

Studley Parish Council

Minutes of the Parish Council meeting held in the Council Chamber, Studley Village Hall on Tuesday 15th May 2018 at 7:30 pm.

1. Chairman declared the meeting open.

Present

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|---------------------------|----------------------|--------------|
| Chair - Cllr Mrs S Redman | Cllr Mrs M Rickhards | Cllr J Bacon |
| | Cllr Mrs S Crofts | Cllr A Smith |
| Cllr P Beaman | Cllr Mrs IJ Beard | Cllr N Edden |
| Cllr E Holder | Cllr B Dixon | |

In attendance

| | | |
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| Clerk – Mrs L Gailey | County Cllr C Rickhards | |
| | District Cllr J Kerridge | |
| | | |

2. To receive Apologies for Absence

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| Cllr C Summers | District Cllr Mrs H Wright | |
| Asst Clerk – Mrs L Stanton | | |

3. To consider acceptance of Apologies

Proposed Cllr P Beaman, seconded Cllr E Holder, voting unanimous to accept apologies

4. Declarations of Interest.

- **To receive declaration of interest from Councillors on items on the agenda.**
- DPI- Cllrs N Edden planning application 18/01211/LBC
- NRI – Cllr Mrs S Crofts – item 15 payment of travel expenses
- **To receive written request for dispensation for disclosable pecuniary interest (if any)**
- **To consider any request for dispensations as appropriate.**

Proposed Cllrs P Beaman, seconded Cllr E Holder, voting unanimous to accept Disclosable Pecuniary Interest from Cllrs N Edden & Non-Registerable Interest from Cllr Mrs S Crofts

5. Public Forum

- None

6. Update from The Studley Parish Neighbourhood Plan Steering Group

The Chair of the Steering Committee, Cllr P Beaman informed Council that an application for a grant from Localities had been submitted by the group and will be notified if successful in 7-10 days. Next meeting of the group will take place on 22 May 18 and reminded Council that the public open day will take place on Saturday 23rd June 2018 from 12 noon – 4 pm at Studley Village Hall. The Chairman hopes that all County, District & Parish Councillors will attend.

7. To pass minutes of the last meeting.

- 17th April 2018
- 1st May 2018
- 8th May 2018

Proposed Cllrs E Holder, seconded N Edden, voting unanimous for the above minutes to be signed as true record of the meetings.

8. Matters Arising (for information only) - None

9. Items for Discussion

Min: 14 General Data Protection Regulations (GDPR) briefing

Clerk briefed Council on the new regulations which come into force on 25 May 2018. Briefing notes to be circulated by email to all Councillors.

Min: 15 Approval of Document Retention Policy

Proposed Cllr Mrs S Redman, seconded Cllr N Edden, voting unanimous to adopt the Document Retention Policy and Appendix A

Min: 16 Area Adjacent to Burial Ground

Cllr Dixon informed Council that a sewer pipe was to be situated adjacent to the burial ground and that this needed to be noted on Council plans to ensure any expansion of the burial ground in future years avoided the pipe. Clerk to obtain copy of plan from developer.

Min: 17 Grant Applications

Proposed Cllr Mrs S Redman, seconded Cllr Mrs S Crofts, voting unanimous on the recommendation of the Finance Committee to award grants to the following applicants:-

Studley First Responders – Grant in sum of £300 for a replacement battery for defibrillator
Studley Royal British Legion – Grant in sum of £500 to engrave additional names of soldiers who died in WW1 on the War Memorial.

Min: 18 Procedure for dealing with incidents relating to Parish Assets including Skate Park

Clerk to draft policy for approval.

Proposed Cllr P Beaman, seconded Cllr J Bacon, voting unanimous to go ahead with repainting of surfaces of skate park with Gravitax paint as per quote.

Min: 20 Fly Tipping - ~Bulky Waste Collection & Signage

Cllr J Bacon will request for CCTV coverage on area where collection takes place on day previous to collection.

Clerk to liaise with Biffa and Street Scene (SDC) regarding appropriate signage, what items can be accepted and procedure to identify authorised use of the Bulky Waste service.

Cllr Mrs IJ Beard left the meeting at 8.20pm

10. Planning Applications for consideration

- 18/01211/LBC: Mr Tony Chambers, The Manor House, 101 Alcester Road, Studley
- Proposed: Removal of transom details to south facing windows as part of previously approved application 18/00210/FUL, 18/00211/LBC
- **Proposed Cllr E Holder, seconded Cllr P Beaman, voting 8 in favour and 1 abstention to record No Objection for this application.**

- 18/01168/FUL: Mr Sean Trainor, 21 New Road, Studley
- Proposed single storey rear extension.
- **Proposed Cllr E Holder, seconded Cllr P Beaman, voting unanimous to record No Objection for this application**

- DISCN/00172/18- Studley Castle Farm Road
- Discharged of condition 15 External Lighting for planning permission 17/02369/VARY
- **This item was mentioned for information only however the following was proposed. Proposed Cllr P Beaman, seconded Cllr Mrs S Redman, voting unanimous that on completion the Parish Council would like a site visit to confirm the lighting will not impact on residents or open countryside.**

11. **Committee Reports** – there were none

12. **District, County Council & Delegate reports (If any)**

County Councillor C Rickhards reported:-

- Cllr Rickhards position of Chair of WCC has now been relinquished
- Submitted report to County Highways for repairs to road and footpath by the bend in Castle Road
- Stratford Area Transport Plan was approved on 15th May 2018 and requested that Studley be included
- Ongoing study into congestion and speed in Studley area
- Possibility of money from central government in relation to Major Roads Network
- Warwickshire officers working with neighbouring authorities to develop strategy for whole area including consideration of the impact of traffic generated by the Eastern Gateway

District Councillor J Kerridge reported:-

- Many Thanks to Cllr Paul Beaman for his work in helping to make the parish council more relevant to, and effective for, the people of Studley.
- Welcome to Cllr Sue Redman to whom I offer my full support in continuing this journey and making Studley the best it can be.
- **Redditch Eastern Gateway** – SDC Planning Dept is developing terms of reference for this committee based on planning committee decision. Stakeholders will be contacted shortly. A435 traffic summit developments – Warwickshire and Worcestershire county councils plan to work together to produce a scheme that would be eligible for national funding from the Major Roads Network funds which may be confirmed this summer for availability in 2020. It is a long process with more studies needed and I am worried it will not be progressed swiftly enough. I have asked County to produce a time table of when studies will be done etc and when a bid will be ready. With such a timetable we can at least hold the county council to account and have a conception of how and when different things will happen. I hope the parish council will support this approach and add their weight to my request with a similar request.
- **The empty Co-op site Priory square** - SDC are holding the co-op to a time table to develop this site under threat of compulsory purchase. They have met the first hurdle of submitting a pre-application for a proposed use to SDC - an assisted living/retirement scheme. I am not happy with the idea as I had hoped for something either around a business use or high-spec living accommodation or both. I have always thought this would be a good location for high-end flats with such a fantastic view of the surrounding countryside and great access to the village facilities. The AQMA is close by but these areas are generally only immediately next to the road, will be reducing due to cleaner engines and can be greatly reduced by tree planting. This area of Studley needs to be vibrant and impressive as it is in such a gateway and yet central position. A retirement home is not the image I was hoping for.

SDC cannot simply compulsory purchase the land so it is a suggestion we must entertain, although I will be trying to persuade the co-op to re-think. Their fall back suggestion is far worse.

Old Youth Club and Studley Medical Centre buildings - Warwickshire County Council are willing to work with Stratford District Council on any project using the old youth club (owned by WCC) that benefits the community through providing services or increasing economy etc. SDC are finalising their purchase of the old Studley medical centre. Ideas such as a business start-up units or small business office space are the most recent for the old medical centre but ideas for the old youth club seem to have stalled. I still think it important that both these buildings are retained in public control so the possibility to use the space to really enhance this part of Studley, perhaps develop something akin to a heart or centre of the village can be kept alive.

I would welcome the Parish Council being really imaginative and involved in this process as soon as possible while the opportunity remains.

Studley on the map web site and signage and destination marketing - This project under the umbrella of Studley in Business has successfully fund raised its target and is going into the delivery phase over the next year. I was disappointed that the parish council failed to grasp the opportunity to own the signage infrastructure part of this project as it seemed an obviously positive addition to the village and the council the obvious organisation to take over once everything was arranged by the on the map team. I am glad the parish council is looking to be more involved in the delivery stage and offering a council representative on the steering group. It is an entirely positive project.

Gym at leisure centre - Good news that money is allocated by SDC for a gym at Studley leisure centre. Something I have looked for some years.

Community safety officer and CCTV - Money has also been allocated for an extra community safety officer at SDC and CCTV investment. I will be talking to Officers at SDC about CCTV in Studley and about antisocial behaviour.

Carnival - There is a hope that the schools, sports and social club and British Legion can come together and organise the rebirth of Studley carnival procession.

Joint Strategic Needs Assessment (JSNA)

The County Council, CCG, SDC and South Warwickshire Foundation trust are working together to produce a JSNA for the Studley/ Henley/ Alcester area. From Claverdon in the East, Earlswood in the North, Bidford in the South. This is comparatively small scale compared to the usual county wide JSNA and aims to help deliver services on a more local, focused scale. The JSNA is a raft of information about public health issues, deprivation and well being to inform service provision i.e. where money is spent. Studley parish council will receive an invitation to take part in this project.

Proposed Cllr P Beaman, seconded Cllr N Edden, voting unanimous to write to Officer at Warwickshire County Council with responsibility for A435 traffic summit and ask that the Parish Council is kept informed of any developments.

Cllr Beaman will represent the Parish Council.

Delegate Report- there were none

13. Correspondence

Min: 21 Letter received from a Studley resident raising concerns about the state of the alleyway between Albury Road and Gunners Lane. The Parish Council has referred this on to County Highways at Warwickshire County Council who are responsible for the matter.

Min: 22 Invitation received from St Mary's CofE Church, Studley for refreshments in the churchyard.

Min: 23 WALC – Notification of nominations Queen's Award for Volunteering.

Circulation

Min: 24 The magazine of the National Association of Local Councils

Min: 25 Clerks & Councils Direct – May 18

Min: 26 The Clerk – May 18

14. Approve Accounts for payment

| 15 May 18 | Supplier | Description of service/ Goods | Cost £ | Chq no | Total £ |
|-----------|-------------------------------|-------------------------------------|--------|--------|---------|
| | Warwickshire Pension Fund | Pension Contributions | | 439 | 1083.78 |
| | HMRC | PAYE & N/I | | 440 | 1026.65 |
| | Mrs L Gailey | Salary | | 441 | - |
| | Mrs L Stanton | Salary | | 442 | - |
| | Mrs S Crofts | Travel Expenses for Training course | | 443 | 27.90 |
| | WALC | Annual Subscription | | 444 | 936.00 |
| | Lyreco Ltd | Stationery | | 445 | 77.17 |
| | Limebridge Rural Services Ltd | Garden services rendered | | 446 | 450.00 |
| | GS Adams | LED lamp replacement Rowland Avenue | | 447 | 450.00 |
| | Excel Telecommunications Ltd | Telephone & Internet | | 448 | 101.59 |
| | J A Dyer | Grave digging services | | 449 | 270.00 |
| | NPower | Street light energy | | DD | 343.98 |

Proposed Cllr P Beaman, seconded Cllr B Dixon, voting 8 in favour and 1 abstention for the schedule of cheques to be approved and signed

16. Date of the next Parish Council Meetings: 29th May 2018 & 5th June 2018

Meeting closed 9pm