

The Annual Meeting and Ordinary Meeting of Great Alne Parish Council were held on Monday 21 May 2018 at Great Alne Primary School at 6.30pm in the evening.

PRESENT	Councillors Mr L Bowring, Mr P Clark, Mrs M Holding and Mr I Millard Members of the public: 3
ELECTION OF OFFICERS	<p align="center">ANNUAL MEETING</p> <p>Chairman: Cllr Mr L Bowring- proposed by Cllr Mr I Millard, seconded by Cllr Mr P Clark Vice Chairman: Cllr Mr P Clark- proposed by Cllr Mr I Millard, seconded by Cllr Mrs M Holding. Vice Chair to be kept under review. There is currently a vacancy for a councillor on the Parish Council following the resignation of Mrs L Bennett. Grateful thanks were expressed to Mrs Bennett for all her hard work during her term of office.</p>
APOLOGIES FOR ABSENCE	County Councillor Mr C Rickhards, District Councillor Mr M Gittus, Mrs J Holmes and Mr C Moody
DECLARATION OF INTERESTS	None
TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE	Form duly completed and signed by re-elected Chairman Cllr L Bowring
TO REVIEW COUNCIL DOCUMENTATION	<p>All existing council documentation was reviewed by the Clerk and customised to the Parish Council's house style where necessary. The following documents had required updating and were approved:</p> <ul style="list-style-type: none"> • Councillors Code of Conduct- four new model documents which form part of Stratford on Avon District Council's (SDC) Code of Conduct suite of documents. The Parish Council adopted the new SDC Code in January 2018 effective from 1 May 2018 All approved subject to deletion of reference to Town in the Role Definition document • Standing orders- changed with reference to GDPR at 2 (i)v and 3 (b)ix. Section 15- Accounts (d) re External audit- footer included • Freedom of Information Publication Scheme- change to councillor details following resignation and addition of ref to Privacy Policy • Risk Management Policy- changes with reference to acquisition of defibrillator/ GDPR- approved subject to addition of Parish Council logo <p>No changes were required to Complaints Procedure & Grievance & Disciplinary Policies. The following document required further amendment:</p> <ul style="list-style-type: none"> • Financial Regulations- 4.3 deletion of ref to Audit Commission. Further amendment required to 5.3 and 5.4 as Clerk is also a bank signatory <p>A new Social Media Policy is obligatory as it forms part of the SDC Code of Conduct suite of documents and approval deemed. The Clerk had prepared a couple of draft policies- a Donations Policy which was approved. The draft Privacy Policy, based on a generic template provided by WALC required minor amendments. Future proofing was agreed not to be necessary. Amended Financial Regulations to be presented at the July Parish Council meeting. The Privacy Policy needs to be finalised and approved ASAP before GDPR comes into force on 25 May 2018. The Clerk reported that the Freedom of Information Disclosure Log was up to date and 5 requests had been made between 2017-18.</p>
TO REVIEW PORTFOLIO RESPONSIBILITIES	Following the resignation of Mrs Bennett, the portfolios need to be reviewed. Agreed to defer this until a new councillor is appointed. The review presents an opportunity for councillors to change their portfolios if desired and take on new challenges. The Chair wondered if anyone else would like to take on the financial overview!

<p>REVIEW CHEQUE SIGNATORIES/ BANK MANDATE/DIRECT DEBIT</p>	<p>Cheque signatories were reviewed and it was agreed to retain the three existing signatories ie Chairman Cllr L Bowring, Cllr P Clark and the Clerk, Sarah Duran. The existing mandate was thus approved. Any two of three to sign cheques on behalf of the Parish Council. The continuation of the variable Direct Debit to EoN for electricity supplies for street lighting was also approved.</p>
<p>REPORT ON CAPITAL ASSETS & LIABILITIES</p>	<p>Account balances at 31 March 2018:</p> <ul style="list-style-type: none"> • Current £30,977.79 • Business Money Manager £8,197.88 <p>Copies of the Asset Register were made available on the website for year ending 31 March 2018. Assets, including all play equipment, street furniture, bins and office equipment, are currently valued at £42,309.87 which is higher than the previous year's figure of £22,187.02. The Parish Council has made various purchases this year including new play equipment, bin, telephone kiosk, laptop and printer. It has disposed of old play equipment in the Toddler area and a dog waste bin at the Memorial Hall. The Parish Council has no liabilities. As the Chair suggested in 2017, an Asset Register has been drafted for insurance purposes showing replacement values to ensure adequate insurance cover and aid forward financial planning.</p>
<p>REVIEW REGISTER OF GIFTS & HOSPITALITY & DPI FORMS</p>	<p>A new Gifts & Hospitality Policy has been introduced which forms part of the SDC Code of Conduct suite of documents. The Parish Council register currently holds no entries and there were none to declare (value increased from £25 to £30). Councillors also reported there were no relevant changes to their existing DPI forms, recently completed following agreement to adopt the new SDC the Code of Conduct. These are available online.</p>
<p>DONATIONS 2017-18</p>	<p>The following donations were made in 2017-18:</p> <ul style="list-style-type: none"> • Kinwarton with Great Alne PCC- £500- Churchyard grant • Memorial Hall £250- Centenary Memorial Garden • Cricket Club £500- contribution towards Disability Ramp
<p>AUTHORITY FOR RECEIPT OF ELECTRONIC DELIVERY OF MEETING PAPERS</p>	<p>It was agreed that councillors would continue to receive summons and some associated parish council meeting papers electronically. Most of the meeting papers are published on the Parish Council page of the Parish Council website in line with Transparency Code requirements. Hard copies are always available to councillors where required.</p>
<p>CLERK'S APPRAISAL</p>	<p>Clerk to contact Chairman to arrange a date for her annual appraisal.</p>
<p>APPROVAL OF INTERNAL AUDITOR'S REPORT</p>	<p>The internal audit for the financial year 2017/18 has been carried out by Arrow Bookkeeping Services and approved by the Parish Council. The audit was more stringent this year with changes in audit requirements for smaller authorities. The report identified a couple of items for the Parish Council to consider, the first being whether there are any plans in place to cover for long term sickness of Clerk. It was agreed that the Chair would prepare a paper outlining a potential continuity plan- looking at possibly splitting the role for councillors to undertake or obtaining a temporary replacement. Holiday cover was also discussed to ensure the Clerk takes a 'proper' holiday! Where absence is planned, current measures include advising contacts accordingly and use of 'out of office' setting on email. Clerk to clarify second point made by internal auditor with respect to transaction date/minutes. The Annual Internal Audit Report 2017/18 in the Annual Governance and Accountability Return 2017/18 Part 3 was also completed by the internal auditor.</p>
<p>APPROVE ACCOUNTS & ANNUAL RETURN FOR EXTERNAL AUDIT</p>	<p>The accounts year ending 31 March 2018 had been prepared and signed by the Clerk. Income and expenditure were both greater than 2016/17. For the financial period 2017/18, income £39,605.76 (includes part of the Section 106 monies from the Maudslay Park development), expenditure £36,534.30 (includes new play equipment deposit) leaving a net balance of £3,071.46. The following Sections of the Annual Governance and Accountability Return 2017/18 Part 3 for year ending 31 March 2018 were approved, then completed and signed by the Chair and the Clerk:</p>
<p>(i) (ii)</p>	<ul style="list-style-type: none"> • Section 1 Annual Governance statement 2017/18 being approved before • Section 2 Accounting Statements 2017/18

APPROVE ANNUAL ACCOUNTS FOR PAYMENT

The following were approved and authorised for payment:

- Renewal of Membership to Warwickshire and West Midlands Association of Local Councils #200107 £200.00

- Came & Co- Insurance Premium #200108 £726.48

Following a meeting with Councillor Mr I Millard to review the parish Council insurance cover ahead of the renewal date on 1 June 2018 and the Annual Meeting this evening, the Clerk confirmed that a quote for increased cover had been sought as follows:

Property- Buildings

- Gates & fences £5,000
- Street Furniture £45,000 (includes phone kiosk)
- Play equipment £65,000
- Other surfaces £5,000

Property- Contents

- General £1000

Confirmation has been received that the disclosure shown below that has been made to insurers Hiscox Underwriting Ltd with respect to the Uroute under the cover for Property Buildings- Gates & Fences will not affect the proposed renewal terms:

‘We have had involvement with a patch of land that is linked to an E Road/Bridleway. In recent months we have installed posts to encourage off road vehicles to remain on the designated area but these have been damaged/removed on occasions. We are not seeking insurance cover for these items but feel that insurers should be aware of the issue that we have been dealing with. This is not adjacent to the main village and in our opinion does not affect any other aspect of cover/items being insured under the policy.’

- Kinwarton with Great Alne PCC- Churchyard grant #200109 £500.00

A resident thanked the Parish Council and Clerk for all their hard work throughout the year.

MINUTES

ORDINARY MEETING

March Minutes agreed and signed.

AFFORDABLE HOUSING

OPEN FORUM:

A representative from Linfoot Country Homes Ltd was unable to attend but the Clerk read out part of an email from Mrs Claire Linfoot McClean by way of an update:

“The groundworks are continuing with the new estate road constructed to tarmac binder course and sub-structures in hand to plots 1-6. Drainage is progressing and the attenuation pond is in hand. The superstructure brick and blockwork to plot 2 (the viewhome) should commence after the next bank holiday weekend. We are scheduled to take over from the groundworker as principal contractor on 18 June by which time the site welfare compound and car park will be fully operational. We anticipate that the viewhome will be available in November 2018. We should have preliminary floor plans and images of the local market houses available at the parish meeting on Thursday”.

Linfoot Country Homes Ltd are also seeking design approval from the Parish Council for three street lights for the new development. Warwickshire County Council’s (WCC) standard light which they are now using is the Aspect Eco light (4000k) by TRT Lighting Ltd. WCC recommends that a 27 Watt lamp is used along Spernal Lane with 19 Watt being used on the new estate road. Claire discussed with WCC the Parish Council’s concerns that the light from the lanterns should not be too harsh and WCC said they did not think that it would be with these particular lanterns (though it may seem brighter to start with simply because of the change from the orange light of the existing SON lanterns which are now obsolete). Claire recommends the Aspect Eco unless the Parish Council has any particular issues. This was agreed as there were only three street lights, although there were concerns as to the style of lantern and the wattage. Clerk to feedback to Linfoot.

MAUDSLAY PARK

Ms M Higginson, Village Manager, Inspired Villages Group was unable to attend the but sent a written report as follows:

“Things are progressing well at Maudslay Park.

We are working towards a completion date for the main facilities building of late June. We will then be in a position to furnish and “dress” the main building and prepare it for opening at the end of July.

There is a proposed name change from Maudslay Park to Great Alne Park Retirement Village which has been agreed with the residents and Parish Council.

	<p><i>Landscape architects are currently working to draw up plans for the area behind the main building (the first area you come to from Park Lane on your right). The landscape will be levelled and contoured and mainly grassed. It will include a wildflower area and additional mature trees. We are hoping to commence works over the next few weeks.</i></p> <p><i>A post box is now in situ by the thatched cottage- however we cannot use it until the post office have attached a collections plate. We will update the Parish Council when this is done. We are delighted that the WI will be planting an Oak tree on site to commemorate 100 Years of Great Alne Womens Institute. The planting ceremony will form part of our opening ceremony in July later this year.</i></p> <p><i>We held a Royal Wedding celebration event on the 19 May which included a marquee, large TV to view the celebrations, Pimms and a Cake Competition. The event was ticketed but free with a voluntary contribution/collection. All monies collected are to be divided between the Great Alne & Kinwarton Memorial Garden Project and St Marys Church roof fund.</i></p> <p><i>We will soon be looking to recruit staff to work at Great Alne Park Retirement Village and would encourage local people to apply for the advertised jobs. We will update the Parish Council on the job roles available, along with information on how and where to apply”.</i></p>
<p>UPDATE ON AFFORDABLE EXTRA CARE PROVISION</p>	<p>The Clerk had been in contact with Mr T Willis, Extra Care Housing Programme Lead, WCC and he sent the following by way of an update:</p> <p><i>“In terms of next steps, both Alcester and Bidford are very much work in progress. As mentioned previously, WCC is working closely with the Environment Agency re: addressing flood issues at Moorfield Road, which should see them issuing a report advising on best way forward in July. I should mention that I have also indicated to the EA that WCC is anticipating that funding will be made available to assist any works - assuming a solution to the flood issues is forthcoming. If this is the case, I would be seeking to go out to tender as soon as is possible for an Extra Care Housing scheme with affordable provision,i.e. both rental and shared ownership units as has been delivered elsewhere”.</i></p>
<p>ALCESTER SOUTH SNT</p>	<p>The Police were not present but sent a written report:</p> <ul style="list-style-type: none"> • Attempted Burglary Residential. School Road, Great Alne. Window in garden shed smashed. Possibly with the intention of gaining entry. Nothing stolen at this time. Between 6-7 May • Burglary Residential. School Road, Great Alne. Secure garden shed entered and two pedal cycles and an electric cycle stolen. It appears that the offenders would have needed to come over from the fields at the rear of the gardens. Daytime Sunday 6 May <p>Current priorities for Alcester SNT involving extra patrols are as follows:</p> <ul style="list-style-type: none"> • Alcester South – Patrols to deter residential and business burglaries • Bidford Area – Patrols to deter and deal with ASB use of motor vehicle • Alcester South – Patrols to deter vehicle crime
<p>MEMORIAL HALL REP REPORT</p>	<p>Cllr Mrs M Holding reported as follows:</p> <ul style="list-style-type: none"> • Reappointed by the Parish Council as representative trustee on the Memorial Hall Management Committee • Centenary Memorial Garden Project hard landscaping works completed and look good
<p>TODDLER AREA REDESIGN PROJECT UPDATE</p>	<p>The Clerk reported as follows:</p> <ul style="list-style-type: none"> • Expressed her thanks to Mrs Bennett during her role as councillor for all her help in bringing this project to fruition • Play equipment contractors left site on Friday, removing their container- there are a few outstanding issues yet to be resolved (split wood in Parcour, missing play panels, waterlily tops) and so the safety fence remains • Drainage works started today and will take about a week. Clerk to meet with Linfoot Country Homes Ltd representative onsite on Thursday at 2pm to discuss • There has been a delay in the marketing process for the Tango seat so an ordinary seat has been fitted to the Cradle swing meanwhile • Clerk to arrange a meeting with the Playground Advisory Committee to plan the celebratory Bear Hunt to mark the arrival of the new equipment
<p>UROUTE SPERNAL- COUGHTON FIELDS LANE</p>	<p>The Clerk had been contacted by the Rights of Way team at WCC to make sure the Parish Council has a clear understanding of the status of Eroad/Uroute between Spernal- Coughton Fields Lane.</p>

	<p>WCC have not 'reclassified' the route they have just changed its name to a U route- which means an unclassified route (it could be either a footpath, bridleway or road) where the status is unknown. Because the status is unknown, the track cannot be regarded by the County as anything more than a footpath for maintenance or enforcement purposes.</p> <p>Much research would be required to ascertain the status of the track and WCC do not currently have the resources. It is possible to make a formal application to WCC to allow research by the applicant, but those requests received before 2011 are receiving priority. The priority statement by WCC is that the Definitive Map process needs to be completed before they can address any of the many outstanding applications. All the research needs to be gathered, the evidence tested and only a couple of cases can be processed each year. Therefore, it is likely that any further progress on this matter would now need to be pursued with the landowner. The Chair to contact the landowner to discuss the possibility of creating a bund with excess spoil from local developments. The possibility of the Parish Council re-researching the status of the Uroute was discussed. However, the Clerk has no capacity and all the evidence gathered would still have to be repeated and tested independently by WCC in any event. A resident thanked the Parish Council for all their hard work on this matter.</p>
<p>REPRESENTATIONS FROM RESIDENTS</p>	<p>Maudslay Park/Great Alne Park- Still issues with lorries arriving outside agreed working hours, or, on occasions, being locked in. The resident is pursuing this with the site agent and will come back to the Parish Council if he is not successful.</p> <p>CIL (Community Infrastructure Levy)- Questions about eligibility for CIL and use of monies. Broad range of uses is allowable, which could include the church roof. In reality there is currently little scope for benefiting from CIL as there is very little opportunity for further new development in the village.</p> <p>New play area- Car parking provision- With the arrival of the new play equipment in the Toddler area this is likely to attract more visitors to the park. As raised at the 2017 Parish Assembly, what provision has been made for car parking? The Chair explained that the Recreation Ground had been given to the residents of Great Alne through a Deed of Gift to only be used as a play area. Legal assistance was offered to the Parish Council to see if there was any leeway.</p>
<p>COUNTY CLLR REPORT</p>	<p>County Councillor Mr C Rickhards had sent his apologies and was happy to chase any relevant matters where required.</p>
<p>DISTRICT CLLR REPORT</p>	<p>District Councillor Mr M Gittus had sent his apologies and whilst there was nothing to report, he was disappointed the Leader at SDC, Councillor Mr C Saint, had stepped down.</p>
<p>MATTERS ARISING</p>	<p>Road conditions Pelham Lane/Haselor Grounds- The Chair has met with the landowner who had reported the matter of the road being undercut at this location. He has taken photos of the river bank eroding and fence posts leaning into the river. He has contacted County Councillor Mr C Rickhards to action. There are also ongoing issues about the weir sluice gates being opened unlawfully.</p> <p>Spring newsletter- Published and distributed by hand/electronically together with a letter advertising the upcoming Charity Auction in September in support of the Church Roof Appeal. There is also a copy of the newsletter on the Parish Council website/News page. Thank you to councillors who assisted with distribution and to Cllr Mr I Millard who arranged for the out of village newsletters to be posted. Councillor Mrs M Holding thanked Councillor Mr I Millard for doing her round.</p> <p>Mrs Bennett has kindly agreed to continue delivering newsletters and the Clerk will reorganise the rounds so as to be more convenient and accommodate this. The Chair and Councillor Mr I Millard were happy to take on larger rounds.</p> <p>Defibrillator- The Managed Solution Adoption Agreement has been formalised by Community Heartbeat Trust (CHT) following confirmation of receipt of the paperwork at CHT and a label sent to the Parish Council, to affix to the cabinet. Proof was then provided in the form of a photo. To comply with CHT's insurers they require a full weekly site check to be carried out. This will mean either the Clerk doing weekly checks or councillors having access to the Webnos account to submit full reports. The latter was agreed. Clerk to forward information.</p>

Councillor Mrs M Holding was thanked for kindly offering to take Mrs Bennett's place but the Clerk has already reorganised the rota. The defibrillator inspections are currently timed to coincide with playground inspections but this can be reviewed in the future should this become too onerous.

The defibrillator was recently deployed. The site is now active again, replacement electrodes and rescue kit have been obtained.

The Cricket Club are pursuing another defibrillator in the village. It should be noted that there is currently a second defibrillator in the Sales suite at Great Alne Park.

Alne Cote Corner- The order for road safety improvement works at this location and through the village has been confirmed by WCC. It is likely that the road at Alne Cote Corner will have to be closed to install the double white lines and the extra cats' eyes through the double bend. The aim is to do this during the summer holidays- no dates have yet been given. Balfour Beatty have to apply for the Road closure and Permit To Work on the Highway. Any queries should be addressed to WCC. The Clerk will advise residents once the information is available in the usual way.

St Mary Magdalen- Church Roof appeal- Following the March Parish Council meeting it was agreed to make a donation of £1000 towards repairs to the church roof. The Clerk had drafted a comparison of all donations made by the Parish Council since 2003/04 which councillors felt to be helpful in making this decision.

Parish Assembly- To be held on Thursday 24 May at the Memorial Hall at 7pm. Seven exhibitors are attending- showcasing their activities before and after the meeting. The Chair will make his annual report as well as running through the accounts for 2017/18. Charity trustees and the County Councillor will also make reports. Wine and soft drinks will be served after the close of the meeting. Councillors who are available to help set up are requested to be present at the Hall for 5.30pm. Cllr Mr I Millard gave his apologies for the Assembly but offered help to set up.

MAIN BUSINESS

PLAYGROUND VARIOUS

The **new play equipment installation** in the Toddler area is nearly complete. However, there are a few snags which are outstanding.

Completion of the **drainage works** to the play area by D W Clarke (c/o Linfoot Country Homes Ltd Section 106 Agreement) is also imminent.

The **log and chain assembly** on the wooden Playdale Activity Trail was replaced in April.

The **gate post** at the School Road entrance to the park (between the five-bar gate and the swing gate) has rotted at the base. A quote for £95 plus VAT was obtained from Airtay and approved. Works to be carried out as soon as all play and drainage contractors have finished onsite.

Clerk reported that the top of the large **toadstool** has come off and the middle-sized top has two large chunks missing. It was agreed that the Clerk would seek a quote for repair/replacement from RSS.

Clerk had obtained a quote of £65 ex VAT from The Play Inspection Company for the **annual independent inspection** due in July and this was approved (same cost as 2017). The Play Inspection Company is recommended by the Parish Council's insurance brokers. Clerk to raise an order.

Parish Council weekly inspections

The Clerk reviewed and summarised the outstanding action points from the weekly inspection sheets. Many of the outstanding issues will be resolved by the installation of the new equipment and completion of the drainage works. Kompan have kindly agreed to repair the log step ups on the RSS Multiplay Activity trail.

The Clerk will arrange a meeting with **Limebridge Rural Services Ltd** to run through various matters following the completion of the Toddler area.

It was agreed to invite District Councillor Mr M Gittus to come and speak about the implications and significance to the Parish Council should the Recreation Ground be made a **Field in Trust**.

FOOPATH REVIEW

It was agreed that the Clerk and Chair will fix a date to carry out the annual review of local public footpaths and to forward CC Mr C Rickhards a copy of the report.

MEMORIAL HALL REPRESENTATIVE	It was agreed outside of and prior to this meeting, that Councillor Mrs M Holding be reappointed in her role as the Parish Council representative trustee on the Memorial Hall Management Committee.																								
DATA PROTECTION AUDIT	<p>The Clerk has started on this process. Small local councils have been reassured that they do not necessarily need to be fully compliant with GDPR by 25 May 2018 as long as they can demonstrate that they are working towards it. To date the Clerk has undertaken the following:</p> <ul style="list-style-type: none"> • Destroyed/deleted both electronic and hard copy correspondence that is no longer required • Data cleansed the laptop • Email- added a GDPR compliant footer. To contact the members of the three email groups held and obtain individual consent for email addresses to be retained for the purposes of Parish Council business. Members have the right to opt out, they just need to let the Clerk know • Devices- Password protection added to Parish Council mobile phone. It was noted that councillors’ mobile phones should also be password protected • Drafted a Privacy Notice which will be published on the website <p>Further audit work is required by the Clerk. There is debate at higher levels as to whether there is a requirement for a Data Protection Officer. The Parish Council is currently the Data Controller.</p>																								
EMERGENCY PLAN	The Emergency Plan was approved and Clerk to forward the document to CSW Resilience Team.																								
THE MOTHER HUFF CAP	The Notification of Interest for The Mother Huff Cap expires in June 2018. It was agreed to renew this at a cost of £21 (as 2017). Clerk to action.																								
SECTION 137 EXPENDITURE LIMIT	The Clerk advised that the new level of Section 137 expenditure for 2017-18 has been set at £7.86 per elector. This useful power allows the Parish Council to spend a limited amount of money for purposes for which they have no other specific statutory expenditure. The amount spent must be proportionate to the number of residents who will benefit. The Parish Council to look at this in more detail in the future.																								
CLERK’S HOLIDAY PAY	The Clerk’s holiday pay from 1 November 2017- 30 April 2018 inclusive was agreed based on 276.25 hours worked.																								
CARRYING OVER FUNDS TO 2018/19	It was agreed to hold over budgeted funds from 2017/18 to the current financial year to pay for planned anticipated spending such as repairs/replacement to footway lighting which are a large capital expense. The Parish Council plans to ensure adequate sinking funds are in place for an ad hoc rolling repair/replacement programme. Last year the Parish Council took similar action holding over £3,511. These costs did not materialise and so they have been carried forward. Clerk to establish the cost for the complete replacement of five units for the July meeting. Allowance should also be made for costs to cover the Clerk in the event of long term sickness.																								
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		Consent Refused	Road Great Alne B49 6HQ
18/00196/TREE	22/1/2018	Tree Works Approved	The Spinney Henley Road Great Alne B49 6HX
DISCN/00435/17	22/12/2017	Pending Consideration	Land at Sernal Lane Great Alne
17/03770/FUL	20/12/2017	Planning Permission Refused	Seymour House 50 School Road Great Alne B49 6HQ

Between March and May 2018 Parish Council meetings, there have been no planning applications to which the Parish Council was required to respond.
 No objection was offered to the two applications discussed this evening:
[18/01452/TREE](#) (Griggs, Henley Road - T1 – conifer- Fell)
[DISCN/00435/17](#) (Land at Sernal Lane- Discharge of Conditions 3 Materials, 4 External Lights, 5 Hard Landscaping, 7 Tree Protection Measures, 8 Biodiversity Enhancement Method Statement, 12 Site Levels, 13 Provision of Water Supply/Fire Hydrants, 15 Foul Water Disposal, 17 Surface Water Drainage, 19 Construction Management Plan, 22 Replacement Hedging, 23 Footpath Link and 24 Site Access of planning permission 16/03610/FUL). The developer is proposing a change to the colour of the reconstructed stone from Minster (yellow) to Portland (grey) which works better with the palette.
 Clerk to make submissions via SDC e-planning portal.

ACCOUNTS

The Bank Reconciliation, Financial statement, Progress against Budget and Expenditure over £100 for the new financial year to date were uploaded to the Parish Council website ahead of the meeting. Accounts were circulated by email.

Precept/ Council Tax Support Grant received from SDC £9,060.00 in April 2018 (not on current bank statement).

Wayleave payment advice received from Western Power Distribution £38.65 (chq).

Direct debits to EoN for invoices dated:

H15A1F2238- 2 April 2018	DD	£131.37
H15C0A7FE7-2 May 2018	DD	£139.85

Approve payment:

Limebridge Rural Services Ltd Inv No 15245- mowing	#200110	£189.42
Limebridge Rural Services Ltd Inv No 15266- mowing	#200111	£92.26
Stratford on Avon District Council Inv No 2007252- website	#200112	£425.77
WALC- Cllr training costs	#200101	£35.00
Kinwarton with Great Alne PCC- Church Roof Appeal	#200103	£1000.00
Parish Clerk's wages & expenses- March 2018, £647.52 (wages)	#200102	£696.91
£49.39 (expenses)		
Parish Clerk's wages & expenses- April 2018, £498.92 (wages)	#200105	£522.82
£23.90 (expenses)		
HM Revenue & Customs- PAYE	#200104	£32.20
HM Revenue & Customs- PAYE	#200113	£103.20
HM Revenue & Customs- Employer NICs	#200114	£45.86
HM Revenue & Customs- Employee NICs	#200115	£39.88
Arrow Bookkeeping Services Inv No 2283- internal audit	#200117	£44.00
Clerk's Holiday pay Nov-April 2017/18	#200106	£392.33
Reimbursement to Clerk- newsletter photocopying PSW	#200118	£35.00
Void cheque 200116		

CORRESPONDENCE

- **HM Revenue & Customs- Important changes to the way you make your VAT 126 claim.** New reference number issued effective from 1 February 2018. *Clerk actioned*
- **HSBC We're making it easier for you to find out how we handle your information and information about individuals connected to your business.** Info about new data protection regulations- Privacy Notice.
- **Church Warden & Treasurer, Kinwarton with Great Alne PCC - Acknowledgment of receipt of donation to Church Roof Appeal (see Matters Arising)**
- **Resident- Condition of road Pelham Lane/weir sluice gates.** (By email). *Chair actioned*

(See Matter arising)

- **Community Heartbeat Trust- Managed Solution Adoption Agreement-** Label enclosed for cabinet- photo required. *Clerk actioned*
- **HM Revenue & Customs- PAYE-** Request for electronic payment. *Clerk contacted HMRC and explained not possible currently for the Parish Council.*

The next meeting will be held on Monday 16 July 2018 at Great Alne Primary School at 7pm.

Meeting finished at 9.15pm.