

**A Meeting of Great Alne Parish Council was held on Monday 17 September 2018 at Great Alne Primary School at 7pm in the evening.**

PRESENT	Councillors Mr L Bowring, Mr I Millard, Mr P Clark and County Cllr C Rickhards Members of the public: 10
APOLOGIES FOR ABSENCE	Councillor Mrs M Holding, District Cllr Mr M Gittus and Mrs Nina Knapman
DECLARATION OF INTERESTS	None
MINUTES	July meeting Minutes agreed and signed by the Chairman.
<b>OPEN FORUM:</b>	
ALCESTER SOUTH SNT	PC R Davies was unable to attend the meeting but his team reported by email that there had been just three incidents of note in Great Alne for the period July- September 2018. These included Suspicious Incidents relating to: School Road- Man in rear garden of house 19/07/2018 Henley Road area- Gold Suburu 21/08/2018 Alne End- Bogus male gas meter reader 20/08/2018
UPDATE ON SPERNAL LANE DEVELOPMENT	Mrs Claire Linfoot McLean, Linfoot Country Homes Ltd attended the meeting and gave an update as follows: <ul style="list-style-type: none"> <li>• Work on site is progressing well- largely due to the warm dry weather. The groundworks are complete- estate road, shared drive, attenuation pond, drainage, mains services and footpath along Spernal Lane</li> <li>• Apologies offered for the inconvenience of the road closure- sadly no alternative solution could be found</li> <li>• Houses are well on the way. Plot 2, the viewhome, is roofed and the first fix is in hand- ready December. Plots 3 &amp; 4 are roofed in- completion January 2019. Plot 5 roof trusses are imminent. All local market homes will be completed July/August 2019</li> <li>• Plots 3-5 will be released for marketing on 6 October 2018. There will be a 12 week Local Marketing Plan until 6 January 2019. The remainder of the plots will be marketed locally on a rolling programme</li> <li>• Affordable homes will be available April/May 2019</li> </ul> <p>It was commented that the estate agents, Peter Clarke, do not seem to have the marketing information. Mrs Linfoot McLean to follow this up.</p> <p><b>Street lighting-</b> Clerk confirmed to Linfoot Country Homes Ltd that the Parish Council had decided on 27W along Spernal Lane (2 lights) and a 19W (1 light) in the development using 'warmer' white 3000K lanterns with grey columns. Streetlights will be installed week commencing 12 November.</p> <p><b>Postal addresses-</b> Mrs Linfoot McLean and her family were extremely touched by the Parish Council's suggestion of Linfoot Oaks. Following consultation with the Parish Council, this address has now been agreed with Stratford on Avon District Council (SDC).</p> <p><b>Local Marketing Plan-</b> It was agreed that it would be appropriate to have a link from the Parish Council website to Linfoot Country Homes Ltd website during the local marketing process. Clerk to action.</p> <p>Groundworks to <b>pavement</b> in Nightingale Close- Cllr M Holding had been informed by residents that there are concerns about the state of the footpath following works carried out by Western Power Distribution. Mrs Linfoot McLean to follow this up.</p>
GREAT ALNE PARK UPDATE (FORMERLY MAUDSLAY PARK)	Ms M Higginson sent her apologies for the meeting this evening and sent a report by email as follows: <ul style="list-style-type: none"> <li>• Inspired Villages (IVG) at Great Alne Park, formerly opened Maudslay House on 06 August 2018</li> <li>• Maudslay House includes Woodlands- the restaurant that is now open Monday to Saturday 10.00am to 4.00pm for drinks. A lite bite menu is on offer Wednesday to Saturday 10.00am to 3.30pm. Woodlands is closed on Sundays. These are initial opening hours which are aimed to expand in the future. The restaurant is open to the public</li> <li>• IVG are currently creating a membership offer which will entitle non-residents of the retirement village access to the facilities on site, such as the gym and pool. Members will</li> </ul>

<p>MEMORIAL HALL REP REPORT</p>	<p>also receive discounts in the restaurant and receive priority booking for events. Information will be sent to the Parish Council when this offer is confirmed</p> <ul style="list-style-type: none"> <li>• IVG are also looking to deliver a community open day before the end of the year which will be open to residents in Great Alne and local villages. Further information to follow</li> <li>• All of the work associated with phase 1 is almost complete. Some landscape works remain outstanding, which are planned to be carried out between September and November 2018</li> <li>• A team of eleven staff are directly employed at Great Alne Park, ten of whom live locally</li> <li>• PLEASE NOTE: The defibrillator has been moved from its original location and can now be found in the Reception Area of Maudslay House (the main clubhouse) to the left hand side of the entrance door</li> </ul> <p>The Clerk is trying to set up a meeting between IVG and the Parish Council. The Section 106 Agreement obligations associated with the development can be discussed then.</p> <p>Cllr Mrs M Holding sent her apologies.</p>
<p>REPRESENTATIONS FROM RESIDENTS</p>	<p><b>Road closure-</b> D5349 Shelfield Green Lane 24- 28 September 2018. To facilitate works on a damaged gully chamber and for the installation of posts.</p> <p><b>Broadband event-</b> 20 September Stratford on Avon District Council offices 11am-3pm. Open to all residents and businesses- free entry, over 20 suppliers to attend. Gigabit vouchers up to the value of £500 available.</p> <p><b>Engage Festival Alcester-</b> Monday 1 October- Jubilee Centre 11am-2pm. Celebrating International Older Peoples Day. Taster sessions- archery, Nordic walking, seated yoga- workshops, various clubs and societies represented.</p> <p><b>Barn Dance-</b> Friday 5 October- Great Alne Memorial Hall 7- 10pm with the amazing Cat's Whiskers Barn Dance Band. Tickets £10 to include a delicious fish 'n chips supper. The Barn Dance is part of the Engage 50+ Festival- Making the most of life from 50-100+.</p> <p><b>School crossing patrol-</b> Grave concerns raised as to road safety for children as this is no longer staffed. The vehicle activated sign speed sign is also defunct so children are very vulnerable. County Cllr C Rickhards to reapply to Traffic &amp; Safety and also to consider the repair coming from the Delegated Transport Grant.</p> <p><b>Pelham Lane-</b> The Chair reported that there was no update available.</p>
<p>COUNTY COUNCILLOR'S REPORT</p>	<p>County Cllr Rickhards was thanked for his assistance with the improvement to road safety measures at Alne Cote Corner and throughout the village- and for spending a significant amount of his Delegated Transport budget on this scheme for the benefit of the parish.</p> <p>County Cllr Rickhards reported that he had been chasing Warwickshire County Council (WCC) Highways with respect to the proposed earth bund and a meeting of stakeholders regarding the Uroute between Sernal and Coughton Fields Lane. Along with the Clerk, he had received a phone call from County Paths to say that in principle they had no objection to the proposed earth bund.</p> <p>There has been a shortfall in the take up of the County Councillor's Members Grant Fund and the scheme will be reopened in October. This is a Fund for community organisations for projects which benefit communities. Tackling social isolation is one of the criteria this year.</p>
<p>DISTRICT COUNCILLORS REPORT</p> <p><b>MATTERS ARISING</b></p>	<p>District Cllr Mr M Gittus sent his apologies.</p> <p><b>Annual External Audit-</b> Successful completion of the review. Notice of Conclusion of Audit published on the noticeboards and the website together with Sections 1- 3 of the audited Annual Governance and Accountability Return 2017/18. An invoice of £240 has also been received. Cllrs congratulated the Clerk!</p> <p><b>Uroute Sernal- Coughton Fields Lane (formerly E5998)-</b> The Clerk had received a phone call from WCC County Paths to say that they will issue an email of authorisation for the proposed earth bund. A meeting is not required. They agree that the bund would prevent access to the 'verge' which is part of the highway. The bund would need to be about 4-5 feet high- any higher</p>

	<p>would have planning implications.</p> <p>Chair to now contact land owner. Clerk to contact IVG and Linfoot Country Homes Ltd to see whether they have any spoil that could be used. A simultaneous costs exercise would need to be carried out as well as professional guidance sought in overseeing the project. Clerk to inform the Police and Rural Crime Co-ordinator in due course. It would be good to get the bund installed ideally before the onset of the bad weather in November- which is when most damage seems to occur.</p> <p><b>Temporary 30mph speed limit Henley Road-</b> Clerk has contacted WCC several times who have in turn contacted the agent who contacted the contractors, Seddons to remove the temporary signs. However, the signs are still there! It was agreed that Cllrs Ian Millard would assess the situation with respect to removal, collection, storage by Seddons/WCC. Assistance was also offered by a resident.</p> <p><b>Great Alne Cricket Club lay-by-</b> The Cricket Club reported that the lay-by is quite overgrown and that they hoped to catch the autumn WCC flail hedge mower contractor as it comes through the village. Clerk to diarise to remind Cllr Millard to speak with the Cricket Club about parking at the start of the next season in March.</p> <p><b>Casual vacancy-</b> No volunteers to date. Clerk to prepare a further article for the winter newsletter. SDC are also making a call for new councillors.</p> <p><b>Road closure issues-</b> The Clerk had been forwarded an email by County Cllr Rickhards from WCC, Communities- Transport and Planning by way of explanation for the recent road closure problems in Sernal Lane. However, it was agreed that trying to pass the blame on to other stake-holders was not particularly satisfactory when WCC are the highways authority and responsible for issuing road closure notices- they should take responsibility. The Chair to pursue and forward relevant emails to County Cllr Rickhards. It was observed that WCC have a Customer Services Policy.</p> <p><b>Alne Cote Corner-</b> Road safety improvements works have been completed at this location and throughout the village. The double white lines at Alne Cote Corner are an improvement although it was noted that there is only one Corex chevron sign where there had previously been two. However, so far no accidents have been reported!</p> <p><b>Summer newsletter-</b> The Clerk thanked cllrs and Mrs L Bennett for their assistance with newsletter distribution. The rounds had been re-organised and there were a few teething problems with number of properties/newsletters. It was agreed that Maudslay Park would be added to Cllr Millard's round. East Lodge receive their copy electronically, other properties had received two copies! Must try harder!</p>
SDC- TREE MANAGEMENT	<p><b><u>MAIN BUSINESS</u></b></p> <p>SDC recently carried out an informal consultation on a Draft Tree Management Protocol, outlining a zonal inspection system depending on land type. The document lists common issues, the council's position and signs to look out for with respect to unsafe trees. The Parish Council did not submit a comment as SDC do not own any land in the parish. However, it was agreed that the document could serve as a useful model for the Parish Council. Following discussion, it was agreed that the Recreation Ground would be surveyed by Cllr Clark to establish which trees are owned by the Parish Council.</p>
SDC CONSULTATION ON SHLAA	<p>The Chair and the Clerk attended an SDC briefing in August about a consultation on the Statement of Community Involvement and Strategic Housing Land Availability Assessment (SHLAA) 2018. The SHLAA involves the identification of reserved sites that could be, but would not necessarily, be developed. This does not apply to Great Alne on this occasion as it is a Local Service Village inside the Green Belt and so it was felt that the Parish Council was not in a position to submit a comment.</p> <p>SDC have assessed over 600 parcels of land, of which 100 have been identified as possibilities. A traffic light system has been used and the results are available on SDC's website. These reserved sites are short term and will not necessarily be carried forward in the review of the Core Strategy. SDC currently has a land supply of 6.3 years.</p> <p>The Chair had looked at the SHLAA assessments for Alcester, Studley and Bidford on Avon. In Alcester 15 sites were identified but only 4 of these were deemed potentially suitable for developments of between 6- 60 new homes.</p> <p>Point to note, there is a separate Call for Sites Register on SDC's website and parcels of land voluntarily identified and submitted by landowners are shown for Great Alne.</p>

SDC- GYPSY & TRAVELLER UPDATE	SDC have responsibility to provide sites for Gypsies and Travellers. There is currently a call for sites and development of a Local Plan. Interestingly, there is no evidence to suggest that provision of sites reduces encampments. To report unauthorised encampments online please go to WCC's website <a href="https://www.warwickshire.gov.uk/travellerunauthorisedsites">https://www.warwickshire.gov.uk/travellerunauthorisedsites</a>
SDC- PLANNING UPDATE	The Parish Council have been contacted by SDC with respect to delegated powers to determine planning applications. Consequently, as from July 2018, regardless of the size of the proposed development, if the local parish council or ward member objects to the application then the matter will be referred to SDC Planning Committee. Otherwise, an SDC council officer may determine the application, unless he/she, in consultation with the Chair of SDC Planning Committee, believes that the application has generated significant public interest, or in any other respect merits consideration by SDC Planning Committee. The Chair commented that this was a return to a former system of working.
CARRYING OVER FUNDS FROM 2017/18	<p>It was agreed to formally ring fence monies for repair/maintenance of street lights as discussed at July's meeting. The figure of £5,750 will therefore be held in reserve for the rolling programme of ad hoc replacements. This figure is based on the complete replacement costs for 5 columns and lanterns (irrespective of colour temperature) at £1,150 each ex VAT. This amount will be transferred from the Parish Council's HSBC Current account to the Business Money Manager account.</p> <p>Another matter from the July meeting was the consideration of Clerk's cover in the event of long term illness (see later item in Main Business) and it was suggested that a sum should be put aside for this. The extent of the role would need to be agreed prior to establishing the number of hours required- consequently the remuneration would be based on this. If the role can be defined and an hourly rate allocated then the WALC County Secretary can assist in advertising the temporary post. This item was deferred pending further research (See later item).</p>
REVIEW EXPENDITURE AGAINST BUDGET	The Chair commented that we are 6 months in to this financial year and our expenditure against budget was 49%. Good budgeting! The Parish Council incurs quite a few large costs in the first quarter. Whilst an expenditure against budget spreadsheet is prepared by the Clerk ahead of each Parish Council meeting and is available on the website, it was agreed that expenditure against budget should be regularly formally reviewed.
DONATION TO CITIZENS ADVICE	Mrs N Knapman sent her apologies as she had hoped to speak on this item. However, she had previously circulated a Project Summary outlining the reinstatement of Alcester OutReach for Citizens' Advice South Warwickshire. Subject to funding, it is hoped that a bi-weekly advice service will be offered in Alcester. Donations have been received from various organisations including parish councils. It was agreed to make a donation of £150. It was suggested that the Clerk advise Mr M Davey, Great Alne Parochial Charity once the service has been re-established and publish Alcester OutReach contact details on the Parish Council website and noticeboards.
RECREATION GROUND- VARIOUS	<p>The Clerk reported as follows:</p> <ul style="list-style-type: none"> <li>• <b>Annual Playground Inspection-</b> Play Inspection Company made an inspection on 13 July 2018 and we were invoiced for £65.00 ex VAT. Action points from the Annual Inspection Report were discussed. Some points will be addressed by Kompan. Limebridge Rural Services Ltd have been asked to quote for others. Cllr Clark to assess/ address several minor points</li> <li>• <b>Damage to grass matting below Basket Swing-</b> Limebridge Rural Services Ltd have agreed to make the repair following probable mower damage</li> <li>• <b>RSS Activity trail-</b> 4 x bolt caps obtained from HAGS at accost of £7.00 ex VAT by Clerk and kindly fitted by Cllr Clark. It was agreed that Limebridge Rural Services Ltd to be asked to quote for cleaning this unit</li> <li>• <b>Limebridge Rural Services Ltd-</b> A quote for the following works were agreed- all prices ex VAT: <ul style="list-style-type: none"> <li>○ Soil levelling and reseeding around new play area- £1200</li> <li>○ Tree canopy lift in the park but especially over Birds Nest Swing- £130</li> <li>○ Protection of new wooden posts against strimmer damage- FOC</li> <li>○ Removal of bench and concrete near picnic benches- £95</li> <li>○ Removal of 3x toadstools- £65</li> <li>○ Addition of soil under the picnic benches x2 to stop base plates standing proud- £50</li> </ul> </li> </ul> <p>Most works to be carried out in the autumn when conditions are suitable for soil movement</p>

	<p>and grass seed sowing. Tree canopy works to be carried out in winter when leaves have fallen from the deciduous trees. Mr Stedman, Limebridge Rural Services Ltd, also confirmed that the wildflower area would be brought back into the mowing contract at an additional cost of £10 per cut.</p> <ul style="list-style-type: none"> <li>• <b>Permanent notice for the Recreation Ground-</b> Having agreed a design style, Clerk to pursue a quote for a free standing sign including the name of the park, who maintains it and contact details. A referral to be suggested by a resident</li> <li>• <b>Dog faeces-</b> The Clerk reported that she had again observed several incidences of dog faeces in the park during her playground inspections. Polite reminder- dogs are not allowed in the park</li> <li>• <b>Hedge trimmings outside 12 School Road-</b> Hedge trimmings have been left in the park adjacent to the hedge. It is unclear who owns the edge. Cllr Millard to action</li> <li>• <b>Kompan-</b> Since the July meeting, it was agreed with Kompan that a retention of £2,000 would be made with respect to the balance of play equipment/works of £20,700.00. A piece of equipment was missing (a fence-fitted play panel) and the site left in an unsatisfactory condition. Kompan have been paid £18,700.00 with the balance payable on satisfactory completion of works. Disappointingly, it has not been possible to fit the <b>You and Me swing seat</b> to the cradle swings in the Toddler Area for Health and Safety reasons. It was agreed that it would not be suitable to fit this to the double bay swings which are generally used by older children but to see whether an alternative Tango seat product from HAGS would be compliant. Clerk to action.</li> </ul>								
FIELDS IN TRUST	<p>It was agreed that the Parish Council would register the Recreation Ground with Fields in Trust (National Playing Fields Association) and to accept District Cllr Mr M Gittus's kind offer to assist with the registration process. Clerk to action.</p>								
DEFIBRILLATOR CLEANING	<p>Correspondence had been received from the Community HeartBeat Trust about the cleanliness of defibrillator cabinets. Several ambulance services have observed that if cabinets are not kept clean, the public will not have the confidence in the ability of the device to work. The Parish Council has therefore been requested to keep the cabinet clean. Cllr Clark also cleaned the phone kiosk recently- removing cobwebs and insects etc. A cleaning rota or a champion would be the best way forward, ideally using volunteers from the village. It was agreed that the Clerk would include an article in the Winter newsletter requesting assistance.</p>								
MEMBERSHIP OF SLCC	<p>The Clerk had checked the costs and benefits of joining the Society of Local Council Clerks. There would be a joining fee of £10 and an annual membership cost of £115 (based on Clerk's salary) which for 2018 would total £125. SLCC had been recommended for their excellent support and branch events. However, the Clerk felt that WALC offered a good service with support where necessary and the Parish Council therefore agreed not to pursue membership at this stage. There may possibly be a case in the future, should the necessity arise to use a locum scheme (See next item).</p>								
BUSINESS CONTINUITY IN CLERK'S ABSENCE	<p>It had been reported by another Clerk that WALC operated a locum scheme for a Clerk's temporary long term illness. However, having contacted WALC this was deemed not be the case. WALC will however assist in advertising a temporary post given that the role is defined, with hours and remuneration established. Due to Great Alne's proximity to Worcestershire and Gloucestershire, WALC would probably promote the post here too. SLCC do offer a locum service, with the nearest locum being based in the PE6 postcode. The Chair asked the Clerk to forward the relevant correspondence with WALC.</p>								
INTERNAL FINANCIAL CHECK- AUGUST	<p>Cllr Millard had carried out an internal financial check on 21 August 2018 at the Clerk's home. Bank reconciliations, payments, PAYE, VAT records and file keeping were all evaluated with no issues.</p>								
PLANS	<table border="1"> <thead> <tr> <th data-bbox="422 1930 647 1973">Reference</th> <th data-bbox="647 1930 820 1973">Received</th> <th data-bbox="820 1930 1010 1973">Status</th> <th data-bbox="1010 1930 1482 1973">Address</th> </tr> </thead> <tbody> <tr> <td data-bbox="422 1973 647 2065"><u>18/02517/FUL</u></td> <td data-bbox="647 1973 820 2065">24/8/2018</td> <td data-bbox="820 1973 1010 2065">Pending Consideration</td> <td data-bbox="1010 1973 1482 2065">1 New End Cottages Sernal Lane Great Alne Alcester B49 6HZ</td> </tr> </tbody> </table>	Reference	Received	Status	Address	<u>18/02517/FUL</u>	24/8/2018	Pending Consideration	1 New End Cottages Sernal Lane Great Alne Alcester B49 6HZ
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<u>18/02517/FUL</u>	24/8/2018	Pending Consideration	1 New End Cottages Sernal Lane Great Alne Alcester B49 6HZ						

<u>18/02033/FUL</u>	10/7/2018	Pending Consideration	Wood Farm Carmore Hill Village Road Great Alne B49 6JB
<u>18/01866/AMD</u>	26/6/2018	Approval of Non Material Amendment	Land At Sernal Lane Great Alne
<u>18/01870/TREE</u>	20/6/2018	Tree Works Approved	Trap House Manor Court Henley Road Great Alne Alcester B49 6HR
<u>18/01820/ELEC</u>	18/6/2018	Comments sent	Glebe Farm Alne Hills Great Alne Alcester B49 6JS
<u>18/01478/FUL</u>	22/5/2018	Application Withdrawn	8- Mill Cottage Henley Road Great Alne B49 6HX
<u>18/01479/LBC</u>	22/5/2018	Application Withdrawn	8- Mill Cottage Henley Road Great Alne B49 6HX
<u>DISCN/00091/18</u>	7/3/2018	Discharge of Conditions Refused	Maudslay Park Great Alne
<u>18/01419/VARY</u>	16/5/2018	Pending Consideration	Dan Skelton Racing Lodge Hill Sheffield Green Alcester B49 6JR

There was just one interim planning application considered between July and September meetings- **18/02033/FUL Wood Farm Carmore Hill** (Proposed: Conversion of detached garage into Elderly parents assisted living annexe)- **No objection.**

At the Parish Council meeting this evening, the following decisions were reached:

**18/02517/FUL- 1 New End Cottages Sernal Lane** (Proposed: Addition of two front dormer windows, one rear dormer window/extension and a balcony style rooflight. Amendment to previously approved planning permission reference 17/00195/FUL)- **No objection**

**18/01419/VARY- Dan Skelton Racing Lodge Hill Sheffield Green** (Proposed: Variation of condition No. 1 of application 12/02234/FUL to allow the mobile home and ancillary works and structures to remain in situ for a further 3 years before it is removed from the site and the land reinstated to its former condition as agricultural land/paddock; Variation of conditions 3 and 4 (approved plans and materials) of application 12/02234/FUL. Original description of development: 'Use of land for the stationing of a temporary residential mobile home for a period of 3 years associated with a proposed National Hunt Training Yard')- **No objection** provided that it is agreed that this is a temporary structure only and that it will be removed after 3 years with no request for a further time extension.

The Parish Council had been updated with respect to the planning application in a neighbouring parish- **18/01242/FUL- Land Off Croft Lane Stratford Road Alcester** (Proposed: Development of a standby gas-powered generation facility, incorporating access road, security fence, acoustic fence, gas generators and associated infrastructure [temporary 25 year permission]. SDC has received over 300 comments for this application. The Lead Local Flood Authority has no objection to the development proposal subject to various conditions. Warwickshire Wildlife Trust have had all their concerns addressed. However, SDC Policy team do not consider that the proposal accords with CS.3 'Sustainable Energy' and Highways England continues to object based on the information thus far submitted. There is a new Case Officer at SDC who will continue updating interested parties.

## 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.

Since the last meeting it was agreed that a retention of £2,000 would be made with respect to the Kompan- Inv No SI2241819 balance play equipment/works £20,700.00. Therefore, cheque number 200126 for £20,700.00 has been voided and cheque number 200131 issued to Kompan to the value of £18,700.00. The balance will be paid on satisfactory completion of works.

Direct debits to EoN for Invoices dated:

H1614FC6C5- 1 August 2018	DD	£149.30
H163320AE7- 1 September 2018	DD	£149.30

<b>CORRESPONDENCE</b>	<ul style="list-style-type: none"> <li>• The Play Inspection Company Ltd Inv no. 31566- annual insp fee #200132 £78.00</li> <li>• Limebridge Rural Services Ltd Inv no.15379- mowing/hedge cutting #200133 £251.86</li> <li>• Limebridge Rural Services Ltd Inv no. 15414- mowing #200134 £281.68</li> <li>• HAGS Inv no 059814- replacement parts RSS unit #200135 £8.40</li> <li>• Clerk- reimbursement photocopying charges PSW- newsletter #200136 £31.45</li> <li>• Stratford on Avon District Council Inv no 2008271- bin emptying fee #200137 £131.09</li> <li>• The Community HeartBeat Trust Inv no 2768- annual support costs #200138 £151.20</li> <li>• PKF Littlejohn LLP- Inv no SB201801042- External audit fee #200139 £240.00</li> <li>• HMRC- Gross Employer NICS contributions #101248 £4.97</li> <li>• HMRC- Gross Employee NICS contributions #101248 £4.32</li> <li>• Citizen's Advice South Warwickshire- donation #200140 £150.00</li> <li>• Parish Clerk's wages &amp; expenses: including <ul style="list-style-type: none"> <li>July 2018, £733.68 (wages); £37.00 (expenses) #101249 £770.68</li> <li>August 2018, £528.00 (wages); £88.45 (expenses) #200141 £616.45</li> </ul> </li> </ul>
	Void cheques to date 200116, 200126, 101246, 101247 & cancelled cheque 200101
	<b>Bank Account Balances @ 21 August 2018 (statement date):</b>
	Community Account: £28,234.77
	Business Money Matters: £8,200.29
	<ul style="list-style-type: none"> <li>• <b>Mr P Grafton, Stratford on Avon District Council-</b> SDC Delegated Powers to determine Planning Applications (email- see Main Business above)</li> <li>• <b>Website services, Stratford on Avon District Council-</b> Notice of Content Management System Update 2.2 (email)</li> <li>• <b>SBA Team, For and on behalf of PKF Littlejohn LLP-</b> Great Alne Parish Council Annual Governance and Accountability Return 2017 / 18 - Queries- Clarification required. <i>Clerk dealt with queries</i> (email)</li> <li>• <b>SBA Team, For and on behalf of PKF Littlejohn LLP-</b> WA0090 2017/18 AGAR Section 3 External Auditor Report (email- see Matters Arising above)</li> <li>• <b>Mrs N Knapman, Trustee Citizens Advice South Warwickshire-</b> Reinstatement Alcester OutReach (email- see Main Business above)</li> <li>• <b>Ms K Flynn, SDC-</b> Disused quarries- Request for information to identify any disused mine or quarry workings where the public have access to the edge and where there is a danger of someone accidentally falling in. (email). <i>Not applicable to Great Alne parish- Clerk to respond.</i></li> </ul>
	<b>The next Meeting will be held on Monday 19 November 2018 at Great Alne Primary School at 7pm</b>
	Meeting finished at 9.40pm