



Studley Parish Council
Minutes of Studley Parish Council Meeting
26th May 2021, 7.30pm
Parish Centre, Old Vicarage Gardens, B80 7SG

Members present... Cllr C Summers - Chairman, Cllr M Osborne - Vice-Chairman, Cllr P Beaman, Cllr J Beard, Cllr S Crofts, Cllr B Dixon, Cllr P Hencher-Serafin, Cllr A Smith

.. not present Cllr M Fox, Cllr Z Tolley

Attending: Acting Clerk G Lungley; Assistant Clerk L Stanton

Agenda item 1. Chairman's welcome.

Min no. 247 The Chairman welcomed all to the meeting and thanked everyone for attending.

Agenda item 2. To receive apologies from absent Parish Councillors (if any) and the reason for absence

Min no. 248 It was not known at the time, but Cllr M Fox & Cllr Z Tolley had both submitted emails 1hr before the meeting started apologising for absence.

Agenda item 3. Declarations of Interest

Min no. 249 Cllr J Beard- item 5b – attends premises as regular customer (Non-Registerable Interest).
Cllr C Summers – item 5a – lives next door to the application property (Disclosable Pecuniary Interest (DPI)).

Agenda item 4. To consider grant of any dispensation request

Min no. 250 There was no request for dispensation.

Agenda item 5. To comment on Planning Application consultations notified by Stratford District Council.

Min no. 251 It was noted Cllr P Hencher-Serafin, as district ward member, would not be commenting or voting on the following consultations.

- a. Cllr C Summers left the room having declared a DPI in item 5a; Cllr M Osborne chaired the meeting.

21/01177/FUL: 3 Holt Road, Studley, B80 7NX

Proposed: Single storey and two storey rear extension.

It was agreed proposed Cllr B Dixon, seconded Cllr A Smith, voting unanimous to support this application for the following reasons: upgraded family home and it will improve the street scene.

Cllr C Summers re-joined the meeting and resumed the chair.

- b. 21/01369/FUL: 36 High Street, Studley, B80 7HJ
Proposed: 2 storey rear extension and loft conversion to form 1 new bed dwelling and kitchen and WC facilities for the shop below.

It was agreed proposed Cllr A Smith, seconded P Beaman, voting 6 for, 2 abstentions to make No Representation to this consultation.

- c. 21/00108/FUL: 36A High Street, Studley, B80 7HJ
(Planning Notification, Amended/Additional Information)
Proposed first floor extension, providing one bedroom flat, with separate access from the rear. Scheme to include small stair to the rear providing access to the first floor (replacing ramp) (resubmission following withdrawal of application 20/03092/FUL)
Addition of windows into the proposed rear elevation of the extension overlooking the shared parking forecourt (not affecting neighbouring residential properties)
This letter is for information only. A consultation response is not being sought.
It was agreed proposed Cllr B Dixon, seconded Cllr P Beaman, voting 7 for, 1 abstention to request the glazing on the additional windows to the rear extension is obscured due to overlooking of the school.
- d. 21/01306/VARY: Kingslea MIA c/o ADC Ltd
Proposed: Variation of conditions 1 (approved plans) and 5 (large scale detailing of application reference 20/00960/REM (date of decision: 10/11/2020) to allow a dry fix system instead of wet eaves. Original description of development: Submission of Reserved Matters application for the matters of appearance, landscaping, layout and scale, in connection with previously approved Appeal Decision APP/J2720/W/18/3197487, applicⁿ 17/03003/OUT for 10 dwellings only.
It was agreed proposed Cllr P Beaman, seconded A Smith, voting 7 for, 1 abstention to make No Representation to this planning application.

Items deferred from the meeting held 19/05/2021

Agenda item 6. To discuss, re-arrange and agree the makeup of the council's committees with reference to items i to iv

- Min no. 252
- i. **Review of delegation arrangements to committees, sub-committees, staff and other local authorities.**
 - ii. **Review of the terms of reference for committees.**
 - iii. **Appointment of members to existing committees**

It was noted the makeup of the council's committees had not changed in the last 3 - 4 years; for the council to function it would be best for the committees to remain as they are until the council has its full complement of members.

It was agreed proposed Cllr B Dixon, seconded Cllr J Beard, voting unanimous to accept the committee structure as circulated with the agenda subject to review when new members are co-opted. The Planning Committee will not be formed until 2 new members join the council; in the meantime the council's planning meetings will continue as usual on the first Tuesday of the month.

- iv. **Appointment of any new committees in accordance with standing order 4 and agree a calendar of meetings.**

It was noted the newly proposed Community Engagement Committee will have a large responsibility including the website, Facebook page, the Voice. Members welcomed this new committee and hope it will bring more cohesion to the Council.

There are concerns the current website does not comply with legal requirements regarding accessibility or the members' register of interest (the current website provider has quoted £50 to include a link to the district council's website). It was noted the new Community Engagement Committee will take time to set up and in the meantime it was suggested the website is taken down rather than pay out several times to amend the website when the Council is looking to have a new website. However, the website is needed for the council to comply with the audit regulations.

It was agreed proposed Cllr A Smith, seconded Cllr J Beard to pay the £50.00 to the website provider to include the members register of interest and to start the process immediately to get quotes for the new website.

It was agreed to hold the planning meeting on 9th June if there are any planning applications.

Agenda item 7. Items for discussion and/or Decision

Min no. 253 i. **Bi- annual newsletter Studley Voice to be prepared for distribution.**
It was agreed proposed Cllr C Summers, seconded P Beaman, voting unanimous to miss this summer's issue until the Community Engagement Committee can redesign the format for the next issue.

Min no. 254 ii. **Update on highways issues related to parking in Brickyard Lane.**
The council often receives correspondence from residents regarding parking issues, however the council does not have any powers to deal with parking issues which have instead been forwarded to County Cllr J Kerridge. It was suggested the residents' concerns are also forwarded to Sambourne Parish Council as the relevant local council for Brickyard Lane residents.

Min no. 255 iii. **Concerns about fly-tipping on land off footpath adjacent to SS&SC.**
It was agreed proposed C Summers, seconded M Osborne the SPC Trustees to the Studley Sports & Social Club will discuss the concerns at their next meeting. Also agreed the Acting Clerk is to see if the District Council could collect the rubbish from Brickyard Lane and Pool Road Recreation Ground rather than for all the bags of collected litter to be left in the cemetery skips. There is likely to be a cost to the Council.

Min no. 256 iv. **To be aware of lease arrangements for council properties and recommend review of same.**
It had been noted, and could not be explained, that the leases on the ATC hut, the Scout huts and other council owned properties are not on the asset register. Cllrs P Hencher-Serafin, S Crofts and A Smith volunteered to review all the council's leases.

Agenda item 8. Other correspondence/circulation

Min no. 257 South Warwickshire Local Plan - Scoping and call for sites consultation.
(Circulated 14th May 2021)

Min no. 258 Clive Rickhards – Email circulated 8th May 2021.
The Chairman informed council that he has written personally to thank Clive Rickhards for his service to Studley during his term as County Councillor.
It was agreed proposed Cllr C Summers, seconded Cllr S Crofts, voting unanimous that a letter is sent from the council to Clive Rickhards thanking him for his service and all he has done for the Studley community.

Agenda item 9. Members to raise items for consideration at the next meeting.

Min no. 259 **Items for future consideration.**

- Schedule of dates for meetings.

Agenda item 10. To agree date and time of next meeting.

Min no. 260 9th June 2021 at 7.30pm at the Parish Centre for the Planning Meeting.

This meeting closed at 8:30 pm.

Signed:
Chairman, Studley Parish Council

Date :