



# Minutes

## Ordinary Meeting of Tysoe Parish Council

**Held on:** Monday 8<sup>th</sup> July 2019 at 7.15pm

**Place:** Tysoe Village Hall

**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), DC John Feilding and CC Chris Williams

**Members of the public:** 8

### 123/19 WELCOME and APOLOGIES

There were no apologies to receive. The Chair reminded all Councillors (Cllrs) to adhere to the Code of Conduct.

### 124/19 DECLARATIONS OF INTEREST

- 128/19 a) Cllr Sinclair - pecuniary
- 134/19 i. Cllr Sinclair - non pecuniary
- 135/19 i. & x. Cllr Sinclair - pecuniary
- 155/19 ii. Cllr Millward - non pecuniary

### 125/19 CONFIRMATION OF MINUTES

The minutes of the Ordinary Parish Council meeting held on 3<sup>rd</sup> June 2019 were **confirmed** and **signed**.

**Proposed:** Cllr Littlewood      **Seconded:** Cllr Rivers-Fletcher      **All in favour**

### 126/19 OPEN FORUM

- A member of the public (MOP) was concerned that the canopy of the tree at the top of the playing field was too low. Cllrs **agreed** that Cllr Bardey should investigate this and arrange for any necessary work to be undertaken.

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

- A MOP asked if the signs for Lower Tysoe could be replaced

<b>AP1 JUL</b>	<b>CC Williams agreed to look into replacement signage for Lower Tysoe</b>
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|--|---|
|  | <ul style="list-style-type: none"><li>○ A MOP asked what could be done about the recent spate of burglaries in and around the area.</li></ul> |
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<b>AP2 JUL</b>	<b>? to write to the Police and Crime Commissioner (PCC) for their response to the increased crime in the local area.</b>
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### 127/19 CC WILLIAMS

**AP1 June - Chase this up flooding issues at Old Cottages - COMPLETED**

WCC had investigated and found that the land drainage was satisfactory and met highway standards but the road was still due to be resurfaced, which he was pushing to bring forward.

**AP2 June - Report rope swing on public land to Highways department - COMPLETED**

This had been removed

**AP3 June - Look into getting signage improved on pathways/public footpaths**

CC Williams needed further information on where these were actually required as he had been advised that what was there currently was adequate.

Cllrs **reported** that several footpaths were overgrown. It was **agreed** that the details for reporting would be added to the website and Cllr Littlewood would re-send CC Williams the information he had along with footpath numbers.

Cllrs **received** and **noted** the report from CC Williams (**Appendix A**) and asked about the compulsory purchase of land ahead of HS2? CC Williams reported that in South Warwickshire there had been very little as far as he was aware - around 300 acres although there had been a lot more purchased in North Warwickshire

## 128/19 FINANCIAL MATTERS

The Chair **reported** that the Parish Clerk had been appointed as the RFO from 1<sup>st</sup> July 2019.

### a) Payments & Receipts

Mowing - Playing Field x 5	402.00
Electricity	174.57
Postage	7.32
NPG	216.00
Mowing - Verges x 2	597.60
Playing Field Maintenance	55.00

**Proposed Cllr Roache**

**Seconded Cllr Cross**

**All in favour**

### b) Bank reconciliation

The bank reconciliation had been circulated and this was **confirmed** and **signed**.

### c) Scribe

Cllr Millward requested a multi-user licence for Scribe at a cost of £99pa which would allow all Cllrs to view Scribe

**Proposed Cllr Millward**

**Seconded Cllr Roache**

**All in favour**

Cllr Roache took the opportunity to thank Cllr Millward for her hard work as the RFO over the last six years.

## 129/19 NEIGHBOURHOOD PLAN

### a) Present minutes from NPG meetings

There were none

### b) Changes to NPG Membership

There had been none.

Cllrs received and noted the report from Cllr Roache - **Appendix B**

Cllr Roache requested that the compilation of responses be delegated to the NPG then referred to the PC before submission. An extra meeting would be called if necessary.

**Proposed Cllr Roache**

**Seconded Cllr Tongue**

**All in favour**

DC Feilding reported that he had received a direct email from the Lower Tysoe Action Group which he had forwarded to the necessary people at SDC.

## 130/19 PREVIOUS ACTION POINTS

**AP5 June** - Clerk to write to Tony Jefferson, Leader of SDC to request his attendance at the next meeting **COMPLETED**.

It had now been arranged for the portfolio holder, Cllr Sarah Whalley-Hoggins, to attend the next meeting in September.

## 131/19 PLANNING

### i. 19/01529/FUL The Orchards, Lower Tysoe Road

Following comments from members of the public and Councillors it was **agreed** to **object** to the application for the following reasons:

- The Neighbourhood Plan is at Reg 16 so must have some material consideration
- The proposed development is likely to be prejudicial to the formation and delivery of the proposed Neighbourhood Plan which suggest that the frontage part of the site only may be acceptable to limited frontage development

- The proposed development, if approved, would encourage and set an undesirable precedent to extend other sites beyond the proposed BUAB to the detriment of the Neighbourhood Plan as a whole
- The proposal, by reason of the house type, size, scale, height and layouts would be detrimental to the visual amenities of the traditional stone cottage's opposite
- The proposed house types, by reason of their size, are inappropriate to the housing needs of Tysoe as identified by the housing needs survey and Neighbourhood Plan.
- The previous appeal stated that Core Strategy Policy CS9 required new developments to respect local distinctiveness and ensure high quality design. It has a cul de sac layout that is more typical of a suburban development rather than this distinct rural environment and is at odds with the local character

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

ii. 19/01678/FUL Edgehill Farm, Main Street, Edgehill

Following comments from members of the public and Councillors it was **agreed** to **support** the application subject to the following conditions:

- 1) Restrict the use of the proposal to being ancillary to residential use of the curtilage of the main house (Edgehill Farm) - it is not clear that the site lies within the existing residential curtilage of the dwelling house
- 2) If it is already deemed to be within the residential curtilage then surely Listed Building Consent would be required?
- 3) Materials to be in accordance with those shown on the approved plan (Drawing no. 04B) in order to protect the visual amenities of the area
- 4) To provide protection to the tree roots of the two oak trees shown (T1 & T2) on drawing 04B in order to protect the amenities of the area and the adjoining listed building

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

132/19

**CORRESPONDENCE**

Cllrs **received** and **noted** the correspondence about mowing within the village and confirmed that the area in question was not their responsibility.

Further correspondence had been received in relation to the street lighting following a recent break-in at the Post Office asking if the street lights could be kept on. Following discussion it was agreed to replace the two lights in middle Tysoe at a cost of £1,900 each and for them to remain on from dusk until dawn.

**Proposed Cllr Millward                      Seconded Cllr Cross    6 in favour    2 against**

133/19

**DC FEILDING**

- At the Regulatory meeting on the 28<sup>th</sup> June, the committee had agreed that no work should be started on any development site until the Construction Management Plan had been agreed with SDC. This has strengthened the position of the Enforcement department who could now prevent development from starting.

Cllrs were still very unhappy and asked if the Legal Department could be asked whether the correct procedures had been followed at Meadow Lane. What use was the grant of a planning application when materials could just be changed? There needed to be a process upon which the PC could rely.

<b>AP3 JUL</b>	<b>Cllrs Tongue to write to Tony Jefferson at SDC</b>
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- Site Allocation Plan - the major concern was not meeting the targets as set out in the Core Strategy, therefore SDC had identified sites around the District to make up the numbers of developments. If the developments don't need the number as set out then SDC would have to call on these to avoid a free for all from the developers.
- Corporate Strategy - the Cabinet and the management team were currently working on SDC's Corporate Strategy for the next 4 years, working with organisations such as the Warwickshire Local Enterprise Partnership and West Midlands Combined Authority.

- Police Forum - DC Feilding had arranged for this to be held at Primrose Hill Farm, Alscot 3<sup>rd</sup> September and invitations would follow.

## 134/19 TREES

- Replacement for Village Green/ Village Hall Donation  
Further to an offer from the Village Hall to possibly replace the tree on the Village Green Cllr Bardey recommended an *acer ginnala*. He would seek quotes and the Clerk would get a quote from Thomas Fox to plant the tree with protection fencing around. Once received, the Clerk would send these to the Village Hall committee for approval.  
**Proposed Cllr Millward                      Seconded Cllr Rivers-Fletcher                      All in favour**
- Replacement of Ash Trees and iii. Hornbeam Planting  
Cllr Bardey would continue to monitor the trees but recommended that they were replaced in stages so that as they died there would already be young established trees.

AP4 JUL	Cllr Bardey to provide a succession planting report for the meeting in September
AP5 JUL	Clerk to seek three quotes for the removal of the ash tree in the corner of the playing field

## 135/19 GENERAL

### N.B Cllr Sinclair left the meeting and Cllr Roache took the Chair

- Breech Furlong Tenancy - Cllr Millward  
The tenant had recently passed away. The tenant had actually sublet this to Mr Simon Sinclair who had farmed the land for more than 25 years. Cllrs were happy to redraft the lease in the name of Mr Sinclair but would seek advice so that the PC had further control.
- Chair's Allowance  
Cllrs **agreed** that there should be an allowance for the Chair to be agreed annually and paid retrospectively at the end of year pro-rata.

AP6 JUL	Clerk to draft policies for Chair's Allowance and Cllrs Expenses
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### N.B Cllr Sinclair re-joined and resumed chairing the meeting

- Additional Defibrillator - Cllr Millward  
Following the recent Windmill Run it had been suggested that there should be a second defibrillator within the village, possibly outside the sports pavilion. The cost would be £1250 + VAT. Cllrs discussed different options including one for both Upper and Lower Tysoe as there was already one in the middle of the village.  
Cllrs **agreed** to purchase two further defibrillators, starting with one placed outside the Doctors Surgery if that was acceptable with them.  
**Proposed Cllr Littlewood                      Seconded Cllr Bardey**  
A counter proposal was received from Cllr Roache to purchase just one but this was not seconded.  
Therefore all Cllrs **voted in favour** of purchasing two.
- CIL Funds - Cllr Millward  
This would be reviewed at the next meeting - Cllrs were asked to send the clerk any ideas they had for the spending of these funds.
- Tennis Club Agreement - Cllr Millward  
Cllrs heard from Mr Colin Locke that the lease was in two parts: 1) Land registry and 2) contents of the lease. This was now overdue for renewal but required some work as the plan was incorrect. The lease referred to the tennis courts only and needed to incorporate the hut. This was currently a 25 year lease but it was **agreed** that in future this would be reviewed each time there was a newly elected PC (next due 2023).  
A new draft lease would be drawn up for review at the meeting in September.
- Parish Apple Mac - Cllr Littlewood

It was **agreed** that this would be put back into the tea rooms once refurbished and a review of its usage would take place after 12 months.

- vii. Replacement of 2 dog-mess bins - Cllr Cross  
**Proposal** from **Cllr Cross** to change two dog bins to dual purpose bins which could also take litter at a cost of £350 each. **Seconded Cllr Millward** with **all in favour**. Cllr Millward would arrange for the work to be done.
- viii. Welfare of Vulnerable Residents - Cllr Roache  
Cllrs **approved** the notice that had been circulated by Cllr Roache (**Appendix C**)  
**Proposed Cllr Sinclair**                      **Seconded Cllr Millward**                      **All in favour**
- ix. GDPR Permissions - Parish Clerk  
All Cllrs gave permission for their contact details to be shared when necessary
- x. Policies and Documents  
All Cllrs were asked to review the documents and present any ideas for further policies at the next meeting.
- xi. Complaints Policy  
**Proposed Cllr Millward**                      **Seconded Cllr Roache**                      **All in favour**

136/19

#### **COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS**

- i. Playground & Playground Equipment Replacement - Cllrs Cross & Millward  
There was nothing to report  
Kompan had kindly provided 2 cradle seats free of charge & Colin Locke had fitted them
- ii. Telephone Exchange Grounds- Cllr Littlewood  
There were different views on whether this should be left to allow for wildlife diversity within the village but it was **agreed** that the clerk would chase this up with BT as the adjacent neighbours were fed up with it as it was an eyesore.  
Clerk contacted BT - me chase it up again
- iii. Asset/Risk Register Updates - Cllr Millward  
Cllr Millward reminded all Cllrs that where they had areas of responsibility they should be checking the register regularly and reporting back appropriately.
- iv. Street Lighting Survey - Cllr Rivers-Fletcher  
Seven of the eight respondents felt there were the right number of lights on the road and did not wish the number to be cut.

137/19

#### **DATE OF THE NEXT MEETING**

- o 2 September 2019 at 7.15pm with Cllr training beforehand at 6.30pm

138/19

#### **CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

The meeting closed at 22.03

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

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#### **PERSONNEL and CONFIDENTIAL MATTERS**

**SIGNED**

**DATE**