

Minutes 01/16

WHITNASH TOWN COUNCIL

Minutes of the Town Council meeting held on Thursday, 16th June 2016
at 7.00 p.m. in
Whitnash Community Hall, Acre Close, Whitnash.

PRESENT

Councillors: S Button Mayor
 P Birdi
 G Cancilla
 Mrs J Falp
 B Franklin
 B Kirton
 S McFadden
 J Short
 B Smart
 R Sparkes
 S Vaughan
 A Barton (arrived at 19h40)

Town Clerk: Jenny Mason

Police: 0 Press: 0 Public: 1

01/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Heath, Margrave and Shepherd. Apologies for absence were accepted.

02/16 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

03/16 PUBLIC FORUM

There was no public forum.

04/16 MAYOR'S ANNOUNCEMENTS

A tribute was paid to late Cllr George Nayar and a minute's silence held to remember both Cllr Nayar and Labour MP Jo Cox, who died after being shot and stabbed in **West Yorkshire**. May they rest in peace
Cllr Heath is back home recovering.

Following on from my apprenticeship, under the guidance of Judy, we have continued to attend functions

on behalf of Whitnash. As Deputies we attended about 25 functions or events, but I can see that it really ramps up as Mayor.

During this time, we have met many other members of the 'chain gang' and have struck up friendships with some of the past incumbents and many of the new ones.

On Bank Holiday Monday we were fortunate to be invited to the Shipston Wool Fair, which was great fun, especially the tour around the cellar of the local Wine Merchants and the interesting tales told by the Vintner. We think that a wine tasting might be in order for Whitnash.

Last Sunday Matty and I attended the Rehab Hospital Summer Fair, which include a tour of the Hospital thanks to Cathy Herbert. Likewise, this was great fun and we even won a couple of teddy bears. Last week we attended a youth performance at the Loft Theatre along with a Royal Tea Party for the Queen, by the Mayor of Warwick and then the Lord Lieutenant's Civic Service at St Mary's in Warwick. We already have 8 events in the diary for the next month. They just keep coming in!

Please be reminded of some notable events for your diaries and they are the Civic Dinner on Friday 29th July and the Civic Service on Sunday 18th September, along with the Tree of Light on Saturday 19th November and the Christmas Lights switch-on event on Sunday 4th December.

I will be emailing this request, but out of courtesy I thought I would ask in advance. I would be extremely grateful if any of you could provide us with a raffle prize for the Civic Dinner. Something like a bottle of wine would be great. Thank you. Also I had a great meeting with one of my charities last night and we have some fun events coming up. We are meeting the other charity on July 4th.

Cllr S Button

05/16 MINUTES OF THE PREVIOUS MEETING

The minutes of the Town Council meetings held on 21st April and 26th May 2016 as circulated were approved and signed as a true record.

06/16 MATTERS ARISING OUT OF THOSE MINUTES

21st April 2016:

181/16 Public forum – it is a pity only one Police Crime Commissioner candidate came to address a town council meeting.

184/16 War Memorial names – a call has been received regarding Private W F Biddle.

186/16 Whitnash Community Development - a resident has asked why this survey cannot be done online? Cllr Mrs Falp will check with Linda Price and if possible a link will be put on our website.

194/16 South Ward – the drainage outside St Margaret's School has still not been repaired. Drainage in Coppice Road is poor and drains need cleaning. *(Cllr Cancilla declared an interest as he lives in Coppice Road).*

26th May 2016:

There were no matters arising.

07/16 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Warwickshire County Council Report.

Cllr Kirton:

WCC has given an allocation of money to improve grass verges in Whitnash. Cllr Kirton has only received one request from a Councillor for improvements in Whitnash. Members were asked to submit requests for improvements to Cllr Kirton by 24th June 2016 at the latest and the Mayor and Clerk would assist Cllr Kirton in moving this forward.

Warwick District Council Reports:

Cllr Mrs Falp:

At the annual meeting of Warwick District Council in May the membership of committees was agreed. They are worked out on a proportional basis with the largest party having most representation apart from on the Scrutiny committees.

Apart from Cllr Heath taking my place on planning and I taking his place on Audit Scrutiny we have stayed on the committees we were on since last May. I undertake more roles as I am not working and can make day time meetings. Cllr Mrs Falp:

Group Leader, Audit and Finance Scrutiny

People Strategy Group, Licence and Regulatory Committee

Standards Committee, Health Scrutiny

Cllr Heath:

Planning, Employment Committee, Members/Trades Union Join Consultation & Safety Panel

Cllr Margrave: Overview and Scrutiny, I.T. working group, St Mary's lands working group

Representation to outside bodies will be as before and I am the district representative in the Plato Trust.

I have been covering all meetings recently as Cllr Margrave has been on holiday and Cllr Heath is recovering from a heart attack. In Whitnash the main issues I have been dealing with are issues with council and housing association properties and a rat problem in Palmer Road. It has been suggested we have a speaker from Environmental Health at the next Community Forum in July to speak about pest control.

The restructuring at Warwick District Council is not complete yet. Cllr Birdi proposed that Stuart Poole new Business Support Team Leader is invited to the Town Council meeting on 21st July 2016.

08/16 APPROVE AND ADOPT ANNUAL GOVERNANCE STATEMENT (page 1)

Section 1 of the Annual Return as at 31st March 2016 (the Annual Governance Statement) was signed, approved and adopted at the Town Council meeting.

09/16 APPROVE AND ADOPT ANNUAL GOVERNANCE STATEMENT (page 2)

Section 2 of the Annual Return as at 31st March 2016 (the Accounting Statements) was signed, approved and adopted at the Town Council meeting.

10/16 DIRECT DEBIT LIST

The direct debit list for 2016 – 2017 was forwarded to all Members and approved.

11/16 APPROVE AND ADOPT AMENDED STANDING ORDERS

The Internal Auditor commented while doing the audit that the Committee may want to consider if item 3 (l) is still appropriate as it has been superceded by Standing Order number 32.

3 (l) Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent. If anyone breaches this

standing order they will be warned, and if they persist, then excluded by resolution of the council.

32. FILMING OF MEETINGS

On 6 August 2014, the 1960 Act was amended by the Openness of Local Bodies Regulations 2014 (“the 2014 Regulations”). The amended 1960 Act provides that a person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

- a) Film, photograph or make an audio recording of a meeting;*
- b) Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;*
- c) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.*

Members proposed that Standing Order 3(l) is removed from Standing Orders as the filming of meetings is covered in Standing Order 32.

12/16 COMMUNITY HUB UPDATE

The Community Hub Working Group meeting on 17th May 2016 was very positive. Mike Woolacott was present at the meeting along with his colleague, Andy McDarmid. Cllr Mrs Falp has also met with WDC Planning for a free session to discuss various possibilities. WCC has also offered £5000 towards the Business Plan with the following conditions:

- (a) Whitnash Town Council provides the other £5,000*
- (b) WCC is represented on the project committee. Kushal Birla will be WCC’s representative.*
- (c) the consultant engages with WCC and incorporates WCC’s requirements into the business plan where appropriate*
- (d) partners are clear that WCC is not at this stage making any commitment to the Community Hub (beyond the £5,000 contribution to the business plan).*

13/16 WAIVE FINANCIAL REGULATIONS

Cllr Mrs proposed that financial regulation (11 Contracts 11.1d) is waived so that a price can be negotiated without competition to allow to allow ATI Projects to develop a Business Plan for the new Community Hub in Whitnash.

A formal recommendation was made by Cllr Mrs Falp:

That this council waves the normal financial regulations to award the project of producing a business plan and possible funding bids for a new community hub to ATI Projects for the following reasons:

Mike Woollacott (ATI Projects) has previously worked on the project.

That this firm can offer a very competitive price as they have already undertaken a lot of ground work that a new contractor would have to undertake. The firm are already working on other projects for Warwick District Council so will be in the area and so reduce travel costs.

The time and possible cost of advertising will delay the opportunities to apply for funding.

All Members present voted in favour of this proposal.

(Cllr Barton arrived at 19h40)

14/16 DEMENTIA CHAMPION

Cllr Mrs Falp has been the Dementia Champion for the Town Council for the last 12 months and the Town Council needs to appoint a Dementia Champion for the next 12 months. Cllr Mrs Falp will continue in this role and the Mayor, Cllr Button, will take an interest and hopefully take on this role at the end of his term of office.

Cllr Franklin thanked Cllr Mrs Falp for her commitment to this project.

15/16 AMEND NOVEMBER CHRISTMAS LIGHTS MEETING

Cllr Button is unable to attend the Christmas Lights meeting on 3rd November 2016 which is the last meeting before the switch on event and asked for the meeting to be amended to Thursday, 10th November 2016 at 6.16 p.m. before the Finance and General Purposes Committee meeting. Members agreed to the amendment.

16/16 CORRESPONDENCE

There was no correspondence.

17/16 ACCOUNTS FOR PAYMENT

(193/16) - Accounts for payment accepted subject to receipts.)

No	Payable	Details	Amount £	Cheque No
2775	Midshire Telecom	Office call charges May 2016	9.30	DD
2776	ESPO	Black poly sacks	47.52	BACS
2777	British Telecom	Hall telephone	81.85	DD
2779	Jenny Mason	Fuel for mowers	21.28	BACS
2780	Jenny Mason	Postage audit forms	2.37	BACS
2781	Twenty-four-seven Ltd	Hall shutters repairs & service	144.96	BACS
2783	Sureway Heating	Hall heating service	343.20	BACS
2786	HB Creative	Printing civic dinner tickets	39.00	000075
2787	Royal British Legion	Poppy wreath Somme	19.00	000077
2788	Crimestop	Replace alarm detector hall	188.40	BACS
2789	Boss HR	HR	60.00	BACS
2790	Jenny Mason	Office stationery	6.00	BACS
2791	Jenny Mason	Batteries for mouse & keyboard	11.00	BACS
2792	Jenny Mason	Fuel for mowers	10.79	BACS
2793	EON	Street lighting June 2016	32.83	DD
2796	Countrywide	Mowing July 2016	338.80	BACS
2797	Midshires Telecom	Office call charges June 2016	10.32	DD
2798	Oakwood Security	Key holding annual subscription	438.00	BACS
2799	Warwickshire County Council	Office rent 01/07/16 - 30/09/16	495.85	BACS

	Warwick District Council	Planning application notice board	97.50	002571
	Warwick District Council	Lotteries licence 2016	20.00	002572

Wages, pension and Inland Revenue contributions:

	April 2016	May 2016	June 2016	Total
Gross Wages	5095.10	5533.85	5257.60	
Employers NI	190.44	190.44	190.44	
Employers Pension	565.96	565.96	565.96	
Total Staff Cost	5851.50	6290.25	6014.00	18155.75
Income Tax	265.60	265.60	265.80	
NI Employer & Employee	356.52	356.52	356.52	
Inland Revenue Contributions	622.12	622.12	622.32	1866.56

Expenditure over £500:

Invoice Date	WTC Ref	Payable to	Detail	Net	Vat	Gross	Paid by
01/07/16		WDC	Hall Rates July 2016	653.00		653.00	DD
21/06/16		Cllr Button	½ Mayoral Allowance	675.00		675.00	000076

Grant income & expenditure exceeding £500:

Grant received:							
None							
Grant spend:							
<i>Localities and Community Grant:</i>							
14/06/16	2778	Linda Price	Whitnash Community Survey May 2016	334.97		334.97	BACS
05/07/16	2795	Linda Price	Whitnash Community Survey June 2016	379.86		379.86	BACS
<i>Community Forum Grant – replacement flower tubs:</i>							
17/06/16	2782	Woodberry	10 x recycled plastic flower tubs	1160.00	232.00	1392.00	BACS
		D Herbert	Collection, installation of tubs etc	405.00		405.00	BACS
21/06/16	2785	WCC Recycling	Tipping costs for old tubs and soil	215.00		215.00	002573

18/16 REPORTS FROM WARD COUNCILLORS

South Ward: The road surface is breaking up in Heathcote Road at the bend at the Plough and Harrow pub especially the middle section of the road. There is also a sunken manhole cover there. The drainage outside St Margaret's School has still not been repaired. Drainage in Coppice Road is poor and drains need cleaning

East Ward: Cllr Mrs Falp reported that there are now 65 homes occupied in East Ward.

North Ward: There have been reports that the trees at Elderfield Cottage are overhanging the road, but there have been no complaints from the bus companies.

The footpath at St Margaret's House was reported previously and Western Electric did do some repairs, but the area needs to be repaired properly.

The potholes at the parking area in Acre Close have not been repaired and are becoming worse. Cllr Short is concerned that the traffic warden on a scooter in Whitnash is not identifiable as he has no insignia to show who he is or who he works for.

Grass outside St Margaret's church needs cutting now the daffodils have died off.

West Ward: The section of Landor Road between Franklin and Summertown Roads has been

flooded again recently. The tree roots need to be cut in the drains as this is primarily the cause of the problem. The trees in this area also need pollarding as they are very tall. The footpaths from Murcott Road East to Franklin Road and up towards Moorhill Road is breaking up and in a very poor condition. Resurfacing is needed. The Landor Road surface from Ashford Road junction to Summerton Road also needs resurfacing. Coppice Road from Methodist Church towards the schools also needs resurfacing.

Traffic flow problems are increasing especially during the school run and congestion is becoming worse. Recycling wagons don't help on a Thursday morning when the rush hour is on. Wagons are using the left turn from Radford Road into Sydenham and Prospect Road and cut through Whitnash to avoid the humps which increases the traffic as well.

An attempt to repair the Medley Grove sign has been done, but still needs sorting!

Cllr McFadden reported that there is some work taking place on the Harbury Lane / Fosse way junction and apparently this junction will be improved as part of the necessary works to support Gaydon Lighthorne Heath, which has now received planning permission from Stratford District Council. Harbury have been told it will be traffic lights not a roundabout.

19/16 REPORT ON CHRISTMAS LIGHTS WORKING GROUP MEETING:

Cllr Button proposed that a receipt (in the form of draft minutes) of the Christmas Lights Working Group meeting held on 2nd June 2016 are received.

20/16 REPORT OF FINANCE AND GENERAL PURPOSES COMMITTEE MEETING:

Cllr Mrs Falp proposed that a receipt (in the form of draft minutes) of the Finance and General Purposes Committee meeting held on 19th May 2016 are received.

21/16 REPORT ON HALL AND PLAYING FIELDS COMMITTEE MEETING:

Cllr Mrs Falp proposed that a receipt (in the form of draft minutes) of the Hal and Playing Fields Committee meeting held on 12th May 2016 are received.

22/16 REPORT ON PLANNING COMMITTEE MEETING:

Cllr McFadden proposed that a receipt (in the form of draft minutes) of the Planning Meetings held on 5th May 2016 are received and Cllr Franklin proposed receipt of the 2nd June 2016 are received.

23/16 WHITNASH TWINNING ASSOCIATION REPORT

Cllr Smart reported that currently 18 people will be visiting Weilerswist in Germany in August. Cllr Mrs Falp said the concert at Coventry Cathedral with the Villebon choir was very good.

24/16 DATE OF NEXT MEETING

The next Town Council meeting will be held on 21st July 2016 at 7.00 p.m.

There being no other business the Mayor thanked everyone for their attendance and declared the meeting closed.

SIGNED..... DATE.....