

**A Meeting of Great Alne Parish Council was held on Monday 13 March 2017 at Great Alne Primary School at 7pm in the evening.**

|                          |   |
|--------------------------|---|
| PRESENT                  | Councillors Mr L Bowring, Mr P Clark, Mr I Millard, and Mrs M Holding and District and County Councillor Mr M Gittus<br>Members of the public: 8 plus 3 guest speakers  |
| APOLOGIES FOR ABSENCE    | Mrs L Bennett   |
| DECLARATION OF INTERESTS | None  |
| MINUTES                  | January meeting Minutes agreed and signed by the Chairman.  |
| EXTRA CARE HOUSING       | <p><b>OPEN FORUM:</b></p> <p>The Chair welcomed Mr T Willis, Extra Care Programme Lead, Warwickshire County Council (WCC). Mr Willis is involved in finding sites for and implementing extra care housing across Warwickshire. WCC have recently completed 9 extra care schemes and a further 12 to accommodate adults with disabilities. Mr Willis then went on to explain the position regarding extra care provision at Maudslay Park. A condition of the outline planning permission (granted in 2011) required the preparation of a Section 106 Agreement, under which affordable extra care units were to be provided in a single block on the Maudslay site. Helical Bar were required to contract with an affordable registered provider, and worked for a while with a provider called Housing 21 but an agreement ultimately proved to not be possible in spite of best efforts by WCC. In 2016, Helical Bar put in a formal request to Stratford District Council (SDC) to vary the S106 to make a cash contribution towards off-site affordable provision in the Stratford District. WCC were extremely disappointed that affordable extra care provision was not likely to be secured at Maudslay Park. At a planning committee meeting on 10 January 2017 it was reported that further bids had been considered but were not compliant with the S106. Consultants' recommendation to SDC was to accept the commuted sum for off-site affordable provision and a figure of £5.085 million was agreed to provide affordable housing elsewhere in the district</p> <p>WCC are committed to trying to retain the funds to deliver affordable extra care housing as close as possible to Great Alne. There is currently an ongoing debate between the County and the District Councils in terms of time frame and geographical restriction in order to provide the best offer for residents of Great Alne. Discussions relate to ring fencing the money for affordable/affordable extra care provision and cascade arrangements.</p> <p>A major settlement area such as Alcester is being considered and there is a potential site at Moorfield Road which appears to be perfect. However, a flood risk assessment has deemed this to be a Flood Zone 3 site, and therefore unacceptable. However, there is now a possibility that dry access could be provided to this location and this would make the site acceptable: this decision is currently with the Environmental Agency for sign off. Alcester Town Council is in full support of the development in spite of a change of use. Other settlement areas being considered would ideally be a 10-15 minute drive from Great Alne.</p> <p>There was a comment from the floor that the situation was a disgrace. Affordable extra care homes are needed in the village. There is much anger, particularly as it was felt that Helical Bar had 'paid off' the councils.</p> <p>There were questions from the floor as follows:</p> <ul style="list-style-type: none"> <li>• The trigger for the S106 funding?- This will remain the same ie after completion of the 45<sup>th</sup> unit at Maudslay Park</li> <li>• What if the commuted sum is not used?- After 10 years returned to the developer</li> <li>• Finance lead?- Currently being agreed between WCC and SDC</li> <li>• Accuracy of recent article in Stratford Herald?- Not accurate and unhelpful</li> </ul> <p>Mr P Bebbington wished to record that he found the entire situation unsatisfactory.</p> |
| ALCESTER SOUTH SNT       | <p>The Chair was pleased to welcome PC R Lambert and PCSO R Morris to the meeting. They had kindly brought crime prevention equipment such as UV pens and stickers plus information, whilst and remarking that Great Alne was a safe place to live based on the very few reported incidents below!</p> <p>Incidents which occurred in Great Alne for the period January- March 2017:</p> <ul style="list-style-type: none"> <li>• <b>Burglary- 26/01/2017-</b> Sernal Lane, Great Alne (local pub)</li> <li>• <b>Suspicious incidents-</b></li> </ul>   |

|                                    |  |
|------------------------------------|--|
|                                    | <ul style="list-style-type: none"> <li>• <b>10/01/2017</b>- Off-road motorbikes using footpath from Kinwarton Fields to Coughton Fields Lane. Motorbike later seized (under S59-see Matters Arising) from a youth in Alcester following further reports, and the number of incidents in the local area has subsequently reduced</li> <li>• <b>19/01/2017</b>- Coughton Fields Lane- Vehicle acting suspiciously, occupants paying attention to vehicle on drive way</li> </ul> <p>Suspicious incidents are regarded as any incident where a member of the public phones the Police to report a suspicious person, vehicle or circumstances. Please phone 101.</p> <p>Alcester South SNT has been making additional patrols along the e-road E5998 between Sernal and Coughton Fields Lane. The Police are aware that there is a burnt out car at this location.</p>  |
| UPDATE ON SPERNAL LANE DEVELOPMENT | <p>The Chair welcomed Mr Ken Linfoot, Linfoot Country Homes Ltd who explained that the planning application had gone to Planning Committee on 22 February and had been successful. The Chair, Cllr Mr L Bowring, D &amp; C Cllr Mr M Gittus and Claire Linfoot- Maclean spoke in support. The Planning Committee complimented the Parish Council on the way that it had handled and processed the project from the outset. The Chair in particular was commended and the Planning Committee said other parishes could learn from this example.</p> <p>There were some last minute amendments to the planning application required by WCC Highways. The S106 should be completed at the end of March, planning permission will then be granted and detailed construction drawings produced. Linfoot Country Homes Ltd aim to be on site towards the end of the summer with an 18 month building programme. Linfoot will do their best to keep disruption to a minimum and will keep both the Parish Council and immediate residents informed. Linfoot Country Homes Ltd is part of the Considerate Constructors scheme and has in the past received awards. This year, however, they won a Gold award and were considered to be the most considerate construction company in the whole of the UK. The Parish Council congratulated Mr Linfoot.</p>              |
| MAUDSLAY UPDATE                    | <p>Mr W Parry, Helical Bar, did not attend the meeting but submitted a report (including a link to photos taken by a drone in February 2017 <a href="https://we.tl/bp5MC9sp3U">https://we.tl/bp5MC9sp3U</a>) as follows:</p> <ul style="list-style-type: none"> <li>• Progress is still really strong on site</li> <li>• The first 3 cottages will be complete for the end of March and the first resident moves in on the 1<sup>st</sup> April!</li> <li>• Apartment blocks are coming along nicely and the clubhouse is now up to first floor level and progressing well</li> <li>• Mr Parry is now away on holiday for 2 weeks but will be reading emails sporadically</li> </ul> <p>Clerk to forward link to drone pictures to councillors, D &amp; CC Cllr Mr M Gittus and East Lodge property owner. Clerk to contact Mr Parry concerning 3 dangerous trees on a footpath at the rear of the site, the proposed bus service provision and potential locations of defibrillators. The Chair agreed to provide photos to assist with the location identification with regard to the dangerous trees.</p> <p>The Chair had provided a brief history of the affordable extra care element at Maudslay Park and this will be scanned, distributed to councillors and uploaded to the website by the Clerk. A copy was given to a resident at the meeting.</p> |
| MEMORIAL HALL REP REPORT           | <p>Cllr Mrs M Holding reported as follows:</p> <ul style="list-style-type: none"> <li>• Proposed Centenary Memorial Garden at the rear of the Memorial Hall</li> <li>• Wedding Fayre- Very successful event held in February and the Hall looked lovely. To be repeated next year</li> <li>• Film show for the school</li> <li>• Bookings are steady</li> <li>• Recent 18<sup>th</sup> birthday party resulted in damages- New safeguards introduced for birthday party bookings for 16-25 year olds such as extra deposits and indemnities</li> <li>• Parish Assembly 20 May 2017</li> <li>• Village BBQ 7 July 2017</li> </ul>   |
| REPRESENTATIONS FROM RESIDENTS     | <p><b>Pavement between the Memorial Hall and Park Lane</b>-This is still outstanding. Clerk to chase WCC Highways. It was anticipated that this would have been completed by now.</p> <p><b>B4089 between Great Alne and Little Alne</b>- Serious and dangerous flooding. Reported to WCC Highways who attended location but have piled the mud up next to the blocked drain. Signage at</p>   |

|   |  |
|---|--|
| <p>DISTRICT AND COUNTY COUNCILLOR'S REPORT</p> <p>MATTERS ARISING</p> | <p>the incident site very poor. Clerk to contact WCC Highways and express concern.</p> <p><b>Garages to the rear of School Road-</b> There are notices on some of the garages requesting users to remove contents within 2 weeks. Clerk to contact Orbit Heart of England, establish position and advise resident.</p> <p><b>Manhole cover School Road</b> (near bus stop at park entrance)- Collapsed and dangerous to road users in particular cyclists and motorcyclists. Clerk to advise WCC Highways.</p> <p><b>Vegetation on pavement outside 76 School Road-</b> There is a plant growing through the hedge from the field across the pavement. Clerk to contact Limebridge Rural Services Ltd to quote for it to be cut back. Cllr Mr P Clark offered to be the on-site contact.</p> <p><b>Bird scarers-</b> Seem excessively frequent and loud this year on land at Spernal Lane. From dawn to dusk- in terms of sequence and interval. The Chair to look out the NFU Code of Practice. There should have been a local consultation exercise. Cllr Mr Ian Millard offered to contact the land owner.</p> <p><b>Buses:</b><br/>In response to the request to provide information about the bus provision in the village, buses currently serving Great Alne are:</p> <ul style="list-style-type: none"> <li>• <u>X19</u> operated by mainly by Stagecoach with some peak journeys by <u>Diamond Bus</u> - 7 days a week including Bank Holidays</li> <li>• <u>Flexibus 212</u> operated by A &amp; M Group that operates a journey a day on Tuesdays and Fridays</li> <li>• <u>Flexibus 512</u> operated by A &amp; M Group that operates one journey a day on Mondays</li> </ul> <p>Usage information: The pick-ups from Great Alne are as follows:</p> <ul style="list-style-type: none"> <li>• <b>Stagecoach</b><br/>Between 18 December 2016- 18 February 2017 a total of 118 passengers boarded the service X19 in Great Alne.<br/>Stagecoach has indicated that possible worsening of peak time traffic congestion in Stratford and Redditch could have a negative impact on the current frequency of journeys serving Great Alne.</li> <li>• <b>A &amp; M Group</b><br/>For the period of 1 August 2016- 31 January 2017 the totals are as follows: (6 months)<br/>Flexibus 512 - 111 passengers<br/>Flexibus 212 - 196 passengers<br/>Diamond Bus have not responded to the usage request, however the firm only operates one X19 journey a day around 7pm.<br/>D &amp; CC Cllr Mr M Gittus assured the meeting that there are presently no plans to change any of the services in Great Alne. However, it should be noted that this is a commercial service and there may be viability issues in the future.</li> </ul> <p><b>Budgets:</b><br/><b>WCC-</b> 1.99% increase for this coming financial year (giving 6% over 3 years). This will enable protection of health and social services as funds are ring fenced. 80% of the county's funding is used in this capacity. The county are well planned and organised in making savings and have reduced their spending requirement by 52%. Libraries, Home-School transport, Fire Officers are all protected. Although with respect to the Fire Service, there may be some joint working with other areas such as Police and Health.<br/>SDC-1.99% increase. The district has been planning savings for the year.</p> <p><b>Police and Crime Commissioner's Panel-</b> Capital reserves have been built up in the event of having to deal with terrorist activity. No increase to the precept this year.</p> <p><b>Alcester Town Council-</b> Change of Clerk- Mr C Wright retired in January 2017 and the Deputy Clerk retires at the end of March. From the seven applicants for the post of Town Clerk, Mrs V Lowe was successful (previously at Welford Parish Council). Mrs Lowe brings a wealth of experience and has a legal background.<br/>There was a question from the floor as to whether D &amp; CC Cllr Mr M Gittus considered there to be any health service funding issues in Warwickshire. D &amp; CC Cllr Mr M Gittus replied that he had no concerns in this area. Indeed, the government had insisted that the county took receipt of £1 million of unrequested emergency funding.</p> <p><b>Footpath- Alne Hills-</b> Reported to WCC Country Paths- Issue number A03394</p> |
|---|--|

**Overhanging trees- Henley Road-** Clerk chased WCC Highways who then made arrangements to have the area machine cut with a tractor flail.

**Recreation Ground:**

- The tree canopy lift completed and invoiced
- Goal posts now realigned
- The Way marker post has been replaced at Nightingale Close entrance (although not like for like)

**Community Speedwatch-** Clerk approached Clerk at Aston Cantlow/Haselor/Wilmcote & Pathlow Parish Councils and had a meeting with her and PCSO R Morris to discuss setting up a group. PCSO R Morris kindly supplied some information leaflets for potential volunteers. We need six volunteers to be able to register a group and arrange training. The other Clerk is to gauge interest in her parishes and feedback. Alcester Town Council is also looking for volunteers. Cllr Mr A Foster is the contact. Cllr Mr I Millard to progress.

**Amenity work- Appleby Close-** Limebridge Rural Services Ltd have assessed the site and advised the Parish Council that there is currently no urgent requirement for tree/shrub maintenance. Review in the autumn.

**SDC Website services-** Clerk attended 2 hours training at SDC offices on 20 February. New system looks good and should make uploading material to the Parish Council website, especially photos and multiple files, much easier.

**E5998 road between Sernal- Coughton Fields Lane-** The Rural Crime Co-ordinator, Mr R Church and PC R Lambert are now taking damage at this location more seriously and are seeking to effect a remedy in conjunction with WCC and SDC. The chair read out the following email from Mr Church:

*"I met with Paul Cowley at WCC Highways Dept who is due to retire at the end of March. Paul is open to helping us out with what we are trying to achieve at Stoot Lane but is limited by budgetary constraints. He has agreed to try and organise for two metal street posts to be erected at either end of the lane which we can use for signage. I have also asked if the Highways Dept could help out with placing some temporary concrete barriers at the 2 or 3 areas where vehicles are accessing the worst sections. They appear to want to help out with this too and Paul has asked for a bit of time to explore this.*

*I know you would prefer not to have concrete barriers on that stretch of the lane however I do feel we need to utilise everything possible in the short term to deter and educate the 4x4 drivers from accessing the off road section.*

*Mr Cowley has given me the details of the person who will take this forward after his retirement and has indicated that any assistance will not take place until early June at the earliest as they have works scheduled on other Green Lanes which have temporary closure orders on them.*

*There are no real restrictions on any sign designs as the signs will not be enforceable.... Mr Cowley has suggested a colour scheme of white on red or black on yellow would work best.*

*Given the above timeframe I am going to wait for some movement from the Highways Dept before looking to apply for authority for SDC wildlife cctv cameras .... Which I do not anticipate will have any problems being authorised"*

The Parish Council were asked if they were aware of Public Space Protection Orders. The Clerk said she had just been made aware of the following through the Alcester South SNT weekly incident report:

The police have wide ranging powers to deal with people who use their vehicles in an antisocial manner. Apart from prosecuting offenders for motoring offences that could lead to being disqualified from driving, the police can also rely on a power to seize motor vehicles, using Section 59 of the Police Reform Act 2002. The keeper of the vehicle will be liable to recovery/ storage costs when they eventually get the vehicle back. Section 59 also covers any such use of a motor vehicle off-road, such as common land, moorland, bridle paths, footpaths, tracks and fields. An official complaint does not even have to be received by the police for them to enforce the law.

**VAT reclaim-** Clerk applied for VAT refund claim of £1158.68 for the period 1 January- 31

|  |   |
|--|---|
|  | <p>December 2016. This was paid into the Parish Council bank account on 17 February 2017.</p> <p><b>Budget/Precept-</b> A budget requirement of £17, 700 for 2017/18 was established and agreed at the January Parish Council meeting. This amount less the Council Tax Reduction Grant of £690 (paid by SDC) equals £17, 010 and was requested by the Parish Council from SDC in January. Final documents showing the Chair’s slight amendments to the budget and options available to the Parish Council for increasing the precept, were circulated to councillors by the Clerk between meetings.</p> <p><b><u>MAIN BUSINESS</u></b></p> <p>The Parish Council had received a letter from Mr M Davey, Chair of Great Alne &amp; Kinwarton Memorial Hall Committee, which the Chair read to the meeting. The letter broadly outlined the proposal as follows:</p> <p>The Hall Trustees have decided that the next major project will be to reclaim the derelict land behind the Hall and to create a Centenary Memorial Garden to mark the ending of the Great War. The aim would be to make the garden look attractive from the inside of the Hall, an easily accessible space for occasional use, and a low maintenance facility. There would be a slate plaque mounted on the wall in remembrance of those who served and those who fell. It is felt that as things stand the space is totally unusable. The ground levels vary considerably along its length and it is covered in weeds and nettles. Despite repeated strimming and treatment it remains unsightly and represents a trip hazard for anyone attempting to walk across it. The hedge border to Appleby Close is difficult to maintain and its condition is often a cause for concern to neighbours.</p> <p>It is hoped that by creating a Centenary Memorial Garden more people will be attracted to the Hall and will provide them with additional space to socialise in or to sit in quietly and enjoy. The garden would be accessible to all via a slope to the side of the Hall and a gate to Appleby Close.</p> <p>The Memorial Hall Committee has obtained an initial quote for the landscaping project and it is estimated that it will cost around £25,000. Whilst hoping to obtain one or more grants to help pay for the work some local fundraising will inevitably be required as well.</p> <p>The Parish Council were asked to consider whether it felt this project is a worthwhile undertaking and, if so, whether a letter of support could be sent to Mr Davey as soon as possible. In addition, if the Council was in a position to make a contribution to the project that would be a welcome bonus and very much appreciated. Kinwarton Parish Council has also been similarly approached for assistance.</p> <p>Councillors agreed that the current steep site is a mess and it would be good to improve its appearance and enhance user experience at the Memorial Hall. It might be helpful in the long term to have access to the garden from the Hall directly. It was felt that that the landscaping quote seemed high.</p> <p>The Clerk reported she was aware that Kinwarton Parish Council had responded as follows 'the council agreed that they are happy to support the project and once it is confirmed as going ahead will be happy to make a donation in the future'.</p> <p>Councillors agreed that a letter of support should be sent to Mr Davey. Clerk to action before end of March as requested. A donation would be considered in the future once the value of the grants had been established.</p> |
| <p>GREAT ALNE &amp; KINWARTON MEMORIAL HALL- PROPOSED CENTENARY MEMORIAL GARDEN</p> <p>GREAT ALNE CRICKET CLUB- DISABILITY RAMP NEW PAVILION</p> | <p>The Parish Council had received a letter from Great Alne Cricket Club requesting financial assistance towards a disability ramp at the new pavilion. It included two quotes (ex VAT) from the same company- a wooden ramp (£1,840) or a concrete ramp (£2,165) both with hand rails.</p> <p>Mr C Moody attended the meeting on behalf of the Cricket Club to explain the position. The Cricket Club have a budget of approximately £150,000 and are progressing well with the external work. The internal work will be carried out by a different firm. To do the internal fit out properly would require £80,000 but the club only has £20,000 to spend. It is intended that the minimum works will be completed to comply with Building Regulations to allow public access. The rest of the project will be completed when funding allows. There will be an Open Day for the new pavilion on Sunday 30 April 2017 and from 1 May nets will be available to juniors for 10-12 weeks.</p> <p>The Parish Council considered the request for financial assistance for the ramp and agreed to make a donation in principle as the Cricket Club is the only sporting organisation in the village and is actively promoting and encouraging juniors to play Cricket. Cllr Mr I Millard, in his capacity</p>   |

|                               |  |
|-------------------------------|--|
| RECREATION GROUND-<br>VARIOUS | <p>as the Parish Council Trustee for the Great Alne Parochial Charity, agreed to see whether the Charity would also consider making a donation. With this information in mind, the Parish Council could then discuss and agree a figure.</p> <p>The Clerk brought the following before the Council for consideration:</p> <ul style="list-style-type: none"> <li>• Advice sought by residents of 6, 7 and 8 Nightingale Close with respect to overhead cables and concern over the height of the three trees in the boundary hedge to the rear of their properties. It was agreed that the Clerk would contact Western Power Distribution and report the matter</li> <li>• Another patch of concrete has been revealed in the Recreation ground between the metal playframe and the trees near Austen Cottage. It was agreed that the Clerk should obtain a quote from Limebridge Rural Services Ltd for removal</li> <li>• Replacement matting beneath the Double Bay swings. It was agreed between the January and March Parish Council meetings, that the quote from Limebridge Rural Services Ltd of £301 ex VAT to remove the old matting and install three new mats to the safety fall area be approved. (3 mats at £62.00 each and a labour charge of £ 80.00 for the removal and refitting the new mats. As the mat replacement will remove the grass surface a charge of £35.00 will be made to sow new grass seed over the new mats). The Clerk has confirmed the quotation and Limebridge Rural Services Ltd will order the new mats</li> <li>• Metal detecting in the park. A resident alerted Cllr Mr P Clark about a gentleman in the park carrying out metal detecting. Cllr Mr P Clark had a word with the gentleman and made him aware that the land owner's permission is required ahead of any such activity. The Parish Council are the land owners and it is unlikely that permission would be granted</li> <li>• Potential new wooden gate at School Road entrance- A resident has kindly donated a new wooden gate as and when we need to install one. It is 1.2m wide</li> </ul> |
| EMERGENCY PLAN                | <p>This action remains with the Chair who hopes to have something available for discussion at the Parish Assembly.</p>   |
| BT KIOSK-<br>DEFIBRILLATOR    | <p>In the absence of Cllr Mrs L Bennett, the Clerk reported as follows by way of a project update:</p> <ul style="list-style-type: none"> <li>• The Big Lottery Awards for All funding application for £2,755 was successful. Conditions apply</li> <li>• Location of the defibrillator- Cllr Mrs M Holding raised the prospect of siting the defibrillator at the Memorial Hall at the Memorial Hall Management Committee meeting but did not receive much support. The Chair kindly reviewed the contract from BT. Correspondence with BT then ensued with regard to amending the wording in one of the clauses. However, it proved to not be possible to amend the standard contract. The Parish Council agreed to adopt the kiosk on School Road for £1. (The BT contract has been amended to reflect the correct address)</li> <li>• Cllr Mrs L Bennett has been in contact with Community Heartbeat Trust and has a form to complete</li> <li>• Clerk mentioned that an electrician would be required to install the defibrillator</li> </ul> <p>Cllr Mr I Millard agreed to speak with Linfoot Country Homes Ltd with respect to their kind offer about the possibility of installing a second defibrillator in the village- possibly at the Cricket Club. Clerk to also write to Helical Bar and establish the locations of the defibrillators at Maudslay Park.</p>   |
| PARISH ASSEMBLY               | <p><b>Date-</b> Cllr Mrs M Holding successfully agreed a date of Saturday 20 May 2017 with the Memorial Hall Management Committee at a recent meeting. Clerk has confirmed the booking.</p> <p><b>Invitations-</b> The Clerk had drafted a letter of invitation to clubs and organisations in/related to Great Alne. The Chair and Cllr Mrs L Bennett had commented and suggested improvements to the draft. The invitations will be sent as soon as possible. There are 20 tables plus a few small ones at the Hall- 16 invitations will be issued. It was agreed that the Parish Council would see what the take up will be as tables will also be required for the coffee morning.</p> <p><b>Marketing-</b> The date is on the front page of the Parish Council website. Clerk to put an item in the Spring Parish Council newsletter. It was suggested and agreed that Mr Davey be approached to include an advert in the next Hall Herald.</p> <p>Cllr Mr I Millard gave his apologies as he will not be available to attend the Parish Assembly.</p>   |
| SPRING NEWSLETTER             | <p>It was agreed that the Clerk would draft and publish the next newsletter in April, including a feature on the Parish Assembly. She is currently gathering material. Cllr Mr I Millard kindly offered to edit the draft on this occasion.</p>  |

| FOOTWAY LIGHTING MAINTENANCE 2017/18         | <p>The Parish Council has recently received the contract from WCC for Footway Lighting Maintenance 2017/ 18. The cost to maintain each non-LED footway lanterns in the village will be £9.50 plus VAT (an increase from £9.26 last year). In the absence of any competition/other feasible maintenance providers it was agreed to accept this contract. Clerk to advise WCC.</p>   |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
|--|--|---|---|--------|---------|---------------|----------|-----------------------|--|--------------|----------|---|--|--------------|-----------|-----------------------|---|
| INTERNET SECURITY ANTI VIRUS PURCHASE        | <p>Retrospective approval was agreed for the annual purchase of Internet Security renewal from F-Secure for the Parish Council lap top at a cost of £39.99.</p>  |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| INTERNET BANKING                             | <p>As agreed at the November 2016 Parish Council meeting, the Clerk had made further enquiries about the possibility of electronic banking with Unity Trust Bank plc. Unity Trust Bank plc provides specialist banking services to trade unions, charities and other organisations that operate in the not-for-profit sector in the United Kingdom and its remit has expanded to include profit-with-purpose businesses. It is based in Brindley Place, Birmingham and has systems in place which allow two signatories to authorise a payment, which would comply with Parish Council Financial Regulations. There would be a monthly fee of £6 for internet/telephone banking. No interest would accrue to accounts.</p> <p>Councillors had looked at the bank's website. It seemed to be a complex process to change banks and concluded that it may be something to bear in mind for the future. One of the reasons electronic banking was being considered was to overcome delays in the payment of Clerk's wages for the preceding month. This is particularly challenging for the Clerk in a meeting month where the meeting is mid-month and any cheque issued then takes 3-5 days to clear. Cllr Mrs M Holding agreed to look at the Clerk's hours and report at the next meeting. The Clerk is concerned more about the timing rather than the amount.</p> |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| PARISH COUNCIL AUDIT ARRANGEMENTS 2017- 2022 | <p>The Clerk reported as follows:</p> <ul style="list-style-type: none"> <li>• Auditor appointments for smaller authorities for the five financial years from 2017/18 to 2021/22- On 30<sup>th</sup> November 2016 the Smaller Authorities Audit Appointments Ltd announced the conclusion of its procurement process and the award of limited assurance review contracts for five years to the successful external audit firms. Responsibilities under the new contracts will relate to accounts for the financial year beginning on 1<sup>st</sup> April 2017. Commencing with the audit covering the year 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018, all WALC local councils will be working with PKF Littlejohn LLP as their external auditors.</li> <li>• 2016/17 Audit arrangements- For the financial year 2016/17 there are no changes to the existing audit arrangements and the Parish Council will continue to work with the existing auditors, Grant Thornton, on limited assurance reviews for accounts for the current financial year, i.e. 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017. This includes the Annual Return.</li> </ul>   |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| INTERNAL AUDITOR                             | <p>It was agreed to appoint Arrow Bookkeeping Services as internal auditors for the financial year 1 April 2016- 31 March 2017 following a quote of £16 per hour. Clerk to confirm.</p>  |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| PENSIONS- AUTO ENROLMENT DUTIES              | <p>The Clerk reported that she had checked that there is still no one to put into a pension scheme prior to the Parish Council auto- enrolment staging date of 1 April 2017. This is based on age and earnings criteria and complies with duties required by The Pensions Regulator. The Clerk is Type 2- Non-eligible job holder.</p> <p>Before 13 May 2017 the Parish Council must write to the Clerk telling her she has not been put into a pension scheme but that she can ask to join should she want to.</p> <p>By 31 August 2017 the Parish Council must complete a declaration of compliance. This is an online form to let the TPR know that the Parish Council has met its duties.</p> <p>Clerk to diarise and action.</p>  |   |   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| PLANS  | <table border="1"> <thead> <tr> <th>Reference</th> <th>Received</th> <th>Status</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td>17/00705/TREE</td> <td>9/3/2017</td> <td>Pending Consideration</td> <td>The Spinney Henley Road Great Alne B49 6HX</td> </tr> <tr> <td>17/00393/LDP</td> <td>8/2/2017</td> <td>Proposed Lawful Development - Permitted</td> <td>Vennfield Shelfield Green Alcester B49 6JR</td> </tr> <tr> <td>17/00195/FUL</td> <td>23/1/2017</td> <td>Pending Consideration</td> <td>1 New End Cottages Spenal Lane Great Alne B49 6HZ</td> </tr> </tbody> </table>  | Reference                               | Received  | Status | Address | 17/00705/TREE | 9/3/2017 | Pending Consideration | The Spinney Henley Road Great Alne B49 6HX | 17/00393/LDP | 8/2/2017 | Proposed Lawful Development - Permitted | Vennfield Shelfield Green Alcester B49 6JR | 17/00195/FUL | 23/1/2017 | Pending Consideration | 1 New End Cottages Spenal Lane Great Alne B49 6HZ |
| Reference                                    | Received   | Status                                  | Address   |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| 17/00705/TREE                                | 9/3/2017   | Pending Consideration                   | The Spinney Henley Road Great Alne B49 6HX        |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| 17/00393/LDP                                 | 8/2/2017   | Proposed Lawful Development - Permitted | Vennfield Shelfield Green Alcester B49 6JR        |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |
| 17/00195/FUL                                 | 23/1/2017  | Pending Consideration                   | 1 New End Cottages Spenal Lane Great Alne B49 6HZ |        |         |               |          |                       |  |              |          |   |  |              |           |                       |   |

|                                  |            |   |   |
|----------------------------------|------------|---|---|
| 16/04097/HHPA                    | 23/12/2016 | Householder<br>Prior Approval<br>Not Required | Vennfield Sheffield Green Alcester<br>B49 6JR           |
| 16/04002/FUL                     | 13/12/2016 | Application<br>Withdrawn                      | Cutlers Farm Henley Road Great<br>Alne Alcester B49 6HR |
| 16/03610/FUL                     | 4/11/2016  | Pending Decision                              | Land At Sernal Lane Great Alne                          |
| 16/03315/AMD                     | 11/10/2016 | Approval of Non<br>Material<br>Amendment      | 2 Gunn Court Park Lane Great Alne<br>Alcester B49 6HS   |
| 16/03277/FUL &<br>15/00669/S106A | 10/10/2016 | Pending Decision                              | Maudslay Park Great Alne Alcester<br>B49 6HT            |

Between January and March 2017 Parish Council meetings, following careful consideration, the following response was submitted to planning application consultation:

**17/00195/FUL - 1 New End Cottage Sernal Lane** (Proposed two storey side extension, two dormer windows and porch to principle elevation and dormer to the rear). *No objection as the proposed extension is very similar to that at No 2 New End cottages...the Planning Department will want to maintain the style and character of the old part of the building into the extension.*

A decision of 'No objection' was agreed at the Parish Council meeting this evening with respect to planning application **17/00705/TREE The Spinney Henley Road** (T1: Sycamore: Reduce crown by 25% because of excessive shading). Clerk to submit response on SDC Planning Portal.

#### ACCOUNTS

The Bank Reconciliation page of the Accounts, Financial Statement, Progress against budget and Parish Council Expenses over £100 for the year to date were uploaded to the Parish Council website ahead of the meeting- see Parish Council/ Associated Meeting Papers page.

VAT refund claim paid for period 1 January- 31 December 2016 for £1158.68 on 17 February 2017

Direct debits to EoN for Invoices dated:

|  |          |         |
|--|----------|---------|
| H13E5383A3- January 2017   | DD       | £120.10 |
| H1405536EA- February 2017  | DD       | £120.10 |
| • Warwickshire County Council Inv no.10163433- lighting maintenance  | #200244  | £266.69 |
| • Warwickshire County Council- Hire of school premises GAPC meetings | #200245  | £154.00 |
| • Limebridge Rural Services Ltd Inv no.14856- tree works             | #200246  | £150.00 |
| • Parish Clerk's wages & expenses: including                         |          |         |
| January 2017, £428.50 (wages); £92.23 (expenses)                     | #200243  | £520.73 |
| February 2017, £387.84 (wages); £18.87 (expenses)                    | # 200250 | £406.71 |
| • HMRC- Employer/Employee payments (NICS/PAYE)                       | # 200251 | £35.49  |
| • BT Telecommunications plc- BT kiosk purchase fee                   | # 200252 | £1.00   |

Void cheques 200247, 200248, 200249

#### CORRESPONDENCE

- **Great Alne & Kinwarton Memorial Hall- Centenary Memorial Garden-** (see Main Business)
- **John Crossling, County Officer, WALC- Audit Arrangements 2017-2022** (email- see Main Business)
- **Stratford upon Avon and District Citizens Advice Bureau-** Donation acknowledgement
- **Mr M Cunningham, Warwickshire County Council- Footway Lighting Maintenance 2017/18** (email- see Main Business)
- **Mayor of Alcester, Alcester Town Council-** Invitation to the Chair to attend Civic Dinner on Friday 10 March (email- Declined)
- **Chairman of Warwickshire County Council, Councillor Bob Hicks-** Invitation from to attend Open Evening & Reception at the Old Shire Hall, Northgate Street, Warwick on Saturday, 11th March 2017, 6.30 - 8.30pm (email- Declined)
- **Great Alne Cricket Club-** Disability ramp new pavilion- request for financial assistance (see Main Business)

- **EoN**- We're increasing our Deemed Contract rates from 1 April 2017- notification (from 14.40 to 15.75p per kWh). *Item for May agenda*

**The Annual Meeting will be held on Monday 8 May 2017 at Great Aine Primary School at 6.30pm.**

Meeting finished at 9.30pm.