

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

Minutes of the Parish Council Meeting of the Parish of Mancetter, held on
Tuesday 24th November 2015 commencing at 7.00pm in the School Room, St. Peter's Church, Mancetter.

Present:

Chairman	Mr T Hopkins
Parish Councillors	Mr T Benham, Mrs S Healy, Mr H Blackburn, Mr J Everitt, Mrs G Forknall, Mr C Tooby, Mr J Arrowsmith
County and Borough Councillors	County Councillor Mr C Clark, Borough Councillor Mrs D Clews
Parish Clerk	Mrs K Meads
Public	Mr R Smith

Item 1-Apologies

Borough Councillor Mr M Davis gave his apologies.

Item 2 – Recording of the meeting

The Chairman, Mr T Hopkins welcomed everyone to the meeting and 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 and Mrs G Forknall declared an interest in Item 15-Allotments. Mr J Everitt expressed an interest in Item 8 Planning Applications relating to the former Plough Public House.

Item 4-Approval of draft minutes of the Meeting of 22nd September 2015

Mr J Arrowsmith asked for one amendment to the draft minutes. Item 6: A5 Contact Group. The comment about the road layout at The Redgate was from a nearby resident and not from Mr Arrowsmith himself. After this amendment it was unanimously agreed that the draft minutes of the Parish Council meeting of 22nd September 2015 be accepted.

Item 5 – Matters Arising from the meeting of 22nd September 2015

- **Social Media Policy** – It was proposed by Mr H Blackburn and seconded by Mrs G Forknall that this policy be accepted. Mr Arrowsmith asked for clarification of why WALC would recommend these policies. Mr Hopkins confirmed that there are a number of new policies to enable Parish Councils to adhere to the Transparency Code.
- **Crown Waste Management – Chicken Broiler application.**
Mr C Tooby advised that a meeting had taken place between the EA, Planning Officer, The Applicant and some members of the Action Group. After much discussion the EA agreed to review some of their policies regarding this application and advised that they would not issue a permit until this review had taken place. The Clerk has been in touch with the Planning Officer who advised that a decision would not be taken on the application until the EA had made a decision on the permit. It is thought that this will not be completed before February 2016.
- **Burning of dog waste at Glebe Kennels in Ridge Lane.**
Mr T Hopkins advised that a DEFRA Officer had visited the site and that since the visit there had only been a few instances of burning. Hopefully, this issue has been resolved.

- **Manor Road/Church Walk Extra Care Scheme**

Mr Hopkins and Mrs Healy had attended a meeting on site to discuss issues regarding parking and the use of equipment outside of the site. It was agreed that numbered parking permits would be issued to contractors. Residents could then contact the site if a particular vehicle was causing a nuisance. Mr T Benham advised that this had not improved the situation in his opinion.

- **A5 Contact Group**

Mr T Hopkins reported that he had attended a further meeting about the proposed improvements on the A5 and the Woodford Lane junction. Night time work will commence in December and run through until February. Phase 1: Five night shifts. Phase 2: 10 night shifts. Woodford Lane junction work will also be overnight and require closures on 16 nights. All sessions will be from 7pm to 7am with vehicle escort through the works when essential access is required. There is no news yet on the work at Mancetter Island.

It was agreed that a general note regarding work will be put on the Parish website.

County Councillor Mr C Clark commented that he had been in touch with Highways England about these works and in particular to request traffic lights at the Woodford Lane junction but HE said no!

- **Footpaths**

The Clerk reported that the invoice from Greenway Garden Services for maintenance in 2015 had been received and passed for payment.

Item 6 – Report from Police

There was no police report.

Item 7 – Report from County and Borough Councillors

Borough Councillor; Mrs D Clews advised that she was at the Chicken Broiler meeting and thought it was a very interesting meeting. She was particularly pleased that the EA had listened to views and were reviewing their guidelines. She had visited a farm in Arley which has laying chickens but acknowledged that this was not the same as the Broiler unit.

County Councillor Mr C Clark was particularly interested in the multiple Gypsy and Traveller applications that had been lodged in and around Mancetter Parish. Mr R Smith was also in attendance to discuss these applications. There is grave concern that we are on the edge of two Borough Councils and both have applications for Traveller sites close by. Much discussion took place on this matter but the main points are:

1. Should the County Council have consulted Parish Councils before lodging an application for an Emergency Stopping Site in Ansley Parish on the border with Mancetter?
2. Is it good use of County Funds?
3. Who will manage the site and collect bonds and payments?

The following Resident's Groups will be holding meetings to discuss the matter.

Hartshill on 26th November and Ansley Parish Council on 8th December.

Full comments from Mancetter Parish Council on these Planning Applications can be seen at Appendix III

Mr J Arrowsmith asked Mr Clark if he had received information from Borough Councillor Mr R Jarvis regarding the speed cushions on Witherley Road. Mr Clark agreed to contact Mr Jarvis.

Mrs S Healy asked Mr Clark for feedback from his meeting with residents of Margaret Road regarding parking at peak school times. Mr Clark advised that he had discussed Road Safety and Pedestrian Safety but felt that this problem would not be resolved quickly. A Walking Bus was suggested but there are no volunteers to organise this.

Mr Clark advised that the gate in Lewis Close had been fitted, however, there had been a complaint from a resident and the County Council may have to make some amendments.

Item 8 – Planning Applications/ Matters

The following applications were discussed:

- Greenacres Goods vehicle Operating Licence. This application was not lodged with the Traffic Officer.

Due to the high number of planning applications received they have all been listed on Appendix III attached, along with comments which have been sent to NWBC.

Signed T Hopkins Chairman Date: 26th January 2016

Item 9 – Neighbourhood Plan

The Clerk advised that progress was being made with the Neighbourhood Plan. A meeting is to be held on Thursday 26th November where the consultant Mr Clive Keble will give a presentation of what needs to be completed next.

Item 10-Any other Parish Business

- **Rights of Way** – Mr Arrowsmith advised that he had been contacted by a resident about the possibility of diverting a Bridleway.
 - **Website** – Mr Arrowsmith advised that the Parish website had been upgraded and was up and running. There are still some items to add, including details of organisations, opening times of retail outlets etc.
- Mr T Hopkins asked that formal thanks be recorded to Mr Arrowsmith for his hard work to get the website updated.

Item 11 – Correspondence

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

Item 12 – Cheques and Accounts

The Clerk issued a full statement of all accounts up to 20th November 2015. (Appendix II). All cheques and bank payments were signed in accordance with the bank mandate.

- **Budget and Precept for 2016** – Prior to the meeting the Clerk had distributed budgets for 2016/17 including comparisons to previous years in line with WALC guidelines. These budgets were discussed in detail including a proposed 2% increase in precept request. These figures were agreed in principle and will be discussed again at the January 2016 meeting and finalised when the Council Tax Base figure will be available.

Item 13 – Local Council Award Scheme

- **Application to Apply for Foundation Level** – The Clerk confirmed that all documents are in place on the website and that all additional documents, policies and records are in place to fulfil the requirements to apply for Foundation Level of the Scheme.
It was unanimously agreed that The Clerk on behalf of Mancetter Parish Council should apply for Foundation Level of the Local Council Award Scheme.
- **Role of The Clerk** – Prior to the meeting the Clerk had distributed notes detailing her concern that should she be ill there was no cover. She also pointed out that it would be good practice to think about succession planning and her suggestions included employing an Assistant Clerk who could train to CiLCA level whilst the current Clerk was still in place. When the current Clerk is ready for retirement there will be a qualified clerk in place maintaining consistency within the Parish. This was discussed in detail and agreed in principle with the finer details to be discussed again at the January meeting.

Item 14 – Cemetery and Maintenance

The Clerk reported that the Cemetery Contractor had completed the cuts for this season and had supplied a list of jobs to be continued over the winter period. These jobs include: possible repair to the shed roof; attention to overhanging branches and general maintenance around the cemetery.

Item 15 – Allotments

Mr T Hopkins reported that there were no issues on the allotments and that the Parish Handyman had carried out some maintenance on the road.

Item 16 – Publicity

- The Clerk advised that a report for the December edition of Mancetter Matters had been sent in. Mr T Hopkins signed a copy for the records.

Item 17 - Date of next meeting, 26th January 2016

There being no further business Mr T Hopkins closed the meeting at 10.07pm