**Meeting Type** Ordinary

**Date**  July 11th 2022

**Time**  19.15

**Venue**  The Reading Rooms, Main Street, Tysoe

**Councillors Present** David Roache (Chairman), Malcolm Littlewood, Matt Jarvis-Cleaver, Jane Millward, James Bardey, Alison Cross

**Apologies**  Jacqui Sinclair, John Tongue

**In Attendance** Cllr Chris Mills (late arrival), Cllr John Feilding, Charmaine Swift (Parish Clerk & RFO)

**Members of the Public**  3

**37. WELCOME and APOLOGIES**

Cllr Roache introduced the meeting.

Apologies were received from Cllr Sinclair, Cllr Tongue.

**38. DECLARATION OF INTERESTS**

None.

**39. CONFIRMATION OF MINUTES**

i. The Council confirmed the minutes of the Ordinary Meeting of June 20th, 2022, as a true and accurate record of the meeting. Cllr Roache signed the minutes.

Proposed Cllr Jarvis-Cleaver Seconded Cllr Mills 1 abstention 5 in favour

**40. PUBLIC FORUM – 15 MINS ONLY**

**i.** Cllrs were advised that a number of the wooden rulers brought for village children as a memento of the Queen’s Platinum Jubilee were still remaining. The suggestion was that they be given to the school which those present agreed was a good idea.

 **Action:** **Cllr Littlewood to deliver rulers to Tysoe Primary School.**

**ii.** A resident of Sandpits Road pointed out that there are rumours of a roundabout being built close to the new Cameron Homes Development, and that traffic can at times drive really fast down the road. Was there anything that the Parish Council could do to alleviate this issue?

Cllr Roache said that Councillors would monitor this issue, and that the Council were not aware of any plans for a roundabout, although at the January meeting the possibility of one-way traffic on the road had been put forward to alleviate the problem. It was not within the Parish Council’s grant to do this but they could suggest it to the Highways Department at County, but could not promise that it would be done. Cllr Littlewood also pointed out that anything like this would have to go to Central Government for approval also.

**41. WARD MEMBERS UPDATE**

1. CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc 41a**

Cllr Mills highlighted the part-time fostering item in Warwickshire item in his report, and also Domestic Abuse. He also pointed out that everyone was very proud of the achievements of senior County Councillors.

**Action: Clerk to place Part-time Fostering and Domestic Abuse information onto Parish web site and Facebook page. Action completed 20.07.22**

A question was raised regarding the overgrown footpath behind to Vicarage towards the tennis courts.

**Action: C Cllr Mills to look into getting the footpath cleared.**

1. DC John Feilding*.* Cllr acknowledged receipt of a report from Cllr Feilding**. Ref: Doc 41b**

Cllr Feilding spoke to his report. Cllr Roache asked a question concerning the Methodist Church, which is classed as a Community Asset, but may shortly be sold to the highest bidder. Cllr Feilding told Cllr Roache that he will speak with John Careford regarding this as there are restrictions on what can be done with Community Assets. Also, that because this building is a village asset, the Parish Council should have first refusal to buy it. Cllr Roache thanked Cllr Feilding for his assistance.

Cllr Feilding then also advised that he will not be standing for re-election next year. When asked why, he said that support had been withdrawn as he was considered to be too feisty when discussing planning issues that he felt strongly about. Cllr Roache asked if the District Council had consulted this decision with other Parish Councils in the ward, to which Cllr Feilding said they had not.

**42. CORRESPONDENCE**

1. Tennis Taster sessions. Cllr Millward

Cllr Millward asked that the Clerk contact Colin Locke, from Tysoe Tennis Club, for further information on this as she had not been given enough information to be able to put forward a request.

**Action: Clerk to contact Colin Locke. Actioned 13.7.22.**

1. A resident has asked if it would be possible to have a 20mph speed limit imposed on the road passing The Old Fire Station.

Cllrs discussed this at length.

**Action: Clerk to contact Highways department to find out if a timed speed limit sign could be placed by The Old Fire Station. Actioned 19.7.22**

1. The Ukraine Support Group have requested that Tysoe Parish Council support the funding of 2 more banners for the village.

Cllr Cross proposed that the Parish Council support the Ukraine Support Group by purchasing 2 more banners to be placed around the village.

Proposed: Cllr Cross Seconded: Cllr Littlewood **All in Favour**
**Action: Clerk to contact Mr Pierce to ask him to buy the banners and send the invoice for reimbursement. Actioned 13.7.22**

**43. FINANCIAL REPORT 2022 – Parish Clerk**

1. The Council received and approved the Finance Report for

Proposed: Cllr Jarvis-Cleaver Seconded: Cllr Cross **All in favour**

1. The Council approved the following payments already paid by the authority of the Annual Payments List or awaiting payment:

Proposed: Cllr Littlewood Seconded: Cllr Jarvis-Cleaver **All in favour**

|  |  |  |  |
| --- | --- | --- | --- |
| Voucher No | Item | Payable to | Amount £ |
| P68 | Salary | Clerk |  |
| P66 | WFH Allowance | Clerk |  |
| P67 | Income Tax | HMRC |  |
| P62 | Electricity  | Green Energy |  |
| P65 | Printer Ink | Clerk |  |
| P64 | Printer paper | Clerk |  |
| P63 | Jubilee Scavenger Hunt | Julia Sewell |  |
| P69 | Annual Software License | Scribe |  |
| P60 | Data Protection renewal | ICO |  |
| P58 | Printing for P Jubilee | Tysoe Children’s Grp | 74.60 |
| P61 | Mowing | Thomas Fox | 1313.40 |
| P59 | Bank Charges | Unity Trust Bank | 18.00 |

Page 10

August Payments

|  |  |  |  |
| --- | --- | --- | --- |
| Voucher No | Item | Payable to | Amount £ |
|  | Salary | Clerk |  |
|  | WFH Allowance | Clerk | 26.00 |
|  | TAX | HMRC |  |
|  | Green Energy | Street lighting |  |
|  | Mowing | Thomas Fox |  |

**43b i)**

Cllrs Also Approved the payments for August as there is no ordinary meeting scheduled until September.

Proposed: Cllr Littlewood **Seconded**: Cllr Jarvis-Cleaver  **All in favour**

1. The Council received and approved the bank statement and bank reconciliation for the period. Cllr Roache checked and signed the bank statements and the bank reconciliation.

Proposed: Cllr Millward Seconded: Cllr Littlewood **All in Favour**

1. Projects

Cllr Roache reported to Councillors on the budget update, taking into consideration the projects various Councillors had researched and reported on at previous meetings, with updates also today.

The reviewed budget including costs had been circulated prior to the meeting.

1. Street Lighting refurbishment and removal – phases 1,2, and 3 – cost approx. £9,400

It was noted that there is a tree close to a light in a villager’s garden. Cllr Cross is talking to the owner as the tree will need attention prior to work being done on the streetlight, the cost for this work should be around £500.Cllr Roache said that it would be possible to go ahead with all phases of this work this year as there was sufficient funds allocated in the budget if Councillors agreed.

The proposal was received to carry out all 3 phases of this project in the current year.

Proposed: Cllr Cross Seconded: Cllr Millward **All in Favour**

1. Refurbishment of War Memorials – cost £5,800

Cllr Littlewood reported that he had looked further at the Heritage Trust website and the criteria includes Community Projects. With the approval of Professor John Hunter and The School, Year 6 children could run a project based around the memorials. Cllr Littlewood has had spoken with the Head Teacher at Tysoe Primary School, who is happy for the year 6 children to begin a project in the Autumn of this year but asked that she be supported with materials for the children.

Cllr Roache said that this project could not go ahead this year unless funding was secured. In the event that The Heritage Trust approved funding, work could begin as soon as the funding approval was received, otherwise the project would be put into 2023/24 budget.

Cllr Littlewood proposed that agreement to go ahead with the project be given in principle by Councillors subject to grant approval otherwise it would be put into next year’s budget.

Proposed: Cllr Littlewood Seconded: Cllr Bardy **All in favour**

1. Extension to the Old Fire Station Car Park – cost £19,800

Cllr Roache reported that at present there is £14,000 in the budget available for this project.

Cllr Mills requested that Cllrs decide if the project is to go ahead or not, because if not, the money could be released for another project.

Cllrs discussed the two options, the first to move the gate at a cost of £3,000 and the second, which would move the gate and extend the car park and included signage and painting the car parking bays at a cost of £19,800. Cllr Millward advised everyone that if option 2 was chosen, it would not be possible to move the gate now and then extend at a later date. Cllr Roache also advised that the extension project if chosen, could only go-ahead next year as there were insufficient funds in the budget this year and 106 funding cannot be used for this.

Cllr Millward proposed that this project go ahead in principal and start date would be dependent on funding.

Page 11

 Cllr Millward proposed that the full extension go ahead, along with signage.

Proposed; Cllr Millward Seconded: Cllr Jarvis-Cleaver **All in Favour**

1. Peacock Lane Project – cost £5,300

The proposal was received to go ahead with the Peacock Lane project.

Proposal: Cllr Littlewood Seconded: Cllr Cross **All in Favour**

1. Park Rowe Project – cost £28,000

Discussions took place regarding the parking issue at Parke Rowe. The question was raised if it was possible to use money from our County Councillors delegated budget. CCllr Mills said that £10,000 was not out of the question.

Councillors listened to comments around how no parking on the grass verges might be enforced. Cllr Cross pointed out that the cost of this project was colossal and would in fact improve properties on Main Street, Cllr Roache questioned if this was Cllrs’ job? It was pointed out that out of the 11 houses in Park Rowe only 2 have no driveway and park on the verge. Cllrs have tried various times to engage with these residents, but they will not work with them. It was agreed that Councillors should look at other preventative options before making any further decisions on this project.

Cllr Roache advised those present that Tysoe Parish Council will be in receipt of approximately £95,000 106 funds shortly and CIL money, which could be a potential source of funding for projects. It would be necessary to speak to John Careford to see if this money could be used for certain projects.

1. Pump Track – estimated cost circa £40,000

Cllr Bardey reported that he and Cllr Jarvis-Cleaver had visited a large Pump Track in Bishops Thatchbrook. Cllr Jarvis-Cleaver reported that a Pump Track is much more inclusive than a skateboard park. Investigating the costs, a known company used frequently had charged around £45,000 for the track viewed. Cllr Jarvis-Cleaver said he had spent 4 hours at the track, and it was very good.

Cllr Roache noted that this project would need to be budgeted for in next year’s budget.

Cllr Bardey said planning permission would be needed. Councillors were asked if they felt that the village should be consulted before going further with this project.

Cllr Roache said that possibly Section 106 money could be used for this project together with Lottery funding.

**44. PARISH CLERKS UPDATE –** All actions completed.

**45. Tysoe FC**

Mr Andrew Hamblin spoke to Councillors about Tysoe FC, which is run by people in the community for young people, some of whom come from outside the village. The club plays approximately 30 games each year. He requested support for the club so that it could buy much needed items which would benefit the players, it would make ream plays look and feel more professional and hopefully boost the number of members. Councillors discussed the amount of funding and agreed that the money should go to the Club with the proviso that it buys items to benefit all junior teams, not just 1 individual team.

District Councillor John Feilding suggested also that the Club explore the possibility of Lottery Funding.

Cllr Millward proposed that a sum of £1000 be donated to Tysoe FC which should be used for the purchase of items to benefit all junior teams.

Proposed; Cllr Millward Seconded: Cllr Jarvis-Cleaver 5 Cllrs in favour 1 Cllr abstained

**Action: Clerk to contact Stuart Lay, Chair or Tysoe FC and advise him of the donation and request that the money be used specifically to support all junior teams. Actioned 13.7.22**

**Page 12**

1. **AREAS OF RESPONSIBILITY**
2. Website

Cllr Roache is to investigate the possibility of updating the website in order to make it more user friendly and easier to access by the public. He will report back at the August meeting.

**Action: Cllr Roache to report back to TPC at August meeting**

1. **Infrastructure & Environment**

Well and road off Main Street

Cllr Littlewood said that this structure and the other 10 in the village needed to be checked to see if any restorative work was needed, and reported on at the October TPC, with a view to budget planning for next year, if work is needed.

1. **Planning – Cllrs Tongue, Millward, Littlewood  *Ref: Doc 46iii***
2. Lodge Farm

The Planning Group recommended

Proposed: Cllr Littlewood Seconded: Cllr Millward **All in Favour**

1. Home Farm

The Planning Group requested an extra Ordinary meeting to be able to hold a site visit and make recommendations.

Cllr Roache asked if the 25th of July was acceptable to everyone for the extra ordinary meeting. Everyone agreed.

**Action: Clerk to advise all councillors, District and County of the extra ordinary meeting on July 25th at 7.15pm, and check that the Reading Room is available. Actioned 19.7.22**

1. Cameron Homes – Asbestos issue

Councillors discussed an email received regarding a report of Asbestos being dumped some time ago on the Cameron Homes development on Sandpits Road.

 Cllr Millward contacted SDC Planning, who have reported back that they were aware of this and that as a result no further action was needed.

**Action: Clerk to forward email from Planning Department to the resident. Actioned 13.7.22**

1. **Playground & Playing Field**
2. Bench t the top end of the playing field.

A member of the public emailed regarding a memorial bench which has deteriorated and is now becoming dangerous. The person has offered to replace the seat, although she has no knowledge of the person it was in memorium of. She would like the plaque to be transferred from the old seat to the new one.

A proposal was made to replace the seat.

Proposed: Cllr Millward Seconded: Cllr Jarvis-Cleaver **All in Favour**

 **Action: Cllr Millward to send details of the company who can supply a new bench.**

**Action: Clerk to contact member of public and advise if she would like to make a donation contact will be made when a price is found. Actioned: 13.7.22**

**Action: Clerk to contact supplier for price and bring to next PC Meeting.**

**Page 13**

1. Seat behind the Tennis Court.

Cllr Cross will speak to the owner of the village pub as she has a bench that is now unusable. She thinks this may have a piece of wood that could be reused to fix the bench. Cllr Jarvis-Cleaver will fix the bench, either with the wood from the pub or he will buy a piece.

1. Hedge on the playing field

Cllr Jarvis-Cleaver will speak with the residents of the house backing onto the playing field regarding the hedge.

**vi. Road Safety – No update**

.

**vii. Trees & Green Space**

**viii. Welfare – NO update**

**ix. Affordable Homes Committee – Cllr Roache**

Options being investigated.

**x. Making Space for Nature – No update**

1. **Code of Conduct**

**Cllr Roache** wished to remind everyone of the new Code of Conduct that Tysoe Parish Council had adopted earlier this year and asked that everyone please ensure they have read it and are aware. He also asked that all Councillors ensure they have completed the latest Declaration of Interest form and forwarded it to the Clerk for tour records.

**48. RISK MANAGEMENT PLAN – No update**

**49. DATE OF NEXT MEETINGS**

 a) September 12th Ordinary meeting

 b) October 10th Ordinary meeting

 c) November 14th Ordinary meeting

 d) December 12th Ordinary meeting

**50. FUTURE AGENDA ITEMS & MATTERS ARISING**

a) Cllr Cross requested that the Clerk put a notice on the Parish Council Facebook page asking residents of the village to check their hedges and shrubs and be mindful that if they are growing over footpaths or highways they need to be cut back.

**Action: Cllr Cross to send the post she wishes to be put onto Facebook for the Clerk to post.**

**Action completed 16.07.22**

b) Wells in the village.

 **Action: Cllr Roache to contact Professor John Hunter – Tysoe’s Local Historian.**

1. The stones down school lane by the village green.

 **Action: Clerk to add to Agenda for September.**

**51. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Roache closed the meeting at 8.55pm

**52. PRIVATE AND CONFIDENTIAL**

**Page 14**