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Minutes of the Tysoe Parish Council Meeting

Held on Monday 1st February at 7.15pm

Present: Cllrs Allen, Collier, Cressman, Sinclair, Littlewood, Locke & Riske

In attendance: CC Seccombe & DC Dalla Mura

Public: 5

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| 1. **Welcome to the meeting given by the Chair, Cllr Allen.**

Cllr Allen welcomed all members of the public. Cllr Allen also said that if anyone can record the meeting if they wished to do so and whilst there was no requirement to do so out of courtesy they may wish to advise everyone present that this was going to happen. A member of the public stated that such a request is illegal. | **Action/Date** |
| 1. **Apologies –** Cllr Howles. The Clerk read out a letter from Cllr Howles tendering her resignation with immediate effect (Appendix A). Cllr Locke said that he was desperately sad that Cllr Howles had felt the need to do this. Cllr Collier asked that the thanks of the Parish Council be passed on to Cllr Howles. Cllr Littlewood said that he had seen her shortly after the incident had occurred and she was close to tears and the incident was completely unacceptable.
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| 1. **Declaration of interest**

 The Chair reminded councillors of the need to declare any interests in  any agenda items.  The Clerk advised that a planning application for her property was on the  agenda and so requested that one of the Councillors take the minute for this  item. Cllr Sinclair agreed to do this. |  |
| 1. **Acceptance of previous Minutes** – The minutes from the meeting held on the 21st December 2015 were agreed and signed.
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| 1. **Informal Public Participation**

A member of the public stated that The Parish Council have sent out some documents regarding the NP and calling for volunteers to form working groups. Are the Councillors aware that there have to be terms of reference and Minutes for any working group? Cllr Risk stated that at this stage volunteers had been called for. If and when Steering Groups or Committees are to be formed then where appropriate and required the correct terms of reference etc would be put in place. The individual then queried whether the Parish Council were aware of NALC and regulations regarding meetings of the Parish Council and working parties. The Clerk responded that advice had been taken from WALC regarding the difference between a decision making meeting of the Parish Council or a committee acting on behalf of the Parish Council and informal working parties, which may indeed be the Parish Council, that may be set up to explore options and present these for decision by the Parish Council. DC Dalla Mura provided further clarification by stating that if decisions were made then it had to be a properly convened public meeting.Member of the public asked a question regarding the Neighbourhood Plan just wondered what the timescale now is for the Neighbourhood plan. This will be covered on the agenda later. |  |
| 1. **Update from DC Dalla Mura on Stratford District Council Matters**

DC Dalla Mura reported that the main issue that had been troubling SDC is the membership as a non-constituent members of the West Midlands Area. SDC having previously taken the decision not to join the matter was debated again and the vote was overturned and so we SDC are now members. DC Dalla Mura voted against this. DC Dalla Mura went onto say that they will be trying to get a rail route between Stratford and Birmingham Airport. The lowest unemployment in the whole country in the Stratford District AreaThe other issue that we have been doing is looking at the budgets. The precept that Tysoe Parish Council have set is 5 times greater than any other parish in my area.DC Dalla Mura reported that the 5 year housing stock had now been satisfied. The core Strategy has now been submitted but this has been challenged by two large building firms.Cllr Collier asked how long the membership of the West Midlands Area would last? DC Dalla Mura said that SDC can elect to leave but no date was set for when this will be reviewed. There is also a joining fee £55,000 |  |
| 1. **Update from CC Seccombe on Warwickshire County Council matters**

CC Seccombe reported that the main thing that has been is the setting of the budget. WCC have had a really bad settlement. The settlement has required us to find another £10m on top. What we can do is to set the 2% extra precept for adult care but this does not relate to the £10m reduction. We do not have time to find this before we agree this on Friday. We therefore have to find this out of our reserves but clearly will not be able to find this all from there. We do not know what the settlement is but we have to set the Council tax on Thursday or we have an overspill day of the 23rd. We have been asked to go in as a full constituent member of WMCA. We would have to take a Mayor for Warwickshire who would become the Police Crime Commissioner and take over the strategic responsibilities. They would also do the same for the fire service. However, as there are arrangements with West Mercia it is difficult to know how these would be affected. Cllr Allen asked about whether things like policing will be affected by this. CC Seccombe said that policing would not be affected but if we go into the combined authority the policing and the fire service would be taken in. CC Seccombe that if we go in she would try to keep the fire service out.CC Seccombe said that things are really difficult at the minute. Cllr Allen asked was he correct in thinking that the money that had been set aside for the footpath on Main Street will disappear. CC Seccombe said that the money is there now but that the only option is to have blue bricks. CC Seccombe said there was some good news. WCC have won the second leg of the Women’s AVIVA International Road Race. CC Seccombe then went through the route and the race will be ending in Stratford. The race will be on Thursday 16th June 2016.Cllr Risk asked what sort of impact will the WCC budget cuts have on the Parish. CC Seccombe responded that next year she didn’t think there will be a lot of change. However, a new plan for the year after with a new budget and plan will have to be decided upon. There could well be fire station closures. Problem with safe guarding. The other issue is special education needs. The major problem is social care. |  |
| 1. **Actions from Previous Minutes**

**Culvert in School Lane –** Cllr Collier reported that the brambles had been cleared by John Hunter and Cllr Collier. The report from John Hunter is that the culvert is running better than it was. Warwickshire County Council is checking the problem culverts. **Village Playground** – Cllr Allen said that the last jig saw in part of the puzzle was the tractor. This was supposed to happen in September and then with very little notice we were advised that the contractor was to come and fit it on Thursday last week. It was the Council’s understanding that it had been agreed that the contractor would remove the border and the bark. This did not happen and it has been sited on top of the bark. The bark and border need to be removed and then the tractor refitted at the correct level. A big thank you to Cllr Locke for making it safe. Parish Council wanted it putting on file that this contractor should not be used in the future.Cllr Locke said that on a brighter note that the tractor was excellent **Bus Shelter** – Cllr Littlewood nothing further to report. As Councillors know I did raise this regarding the precept. I would like to know the affect that this has per householder.**State of Village roads/white lines etc.** – Cllr Littlewood has heard absolutely nothing back. Tried to contact him today but have heard nothing back. Cllr Littlewood outlined to CC Seccombe what the issues were and she said that she would raise this with Highways. **Paving Stones on Main Street** – Cllr Littlewood this has already been reported. We do not want blue bricks. A full debate took place regarding this matter. It was agreed that the ideal solution would be to take up and re-set the existing pathway but WCC would not do this due to costs. The Clerk suggested that perhaps on a heritage basis lottery funding may be available. Cllr Collier said that there may be surplus materials laying around in maintenance yards that could be used. CC Seccombe agreed to ask WCC to look to see if there was anything else that could be used in maintenance yards.**Speeding in Tysoe** – Cllr Cressman has not pushed this too far as we have a lot on our plate at the moment. Spoken to the police and we can ask residents to help and we can undertake speeding checks around the village. People caught speeding would be served with warning notices. After that this action if we still think there is a problem we can get a petition together to address this. Cllr Cressman has circulated forms for those who are interested to complete in order that background checks can be undertaken.Cllr Allen said that he would be willing to help.CC Seccombe said that if the volunteers are not trained you need to have a police support officer with you. | Cllr CressmanCC SeccombeCllr Cressman |
| 1. **Planning**

14/03374/FUL – Anchorage, Old Tree Lane, Tysoe – Appeal withdrawn15/04248/FUL – Ash Tree House, Shipston Road, Tysoe – Permission granted15/04004/FUL – Lindsey House, Tysoe Road, Radway – Permission granted15/01359/OUT – Land off Badgers Lane, Lower Tysoe, erection of 3 dwellings appeal. Cllr Risk stated that if we agree that we are objecting to the appeal do we want to amplify those objections to the Inspector by the 26th February 2016. Cllr Collier said that some of the grounds given for the appeal he disagreed with strongly: for example benefit to local economy and whether these are sustainable dwellings. The proposal does not follow the past character of developments in Lower Tysoe. Agreed that PC objected to the Appeal. Cllr Risk will draft a response to the Inspector for Cllrs approval.15/04415/VARY – Oaklands Stables, Shipston Road, Tysoe – Variation – Cllr Risk had spoken to the Planning Officer and there was some confusion as to the date by which comments had to be made. In part because this application will have to go before the Planning Committee East for a decision. Cllr Littlewood said that he remembered the original planning application. He went onto say that originally the planning was for a caravan on the site and then after 5 years an application was put in for a dwelling with an agricultural tie. The property was sold with the knowledge of the agricultural tie. Cllr Collier said that this seems a very loquacious way of getting an agricultural tie removed. The Parish Council voted unanimously in favour to object to the application. It was agreed that Cllr Risk would circulate a draft of the reasons for the objections to Councillors for their approval.15/04531/VARY – Old Lodge Farm Edgehill – Variation Cllr Risk could not see any reasons to object. Agreed make no representation.16/00093/FUL – 4 Church Farm Court, Tysoe - Conversion of half garage - Parish Council agreed unanimously to support the application on the grounds that the conversion would add to the amenity of the dwelling, the design and materials were appropriate, and there had been no objections from neighbours. 16/00211/FUL – The Close, Back Lane, Tysoe – Single storey extension – The Parish Council agreed unanimously to make no representation.16/00001/FUL – Land at Oxhill Road, Tysoe – 4 Semi detached dwellings – The developer gave some background to the development. Cllr Collier asked how the ecological issues that had been raised were going to be addressed. Cllr Collier said that it had been suggested that the garage doors should not completed doors or left as open car ports so that provision for nesting birds could be included. Mr Jervis said if that was to be a condition that would not cause any issues.There were no comments from the publicParish Council unanimously agreed to support the application on the grounds that it met housing needs, and it would enhance the entrance to the village. The design certainly fitted with what had come out of the Parish and emerging Neighbourhood plans and it blends in with the other houses that have already been agreed and maintains mix.The applicant also mentioned the state and location of the village sign. It was agreed that this would be explored. CC Seccombe agreed to follow this up with Warwickshire County Council. The Clerk had circulated a paper regarding the new Settlement at Gaydon/Lighthorne Heath to the Councillors. Cllr Risk said that he had read through the document and there were quite a few neighbouring Parishes that had responded to it. One concern is for the GPs surgeries. There is a provision for a new surgery but it does seem to be quite a limited surgery and in the meantime the pressure will be put onto the Kineton Surgery and this will impact on the Tysoe doctors. The second element is education again there is an intention to build a primary school but in terms of a secondary school the intention is to increase Kineton School. Will this have an impact on children from the Parishes? Cllr Littlewood said that he did agree with Cllr Risks comments and particularly as this comes on top of the additional development that has already taken place in Kineton. There are further concerns re transport and roads; there is already congestion on minor roads in the area.All comments can be submitted to the Clerk by Friday 12th February 2016. Cllr Risk would work with Clerk to prepare submission of Cllrs comments to the consultation.CC Seccombe said that the duty on NHS England has a duty to look into the doctors but it is the duty of the County Council to manage the schools and Kineton Secondary School does presently have capacity.  | Cllr Risk/ ClerkCllr Risk/ ClerkClerkClerkClerkCC SeccombeAll Councillors/ Clerk |
| 1. **Neighbourhood Planning**

 Cllr Risk we left from our last meeting with two things to do. Advertise for some volunteers to look at 3 aspects of the Neighbourhood Plan, who would form 3 small working groups. Their remit would be to two produce three reports to the Parish Council on the aspects agreed. The leaflets have either been distributed or are awaiting distribution.A meeting and conversation with Matthew Neale at SDC took place with Cllr Risk and Cllr Cressman. We wanted to get guidance from him and an update off Neighbourhood Planning. Matthew Neale has agreed the notes of the meeting and Cllr Risk requested that this note be put onto the Community Website so that people can see that what we have done is appropriate and that we should not feel too dismayed with the progress we have made. Only 2 councils are further ahead and the majority are in the same place as Tysoe. Cllr Risk asked that When we get volunteers, which hopefully we will, if anyone gives their name to a councillor can those names be forwarded to Cllr Sinclair or myself. Once we have sufficient names it would be useful to have a briefing meeting with volunteers. Cllr Littlewood under the circumstances and to facilitate matters would it be worthwhile to have a Parish public meeting. Cllr Littlewood said that we could have a road map and call for volunteers at that meeting. Cllr Risk said that what we had in mind was to ask these groups of local residents to be review NP matters as people independent to the Parish Council to review progress to date.Cllr Littlewood said that there is quite a feeling in the community at large that things are stagnating. Cllr Locke said that do we not think that the leaflets going through the door will provide an update. Cllr Littlewood questioned how many people would read it.Cllr Allen said that he did think a public meeting would be useful to try and engage with the parish and to let people know what is happening since the sad resignation of the previous NPG.Cllr Collier said that we need to tell people where we are going. Cllr Littlewood said that this was part of his proposal. Cllr Cressman said that we need to have a few facts and be able to have the information and have some Answers before holding a public meeting.Cllr Littlewood said we need to put a stake in the ground and agree that we will do this at the April Annual Meeting. Also agreed that a newsletter would be a good idea. The Clerk advised that funding for NP was presently available but that this has to be spent by the 31st March 2016. Agreed that the Clerk will speak to Locality to get an update.Cllr Risk agreed to draft a newsletter for circulation. Matthew Neale has suggested that a new housing needs survey would need to be done. It is possible that a Neighbourhood Planning Survey update may be necessary. Cllr Locke asked whether there was going to be a direct invite to the retiring members of the NPG. It was agreed that they did do a lot of good work. I think it would be nice to offer them the opportunity directly if they would like to. The Clerk was asked to email Chris Butchart to ask him to send an email to the previous members asking if they would like to be involved.The notes of the meeting with Matthew Neale to be posted on the website.  | ClerkClerkClerk |
| 1. **Financial Administration**

The Clerk had sent the bank reconciliation to the Councillors and advised that the January 2016 bank statement would be circulated as soon as it was available. However, there had been no transactions in January and therefore the balance was as it was at the end of December 2015. The Clerk will circulate the budget v actual spend for 2015/16. Can Councillors review this and advise the Clerk which items can be removed from this years budget and which items still need to be accrued for.The following payments were advised:

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| Paul Pitts | Playing Field Maintenance December 2015 & January 2016 | 104.00 |
| Rural Works | Tree works on 4 trees | 75.00 |
| Tysoe Utilities Trust | Use of Reading room for meetings 2014/15 | 93.00 |
| Tysoe Playschool | Printing of leaflets 540  | 43.20 |
| Npower | Electricity Supply 01/07/15 to 31/12/15 | 606.32 |
| Warwickshire County Council | Street Lighting maintenance 2015/16 | 490.99 |

Proposed by Cllr Cressman seconded by Cllr Locke.The lighting maintenance Contract had been forwarded from Warwickshire County Council and Cllr Allen had reviewed this. Whilst there was an increase in costs this was still reasonable and the only way to reduce this cost would be to switch the lights to LEDs but this obviously has significant cost implications.  | Clerk |
| 1. New Matters

**Refuse Collection, Church Farm Court** – A resident had reported to the Clerk that the landfill refuse collection wagon was being driven over the payment and had damaged the kerb stones. Photographs of the damage were taken. This was reported to Stratford District Council and is now being dealt with by Biffa insurers and Jeff Morris at Warwickshire County Council. **Nomination for Royal Garden Party** – The Clerk had emailed the Councillors to ask for nominations which are due to be submitted by tomorrow. The Clerk had only received a response from two Councillors one of which was the nomination of Cllr Sinclair. The Parish Councillors all supported the nomination of Cllr Sinclair **Dog Mess –** Cllr Cressman has put something into the Tysoe Record on behalf of the School. If residents see someone doing this then if they get a photograph with the date and time on it, this can be reported to the dog warden. Individuals not clearing up after their dogs can be fined up to £1,000. Cllr Cressman agreed to put something in the Tysoe Record. Get some more signs put up. Clerk to ask SDC for some signs.**Footpath between Middle & Lower Tysoe** – Cllr Cressman said that if everyone is happy she would speak to CC Seccombe about this. This has been addressed previously but it is in a bad condition again. All the Parish Council supported this being pursued.**Charity of John Middleton for upkeep of War Memorial** – The Clerk was looking for guidance into exactly what this is as she has to submit information on an annual basis to the Charity Commissioner. Cllr Locke agreed to look into this.**Protocol on Recording Meetings** – The Clerk had circulated a paper regarding this matter. Agreed that this should be adopted**Model Standing Orders** – The Clerk had circulated a paper regarding Model Standing Orders. The Councillors did not feel that they had sufficient time to consider this and it was agreed to carry this forward to the next meeting.  | ClerkCllr LockeAll Councillors |
| 1. **Correspondence** (all correspondence had been circulated prior to the

Meeting and is available on the Parish website)Email from David Roache regarding the conducting of the PC Meetings Email from Gary Cressman regarding information being made available to residents.A letter of thanks was received from Mr and Mrs DowlerAn update from Tysoe School had been received and circulated. |  |
| 1. **Councillors’ reports and items for future agenda**

Cllr Littlewood advised that the lighting on ménage at the stables on Shipston Road are dazzling. Cllr Littlewood said that he knew that we have written to them previously but I think we should write again. Speak to SDC regarding this issue to see how this might be addressed.Cllr Littlewood advised that there had been further problems with people parking on the village green. Cllr Allen said that there are notices and there is really very little more that we can do about this other than fence the whole green in. The only action can be that people who see people parking in this way must say something. Cllr Littlewood asked what would happen regarding the vacancy that had arisen following the resignation of Cllr Howles. The Clerk responded that she would advice SDC and they would provide the necessary notices.Cllr Locke advised that there was a national programme going around called “Clean for the Queen”. Cllr Locke said that the barrier on Main Street was a mess and the fencing around Old Policeman’s tree looked terrible. The Parish Councillors had no objections to these matters being addressed. Cllr Risk suggested that the Ladies cycle race be put onto next month’s agenda. Cllr Littlewood said that he did think the race was a bit of imposition on the village and that trying to get past a peloton is very difficult and can be quite dangerous.  |  |
| 1. **Closure of the meeting** – 22.00pm

The next Parish Council meeting will be held on Monday 7th March 2016.  |  |

 APPENDIX A

**Green Cottage**

**Shipston Rd**

**Upper Tysoe Cv35 OTR**

**1st February 2016**

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I was elected to serve as a Parish Councillor in May 2015

On Christmas Eve 2015, I was in The Village Stores when I was verbally

attacked by a fellow councillor's wife. It was unprovoked and unpleasant. I was

accused in front of a shop full of people of being corrupt, that I was too stupid

to have read or have any understanding of the Tysoe Neighbourhood Plan,

unable to understand how democracy works and not doing anything for the

village, followed by anything I did do was for my own self glorification,

In view of this vitriolic attack, I wish to resign from The Tysoe Parish Council

with immediate effect

I would like to take this opportunity to say that having lived in the village for

over 5 years; I have taken an active role in fundraising events for various

groups in the village. During this time I have helped to raise over £5000. I have

enjoyed helping in this fund raising and this has been done for the benefit of

the community and not myself.

I would like to thank Jane Millward for her help & support during my time on

the Tysoe Parish council and wish The Tysoe Parish Council good luck for the

future

Stephanie Howles