

**PARISH COUNCIL MEETING  
OF THE PARISH OF MANCETTER**

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on  
Tuesday 25<sup>th</sup> September 2018 commencing at 7pm in the Schoolroom, St. Peter's Church, Mancetter.

**Present:**

**Chairman** Mr T Hopkins.

**Parish Councillors** Mr J Arrowsmith, Mr H Blackburn, Mrs G Forknall,  
Mrs S Healy, Mr B O'Keeffe, Mr P Mann.

**Borough Councillor** Mrs D Clews.

**County Councillor** Mrs M Bell.

**Police** PCSO S Fretter.

**NWBC Community Development Team** Ms R Stephens.

**Clerk** Mrs K Meads.

**Assistant Parish Clerk** Mrs E Higgins.

**Item 1- Welcome and Apologies**

Mr T Hopkins welcomed everyone to the meeting and noted apologies from Parish Councillor Mr P Kelly and Borough Councillor Mr M Davis. These apologies were accepted.

**Item 2 – Recording of the meeting**

The Chairman asked if anyone recording the meeting could make themselves known. There was no recording of the meeting.

**Item 3 – Notice of Interest**

Mr T Hopkins, Mrs G Forknall and Mr B O'Keeffe declared an interest in Item 14 -Allotments.

**Item 4 – Public Question Time**

There were no members of the public present. Ms R Stephens from the NWBC Community Development Team attended the meeting and would like to send a representative on a regular basis to link in with local issues. Mancetter is highlighted as a Priority Area. The Parish of Mancetter includes the villages of Mancetter and Ridge Lane and both have their own identity and needs. This will be taken back to the team to include in future planning. In December, the team are planning to hold a Christmas Film and Food Event as well as a Dementia Event. Dates will be forwarded once the venues have been booked.

Signed

Date:

**Item 5 – Minutes of the last meeting**

It was unanimously agreed that the draft minutes of the Parish Council meeting held on 24<sup>th</sup> July 2018 be accepted and were signed by the Chairman.

**Item 6 – Matters Arising from the Parish Council meeting on 24<sup>th</sup> July 2018**

- **Co-option of Mr P Kelly**

At the Parish Council Meeting on 24<sup>th</sup> July 2018 Mr Paul Kelly attended and met Councillors. Due to being unable to attend this meeting and the November meeting being too close to the deadline for co-option prior to an election, he met with the Clerks on 22<sup>nd</sup> August 2018. He is eligible to stand as a Parish Councillor and was duly co-opted. Mr Kelly signed the declaration book and was issued with a code of conduct and form to disclose Pecuniary Interests.

- **Update on Japanese Knotweed**

There is now a dedicated contact to deal with issues and a repeat spraying is due to take place in September. Photographs of the initial treatment were shown to Councillors and the situation will be monitored closely.

- **Radar Monitoring along Harpers Lane / Nuneaton Road.**

Hartshill Parish Council have recently paid for some Radar Monitoring to take place along Atherstone Road. The results are not easy to understand so they are awaiting a meeting to go through the statistics. Once feedback from Hartshill is available then Mancetter Parish Council will consider undertaking a similar exercise, providing that the statistics show the speed of individual cars and the information gathered will prove useful and value for money in considering options for future traffic calming. This will be discussed at the next meeting as finance will need to be approved.

Information and costings have been requested by Mancetter Parish Council from a company called Jenoptik Ltd on the option of introducing average speed cameras small enough to fit to existing lampposts. A pilot scheme is running in other parts of the country which enforce existing speed limits and the closest one to us is in Measham in partnership with the Police and Leicestershire County Council.

Speeding is an issue in both villages in the Parish and any options that can be looked into is worth consideration.

- **Siting of a Memorial Bench outside St Peter's Church Mancetter**

Due to the proximity of the listed wall, the need for funeral and wedding cars to park, and the narrowing of the pavement, the Highways department have now refused permission for a bench outside of the Church. The family will be offered the option of dedicating or replacing one of the existing benches overlooking the green which are in close proximity to the crash site and already covered by insurance. The possibility of having a flat stainless-steel plaque mounted into the pavement near the tree was also discussed. County Councillor Margaret Bell has been liaising with the family and will discuss these alternatives with them and feedback to the Parish Council.

### **Item 7 – Report from the Police**

PCSO Sarah Fretter reported that vehicle crime had increased with thieves targeting vans and motorbikes in particular. Devices can be bought on the internet to tune into wireless frequencies so people are advised to put their key fobs when at home inside a metal box or faraday purse to block the signal. There are also issues with pushbikes riding in front of cars. A bike marking initiative has taken place and people are encouraged to report all incidents. A break in on the Ridge Lane Allotments has been reported.

A lengthy discussion took place about speeding, road weight limits (following an incident with a car and a lorry on Monks Park Lane), dash cams and parking. **It was agreed to write to the Police Crime Commissioner to highlight the problems in the area with the lack of police available, which inevitably leads onto the lack of enforcement of important issues. The Parish Council will also ask for a breakdown of Police resources in the North of Warwickshire in comparison to the South of the County.**

PCSO Fretter is moving to the Northern area of Warwickshire in mid- October and will be replaced by a newly recruited PCSO Molly Snape. A vote of thanks was given for her efforts here in Mancetter.

### **Item 8 – Report from County and Borough Councillors**

Borough Councillor Denise Clews reported that the Mancetter Big Day Out which had taken place on 23<sup>rd</sup> September had been a success.

County Councillor Margaret Bell fed back that approval had been granted for drop kerbs by the Blue Boar in Mancetter and that plans to install a display of Roman Artefacts at Dobbies, has been put on hold with a meeting taking place on 1<sup>st</sup> October 2018 to discuss other options to promote heritage in the area.

The Emergency Travellers Stopping place in Oldbury is not being used at the moment and a meeting will take place to consider what impact the decision not to build the other site at Southam may have. Options for making Mancetter Recreation Ground more secure following the recent traveller encampment in July are being considered by the Resources Board.

### **Item 9- Any Other Parish Business for discussion**

- **To Suggest a name for the forthcoming housing development in Ridge Lane**

Work has commenced this week on the new development in Ridge Lane and Mancetter Parish Council have suggested the new road be named: **Tom Piper Close.**

Ridge Lane was originally called Pipers Lane and the Piper family were an important part of the history of the village.

Tom Piper was a former chair of the Parish Council and Sidney Piper is commemorated on the First World War Memorial in Ridge Lane Chapel.

The other end of the village there is Wakeford Close so it was felt that a combination of Piper and Close would be appropriate. As we need to make sure that there is enough of a distinction between the existing Pipers Lane then the first name has been added. Tom Piper Close was considered easier to pronounce than Sidney Piper Close hence the suggestion.

Signed

Date:

- **WW1 Commemoration funding**

After research by Councillors Healy and Blackburn, the content for the World War One Commemorative booklet is beginning to take shape and Councillor Mann has produced some background details concerning the battles to also be included.

There is a possibility that some funding towards the booklets may be available through the NWBC Community Development Team, who received a grant from the Veterans point towards the cost of the Mancetter Big Day Out which took place on 23<sup>rd</sup> September.

The Parish Council would like to produce 500 Commemoration booklets and have no objections to the Armed Forces logo being included. Printing work has not yet started and quotations have been obtained. A maximum budget of £750 towards the commemoration event was proposed by Mr H Blackburn and seconded by Mrs G Forknall as a contingency plan in case funding is not available through NWBC.

- **Annual Meeting Date for April 2019**

It was decided to change the date of the Annual Parish Meeting from 23<sup>rd</sup> April 2019 to 30<sup>th</sup> April 2019 due to the Easter break. This will hopefully allow as many Parishioners and local groups to attend as possible.

**Item 10 – Correspondence**

A full list of correspondence received had been passed to councillors. (Appendix I)

**Item 11– Planning Matters and New Applications**

- **Feedback from WALC Training Course on Understanding Planning Applications.**

Mr T Hopkins and Mr P Mann attended this training in Southam and found it beneficial particularly as it was presented by an independent planning advisor.

**The following Planning applications and matters were discussed**

**Previous Applications**

- PAP/2017/0278 Gladman Developments Ltd – **Awaiting Information**
- PAP/2018/0050 Land Adjacent to Fir Tree Paddock – Amendments of planning/appeal conditions – **Awaiting information.**

**The Parish Council have asked for an update from the Borough Council Enforcement Officers, as there are now up to four buildings situated in this area. Photographs were shown to Councillors and Mrs D Clews will speak to Steve Maxey at NWBC.**

- PAP/2018/0311 88 Mancetter Road – Loft Conversion - **Granted**
- PAP/2018/0378 Wathen Grange Church Walk Mancetter – **Granted**
- PAP/2018/0438 Greensleeves Quarry Lane Mancetter – Erection of a Single Storey Extension and Porch – **Granted**
- PAP/2018/0411 Cherry Blossom Barn Atherstone Road Hartshill – Erection of New Dwelling on the site of the stables – **Refused**

#### **New Applications**

- PAP/2018/0466 – 22 The Spinney – First Floor Side Extension – **No Objection**
- PAP/2018/0452/0453 Listed Building Application Manor Farm House Quarry Lane Mancetter – Front Entrance Porch – **No Objection**
- PAP/2018/0519 – 42 Harpers Lane – Erection of a Conservatory – **No Objection**
- PAP/2018/0384 The Bungalow Ridge Lane – Retrospective Application for Change of Use of land from Residential to a split between Residential and Class B1 Business use – **No additional comments.**

#### **Item 12– Finance**

- **Signing of Payments**  
All cheques and bank payments were signed in accordance with the bank mandate.
- **To discuss any Budget Requests outside of normal annual expenditure**  
Councillors were asked to inform the Clerk prior to the next meeting of any additional expenditure that may be required during the next financial year as the process of putting together the draft budgets is about to begin. Election costs and no guarantee of a contribution from the Quarry towards footpaths, are items to consider along with any projects that the Council may wish to undertake.
- **Update on Internal and External Audits**  
Mancetter Parish Council have undergone both Internal and External Financial Audits and have received a clean bill of health. Details of the findings of the Audits are available to read on the website and Parish noticeboards. A vote of thanks was given to the Proper Officer Mrs K Meads for her work in preparing the Council for this annual inspection.
- **To complete a new Bank Mandate**  
A new Bank Mandate has been obtained for the new Councillors to sign to ensure that all members of the Council have the authority to sign off payments. Mrs K Meads will arrange to meet up with Councillor Kelly to obtain his signature.

#### **Item 13– Cemetery and Maintenance**

- **To approve a policy on the refund of Pre-Selected Burial and Cremation Plots**

A policy was presented to Councillors at the July Meeting and a request was made to add in an administration fee. After consulting other authorities, there is no standard fee adopted by burial authorities and after consideration it was proposed by Mr H Blackburn and seconded by Mrs G Forknall that **5% of the original purchase price be levied as an administration fee.**  
**The Refund Policy was then approved and signed off by the Council.**

Signed

Date:

#### **Item 14 – Allotments**

- **To consider the funding of a one-off provision of a skip for allotment waste**

Quotations had been obtained and it was proposed by Mr H Blackburn for quality reasons to approve the quotation from ABS Skips of £60 transport plus £145.00 per ton cost for an 8 cubic yard skip for non -hazardous material. This will be placed on site at a date when a Councillor can be present to oversee the delivery and location.

Some Allotment shed padlocks have been damaged and the theft of a cordless drill taken place. This has been reported to the crime desk and a crime number obtained.

A group of Allotment holders would like to meet with Councillors to discuss the possibility of forming an Association and leasing the Ridge Lane Allotments from the Council.

The Parish Council has a statutory responsibility to provide allotments and this site is protected under a covenant. An Association could be formed to help manage the allotments in partnership with the Parish Council; irrespective of whether the land is leased, especially as the costs of maintenance and insurance are high.

It was agreed that a meeting will be set up outside of a Parish Council Meeting to discuss this. All Councillors will be present but only those without a declared interest will be able to vote.

#### **Item 15 – Footpaths**

Some signposts are missing so Councillor Arrowsmith will produce a schedule and once we have the details Warwickshire County Council will be asked if they can provide the posts and a County Council approved contractor contacted to provide a quotation for installation.

#### **Item 16 – Publicity**

- **Article for Mancetter Matters September / October 2018**

A copy of the article for the Mancetter Matters magazine was signed for the records.

#### **Item 17 - Date of next meeting: Tuesday 27<sup>th</sup> November 2018 at 7pm.**

As there was no further business the meeting closed at 10.15pm.