

LIGHTHORNE PARISH COUNCIL

Minutes of the meeting held in Lighthorne Heath Village Hall at 8pm on 14th April 2004

Present:

Cllr Rigby (Chair)

Cllr Giblin

Cllr Rose

Cllr Tait

Cllr Purdy

Cllr Brewin

A Tait (Clerk)

Also present Cllr Booth (WCC) and two residents of Lighthorne Village.

1. Administrative

1.1 Apologies

Cllr Jones

P C Cuthbertson

1.2 Minutes of the meeting of 10th March 2004

Cllr Rugby commented that an omission on the minutes had occurred in relation to a mirror being placed opposite the Antelope Public House in Lighthorne.

Cllr Giblin proposed that the amended minutes of the 10th March meeting be signed as correct. This was seconded by Cllr Tait and carried unanimously.

1.3 To confirm Alex Tait as Clerk

Cllr Rigby proposed that Alex Tait be appointed Clerk to Lighthorne Parish. This was seconded by Cllr Giblin and carried unanimously. Cllr Tait did not vote.

1.4 To appoint Cllr Rose as Responsible Financial Officer.

Cllr Rigby proposed that Cllr Rose be appointed Responsible Financial Officer. This was seconded by Cllr Brewin and carried unanimously. Cllr Rose did not vote.

2. The meeting shall be adjourned to consider questions from the floor.

No questions.

3. Planning

Reference	Title	Applicant	Represent'n	Decision
03/03759/FUL	Single storey extension to form post office, additional /new toilet facilities and new bar, Village Hall	Brian J D Lewis	Support with comments	Awaited
04/00705/TREE *	Fell Rowan and 1 unidentified species 4 Old School Lane	Alfred Gordon	TBD	Awaited
04/0994/TREE #	Fell 1 Silver Birch and 3 Leylandii, Cranbrook Lane	B R Townsend	TBD	Awaited

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting.

3.1.a. Planning correspondence received.

00/00705/TREE

No comment to be made.

04/00994/TREE

Councillors looked at the plans. The Parish Council requested that a case officer should visit the site and would recommend a replacement tree.

3.1.b Planning meetings and inquiries attended

Cllr Rigby attended The Local Plan Enquiry in relation to the Gaydon Site Proposals.

Issues discussed were as follows:-

1. The increasing of the clustering of industries along the M40 Corridor, which was supposed to be for traffic purposes only.
2. The District Council wished to change the boundary of the site at Land Rover. An inspector is to inspect the site on this issue.
3. The tightening up of future policy on stopping the increase volume of car production on the site.

The inquiry is still continuing.

3.1.c District, County, Regional or National Plans

The Parish Council had been asked by CPRE to comment on Planning Policy Statement Number 1, which has recently been published. The Parish Council will state that they had nothing major to object to in the documentation.

Cllr Rigby has written to the Minister for Rural Affairs covering a few concerns with the Policy and he will forward a copy to Mr Maples.

3.1.d Parish Appraisals and Plans, Village Design Statements.

No comment

3.1.e The supply of gas

The Clerk reported that she had e:mailed her contact at Fulcrum connections twice asking for the possibility of suggested questions for inclusion on the questionnaire and whether a payment plan can be devised for payments in smaller amounts over a longer period, by the residents who wish to have the supply of gas, rather than pay in one large amount. The Clerk had received no response. The Clerk wrote to her contact and is waiting for a response.

3.1.f Nothing to report

3.2 To approve any actions already taken as a result of Standing Order 96.

04/00705/TREE

Cllr Rigby proposed that the Parish Council make no comment on this planning matter. This was seconded by Cllr Rose and carried unanimously.

3.3 To approve any other recommendations from the Working Group

04/00994/TREE

Cllr Giblin proposed that a case officer should be asked to inspect the site in relation to a replacement tree. This was seconded by Cllr Brewin and carried unanimously.

4. Highways

4.1.a. Footpaths and bridleways

Cllr Tait reported that they are still waiting to hear from the Highways Authority regarding the ownership of the highway by the church

4.1.b Signs

Nothing to report

4.1.c Roads, drains and gullies

Cllr Tait attended a Rural Speed Management Conference looking into various ways of reducing speed through villages. A number of interesting points were raised and a handout was given to the Councillors and members of the public. Cllr Booth stated that he would pass this information on to the Chief Constable and Cllr Tait said that

she would forward a copy of the report to the resident concerned at the last Parish Council meeting.

4.1.d Hedges, trees and fences

Nothing to report

4.1.e Other highways matters

Cllr Rose stated that he is looking into residents concerns over the discharge water from the Fish Farm.

Cllr Tait reported that P C Cuthbertston has been informed about the abandoned cars around Lighthorne and he is to take action to remove them.

4.2 To approve any recommendations from the Working Group

No comment

5. Lighthorne Village Hall

Railings have be put in place at the hall. Disabled access has also be improved from the road.

6. Lighthorne Sports Association

Cllr Rose reported that the planting in front of the player's entrance had been completed, and they were in the final stages of tidying the area.

7. Assets, Contacts and Finance

Items paid since last meeting

Powergen	1137	Sports Association Electricity	32.08
ABB Ltd	1138	Street Lighting Maintenance	67.27
Verdant	1139	Litterpicking LHH – February 2004	59.22
Allianz Cornhill	1140	Adding LHH Bus Shelter and Youth shelter to policy	46.27
Lighthorne Village Hall	1141	Building insurance LH Village Hall	349.25
A Tait	1142	Clerk's Salary – February 2004	133.00
A Tait	1143	Clerk's Expenses – February 2004	15.47
C J Musgrave	1144	Treasurer's Salary – February 2004	57.00
Lighthorne Heath Village Hall	1145	Charges for hire of hall for Parish Council meeting February 2004	10.00
Lighthorne Village Hall	1146	Rental	56.00

Outstanding Bills – Lighthorne Parish Council

Payee	Cheque No:	Description	Amount
Bernhard's Nurseries	1147	Purchase of plants for Sports Ground	89.42
Bernhard's Nurseries	1148	Purchase of plants for Sports Ground	45.25
J. Tait	1149	Expenses for travel to Speed Reduction conference in Birmingham	6.30
A. Tait	1150	Clerk's Salary – March 2004	133.00
A. Tait	1151	Clerk's Expenses – March 2004	11.41

Income/Refunds Received

Item	Amount £

Outstanding Income

Item	Amount £

7.1 To receive the Working Group's Report on:**a. Officers remuneration**

Cllr Rose reported that due to the split of the councils he had prepared a discussion paper on assets, current workloads and other relevant issues. Cllr Rose asked the Clerk to note how many hours she worked over the next two months. The Clerk agreed to do so.

b. Grass cutting & litter picking

Nothing to report

c. Outstanding bills

Nothing to report

d. Income since the last meeting

Nothing to report

7.4 To authorise the signing of orders for payment

Cllr Rose proposed that the Parish Council authorise the signing of orders for payment. This was seconded by Cllr Purdy and carried unanimously.

8. Gaydon site community liaison meeting

It was suggested that the Clerk should write to Glyn Walters informing them of the split of the Parish Council and asking them to invite both Lighthorne Parish Council and Lighthorne Heath Parish Council to the Gaydon site meetings.

This was proposed by Cllr Rigby for the Clerk to write to Glyn Walters. This was seconded by Cllr Rose and carried unanimously.

9. Government, other councils, council associations and local authorities

9.1 To receive any communications from such bodies

Cllr Rigby brought to the Cllr's attention information from the Audit Commission regarding planning procedures.

9.2 To receive any reports of meetings attended

Nothing to report

9.3 To approve any recommendations arising

Nothing to report

9.4 Any other matters

Nothing to report

10 Royal Mail's use of settlement names on 4 roads in Lighthorne Heath

A letter from Frank Hodges of SDC was discussed by the meeting. The Lighthorne Society received a letter from Postwatch dated 2nd April stating that the best course of action would be for SDC to make an application to the Royal Mail asking them to amend the postal addresses of Lighthorne Heath properties on the basis of erroneous information in the Postcode Address File. The matter could then be handled outside the Code of Practice. SDC have now asked Royal Mail to amend those addresses located in Lighthorne Heath in order to reflect their correct geographical location. They await a positive reply.

11. Correspondence

Nothing to report

12. To consider any other matters which the Chair decides are urgent

Nothing to report

13. Date and venue of next meeting

Finance meeting to be held on 10th May 2004.

Parish Council meeting to be held on 12th May at 8.pm at Lighthorne Village Hall.

LIGHTHORNE PARISH COUNCIL

Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 12th May 2004

Present:

Cllr Rigby (Chair)	Cllr Giblin	Cllr Rose
Cllr Tait	Cllr Purdy	Cllr Brewin
A Tait (Clerk)		

Also present Cllr Booth (WCC) and Cllr Booth and a resident of Lighthorne Village.

1. Administrative

1.1 Apologies

None

1.2 Minutes of the meeting of 14th April 2004

Cllr Rose stated that the cheque 1146 was signed between the meetings of March and April.

Cllr Purdy proposed that this should be noted on the minutes and the minutes be signed as correct. This was seconded by Cllr Rose and carried unanimously.

1.3 To confirm Alex Tait as Clerk

Cllr Rigby proposed that Alex Tait be appointed Clerk to Lighthorne Parish. This was seconded by Cllr Giblin and carried unanimously. Cllr Tait did not vote.

2. The meeting shall be adjourned to consider questions from the floor.

Cllr Higgs stated that the Business Club would meet on Friday 14th June at the Swan Hotel in Kineton. Police representatives and John Maples would attend.

A representative of Lighthorne voiced extreme concern that the house at 16 Mountford Rise was structurally extremely unsound. He asked if the council would chase SWHA. Clerk to write to SWHA voicing councils concerns.

3. Planning

Reference	Title	Applicant	Represent'n	Decision
03/03759/FUL	Single storey extension to form post office, additional /new toilet facilities and new bar, Village Hall	Brian J D Lewis	Support with comments	Awaited

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting

3.1.a. Planning correspondence received.

04/01280/TREES

04/01352/TREES

3.1.b Planning meetings and inquiries attended

None

3.2.c District, County, Regional or National Plans

None

3.1.d Parish Appraisals and Plans, Village Design Statements.

No comment

3.1.e The supply of gas

The Clerk reported that she had contacted Fulcrum Connections and they were not prepared to suggest questions for the survey or vary the payment method. Fulcrum required 70% of the houses in the area to show interest in the potential supply of gas. 40% of those interested would be required

to confirm that they would make payment when required. They would then produce their own survey. It was agreed that the Clerk would contact Transco regarding the possibility of alternative suppliers.

3.1.f Nothing to report

3.2 To approve any actions already taken as a result of Standing Order 96.

None

3.3 To approve any other recommendations from the Working Group

04/01280/TREE

No representation.

04/01352/TREES

It was proposed that a case officer should be asked to inspect the site and the council would be guided by their opinion.

Cllr Tait proposed that these decisions be accepted as the Parish Councils formal opinion. This was seconded by Cllr Rose and carried unanimously.

4. Highways

4.1.a. Footpaths and bridleways

Nothing to report

4.1.b Signs

Cllr Tait to make enquiries regarding additional footpath signs.

4.1.c Roads, drains and gullies

Cllr Tait reported that the grip outside Newbold Barn has never been fitted, there are also deep potholes outside Hill Farm on C96. She would report this to SDC.

Ownership of the verge in Church Lane is still awaiting a decision.

4.1.d Hedges, trees and fences

Nothing to report

4.1.e Other highways matters

Nothing to report

4.2 To approve any recommendations from the Working Group

No comment

5. Lighthorne Village Hall

Nothing to report.

6. Lighthorne Sports Association

Cllr Rose reported that the leak in the field has now ceased. Severn Trent would have taken around three weeks to come out to the site to mend the leak. Cllr Rose commissioned the Severn Trent sub contractor who has completed the task in hand.

7. Assets, Contacts and Finance**7.1 To receive the Working Group's Report on:****a. Officers remuneration**

Cllr Rose thanked the Clerk for submitting a breakdown of time spent on different areas of her employment as requested at the previous meeting.

b. Grass cutting & litter picking

Cllr Rose will discuss issues with the grass cutting contractors, as various residents have complained at the state of the grass areas.

c. Play areas

Cllr Rigby reported that the litter bin at the play area had been set on fire. He will write to SDC for a replacement.

d. Other matters relating to assets, contracts and finance

Nothing to report

7.2 To approve any recommendations from the Working Group

None

7.3 To receive a financial statement from the Responsible Financial Officer**Items paid since last Meeting – Lighthorne Parish Council**

Payee	Cheque No:	Description	Amount £
Bernhard's nurseries	1147	Purchase of plants for Sports Ground	89.42
Bernard's nurseries	1148	Purchase of plants for Sports Ground	45.25
J. Tait	1149	Expenses for travel to Speed Reduction conference in Birmingham	6.30
A. Tait	1150	Clerk's Salary	133.00
A.Tait	1151	Clerk's expenses – March 2004	11.41

Outstanding Bills – Lighthorne Parish Council

Powergen	1156	Sports Association Electricity	30.86
CGS Central Ground Services	1157	Two cuts village greens, two cuts village verges for April, one cut play area	425.00
Wolston Pipelaying & Moling	1158	Evacuation and repair of underground pipe burst at Sports Club	200.00
A. Tait	1159	Clerk's Salary – April 2004	133.00
A. Tait	1160	Clerk's Expenses – April 2004	10.37

Income/Refunds Received

Item	Amount £

Outstanding Income

Item	Amount £

7.4 To authorise the signing of orders for payment

Cllr Rose proposed payment of the bills. Cllr Jones seconded the motion and the action was carried unanimously.

7.5 Accounts 2003/2004

Cllr Rose took members through the Accounts for 2003/2004 and Section 2 Statement of Assurance in The Annual Return.

Cllr Rose proposed and Cllr Giblin seconded that the Accounts be approved and that the Questions in Section 2 of The Annual Return be answered in the affirmative. This was approved unanimously.

8. Gaydon site community liaison meeting

Cllr Rigby had been inform of the 14th or 21st June for possible meetings dates. Cllr Rigby will inform the organisers that the 14th June is more convenient for the Councillors.

9. Government, other councils, council associations and local authorities

9.1 To receive any communications from such bodies

A lengthy discussion took place regarding review of planning procedures.

Cllr Rigby proposed that he should respond on behalf of both Councils highlighting the concern over the diminution of the role of the Parish Council. This was seconded by Cllr Jones and carried unanimously.

9.2 To receive any reports of meetings attended

Nothing to report

9.3 To approve any recommendations arising

Nothing to report

9.4 Any other matters

Nothing to report

10 Royal Mail's use of settlement names on 4 roads in Lighthorne Heath

Nothing to report.

11. Correspondence

Correspondence was referred to in relation to alternative power scheme driven by Biomass.

12. To consider any other matters which the Chair decides are urgent

Cllr Giblin proposed that the Clerk write to SWHA in relation to the structural condition of 16 Mountford Rise. Cllr Rigby seconded the motion and it was carried unanimously.

13. Date and venue of next meeting

Finance meeting to be held on 7th June 2004

Parish Council meeting to be held on 15th June 2004 at 8.15pm in Lighthorne Village Hall.

LIGHTHORNE PARISH COUNCIL

Minutes of the Annual Meeting held in Lighthorne Village Hall at 8.15pm on Tuesday 15th June 2004

Present: Cllr. Rigby (Chair) Cllr. Giblin Cllr. Rose
Cllr. Tait Cllr. Langford

Also present: Cllr. Booth (WCC), Cllr. Higgs (SDC) and two residents of Lighthorne Village.

1. Administrative:

1.1 Introduction/Apologies

The Chairman welcomed those present to the Annual Meeting of the Parish Council and presented the Council with an engraved gavel. He was thanked by those present for such a generous and useful gift.

Apologies were received from A. Tait (Clerk)

Cllr Tait agreed to take the minutes for the meeting.

1.2 Cllr Rigby proposed that those words in Standing Order 2(a) which are not in bold type be suspended in order to allow the meeting to proceed (*due to the unavailability of a suitable venue on the normally prescribed day*)

This was carried unanimously.

1.3 Annual items required to be considered under Standing Order 12:

a To elect a Chairman of the Council

Cllr Rose proposed that Cllr Rigby should continue as Chairman. This was seconded by Cllr. Tait and carried unanimously.

b To receive the Chairman's declaration of acceptance of office

Cllr Rigby accepted the nomination and signed the declaration of acceptance of office.

c.To fill the vacancy left unfilled at the election by reason of insufficient nominations.

Cllr Rigby proposed Mr Derek Lloyd be co-opted onto the Council. This was seconded by Cllr Tait and carried unanimously.

At this stage Derek Lloyd joined the council and signed the declaration of acceptance of office.

d. To decide when any declarations of acceptance of office which have not been received as provided by law shall be received.

All declaration of office had been received.

e. To elect a Vice Chairman of the Council

Cllr Rigby proposed Cllr Tait as Vice Chairman. This was seconded by Cllr Rose and carried unanimously (Cllr Tait abstained from the vote).

The Chairman explained that Cllr Giblin had not stood for re-election, but remained as Vice-Chairman until the new Chairman was elected. He also congratulated Cllr Giblin on being the new Chairman of Lighthorne Heath Parish Council.

f. To receive the Vice-Chairman's declaration of acceptance of office

Cllr Tait signed the declaration of acceptance of office.

g. To consider the appointment of representatives to outside bodies:

It was agreed that it would no longer be appropriate to provide a representative to Lighthorne Heath Village School. It was also agreed that representation on Lighthorne Village Hall Committee should remain as at present.

Cllr Rose proposed that Cllr Rigby continue to serve as representative to Lighthorne Sports Association. This was seconded by Cllr Langford and carried unanimously.

h. To consider the appointment of committees, sub-committees and/or working groups.

Cllr Rigby proposed that this item be postponed to a later date. There was no objection from other councillors.

i. To consider the payment of any subscriptions falling to be paid annually.

Cllr Rigby proposed that the subscription to WALC be paid. This was seconded by Cllr Rose and carried unanimously.

j. To inspect any deeds and trust instruments in the custody of the Council

It was agreed to postpone this item until the next meeting due to the need to hand documents over to the new Lighthorne Heath Parish Council.

1.4 To approve the signature of the minutes of the meeting of 12th May 2004 by the person presiding as a correct record.

Cllr Rose proposed that the minutes be signed as correct. This was seconded by Cllr Rigby and carried unanimously.

2. The meeting shall be adjourned to consider questions from the floor.

Cllr Higgs informed the meeting that the planning system had been changed to there being only two committees. These for the first time would be politically balanced. It was pointed out that few of the members of those committees would have received full training and thus there was a shortage of suitably trained councillors. This would result in councillors from other areas serving on the local committee. Cllr Higgs felt the situation was not satisfactory. Cllr Rigby asked whether parish councils would still have their three minutes of representation. Cllr Higgs confirmed that this would continue.

A resident of Lighthorne stated that a resident of Mountford Rise had heard nothing regarding rectification of the poor state of her property from SWHA. Cllr Tait reported that the Council had written to SWHA and that she had had a telephone conversation with the Association. She would forward a copy of the letter to the resident. Cllr Giblin stated that she had been informed that work would begin at the end of June. Cllr Tait would contact SWHA regarding the Council's concern. The resident also brought to the Council's attention some abandoned garage doors together with some litter on the verges. He also informed the meeting of the most recent situation regarding PostCom/PostWatch.

3.Planning

Reference	Title	Applicant	Represent'n	Decision
03/03759/FUL	Single storey extension to form post office, additional/new toilet facilities and new bar, Village Hall	Brian J D Lewis	Support with comments	Awaited
04/00994/TREE	Fell 1 Silver Birch and 3 Leylandii, Cranbrook, Church Lane	B Townsend	Prefer one tree replaced	Approved
04/01280/TREE	Fell 8 Cypress, Number One, The Bank	Roderick Inness-Chaytor	No comment	Awaited
04/01352/TREE	Fell 1 Poplar and 1 Eucalyptus, Southview, The Bank	Mrs Susan Meehan	Guided by officer	Awaited
04/01443/TREE	Fell 1 Eucalyptus and 1 Leylandii, Lake Cottage *	Sally Lay	No comment	Awaited

(*) = submitted since previous meeting under SO 96.

(#) = agreed at this meeting.

3.1 To receive a report on:

a Planning correspondence received.

04/01443/TREE

b Planning meetings or inquiries attended

None

c District, county, regional or national plans

None

d.Parish Appraisals and Plans, Village Design Statements

Cllr Rigby stated that the Council should consider a Parish Plan. Cllr Rose argued that with five councillors it would be possible to focus on a parish plan over the next few years with the views of parishioners being assessed. It would be necessary to carry out an appraisal, which would then allow a Parish Plan to materialise. Information was available from WRCC. The clerk would be asked to obtain data.

e. The Supply of Gas to Lighthorne

Cllr Giblin informed the meeting that a cost of £3,700 per household had been suggested for Lighthorne Heath. This was based on 132 households showing interest. There would be no stage payments. It was agreed that the Clerk should contact Fulcrum Connections for information that could be circulated to households.

f. Other planning matters

None.

3.2 To approve any actions already taken under Standing Order 96

Cllr Tait proposed that 04/01443/TREE no representation be made. This was carried unanimously.

3.3 To approve any recommendations from members.

None

4. Highways

4.1.a Footpaths and Bridleways

Cllr Rigby reported that no progress had been made regarding pedestrian access to the Sports Ground.

4.1.b. Signs

Cllr Tait would contact the Countryside Group regarding some more footpath signs. Cllr Rose reported that he had met with the Environment Agency regarding discharge from the fish farm. Their representative Gill Mortlock (08708506506) stated that she was satisfied that the discharge was into the foul drains. However, she did request that any concerns be reported to her immediately.

4.1.c Roads, drains and gullies

Mr Romano agreed to replace the bollards on the Green with wooden ones. He would also look at the possibility of putting some on the corner of the Bank and the C96.. Cllr Langford pointed out that the bollard on the corner of Verney Close needs replacing.

Cllr Tait would contact Mr Romano and also remind him that the grip by Newbould Barn was still not installed.

4.1.d Hedges, trees and fences

Nothing to report

4.1.e Other highways matters

Cllr Tait reported that she had met with Gez Romano of WCC. A map showing ownership (by WCC) of the verge in Church Lane by the Church was produced.(left hand side.) He suggested that a letter be sent to the Chief Surveyor stating the proposed work to be undertaken. He pointed out that maintenance would not be accepted by the authority. It was agreed that Cllr Tait contact the Parochial Church Council suggesting that such a letter be sent by them.

4.2 To approve any recommendations from Members.

None

5. Lighthorne Village Hall

Cllr Rose suggested that the current situation regarding representation continue. Cllr Tait reported that the Management Committee was still waiting for further information to be forwarded to SDC.

6. Lighthorne Sports Association

None

7. Assets, Contracts and Finance:

7.1 To receive a report on:

a. Officer's expenses

Cllr Rose had received the Clerk's expenses.

b. Grass cutting

Cllr Rose reported that the service had been very poor. Numerous comments had been received regarding the poor quality of work. It was anticipated that the service would improve from the end of June.

c. Play Areas

Cllr Tait reported that a letter had been received from SDC offering the annual free inspection of play area. It was agreed that she forward the request for this service. It was also agreed that the Clerk request a replacement bin in this area.

d.Other matters relating to assets, contracts and finance

Cllr Rose stressed the importance of maintaining insurance cover during the parish split. He also pointed out that the Sports Association had benefited from a two year rent free agreement. This should be reviewed as should the payment to Lighthorne Village Hall. This was due to the smaller nature of the parish. It was necessary to review each item of expenditure.

Cllr Rigby noted that the street lighting was getting old and may need replacing. Perhaps a fund should be set up in anticipation Cllr Rose stated that each item of expenditure should be reviewed and possible challenged.

7.2 To approve any recommendations from members

None

7.3 To consider a request for a grant towards the expenses of St Lawrence's Church

A letter had been received from the Secretary of the PCC.

Cllr Rigby proposed that a sum of £150 be forwarded to the PCC. This was seconded by Cllr Rose and carried unanimously. Cllr Rose would write to the PCC and forward the cheque.

7.4 To receive a financial statement from the Responsible Financial Officer.

Items paid since last meeting

Payee	Cheque No	Description	Amount £
Allianz Cornhill	1166	Insurance Premium 2004/2005	1541.96
ABB	1169	Lighting Maintenance	80.51
A. Tait	1170	Clerks Expenses	8.03
A. Tait	1171	Clerks Salary	133.00
CGS	1174	Grasscutting May	200.00
Powergen	1176	Sports Association Electricity	44.19

Outstanding bills

Payee	Cheque No	Description	Amount £
Lighthorne PCC	1177	Grant to Lighthorne PCC	150.00

Income/Refunds Received

Item	Amount £

Outstanding Income

Item	Amount £

7.5 To authorise the signing of orders for payment

None

8. Gaydon site community meeting

This would be held on Monday 21st June at Land Rover . Cllr Tait agreed to attend with possibly Cllr Lloyd or Cllr Langford. The items for discussion included light spill, the Gaydon Roundabout, Traffic flows etc.

9. Government, other councils, council associations and local authorities:

9.1 To receive any communications from such bodies

Cllr Rigby informed the meeting about two useful documents from DEFRA and CPRE. This would be filed.

WALC reported that a new mileage allowance had been agreed. The clerk's salary scales had yet to be finalised.

9.2 To receive any reports of meetings attended

None

9.3 To approve any recommendations

It was agreed to purchase a copy of the Good Councillors Guide.

9.4 Any other relevant items

None

10. To consider proposals for amending the Standing Orders

Cllr Rigby proposed that the new Standing orders be adopted at the next meeting. There would be no change to finance, but a small change to planning, with the Clerk signing the document. It was agreed that this would be discussed further at the next meeting.

11. To consider the date, venue and possible agenda items for an Annual Parish Meeting

It was agreed that it was not necessary to hold another meeting this year.

12. To receive any correspondence not already considered

Cllr Tait stated that a letter had been received from the owner of The Malthouse, a copy of which had been forwarded to all tenants regarding the prohibition of parking on the Village Greens.

13. To consider any other matters which the person presiding decides are urgent.

Cllr Rose stated that it was now an appropriate time to consider what had been done in the village, for example the Goode Land, The Broadwell, The Sports Association

etc and what now needs to be done, for example possibly the Play Area. It was important to consider what the Parish Council should be doing for the village and also what the Council's commitments should be now that the parish is smaller. Cllr Rigby and other councillors agreed.

14. To consider the date and venue of the next meeting

The Finance Working Group : date to be arranged

The next Parish Council Meeting to be held on Wednesday 14th July at 8.00pm in Lighthorne Village Hall.

LIGHTHORNE PARISH COUNCIL

**Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 14th July 2004**

Present:

Cllr Tait

CllrRose

Cllr Langford

A Tait (Clerk)

Also present Cllr Booth (WCC) and Cllr Higgs (SDC) and Cllr Giblin (SDC)

1. Administrative

1.1 Apologies

Apologies from Councillor Rigby, Councillor Lloyd and a resident of Lighthorne.

1.2 Minutes of the meeting of 15th June 2004

Cllr Rose proposed that the minutes be signed as correct. This was seconded by Cllr Langford and carried unanimously.

2. The meeting shall be adjourned to consider questions from the floor.

Cllr Giblin and Cllr Higgs attended an Area Planning Committee meeting. Cllr Giblin stated that they could not vote on issues brought in their own wards. Both Councillors stated that they were not satisfied with the organisation and outcome of this meeting and would be writing to the relevant organisation to state their views.

Cllr Tait asked Cllr Giblin if Lighthorne Parish Council could received copies of the planning applications for the Gaydon site. Cllr Giblin felt as Lighthorne Parish still bordered this area they should be able to receive a copy from Stratford District Council. The Parish Council asked the Clerk to write to the SDC asking for any recent and future planning applications for the Gaydon site to be forwarded to them.

3. Planning

Reference	Title	Applicant	Represent'n	Decision
03/03759/FUL	Single storey extension to form post office	Brian J D Lewis	Support with comments	Awaited
04/01280/TREE	Fell 8 Cypress, Number One, The Bank	Roderick Inness-Chaytor	No comment	Approved
04/01352/TREE	Fell 1 Poplar and 1 Eucalyptus, Southview, The Bank	Mrs Susan Meehan	Guided by officer	Approved
04/01443/TREE	Fell 1 Eucalyptus and 1 Leylandii, Lake Cottage	Sally Lay	No comment	Approved

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting

3.1.a. Planning correspondence received.

04/01443/TREE

Consent given

04/01352/TREE

Consent given

04/01280/TREE

Consent given

03/03759/FUL

The village hall committee have received notice that consent has been given for their planning application. Cllr Tait did emphasise that no formal consent has been received yet by the Parish Council.

3.1.b Planning meetings and inquiries attended

None

3.2.c District, County, Regional or National Plans

None

3.1.d Parish Appraisals and Plans, Village Design Statements.

No comment

3.1.e The supply of gas

The Clerk reported that she had contacted a representative to discuss alternative suppliers for the gas supply and also the cost and percentage of interested parties required for a gas supply to be connected to Lighthorne village. The lady informed her that she was now on holiday until early next year and the issue had been passed to another colleague who would contact us in due course.

3.1.f Other planning matters

Nothing to report

3.2 To approve any actions already taken as a result of Standing Order 96.

None

3.3 To approve any other recommendations from the Working Group

Nothing to approve

4. Highways

4.1.a. Footpaths and bridleways

Nothing to report

4.1.b Signs

Nothing to report

4.1.c Roads, drains and gullies

Cllr Tait had contacted Gez Romano and she was informed that a new bollard is to be placed on the corner of Verney Close.

Cllr Tait reported that there had been two water leaks, one in Mountford Rise and one in Post Office Lane. She had contacted Severn Trent along with the residents who are now dealing directly with Severn Trent to rectify the problems.

4.1.d Hedges, trees and fences

Nothing to report

4.1.e Other highways matters

Cllr Tait had written to the secretary to the Parochial Church Council suggesting that the Parochial Church Council writes to the Chief Surveyor at the Highways Department outlining their plans to provide additional parking by the church.

4.2 To approve any recommendations from the Working Group

No comment

5. Lighthorne Sports Association

Cllr Rose reported that this weekend a small working group would be spreading bark chippings around the trees, which have been recently planted.

He has communicated to the Treasurer of the Sports Association that the Parish Council would like the Association to pay some contribution to the Parish Council for the general upkeep of the facility now that the Association is financially more secure. The Parish Council had been happy to support the facility in the past when the Association's income was low. However, their circumstances have now changed.

6. Lighthorne Village Hall

The Village Hall Committee have received consent for the planning permission application. The Parish Council has not received any formal consent as yet.

7. Assets, Contacts and Finance

7.1 To receive the Working Group's Report on:

a. Grass cutting

Cllr Rose reported that the grass cutting is much improved.

c. Play areas

Nothing to report

d. Other matters relating to assets, contracts and finance

Cllr Rose reported that the Internal Audit for the financial year ending 31st March 2004 had been accepted. The Clerk clarified that she had sent the final accounts to the appropriate organisation.

Cllr Rose stated that Cllr Lloyd and Cllr Langford are required to be added to the list of signatories on the Lloyd's TSB account. Cllr Brewin, Cllr Giblin and Cllr Purdy are required to be removed. This should create five signatories for Lighthorne Parish Council with two signatories being required at any one time.

Cllr Rose stated that since the last meeting one cheque had been written for £9,316 to Lighthorne Heath Parish Council being the closing reserves.

A letter had been drafted by the Clerk at the request of Cllr Rose to Allianz Cornhill showing the transfer and addition of various assets for the separate Parish Councils now that the split had occurred. This is to be signed by the Clerk of each Parish.

Cllr Rose stated that as from the 1st July 2004 the Clerk's salary would be £100.00 per month.

Cllr Rose stated that there may be an outstanding invoice for Countryside Services for the grass-cutting in Lighthorne to be paid between meetings as the invoice was late in arriving.

Cllr Rose stated that he would like it to be minuted that the Clerk has written to the Chairman stating that she is responsible for the payment of any tax or national insurance contributions arising in her employment with the Parish Council.

7.2 To approve any recommendations from the Working Group

Nothing to report

7.3 To receive a financial statement from the Responsible Financial Officer

7.4

Items paid under Standing Order 54 (b)

Payee	Cheque No.	Description	Amount £
Lighthorne Heath Parish Council	1178	Lighthorne Heath Opening Reserves	£9316

Items to be paid at this meeting

Payee	Cheque No.	Description	Amount £
A. Tait	1179	Clerks Salary	£133.00

Income/Refunds Received

Item	Amount £
Precept received	£5,500

Outstanding Income

Item	Amount £

7.5 To authorise the signing of orders for payment

Cllr Rose proposed approval of the changes to the signatories on the Lloyd's TSB account. This was seconded by Cllr Tait and carried unanimously.

Cllr Rose proposed the approval of the Clerks salary at £100.00. This was seconded by Cllr Langford and carried unanimously.

Cllr Rose proposed the signing of the cheque to Lighthorne Heath Parish Council for the closing reserves. This was seconded by Cllr Langford and carried unanimously.

Cllr Rose proposed the payment of items required to be paid at this meeting. This was seconded by Cllr Langford and carried unanimously.

8. Gaydon site community liaison meeting

Cllr Tait reported on the main issues, which occurred at the meeting on 21st July 2004.

Cllr Tait reported that the light spill from Aston Martin, which affected residents of Lighthorne Heath, is to be investigated and possibly some window screening would be put in place.

Cllr Tait stated that the planning application for the extension to the south side of Aston Martin was discussed. This would create 100 more cars travelling to the site. Cllr Giblin emphasised that this extension was for manufacturing purposes which was contrary to the original planning permission. Cllr Giblin urged the Parish Council to look at the plans. The Clerk will write to SDC to request a copy of the plans.

9. Government, other councils, council associations and local authorities

9.1 To receive any communications from such bodies

Received correspondence in connection to the revised arrangements for area planning.

9.2 To receive any reports of meetings attended

Nothing to report

9.3 To approve any recommendations arising

Nothing to report

9.4 Any other matters

Nothing to report

10. Correspondence

Nothing to report

11. To consider any other matters which the Chair decides are urgent

Cllr Rose stated that Cllr Rigby had circulated the amendments to the standing orders and the suggestions had been reviewed and they should seek formal approval at the next meeting.

Cllr Tait proposed the formal adoption of a shortened agenda at the next meeting.

Cllr Tait has received a request for a hedgehog step to be placed in the Broadwell to enable hedgehogs to get out of the water, as a few hedgehogs have been found drowned.

Cllr Tait had received a requested that the grass be cut along the bank at the back of Chestnut Cottage. Cllr Rose would action this.

The Clerk reported that SDC will be delivering a replacement litter bin to the play ground in due course at no expense to the Parish Council.

Cllr Rigby had asked Cllr Tait to request that the Councillors give items to the Clerk to add to the agenda or any new resolutions well before the next meeting.

12. Date and venue of next meeting

Finance meeting to be decided

Parish Council meeting to be held on 11th August 2004 at 8pm.

Lighthorne Parish Council

Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 11th August 2004.

Present:

Cllr Rigby (Chairman)	Cllr Rose	Cllr Langford
Cllr Tait	Cllr Lloyd	A Tait (Clerk)

Also present Cllr Higgs (SDC) and a member of the public.

1. Apologies

Cllr Giblin

2. Minutes of the meeting held on 14th July 2004.

Cllr Rose proposed that the minutes be signed as correct. This was seconded by Cllr Tait and carried unanimously.

3. The meeting shall be adjourned to consider questions from the floor.

A member of the public stated that he had sent his apologies through to the Clerk for the last meeting along with a number of questions that he wished the Parish Council to address. He understood that the Clerk had passed the letter to the Councillors but he enquired whether any action been taken. The resident highlighted the fact the litter was still not being satisfactorily cleared from around the village and the grips were not being cleared of debris.

Cllr Tait informed the member of the public that she had contacted WCC about grips and their maintenance. They stated that there was little in their budget for the maintenance of the gullies.

Cllr Rigby reported from a recent document from Stratford on Avon Area Committee namely 'Highway Maintenance Plan 2004/5'. It stated that the gullies would continue to be emptied once a year. Under a new contract a Global Position Tracking System (GPS) is being installed which will collect specific information on the date and location of emptying and the faults found on the gullies. The report emphasised that their priority was to alleviate areas which may cause flooding to property.

The member of the public has asked for the Parish Council's support for a 25 page submission which Postcom has requested that he write surrounding the local issues which he feels require rectifying. The Parish Council asked him to allow the Councillors to peruse the document before the next meeting.

The member of the public also stated that SWHA is due to commence building works at a resident's home, at Mountford Rise, in the near future to rectify some serious structural problems and he thanked the Parish Council for their support in the matter.

4. Planning

Reference	Title	Applicant	Represent'n	Decision
03/03759/FUL	Single storey extension to form post office	Brian J D Lewis	Support with comments	Approved
04/02207/Tree	Felling and re-shaping of trees – Ashburn, Lighthorne.	Mr and Mrs Prately	No comment	Awaited
04/02300/FUL	Demolition of barn and erection of 1 no. bungalow - Olde Barn, Redlands Farm.	Mr and Mrs Stanton	No comment	Awaited
04/02131/FUL	Single storey pitched roof side extension – Bank Cottage, The Bank	Mr and Mrs Woodhouse	No comment	Awaited
04/02236/FUL*	Communications installation Three Gates Farm.	Airwave MM02Ltd	No comment	Approved

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting

03/03759/FUL

Approved

04/02207/TREE

No representation

04/02300/FUL

No representation

04/02131/FUL

No representation

Cllr Tait reported that she had contacted the Enforcement Officer with reference to the sign and possible new building at Home Farm. The Officer said he would investigate the matter.

WCC had sent to the Parish Council a copy of the planning application for an extension to existing composting facility at Kingston Grange Farm, Lighthorne. They asked for our comments before they submit their report.

Cllr Rigby proposed that the Parish Council had no comment to make on this issue. The motion was carried unanimously. Clerk is to inform WCC of the Parish Councils viewpoint.

5. Highways

Cllr Tait reported that the leaks in Mountford Rise and Post Office Lane have now ceased.

Cllr Tait stated that in heavy rain the water was coming down the hill past the village hall, missing the drains and settles around the village green causing a flooding concern to a number of properties due to the drains not working efficiently. Cllr Tait reported that this problem had only happened since the road surface has been re-tarmaced. Cllr Tait stated that her own property had flooded and also other properties in the area. She asked that although she is to write to SDC independently she wished the Parish Council to write to express their views on this issue.

Cllr Rigby proposed that the Clerk write to SDC asking for action to be taken on the inefficient drains and flooding problems occurring. The motion was carried unanimously.

Cllr Lloyd reported that there is a pothole in Mountford Rise beside the playground, which is very deep and potentially dangerous. Cllr Tait will write to the Highways Department at SDC.

Cllr Rigby reported that there had been oil in the washbrook for a period of time. A resident had reported this to the Environment Agency who came out and placed a boom and white matting to soak up some of the oil. However, they have found that when it rains heavily, the water and oil pour over the matting.

Letters had been received from WCC with regard to two road closures. The road closures are as follows:-

- Kineton Road, Moreton Morrell. The road will be closed to through traffic from its junction with D6362 Lighthorne Road to the junction of C96 Lighthorne Rough Road for a period of approximately five days between 1st September 2004 and 31st January 2005 for carriageway resurfacing works.
- Lighthorne Rough Road, Lighthorne. The road will be closed to through traffic between its junction with Lighthorne Road to the junction of Kineton Road, a length of approximately 1075 metres, for a period of approximately seven days between 1st September 2004 and 31st January 2005 for carriageway resurfacing works.

Clerk to place maps on the village notice board.

6. Lighthorne Sports Association

The Parish Council are to re-imburse the Committee for the replacement of a stop tap for £111.63.

The Parish Council have contacted the Committee with regard to the payment of water and electric, which has previously been subsidised by the Parish Council.

Cllr Rose stated that the new laws for disabled access and facilities should be the responsibility for the Committee and not the Parish Council.

Cllr Rose remarked that the cricket club are not using the building with due care and attention. Cllr Rigby to mention this to the Committee at their next meeting and ask some problem areas to be rectified.

7. Lighthorne Village Hall

Cllr Rigby and Cllr Rose had a meeting with the Chairman of the Lighthorne Village Hall committee. The Chairman of the committee asked that as they were unsuccessful gaining a grant for the building works, which they are proposing for the village hall, would the Parish Council provide some further funding for the project. Cllr Rigby and Cllr Rose said that the Parish Council's view was likely to be that our income nearly equals our expenditure at present, and we cannot afford to do so. The Chairman of the Committee asked if we could make this an addition to our precept. The Councillors felt that this would be difficult to justify, as we do not have a mandate which covers this.

Cllr Rose stated that the Parish Council reimburses the insurance cover for the hall but this could be incorporated into the payment for the rental of the village hall. He had asked the Village Hall Chairman to consider this.

8. Assets, Contracts and Finance

a. To receive the Working Group's Report

Cllr Rose reported that we have a clean audit. Due to the Parish Council having more income last year due to the grants for items at Lighthorne Heath the fee had risen to £250.00. Clerk to write enclosing the cheque.

Cllr Rose asked the Clerk to write to SDC to request the individual precepts for Lighthorne and Lighthorne Heath Parishes.

Cllr Tait reported that the grass cutting has still not been cut behind Chestnut Cottage and behind Smithy Cottage down to the Broadwell. Cllr Rose to discuss this with grass cutting company.

Cllr Lloyd reported that he had received a complaint from a young parishioner that the grass in the play area is too long. Cllr Rose to investigate.

Cllr Tait stated that there had been complaints that strimming had taken place on a Saturday. Cllr Rose informed the Parish Council that the company was not supposed to cut the grass at the weekend. He will contact the company to discuss.

b. To receive a financial statement from the Responsible Financial Officer

Items approved and paid since last meeting

Payee	Cheque No.	Description	Amount £
Nuneaton Signs	1180	No ball game signs	110.45
CGS Ground Services	1181	Grass cutting LH-H village hall - June	90.00
Verdant	1182	Litter picking	59.22
Suezanne Baker	1183	Clerks salary LH-H	66.50
CGS Ground Services	1184	Grass cutting Lighthorne - June	250.00
WALC	1185	2004/5 Subscription Lighthorne	100.00

Items for approval at this meeting

Payee	Cheque No.	Description	Amount £
Clement keys	1186	Audit fee 2003/4 Accounts	293.75
A. Tait	1187	Clerks Salary – July	100.00
A. Tait	1188	Clerks Expenses – July	2.52
CGS Ground Services	1189	Grass cutting – July	400.00
Lighthorne Sports Association	1190	Re-imbusement for stop cock replacement	111.63

c. To authorise the signing of orders for payment

Cllr Rose proposed the payment of items required to be paid at this meeting. This was seconded by Cllr Tait and carried unanimously.

9. Gaydon Site Community Liaison Meeting

Next meeting to be held on 20th September at Aston Martin at 6.30pm

10. Government, other councils, council associations and local authorities

Received information from the Remuneration Panel. The Parish Council is complying with the request to place the notice up on display.

Received a consultation paper with regard to the M6 and the extension of the toll road to Manchester. The Parish Council are not going to respond.

Received the Area Planning Committee's document on 'Public involvement in planning', the document gave information on, for example reduced meetings,

and information on the amount of time a representative can speak on a specific issue. Cllr Higgs reported that he had stated his views with regard to the last meeting to SDC.

11. Deeds

Cllr Rose stated that once a year the Deeds have to be inspected by the Parish Council. The Deeds were inspected and handed to the Clerk.

12. Revised Standing Orders

The Councillors reviewed the Standing Orders.

Cllr Rigby proposed that the proposed changes to the Standing Orders be accepted. This was seconded by Cllr Rose and carried unanimously.

13. Correspondence

Nothing to report

14. Any other business

Cllr Tait informed the Parish Council that there was to be a village fete on the village green on 11th September commencing at 2pm. She would like to produce a display for parishioners, especially for new residents to Lighthorne so that they can see the events, which are due to take place in the village. A suggestion was made that a list of councillors should be placed on the board along with their photograph to aid residents.

The Parish Council discussed the traffic through the village. Cllr Tait stated that she would contact WCC to borrow the Traffic Speed Indicator, which was used to carry out a survey early in the year.

Cllr Lloyd asked what action had been taken with regard to the hedgehog step at the Broadwell. Cllr Tait and Cllr Lloyd to investigate possible solutions.

Cllr Lloyd asked whether it was agreed that he could remove any information for Lighthorne Heath from the Emergency Planning booklet. All Councillors agreed. He asked whether all persons with four-wheel drive vehicles could be included for contact in an emergency. The Councillors felt that this would have to be by agreement of the particular residents involved.

Cllr Lloyd reported on a meeting, which the Neighbourhood Watch had had with a local policeman on the subject of Smart Water. This liquid containing minute metallic pieces helps as an aid in the protection of your belongings against theft. It has been shown to drastically reduce thefts in an area where communities are using this deterrent. Cllr Lloyd stated that if we manage to get enough interested residents we will be able to purchase individual bottles of Smart Water for £11.00 each. A sticker stating you have Smart Water will be placed in the resident's window. Cllr Lloyd reported that information on Smart

Water would be delivered to everyone in the parish in the near future. He asked whether the Parish Council would fund three signs for the village, showing that the area is using Smart Water. Each sign varies in size but the prices start at £25.00. The Parish Council will discuss this when they receive more information.

Cllr Langford reported that the trees on the hill opposite Mountford Rise road entrance have not been cut back and the problems with the bollard at Verney Close has not been investigated. Cllr Tait will chase this matter with SDC.

Cllr Langford had been approached by a resident asking whether there were any allotments available in the Parish. Cllr Rigby stated that there were no allotments available.

The Clerk reported that she had not received any replies to her communications with Fulcrum connections with regard to the potential gas supply to the area. She had spoken to the Clerk at Lighthorne Parish Council who had informed her that the price per household for connection to the gas was estimated at around £3,700. The Clerk will continue to chase Fulcrum Connections for specific information with regard to Lighthorne Village.

Cllr Rigby asked that if any of the Councillors have any new items to place on the agenda to inform the Clerk well in advance.

15. Date and venue of next meeting

Finance meeting 6th September 2004

Parish Council meeting 8th September 2004

04/02207/TREE

Consent given

04/02616/FUL

The Parish Council had made a representation concerning access and change of use in a conservation area. They have requested that the planning officer makes a site visit. Cllr Rose wished the Parish Council to clarify that they had objected to the proposal. Cllr Tait will contact the Planning Department at SDC to clarify this point.

Cllr Rose proposed that the Parish Council contact SDC confirming the objection. This was seconded by Cllr Tait and carried unanimously.

Cllr Tait waiting on a response from the Enforcement Officer with regard to the sign and possible new build on the said site.

5. Highways

Clerk has written to the Highways Department with regard to the leaks and drainage problems on Bishops Hill and Church Lane. We have received an acknowledgement letter and this issue has been passed on to Mr Gez Romano for actioning.

Cllr Tait reported that issues such as potholes, grips and replacement bollard for Verney Close have been passed on to Mr Gez Romano for actioning however as yet she has not had any correspondence from him. Cllr Tait will chase this for the next meeting.

Cllr Tait informed the Parish Council that the hedge on the Goode Land required some attention. She will organise a small working group to rectify the problem.

Cllr Rigby highlighted a document 'Consultation Document on Quiet Lanes and Home Zones' and wished to hear the Parish Council's views on whether they should respond. Cllr Tait felt that they should respond and they should seek support of the Highways Authority to designate the village as a quiet zone.

Cllr Booth felt that quiet lanes were a new concept for Warwickshire at present, and that the main road through Lighthorne would not be able to

be classed as a quiet zone, however Moreton Morrell Lane could be. Cllr Tait will investigate further.

Cllr Rigby reported that the Environmental Agency had removed the booms and matting from the area around The Washbrook.

Cllr Rose asked the Parish Council whether any more correspondence had been received with regard to the Broadwell. Cllr Tait stated that they had not received any correspondence this year. Clerk to write to gain an update in this matter.

6. Lighthorne Sports Association

Nothing to report

7. Lighthorne Village Hall

Cllr Rose reported that he had requested that the Village Hall Committee bear their insurance. This will be discussed at their next committee meeting.

8. Assets, Contacts and Finance

8.1 To receive the Working Group's Report on:

Cllr Rose reported that the contractor who carries out the grass cutting at present, has decided that he does not wish to proceed due to receiving too many complaints about his work. Cllr Rose has made it very clear that he needs to continue and complete his present contract.

Cllr Rose proposed putting a notice in the Parish Magazine and on the village notice board, for tenders for the new contract. This was seconded by Cllr Rigby and carried unanimously.

Cllr Rose reported that the insurance company had now separated the Lighthorne Heath assets from our policy.

Lloyd's TSB Bank have now accepted the signatures for the new Councillors.

Lighthorne Heath and Lighthorne Parish Council have agreed to divide the precept of £11,000 equally. Therefore Lighthorne Heath will gain £5,500 as their new precept mirroring that of Lighthorne Parish Council.

8.2 To receive the financial statements from the Responsible Financial Officer:

Items for approval

Payee	Cheque No.	Description	Amount £
CGS Central Ground Services	1191	Grasscutting August	425.00
Powergen	1192	Electricity – Lighthorne Sports Association	41.28
Lighthorne Village Hall	1193	Hire of hall for Post Office	575.00
A. Tait	1194	Clerk's salary for August	100.00
ABB Limited	1995	Street Lighting Maintenance	80.51

8.3 To authorise the signing of orders for payment

Cllr Rose proposed the approval of the signing of cheques. This was seconded by Cllr Langford and carried unanimously.

9 Gaydon site community liaison meeting

Nothing to report

10 Government, other councils, council associations and local authorities

10.1 To receive any communications from such bodies

Countryside Access Team questionnaire received from WCC, Cllr Rigby agreed to respond to this document.

2001 Census – Parish Profile to be circulated to the Councillors

Southam Area Committee Meeting will be discussing Traffic Management in Small Villages. Cllr Tait to attend.

11. Consideration of a response to Postcomm's Consultation on Royal Mail's management of PAF

Cllr Rigby proposed that a draft response, be sent from the Parish Council. This was seconded by Cllr Tait and carried unanimously.

12. Payment of Parish Basic, Subsistence and Travel Allowances.

Cllr Rigby had drafted a response to the Parish Remuneration Report. He proposed that the Parish Council adopt this report. This was seconded by Cllr Rose and carried unanimously.

13. Gas

Clerk stated that she had received a response with regard to potential costs for the supply of gas to Lighthorne and Lighthorne Heath, which she had circulated. The estimate was based on an area with 500 properties. A minimum of 350 houses would have to agree to contribute £2,571.00 for the mains element and £350 for the standard connection charge. The total estimated cost per household would be £2,916.00. The Clerk had been informed that the company may organise a survey in the near future but they have not stated any specific dates. The Clerk was asked whether this estimated sum included VAT. She was not sure but she will contact the Company to find out for the next meeting.

14. Correspondence

Nothing to report

15. Any other business

Cllr Booth informed Councillors that Chesterton Windmill would be open and working on 18th September 2004.

Cllr Rose gave his apologies in advance, as he will be unable to attend the next Parish Council meeting.

16. Date and venue of the next meeting.

Finance meeting to be decided

Parish Council meeting to be held on 13th October 2004 at 8pm.

LIGHTHORNE PARISH COUNCIL

Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 13th October 2004

Present:

Cllr Rigby (Chairman) Cllr Tait Cllr Lloyd
Cllr Langford A Tait (Clerk)

Also present Cllr Booth (WCC).

1 Apologies

Apologies from Councillor Rose, Councillor Higgs a resident of the village and Cllr Giblin who will be late arriving to the meeting.

2 Minutes of the meeting of 8th September 2004

Cllr Rigby proposed that the minutes be signed as correct. This was seconded by Cllr Langford and carried unanimously.

3. The meeting shall be adjourned to consider questions from the floor.

No questions from the floor.

4. Planning

Reference	Title	Applicant	Represent'n	Decision
04/02300/Ful	Redlands, Olde Barn	Mr and Mrs Stanton	No comment	Refused
04/02131/Ful	Bank Cottage – side extension	Mr and Mrs Whitehouse	No comment	Awaited
04/0216/Ful	Home Farm – Change of use to retail facility	Mr D Thompkins	No comment	Awaited

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting

04/02300/FUL

Refused.

04/02616/FUL

Cllr Tait reported that the Clerk had received an e:mail from Cllr Booth with regard to the planning application at Home Farm. Cllr Tait ask the Chairman for his comments. The Chairman stated that he had spoken to the Applicant on two occasions recently regarding to two visits from the Enforcement Officer. The discussion was based on various issues, which were as follows:

1. The sheep's head symbol has now been made smaller and is now acceptable within the planning department guide-lines.
2. The extension to the loading bay, built nine years ago had no planning permission. Further action is going to be taken.
3. On the question of the car parking, a local surveyor is to draw up some plans.
4. Clarification of the type and origin of goods to be retailed at the site is required.

Cllr Booth stated that if anyone would like him to look at the site he would be happy to give his opinion.

Cllr Rigby proposed that Cllr Tait write to the planning officer to request that after his investigation has taken place the Parish Council be sent a copy of his recommendations so that they may remove their objections or make any further comment. This was seconded by Cllr Tait and carried unanimously.

5. Highways

Cllr Tait reported that the blockage outside Stepping Stones in Church Lane had been cleared.

Cllr Tait also reported that she had had a meeting with Gez Romano and he had agreed to the following, from which she has asked for written confirmation:

1. To raise the setts at the front of the kerb and also the blue bricks at the back of the path outside Smithy Cottage and to re-surface the path.

2. To re-lay the path where the drain had been repaired outside Cranbrook, Church Lane, and also to repair the path between Cranbrook and Broadwell Cottage.
3. To jet the drains in the village. (This has now reportedly been carried out)
4. To install a grip opposite Newbould Barn on the C96 (20 yards from the foot path sign towards Wellesbourne). A marker cane has been installed.
5. Provide the Parish Council with an up date with regard to the trailer on the stored on the verge on the bank. Has a dead line been set for removal?
6. Repairing of the Village sign on the Wellesbourne side of the village on the C96, which has been bent upwards.
7. Re-placement of a bollard at the end of Verney Close, which has been broken.
8. The re-surfacing of the road into the drive of The Old Stables in Church Lane.
9. Re-set drains on Bishop Hill to capture more of the water flow

Cllr Tait reported that the Clerk had had a request from a concerned resident with regard to the cleaning of the culvert containing the Washbrook and the maintenance of the same. This has been cleared recently at the Parish Councils request and Cllr Tait has asked for a regular cleaning programme to be instated.

Cllr Tait reported that the Clerk had written a letter to Severn Trent with regard to the tank under the Broadwell. A representative came out to view the site and has agreed that they will list it as one of their assets and will be responsible for maintenance and safety.

Cllr Giblin stated that she had attended the Dasset Parish Council Meeting and Dave Tilley had requested any information with regard to flooding issues in surrounding villages. If Lighthorne Parish Council has any problems they should get in touch and the SDC will arrange for some one to come out to inspect the flooding issues.

6. Lighthorne Sports Association

Cllr Tait reported that she would be placing a notice in the Parish Magazine shortly asking for helpers to spread chippings. The date for this should be towards the end of October.

7. Lighthorne Village Hall

Nothing to report.

8. Assets, Contacts and Finance

8.1 To receive the Working Group's Report on:

A cheque is to be sent to Lighthorne Heath Parish Council showing their share of the precept being £2,500.00 minus any invoices which Lighthorne Parish Council have paid on their behalf. The cheque to be forwarded to them is for the sum of £1,445.64.

Cllr Lloyd asked whether anyone has showed any interest in the tender for the grass-cutting contract. Cllr Tait reported that there had been one.

8.2 To receive the financial statements from the Responsible Financial Officer:

Items approved and paid since last meeting

Payee	Cheque No.	Description	Amount £

Items for approval at this meeting

Payee	Cheque No.	Description	Amount £
Lighthorne Heath Parish Council	1196	Monies due to Lighthorne Heath Parish Council	1,445.64
A. Tait	1197	Clerk's Salary – September	133.00
A.Tait	1198	Clerk's Expenses - September	3.30
CGS Ground Services	1199	Grass cutting – September	225.00

Income/Refunds Received

Item	Amount £
	£

Outstanding Income

Item	Amount £
VAT Return	554.76

8.3 To authorise the signing of orders for payment

Cllr Rigby proposed the approval of the signing of cheques. This was seconded by Cllr Lloyd and carried unanimously.

9. Gaydon site community liaison meeting

The next meeting is on 6th December at 6.30pm.

Cllr Giblin informed the Parish Council that the extension to Aston Martin had been confirmed. They have also confirmed that the site is going to be used for assembly and not manufacture. A survey was produced to show that a lot of workers at the site travel from Birmingham and Coventry showing that most of the workers are not employed locally.

10. Government, other councils, council associations and local authorities.

SDC Town and Parish Council Liaison Meeting 20th October at 6pm.
Parish Council is to hopefully send a representative.

Inspection report with regard to the playground behind the Village Hall.
This is to be discussed in detail at the Finance Meeting.

11. Gas

Clerk stated that she had received a response with regard to whether VAT was excluded or included in the potential costs for the supply of gas to Lighthorne and Lighthorne Heath. She reported that the sum was in fact exclusive of VAT. The Clerk was also warned that the estimate costs for the supply of each household, as an estimate was more likely to increase rather than decrease.

12. Correspondence

Confirmation from PostComm of receipt of the report.

13. Any other business

Cllr Lloyd informed the Parish Council that they had sold in excess of what is required to get Smart Water signs for the village. Cllr Lloyd felt that we would require three for the village at £25.00 per sign.

Cllr Lloyd proposed that he should order three signs at the Parish Councils expense for the village. This was seconded by Cllr Langford and carried unanimously.

14. Date and venue of the next meeting.

Finance meeting to be decided

Parish Council meeting to be held on 10th November 2004 at 8pm.

LIGHTHORNE PARISH COUNCIL

Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 10th November 2004

Present:

Cllr Rigby (Chairman)	Cllr Tait	Cllr Lloyd
Cllr Langford	Cllr Rose	A Tait (Clerk)

Also present Cllr Booth (WCC), Cllr Higgs (SDC) Cllr Giblin (SDC) and a member of the public.

1 Apologies

None

2 Minutes of the meeting of 13th October 2004

Cllr Rigby proposed that the minutes be signed as correct. This was seconded by Cllr Tait and carried unanimously.

3. The meeting shall be adjourned to consider questions from the floor.

A representative from the village informed the Parish Council that he had spoken to Cllr Tait with regard to the lack of progress with SWHA renovating a house in Mountford Rise. The resident of the property moved out of their home at the end of August and there has been little if any development at the property. Cllr Tait informed the resident that it is proving very difficult to receive any response from SWHA.

Cllr Langford informed the Parish Council that her mothers' property in Verney Close was broken in to recently. Thankfully she was able to press the panic alarm and the police were alerted. Cllr Rigby reported that a crime prevention officer had been to this property and three others in the road and reported that the security on the building was acceptable apart from the front doors, which were not secure. As most of the residents of these properties are pensioners they are understandably concerned that their properties are not secure and due to this a resident had therefore approached SWHA and was informed that the doors are due to be

replaced in two years. The Parish Council felt very strongly that this was not acceptable. Cllr Langford stated that she had been pushing for the door to be changed since April but no response.

Cllr Higgs informed the meeting that issues with the lack of progress with SWHA seem to be quite common in other surrounding villages.

Cllr Giblin informed the meeting that there is a 'Handyman Services' run by the District Council who may be able to help in this matter and she will forward the address to the Parish Council.

The Parish Council felt that it was important to gain the crime prevention officers' findings and suggestions in writing to present to SWHA.

Cllr Rose proposed that the Parish Council should write to SWHA, by recorded delivery stating that the Parish Council are appalled by the present situation and the lack of urgency and progress with regard to our residents. This letter will be supported by views from the police and it will be stressed that the Parish Council requires a response within seven days. This was seconded by Cllr Rigby and carried unanimously.

The resident of the village asked the Parish Council whether they had received an invitation for a meeting with Postcom in London. Postcom had informed him that if a representative from the village could not attend then they will bring up Lighthorne Villages concerns at the meeting. The Parish Council felt that this would be acceptable.

The resident of the village then left the meeting.

4. Planning

Reference	Title	Applicant	Represent'n	Decision
04/02131/Ful	Bank Cottage – side extension	Mr and Mrs Whitehouse	No Comment	Awaited
04/02616/Ful	Home Farm – Change of use	Mr D Tompkins	Objection	Awaited
04/03308/TREE	Windward – tree feeling	Mr and Mrs Such	To be decided	
04/03442/TREE	Wintringham - reduce height of 3 trees	Mrs Proudman	No comment	Awaited

(*) = submitted since previous meeting under SO96

(#) = agreed at this meeting

04/02131/FUL

Awaited.

04/02616/FUL

Cllr Tait reported that she had received a copy of the Highways Consultation response to the proposed changes at Home Farm. They have no objections but wish to impose conditions to limited the traffic use of the access from retail use to ancillary use of the existing farm operations.

Cllr Rose stated that he felt that that the owner had nearly completed the works, which he is proposing without obtaining planning permission, and he was therefore not following the accepted protocol. Concerns had been made to Cllr Rose over the increased traffic and parked cars due to the change of use.

Cllr Higgs had been informed of concerns over the development and feels that this application should be allowed to go to committee.

Cllr Tait stated that she has been chasing Mr Stevenson at the SDC for a response to their request to receive a report and possible conditions with regard to the development, but she has received no response. Cllr Giblin informed Cllr Tait that she would chase Mr Stevenson.

04/01787/FUL

The extension to Aston Martin has been granted with some conditions.

S04/CM035

The extension to the composting facility at Kingston Grange has been granted.

04/03442/TREE

Cllr Rigby proposed that no comment should be made. Cllr Rose seconded this motion and the action was carried unanimously.

04/03308

Cllr Rigby declared that he had an interest in this matter and would be abstaining from the vote.

Cllr Rose proposed that further investigation of the trees is required. An inspection should be made and views reported to the Clerk so that our submission can be made in time. This was seconded by Cllr Tait and carried unanimously.

5. Highways

Cllr Tait reported on the points which she had raised with Gez Romano and which were listed in the minutes of October 2004. Cllr Tait's received a response from Gez Romano from SDC reporting on each point requiring action, and his replies were as follows:

- 1) Order to relay 18 linear metres of granite kerbs outside Smithy Cottage authorised.
- 2) Footway patching is to be carried out in Church Lane.
- 3) Thank you
- 4) I am awaiting utility drawings for the C96, once I have them I will order work to be carried out to re-open all existing grips and spillways (after inspecting the area I identified other areas that required attention).
- 5) I am consulting with my managers and with legal to ensure that if legal action is taken it will be successful and justified, I will keep you informed as to what decision is made.
- 6) The sign has been bent back but unfortunately will retain the crease. Do you want this sign replaced and if so are you happy with its size and lay out or do you want some thing smaller?
- 7) I will replace all 3 verge markers. How many wooden bollards do you want on the Green?
- 8) Will be carried out with along other work in Church Lane.

9) I am still pondering the best solution to alleviate the water running down Bishop Hill.

10) I believe we need to discuss the Washbrook in more detail to establish the Parish Councils concern.

Cllr Lloyd reported that the verge in Church Lane has been damaged due to lorries going over the verge.

Cllr Lloyd had received some complaints about the size of the village signs. This will be discussed at the next meeting when we have examples of alternate signs.

Cllr Rigby reported that there is a concern about flooding where the Washbrook goes under Heath Lane at Pound Green. Cllr Tait will contact the Council and ask for annual inspections to be made. Cllr Lloyd asked Cllr Tait to ask them to send a representative out to inspect the drains. Cllr Tait to write on this matter.

It was reported that SDC have replaced the bin in the play-ground.

Cllr Tait asked the Parish Council how many wooden bollards they thought would be acceptable for the village green so prevent vehicles driving over the kerb. The Parish Council stated three would be acceptable, Cllr Tait will inform SDC.

6. Lighthorne Sports Association

Cllr Tait reported volunteers have been spreading chippings and weeding over the past two weekends. The working group the following weekend would finish off the work required.

Cllr Tait has also had some keys cut for the Sports Club for the Parish Council.

Cllr Rigby reported that the sink is still in a poor state and that the outside of the sports club is very untidy and wishes this to be remedied.

Cllr Tait proposed the Parish Council formally write to request a meeting with the Sports Association on these issues. This motion was seconded by Cllr Rose and carried unanimously.

Cllr Tait informed the meeting that a volunteer will rectify the leaking tap outside the sports club and fix the drain lid and clear the drain which could be a potential health hazard.

7. Lighthorne Village Hall

Cllr Rose informed the meeting that the Chairman of Lighthorne Village Hall had informed him that they are no longer proceeding with their original planning application to extend the hall. They are looking into various other options and may still apply for a grant in the future for disable access and other amenities.

8. Assets, Contacts and Finance

8.1 To receive the Working Group's Report on:

Cllr Tait stated that she had spent £12.00 on cutting some new keys for the Sports Association and required reimbursing.

Cllr Rose thanked the Clerk for the prompt forwarding of the VAT Return.

8.2 To receive the financial statements from the Responsible Financial Officer:

Items approved and paid since last meeting

Payee	Cheque No.	Description	Amount £
			Nil

Items for approval at this meeting

<i>Payee</i>	Cheque No.	Description	Amount £
	1200		Cancelled cheque
A. Tait	1201	Clerk salary	100.00
ABB Ltd	1202	Lighting	37.60
Mr Humphriss	1203	Bus Shelter Maintenance	130.00
Mrs J Tait	1204	Key cutting for Sports Association	12.00

Income/Refunds Received

Item	Amount £
VAT Return	554.76

Outstanding Income

Item	Amount £
	Nil

8.3 To authorise the signing of orders for payment

Cllr Rose proposed that the items for payment be signed. This was seconded by Cllr Lloyd and carried unanimously.

9. Gaydon site community liaison meeting

Nothing to report

10. Government, other councils, council associations and local authorities.

Cllr Rigby reported that he had received and forwarded the new number to all Counsellors for the reporting of untaxed vehicle.

11. Gas

It was agreed to remove this item from the agenda.

12. Correspondence

WRCC – Clerk to respond

Tree Warden Scheme – meeting Cllr Rose may attend.

13. Any other business

Cllr Rose informed the Parish Council that the person who carried out the grass cutting last year wishes to bid for the contract again. Cllr Lloyd has also had interest from another party.

Cllr Rigby had reported that he had attended a meeting at Harbury where they were discussing Anti-Social Behaviour Orders. Cllr Giblin stated that this matter had been discussed at Lighthorne Heath.

Cllr Rose stated that a planting of 350 splits was to take place in the near future to replace the leylandi, with mostly hawthorns around the church. Some help may be required either December or January. Cllr Rose stated that a date would be circulated nearer the time.

Cllr Lloyd reported that the Smart Water signs were now in place and the Parish Council would not be charged for the same.

Cllr Rose felt that we should produce a list of useful and/or emergency phone numbers to be placed on the village notice board for the residence of the village. Councillors are to inform the Clerk of any useful numbers so that she can compile the list before the next meeting.

Cllr Lloyd gave his apologies that he would not be able to attend the next Parish Council meeting.

14. Date and venue of the next meeting.

Finance meeting to be decided

Parish Council meeting to be held on 8th December 2004 at 8pm at Lighthorne Village Hall.

LIGHTHORNE PARISH COUNCIL

Minutes of the meeting held
in Lighthorne Village Hall
at 8pm on 8th December 2004

Present:

Cllr Rigby (Chairman) Cllr Tait
Cllr Rose A Tait (Clerk)

Also present Cllr Booth (WCC), Cllr Giblin (SDC)

1 Apologies

Cllr Higgs (SDC), Cllr Langford and Cllr Lloyd

2 Minutes of the meeting of 10th November 2004

Cllr Rose proposed that the minutes be signed as correct. This was seconded by Cllr Tait and carried unanimously.

3. Declaration of Members Interests

Cllr Rigby declared an interest in planning matter 04/03308/TREE.

4. The meeting shall be adjourned to consider questions from the floor.

No questions

5. Planning

Reference	Title	Applicant	Represent'n	Decision
04/02131/Ful	Bank Cottage – side extension	Mr and Mrs Whitehouse	No comment	Awaited
04/02616/Ful	Home Farm – Change of use	Mr D Tompkins		Awaited
04/03308/TREE *	Windward – tree felling	Mr and Mrs Such	No comment	Awaited
04/03442/TREE	Wintringham - reduce height of 3 trees	Mrs Proudman	No comment	Awaited

(*) = submitted since previous meeting under SO95

(#) = agreed at this meeting

04/02131/FUL

Awaited.

04/02616/FUL

Awaited

04/03442/TREE

Awaited

04/03308/TREE

The clerk had received comments from Cllr Rose and Cllr Tait with regard to this matter. Under standing order 95 it was agreed that no comment would be made to the planning department.

Other planning issues

Cllr Tait reported that a resident had enquired whether any decision had been made with regard to the sheep's head symbol at Home Farm. The resident, informed Cllr Tait that SDC have the power to remove signs over a certain size in conservation areas. They stated that so far this has only been put into practice in Stratford and wished to know why it cannot be adopted outside Stratford. Cllr Giblin stated that she felt that SDC most probably felt that the sign was not intrusive. She will contact the planning department and inform them that the Parish Council still has concerns on this matter.

Cllr Tait proposed that we formally write to SDC on this issue. This was seconded by Cllr Rose and carried unanimously.

The Clerk informed the council that she had not received any comment from Mr Stevenson with regard to his comments or recommendations to Home Farm after we had written to him requesting the same.

Cllr Rigby proposed that the Clerk write to the planning department asking why this matter has not been put to go before the planning committee. This was seconded by Cllr Tait and carried unanimously.

6. To agree a response to SDC's evidence-gathering document on their Statement of Community Involvement

The Parish Council agreed that Cllr Rigby would respond on behalf of the Council to the Statement of Community Involvement.

7. Highways

Cllr Tait reported that the broken sign on the C96 has been bent back.

Cllr Rose asked why there was a blue container since the road works had been carried out on the Wellesbourne road at the junction of the Fosse Way. Cllr Tait will write to request removal.

Cllr Tait reported that the dark sofa on Moreton Morrell Lane is to be collected and disposed of.

Cllr Booth informed the Parish Council that Parking Ambassadors are now available to come out to villages to discuss any traffic issues if needed.

8. Lighthorne Sports Association

Cllr Tait reported that a volunteer had fixed the leaking valve on the toilet at the Sports Club. The volunteer felt that the rest should be checked in the near future. The same volunteer has also offered to fix the man hole cover.

Clerk to formally write to arrange a meeting with the Sports Association. Cllr Tait suggested that the meeting be held at the club, and this was agreed.

9. Lighthorne Village Hall

There is a party to clear greenery and shrubs from around the Village Hall on Saturday morning.

10. Assets, Contacts and Finance

10.a To receive the Working Group's Report on:

10.b To receive the financial statements from the Responsible Financial Officer:

Items approved and paid since last meeting

Payee	Cheque No.	Description	Amount £
Mrs J Tait	1205	Key cutting	12.00

Items for approval at this meeting

Payee	Cheque No.	Description	Amount £
Village Hall Committee	1206	Yearly bill	56.00
A. Tait	1207	Clerks Salary – December	100.00

Income/Refunds Received

Item	Amount £
	Nil

Outstanding Income

Item	Amount £
	Nil

10.c To authorise the signing of orders for payment

Cllr Rose proposed that the items for payment be signed as correct. This was seconded by Cllr Rigby and carried unanimously.

Cllr Rose asked the Clerk to chase SDC for appropriate paperwork with regard to Section 136 and the precept. Cllr Rose requested that the precept be placed as an item on next months agenda.

Cllr Rose asked the Clerk to write to the finance department of the SDC to ask what our tax base is for Lighthorne, to enable us to decide on our precept.

11. Gaydon site community liaison meeting

Cllr Tait attended the meeting. She reported that Glyn Walters was leaving Land Rover.

Cllr Rose proposed that the Clerk write to Mr Walters to thank him for all his help in the past. This was seconded by Cllr Rigby and carried unanimously.

The next meeting is on 14th January 2005 at Aston Martin.

12. Government, other councils, council associations and local authorities.

Clean Neighbourhood & Environment bill has now been published.

13. Correspondence

Transco stating their estimated cost for connection of gas to the village. The Parish Council decided the connection was not viable.

14. Any other business

Clerk wrote to SWHA and a meeting is arranged for 6.00pm on Monday 13th December. Cllr Rose and Cllr Tait to attend.

Cllr Tait suggested purchasing a laminator for the Parish Council for £20.00. It was agreed that Cllr Tait was to purchase this item on behalf of the Parish Council.

Clerk produced a contact list as requested from last months meeting and ask for any further additions. Addresses to be passed to the Clerk of any other useful numbers, which the Councillors feel should be included. The contact list is to be brought to the next meeting.

Cllr Tait ask the Parish Council to discuss two items at a later date, possibly at the finance meeting. Firstly, the time plan for the Parish Plan Appraisal and secondly a decision on meetings to take place every other month.

Cllr Booth informed the Council that he has organised a meeting with Lighthorne Heath Parish Council and WCC to discuss the traffic issues, especially residents being able to get out in their cars onto the B4100. He asked that if a representative would like to attend they would be most welcome. The meeting was to be held at 2.00pm on Monday 13th December, Cllr Tait or Cllr Rose to attend.

Cllr Rigby wished the District and County Councillors a Merry Christmas.

15. Date and venue of the next meeting.

Finance meeting to be held on 10th January 2005

Parish Council meeting to be held on 12th January 2005 at 8pm.