

## LIGHTHORNE PARISH COUNCIL

### Minutes of the meeting held in Lighthorne Village Hall at 8.pm on 11<sup>th</sup> February 2009

Present:

Cllr Lewis (Chair)	Cllr Stephenson	Cllr Hill
Cllr Hill	Alex Tait (Clerk)	

Cllr Booth (WCC) Cllr Mills (SDC) and two residents

#### 1 Apologies

Cllr Tait

**In the absence of Cllr Tait, Cllr Stephenson proposed that Cllr Lewis should be Chair for this meeting. This motion was seconded by Cllr Rigby and carried unanimously.**

#### 2 Minutes of the meeting of 14<sup>th</sup> January 2009

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

#### 3. Members Declaration of Interest

Cllr Rigby declared an interest in the allotments and the planning application for Robin Cottage.

Cllr Lewis declared an interest in the planning application for the agricultural barn at Hill Farm.

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

A resident had two issues to raise with the Parish Council. Firstly, the increase in the council tax was unacceptable and he had made a formal complaint to SDC. Cllr Booth stated that they would have liked not to have increased the council tax but unfortunately it was not possible.

Secondly, the resident did not feel that the information with regard to the minutes was being made available to residents. The Clerk stated that the minutes were placed in the post office for people to view and they were sent to the operator of Lighthorne on Line website to be placed on the website. No response had been received to the Council's letter, from the person who runs the website for assistance from the Council. The resident stated that it was unacceptable that residents before the meeting could not view the draft minutes. The Clerk felt that the public could not view the minutes until they had been formally passed at the public meeting. Cllr Booth informed the Parish Council that the WCC draft minutes were made available prior to the following meeting. The Clerk stated that she would look into whether the draft minutes can be published prior to being passed formally at the next meeting by the Councillors. The resident also felt that they should be forwarded electronically to residents who wished to see the minutes in this manner. The Clerk was happy to do this. Cllr Stephenson felt that the draft minutes should only be sent out to residents, if this was acceptable, when Councillors had reviewed and approved them first.

The resident then left the meeting.

## 5. Planning

08/02606/FUL Appeal Ref: APP/J2091986/A/08/ 2091986/NWF	Erection of 21 garages in association with new residential park homes – Redlands Park, Lighthorne	Avon Estates (Park Sales) Ltd	Objection with comments	Appeal in Progress
09/00042/FUL	Glebe Farm, Fosse Way - First floor side extension, conversion of garage into habitable room and rendered elevations to replace facing brick	Mrs C Coe	TBD	TBD
08/03270/FUL	Hill Farm - Erection of agricultural barn for storage and maintenance of farm machinery (retrospective)	Mr M Smith	Comments made	TBD
09/00074/FUL	Barn Cottage, Post Office Lane - Replacement of garage with timber double garage	Mr and Mrs Mansell	TBD	TBD
08/03209/FUL	Dene Hollow - Erection of dormer windows and detached double garage and store	Mr Hunter	TBD	TBD
08/03212/LBC	Dene Hollow - Erection of dormer windows and internal alterations	Mr Hunter	TBD	TBD
09/00152/FUL	Robin Cottage, Post Office Lane - Removal of earth bank to create more	Mr Ryan	TBD	TBD

	accessible space/layout greenhouse	parking and erect			
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(\*)= Submitted since previous meeting

### **08/03270/FUL**

Cllr Lewis left the meeting. The resident informed the Council that he wished to attend the meeting to answer any questions, which the Council had with regard to his planning application. Cllr Hill felt that the Parish Council had concerns in connection to the size of the building, which seemed very high for tractors. The resident stated that he had taken the design from a neighbour's barn, which had been passed previously by the appropriate planning authority. The residents' barn was not as tall as their neighbours' barn. The use of the barn is for the tenant farmer and not by him as the landowner. Cllr Hill asked what else would be stored in the barn due to the size. The owner stated that along with tractors, there would be fodder and also bail making machinery, which is sizeable. Cllr Hill felt that the barn was very enclosed but the resident stated that this was for security reasons.

Cllr Hill asked the owner why there were windows and a wood burning stove in a barn, which is highly unusual. Was it going to be used for commercial purposes or a workshop? The resident stated that there was going to be maintenance being carried out at the barn and some woodwork for the fencing that the tenant farmer wants to erect around the farm would be carried out.

Cllr Stephenson felt that health and safety standards should be maintained as this barn is to be used as a workshop.

Cllr Stephenson asked whether there was to be any screening as the barn is very prominent from the footpath. The planning application stated that it was not visible but Cllr Stephenson felt that it was and this was slightly misleading. The resident stated that there were no plans to do so but there would be a natural tree line on one side of the barn.

**Cllr Rigby proposed that comments be made based on the list Cllr Hill had already collated but adding a request for some screening. The motion was seconded by Cllr Hill and the motion was carried unanimously.**

Cllr Lewis returned to the meeting.

### **09/00152/FUL**

Cllr Rigby left the room.

Cllr Stephenson informed that Council that in principle this would create a further parking place which would assist any parking problems in Post Office Lane. It was felt that no formal motion could be made until the Council had received the formal copy of the application. A response to SDC would be made between meetings.

Cllr Rigby returned to the meeting.

### **08/03209/FUL and 08/03212/LBC**

The Councillors felt that the usual condition should be requested not to be able to convert the garage to a house in the future. It was agreed that this matter would be responded to between meetings as the paperwork and plans had not been received by the Council. Once the official paperwork has been received by the Clerk, it will be circulated to the Councillors for their opinion.

## **6. Highways**

The Clerk stated that they had received a formal quotation for the replacement door at Bakers Well.

**Cllr Stephenson proposed that the quotation be accepted with a strict time limit for completing the work of the end of March. This motion was seconded by Cllr Rigby and carried unanimously.**

The Clerk informed the Council that a response to the Council's letter had been received from one landowner but not the other regarding the run off near the Church. Cllr Stephenson felt that the run off seems to be coming from both properties not just one and Cllr Hill agreed. Cllr Stephenson felt that there was little point reviewing the drainage situation down from the Church until the run off situation was addressed.

The Clerk said that Cllr Tait is due to meet with WCC to discuss the flood

program shortly.

Cllr Booth informed the Council that there was enough grit for a further five days and then there were some more supplies due.

Cllr Booth informed the Council that there are teams from WCC to address potholes. Please let WCC know if there any pot holes which need addressing in the area.

Cllr Lewis asked whether Church Lane could be gritted as one vehicle crashed into their wall and another into their neighbour's wall in the icy conditions recently. Cllr Booth stated that no gritting would be able to be carried out on these minor roads.

The Parish Council has requested grit bins. The matter could be raised at the APM to see where residents wish grit bins to be placed.

Cllr Rigby reported that he had attended the flooding meeting with WCC with Cllr Tait with regard to the flooding problems on Church Lane. One suggestion was to lower the level slightly of one residents garden by a couple of inches. WCC is to look into the culvert in more detail, which they feel is at a higher level. Once WCC has tracked the culvert they will then carry out levels and may skim the road. The work on the residents land would be covered by the grant, which the Parish Council had gained and the roadwork would be covered by WCC.

Cllr Hill reported that there was an increasing amount of litter down Moreton Morrell Lane by people using the lay by.

The Clerk reported that Veolia will no longer be cutting grass in this area. Cllr Rigby stated that we could ask WCC whom they use and Cllr Mills will ask Lighthorne Heath.

The Clerk reported that the dog bin was in place on Moreton Morrell Lane. The Councillors asked to thank Mr Tait who installed the dog bin for the Council.

Cllr Booth and the resident then left the meeting.

## 7. Verge Damage

Nothing further to report.

## 8. Lighthorne Sports Ground

The Clerk gave the Councillors two leaflets, which she had gained for benches. Cllr Stephenson felt that the matter could be raised at the APM with regard to whether residents wished to place benches around the village.

The Clerk reported that an external door that was fitted at the Sports Pavilion had started to bow. The door was only installed in 2007 and would have expected that an external door would last considerably longer than just over 12 months. The Clerk had produced a suggested letter for the Councillors to approve to be sent to the contractor who installed the door requesting this issue be addressed. The letter was approved.

Cllr Stephenson felt that any works, which were required, in the future the Parish Council should gain more wide spread quotations.

## 9. Allotments

Cllr Mills asked whom to contract with regard to the allotments. The Clerk will forward a contact name to him.

## 10 Assets, Contracts and Finance

### 10a 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 £
Mrs J Tait	1459	Expenses – Card and Photocopying	9.99
Mrs J Tait	1460	Post for Dog Bin	4.20
Miss A Tait	1461	Clerks Salary	125.00
Veolia ES (UK) Ltd	1462	Grass Cutting	44.51

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Glasdon UK Limited	1464	Clamp for Dog Bin	21.93
E On	1465	Electricity for Sports Ground	13.97

#### **Income/Refunds Received**

<b>Item</b>	<b>Amount £</b>
	Nil

#### **Outstanding Income**

<b>Item</b>	<b>Amount £</b>
	Nil

#### **10b. To authorise the signing of orders for payment.**

**Cllr Lewis proposed that the cheques be signed as correct. This motion was seconded by Cllr Stephenson and carried unanimously.**

#### **10.c Precept**

**Cllr Rigby proposed that the precept for the next financial year remain the same. The motion was seconded by Cllr Hill and carried unanimously.**

Cllr Stephenson asked the Clerk to forward the accounts information, which she had collated for the finance meeting, which he was unable to attend. The Clerk will forward a copy of the documentation to him.

#### **11. Severn Trent Water**

Cllr Lewis has contacted Severn Trent again to gain the results of the water tests, which were taken some time ago with no response. She will try again to gain a response.

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

The Clerk said that she had heard from Pat Reid, Head of Planning at SDC with regard to the Councils suggestion that he speak to the Council on planning issues. He wished to know whether the Council wants him to speak at a Parish Council meeting or a larger meeting with the public and what

subjects he should cover.

The Councillors felt that he should have a half hour window to speak at the APM. Cllr Rigby made a suggested list of topics for Pat Reid to cover and the Councillors felt that this list covered all aspects of what the Councillors and public would find helpful. An overview of the planning policy and enforcement was required. The Clerk to inform Pat Reid. The Clerk also stated whether there was a suggested date for the APM that she could suggest to Pat Reid. The Councillors asked the Clerk to forward some suggested dates.

## **12. Correspondence.**

No correspondence to circulate.

## **13. To consider any matters that the Chairman decides are urgent**

The Clerk reported that the applicant for the position for Clerk no longer wished to accept the position. The Clerk showed the Councillors one application for the post and she had also spoken to another resident who was interested in the post. Cllr Stephenson felt that Cllr Tait, Cllr Rigby and the Clerk should arrange an informal interview with the applicants. The Clerk to arrange.

Cllr Stephenson reported that he had looked into setting up a website for the Parish Council and had paperwork for review by the Councillors. He had spoken to a gentleman at SDC with regard to a grant which can be used for various issue, one of which can be setting up a community website.

Cllr Rigby was concerned by the software costs and continuing costs of setting up the website. Cllr Rigby also wondered whether the Parish Council was going to set up a website that the Parish Council regulates or everyone can update individually. The Councillors felt that the Parish Council needed to regulate the site.

Cllr Stephenson had reviewed the Avon Dassett website which was very good. SDC provided the hosting and Avon Dassett Parish Council up dates the website. He also reported on suggested costs for the year of running the website which was around £300 although this could vary. He also reported that SDC run courses on running websites and software, which could be

useful for the Councillors and Clerk. Cllr Rigby felt that the website should not be too complex as it was something that the Clerk would have to update.

**Cllr Lewis proposed that a proposal for gaining funding for a community website be made. This motion was seconded by Cllr Hill and the motion was carried unanimously.**

Cllr Stephenson to look into making the proposal.

#### **14 Date and venue of next meeting**

The Parish Council meeting to be held on Wednesday 11<sup>th</sup> March 2009 at Lighthorne Village Hall at 8.00pm.