records iii. create a catalogue, iv. digitise any artefacts v. create a platform and archive for the information allowing access. The project had been self-funded to date and John Hunter requested a £1600 grant from the PC. Cllrs asked Mr Hunter to provide a breakdown of costs and this would be further discussed at the next meeting. Cllr Littlewood asked whether the school were involved in the Project. John Hunter will speak to the PTA to investigate opportunities for school children to be involved. Cllr Millward suggested accessing Heritage Lottery Funding in the longer term and offered help if required.	JH JH

JS Sinclair
2 March 2020

MINUTES

Ordinary Meeting of Tysoe Parish Council

18/20	FINANCIAL MATTERS				
	i. Payments & Receipts January				
	VC	Supplier	Reason	Receipt	Payment
	100	RoSPA	Playground Inspection		£ 278.40
	101	DM Payroll	Annual Fee		£ 72.00
	102	Fuel Expenses	K Finlayson		
	103	NEST	K Finlayson Pension		
	104	Salary	K Finlayson WFH		
	105	Paul Pitts	Playing Field Maintenance		£ 55.00
	106	PC Staff Salaries	K Finlayson		
	R12	Tennis Club	Peppercorn Rent	£ 1.00	
	R11	Adjustment	Precept Receipt	£140.00	
Proposed Cllr Roache Seconded Cllr Millward All in favour					
ii. Bank reconciliation The bank statement had not been reconciled to allow the new Clerk to be trained on this later in the week.					
Cllr Millward to write to bank to change address from Kerry Finlayson's to Beverley Thorpe's.					
JM					
19/20	CORRESPONDENCE				
	Councillors received and noted 2 items of correspondence.				
	i. School Lane, request to remove stones used at curb side				
	Stones have been in place since 1995 to deter people driving on the verge but there is general acceptance that they can be hard to see (in the dark and from car seat). This issue touches on wider issue of ownership of grass verges around the village. Requirement to confirm ownership of the verge to agree who is liable for cost of replacing stones with other deterrent e.g. wooden bollards. Cllr Littlewood to confirm ownership of verge in question and write to MOP confirming work in progress.				
	ML				
	ii. Park Row, Main Street - parking on the village green				
	Complaint from MOP regarding damage to drive and offensive and threatening behaviour by neighbour after personal complaint made. It has not yet been established whether the land in question is village green and therefore belongs to the Parish Council or is under the ownership of Warwickshire Highways. DC John Feilding to confirm ownership of village green in question (Park Row, Main Street).				
	JF				
	MOP advised to report offensive or threatening behaviour to the police.				
	Cllr Littlewood to contact CC Chris Williams and DC John Feilding to agree draft letter to party concerned.				
ML					
20/20	NEIGHBOURHOOD PLAN				
	Cllrs received and noted the report from Cllr Roache.				
	Cllr Roache proposed list of factual errors for approval.				
	Proposed Cllr Tongue Seconded Cllr Millward All in favour				
	Cllr Roache requested approval for access to legal advice on how best to respond to the Examiners report.				
	Cllr Sinclair had confirmed with John Crossling from WALC that Section 111 of the Local Government Act 1972 gives Parish Councils the power to spend funds on legal advice. Proposal to seek legal advice on best response to the Examiner's report. Limit spend to £3,000.				
	Proposed Cllr Littlewood Seconded Cllr Tongue All in favour				

MINUTES

Ordinary Meeting of Tysoe Parish Council

21/20	<p>21/20 PLANNING</p> <p>i. 19/03260/VARY 2 Peacock Lane, Tysoe No representation Proposed Cllr Mill Seconded Cllr Roache All in favour</p> <p>ii. 19/03565/FUL 22 Oxhill Road, Tysoe No representation Proposed Cllr Mill Seconded Cllr Roache All in favour</p> <p>iii. 19/03294/FUL Humber Barn, Shipston Road, Upper Tysoe No representation Proposed Cllr Millward Seconded Cllr Roache All in favour</p> <p>iv. 20/00013/FUL Sunnyside, Baldwins Lane, Upper Tysoe No objection Proposed Cllr Tongue Seconded Cllr Roache All in favour</p> <p>v. 19/03363/FUL Land Adjacent to Hillborough, Lower Tysoe Road Support due to materials used as the whole scheme was very green and eco-friendly, local needs home, landscaping, materials and highways condition. Proposed Cllr Littlewood Seconded Cllr Tongue All in favour</p> <p>vi. 19/03420/FUL Willow Cottage, 3 Jeffs Close, Upper Tysoe No objection subject to materials matching existing Proposed Cllr Tongue Seconded Cllr Millward All in favour</p> <p>vii. DISCN/00060/20 Edgehill Farm, Edgehill No comment Proposed Cllr Millward Seconded Cllr Tongue All in favour</p> <p>viii. DISCN/00014/20 Greenacres Farm, Badgers Lane, Lower Tysoe No comment Proposed Cllr Millward Seconded Cllr Tongue All in favour</p> <p>ix. DISCN/00017/20 Greenacres Farm, Badgers Lane, Lower Tysoe No comment Proposed Cllr Millward Seconded Cllr Tongue All in favour</p> <p>x. 19/03428/FUL Willow House, Lower Tysoe Road, Lower Tysoe (2 documents) For further consideration and comments Since the Parish Council discussed this at the meeting held on 13th January 2020 the following further points had been raised:</p> <ul style="list-style-type: none"> ▪ The driveway splay would interfere with a village monument in the form of a well head. ▪ The proposed new driveway gives cause for concern as it is in a position where the road narrows, close to a bend and would be in very close proximity to the existing driveway. Highways have objected to the application on highway grounds. ▪ The CPRE have objected to the application based on the previous unsuccessful appeal ▪ 5 neighbours have objected to the application on various grounds ▪ The neighbouring property had commissioned two structural reports which stated that the proximity of the proposed drive to the wall of the neighbouring property was a cause for concern <p>Therefore, further proposals were submitted: Objection: Proposed Cllr Millward Seconded Cllr Tongue All in favour (except 1) Support: Proposed Cllr Roache No further support</p>	
22/20	<p>COUNCILLORS REPORTS and ITEMS FOR FUTURE AGENDAS</p> <p>i. Playground Favourable inspection report received from RoSPA. Gateway to playground has become</p>	

JAS Smith
2 March 2020

MINUTES

Ordinary Meeting of Tysoe Parish Council

	<p>waterlogged and muddy. Proposal to improve area. Budget £200.</p> <p>Proposed Cllr Roache Seconded Cllr Littlewood All in favour</p> <p>Cllr Millward to write thanking Colin Locke for his work to date.</p> <p>ii. Risk/Asset Register Updates No updates received</p> <p>iii. Parking</p> <ul style="list-style-type: none"> ▪ Cllr Sinclair contacted the Enforcement Officer at SDC who agreed to visit residents. Awaiting formal response. ▪ Cllrs discussed installation of bollards approximately 0.75m high under s106 on village green from Old Tree Lane to Oxhill Road to alleviate future problems and re-turfing the land. ▪ Cllr Sinclair to ask Chris Williams to check with Highways regarding siting of bollards. ▪ Cllr Sinclair will request quotes to supply bollards and install, and returf the damaged green' at Parke Row and supply, install bollards for School Lane. ▪ Cllr Sinclair will confirm approach with Chris Williams ▪ Letter to be sent to all residents to confirm action and penalties for any future criminal damage. <p>Proposed Cllr Millward Seconded Cllr Littlewood All in favour</p> <p>iv. Trees</p> <ul style="list-style-type: none"> ▪ New trees - 2 quotes requested for planting (not supply) of new trees received from Thomas Fox and Michael Mann (£345). Thomas Fox has quoted for supply and planting. <p>Quote for supply of trees received from Lowden Garden Centre.</p> <ul style="list-style-type: none"> • 3 Fagus sylvatica[green beech] £150.00 each (inclusive of VAT) • 2 Carpinus betulus [hornbeam] £150.00 each (inclusive of VAT) <p>Michael Mann quote has been accepted.</p> <p>Proposed Cllr Roache Seconded Cllr Littlewood All in favour</p> <ul style="list-style-type: none"> ▪ Oak Tree on the little green at the end of Sand Pits Lane. Thomas Fox quote accepted. <p>Proposed Cllr Littlewood Seconded Cllr Roache All in favour</p> <p>v. Grit bin update Cllr Sinclair waiting on confirmation from WCC that there was originally a salt bin but proposed purchase of bin.</p> <p>Proposed Cllr Millward Seconded Cllr Sinclair All in favour</p> <p>vi. Mowing Playing Fields Quote for mowing in 2020/21 received from Michael Mann. Quote is £68.50 plus VAT per mow based on 4 mows per month for 8 months. Increase in cost £1.50 per mow.</p> <p>Proposed Cllr Roache Seconded Cllr Millward All in favour* *(JS abstained – conflict of interest)</p>	<p style="text-align: center;">JM</p> <p style="text-align: center;">JS</p> <p style="text-align: center;">JS</p> <p style="text-align: center;">CL</p> <p style="text-align: center;">JM/ ALL</p>
	<p>ANY OTHER BUSINESS PREVIOUSLY REPORTED TO THE CHAIR</p> <p>i. Tennis Club. Cllr Millward reported that the new Tennis Club lease has been finalised for 25 years. Colin Locke has produced a report to accompany the lease. Propose report to be circulated and lease to be signed at the next meeting.</p> <p>ii. Footpaths. MOP has written to SDC regarding reinstatement of footpath. SDC have refused. Cllr Millward to write to SDC and WCC cc Chris Williams and Clerk supporting reinstatement. All Cllrs to advise Cllr Millward if there any other footpaths to include in the letter.</p>	<p style="text-align: center;">CL</p> <p style="text-align: center;">JM/ ALL</p>

JS Sinclair
2 March 2020

MINUTES
Ordinary Meeting of Tysoe Parish Council

	<p>iii. Street Lighting. Proposal received from Cllr Cross regarding street lighting repair on Main Street and Back Lane. Proposal considered and accepted (Option 2) in full. Total cost £4331 plus VAT.</p> <p>Proposed Cllr Sinclair Seconded Cllr Millward All in favour</p>	
24/20	<p>DATE OF THE NEXT MEETING</p> <p>i. Monday 2nd March 2020 at 7.15pm Ordinary</p> <p>Proposed Cllr Littlewood Seconded Cllr Roache All in favour</p>	
25/20	<p>CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS</p> <p>The meeting closed at 21.38</p> <p>Proposed Cllr Littlewood Seconded Cllr Roache All in favour</p>	
26/20	<p>PERSONNEL & CONFIDENTIAL MATTERS</p> <p>i. Appointment of Clerk/RFO</p> <p>Beverley Thorpe confirmed as new Parish Clerk and RFO – a formal handover with the current Clerk would take place later in the week. Cllrs Sinclair and Millward to conduct exit interview with current Clerk.</p>	<p>JS/ JM</p>

SIGNED

JD Sinclair

DATE

2 March 2020