

# Studley Parish Council

Minutes of the Parish Council meeting held in the Council Chamber, Studley Village Hall on 28<sup>th</sup> May 2019, at 7:30pm

## 1. Chairman declared the meeting open.

### Present

Chair Cllrs C Summers, Vice-Chair P Beaman, Mrs J Beard, Mrs S Crofts, B Dixon, M Fox & A Smith

### In attendance

Parish Clerk, Mrs L Gailey, Assistant Clerk, Mrs L Stanton & 1 member of public.

## 2. To receive Apologies for Absence

Cllrs P Serafin-Hencher & Mrs S Redman.

District Cllrs P Serafin- Hencher, N Edden & County Cllr C Rickhards

### To consider acceptance of Apologies

**Proposed Cllrs Mrs S Crofts, seconded M Fox, voting unanimous to accept apologies.**

## 3. Declarations of Interest.

- **To receive declaration of interest from Councillors on items on the agenda.**
- **To receive written request for dispensation for disclosable pecuniary interest (if any)**
- **To consider any request for dispensations as appropriate.**
- Item 13 – Cllrs P Beaman, M Fox & A Smith – Other Registerable Interest, payment to Village Hall
- Item 13- Cllr A Smith- Non Registerable Interest, personal payment
- **Proposed Cllrs Mrs S Crofts, seconded Mrs J Beard, voting 4 in favour, 3 abstentions to accept declaration of interest from Cllrs P Beaman, M Fox & A Smith for item 13 payment to Village Hall and personal payment to A Smith.**

## 4. Public Forum

There were none.

## 5. Update from The Studley Neighbourhood Plan Steering Group

The Chair of The Studley Neighbourhood Plan Steering Group will defer the update to the next SPC Planning meeting on 4<sup>th</sup> June 2019.

## 6. No item 6

## 7. To pass minutes of the last meeting.

- 16<sup>th</sup> April 2019
- 30<sup>th</sup> April 2019
- 14<sup>th</sup> May 2019

**Proposed Cllrs P Beaman, seconded Mrs S Crofts, voting unanimous for the minutes to be signed as true record of the meetings.**

## 8. Matters Arising (For Information only).

There were none

## 9. Items for Discussion

**Min: 7 Approve Annual Governance Statement 2018.**

**Proposed Cllrs M Fox, seconded A Smith, voting unanimous to approve the Annual Governance Statement.**

**Min: 8 Approve Accounting Statement 2018/2019**

**Proposed Cllrs Mrs S Crofts, seconded B Dixon, voting unanimous to approve the Accounting Statement 2018/2019.**

**Min: 9** Two Vacancies for Parish Councillors.

The Clerk explained that the 2 vacancies can be filled by co-option as no candidates applied for the positions at the recent local elections. There is no need for the Parish Council to advertise the Notice of Vacancy for Parish Councillors as the democratic process took place at the recent local elections. The Parish Council can notify the electors that the vacancies will be filled by co-option. A notification can be published on the Parish Council notice board and website on the 3<sup>rd</sup> June 2019.

**Proposed Cllrs Mrs J Beard, seconded M Fox, voting unanimous to advertise the 2 vacancies by co-option as of 3<sup>rd</sup> June 2019. The notice will published on the Parish Council Notice Boards an website.**

Following the resignation of Elected Parish Councillor N Edden's resignation on the 8<sup>th</sup> May 19, there was an additional vacancy. This position cannot be filled by co-option as Councillor N Edden was elected on 2<sup>nd</sup> May 2019. The Parish Council must advertise the Notice of Vacancy. If no request is received from 10 electors the vacancy will be filled in by co-option with the other 2 vacancies. The cost to the Parish of an election would be in excess of £3,000.00.

**Min: 10** Dunstall Allotment- Track Maintenance

**Proposed Cllrs C Summers, seconded P Beaman, voting unanimous to be discussed when Full Council is in place.**

**Min: 11** Bulky Waste

Cllr B Dixon would like to see a rota for Councillors to attend the Bulky Waste Collection during the 1<sup>st</sup> Saturday of the month to assist the contractor in checking all the permits. This will prevent the misuse of the service. Cllr P Beaman has asked the Clerk to write to Sambourne Parish Council to invite their Councillors to be included on the Rota as Sambourne residents utilise the facility.

**Proposed Cllr P Beaman, seconded Mrs S Crofts, voting unanimous to have a rota and to write to Sambourne Parish Council to invite their Councillors to assist the contractor in checking the Permits. SPC Councillors to provide their availability dates to the Clerk for the rota. Cllrs C Summers & B Dixon have volunteered to assist the contractor this Saturday 1<sup>st</sup> June 2019.**

**Min: 12** Criteria for Studley Parish Council Awards

**Proposed Cllrs P Beaman, seconded Mrs S Crofts to accept the draft policy for Nominations for Studley Parish Council Awards.**

## **10. District, County Council & Delegate Reports.**

There are no District & County Council reports

- **Delegate Reports**
- **Studley in Bloom- submitted by Cllr J Beard & B Dixon**
- **Summer Planting around the village-**The time scale of summer planting was confirmed. The bedding plants will arrive on the 31<sup>st</sup> May '19. The following week the flower baskets will be erected around the village. Planting with the Brownies will take place 11<sup>th</sup> June at the Parish Centre
- **Traffic Census-** There was concerns raised by the Chair of Studley in Bloom regarding the traffic census by the Little Lark Public House as it is not a true reflection of the amount of traffic passing through the night as M42 is closed. Heavy lorries that usually take this route are not doing so.
- **Grass cutting in the Village-** Studley in Bloom has concerns over the poor grass cutting around the village. They believe Studley is not receiving the full number of allocated cuts.

- **Studley Parish Council Horticultural Awards**-The Manager of Four Acres would like to be included in the SPC Horticultural Awards
- **Proposed Cllrs Mrs J Beard, seconded B Dixon, voting unanimous to accept the delegate report for Studley in Bloom.**
- Youth Mental Health Briefing- request from Councils in the areas to provide a room for training purposes for the project.
- **Proposed Cllrs C Summers, seconded M Fox, voting unanimous to support the project by providing a room for training purposes. Clerk to contact the project leader and invite him to view the facilities to ascertain if the room in the Village hall is suitable.**

## 11. Committee Reports

There were none.

## 12. Correspondence

**Min: 13** County Council Members Grant – Closing date for applications is 7<sup>th</sup> June 2019

## Circulation

**Min: 14** The Clerk Magazine – Spring 2019

## 13. Approve Accounts for payment.

28 <sup>th</sup> May 2019	Supplier	Description	Amount £	CH Q	Total £
	HMRC	HMRC- PAYE & National insurance	1031.55	647	1031.55
	Warwickshire Pensions	Pensions	1130.86	648	1130.86
	Boxer Enterprise	Monthly window PC or laptop support for 5 computers Monthly charge to cover website development, hosting & maintenance	108.00 166.00	649	274.00
	Excel Telecommunications	Telecom	98.48	650	98.48
	RJA Smith	Station Road Allotments- Remove rotted timber support to water taps supply and fit new.	36.00	651	36.00
	Riata Business Solutions Ltd	Move software to new computer/Server per PC Year End Closedown (on- site)	30.00 691.20	652	721.20
	Stratford District Council	Annual Charge for the emptying of Dog waste bins	134.00	653	134.00
	WJ Robinson	SPC Internal Audit & report	224.00	654	224.00
	Studley in Bloom	Grant	1000.00	655	1000.00

	Studley Village Hall	Grant	800.00	656	800.00
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**Proposed Cllrs Mrs S Crofts, seconded B Dixon, voting 4 for, 3 abstentions.**

**14. Date of next meeting 4<sup>th</sup> June 2019**

**Meeting closed: 8:08pm**