

**A Meeting of Great Alne Parish Council was held on Wednesday 25 August 2021 at Great Alne School, School Road, Great Alne, B49 6HQ at 7pm.**

<b>PRESENT</b>	Councillors Mr L Bowring, Mr P Clark, Mr I Millard, Ms D Francis, and District Cllr Mrs G Forman Members of the public: 15
	<i>Before the start of the meeting, Cllr Bowring paid tribute to Mrs Diane Wright, MBE, the oldest resident born in Great Alne, who sadly passed away recently. Diane was the school crossing patrol lady for 34 years and served on the management committee of the Great Alne and Kinwarton Memorial Hall for over 30 years. She will be sadly missed. Diane's funeral will be held at the Great Alne Church on Weds 1 September 2021.</i>
<b>1. APOLOGIES FOR ABSENCE</b>	Cllr H Mainwaring, County Cllr Justin Kerridge.
<b>2. DECLARATION OF INTERESTS</b>	None.
<b>3. TO CONFIRM THE MINUTES</b>	Minutes from the May 2021 Parish Assembly meeting and Annual Meeting minutes were agreed by the Councillors. These will be signed by the Chairman and filed.
<b>4. OPEN FORUM</b>	
<b>4a. Representations from residents</b>	No issues had been raised before the meeting to the Clerk and there were no issues raised by residents at the meeting.
<b>4b. Alcester South SNT &amp; crime statistics update</b>	<p>The Clerk explained that there are a number of new systems in place for reporting and communicating with the Alcester South SNT, and for receiving the crime updates.</p> <ul style="list-style-type: none"> <li>• Quarterly Arden Clerks Meeting with the SNT – discussion of relevant issues affecting our local areas.</li> <li>• Weekly emails from the Alcester South SNT, providing updates on crime statistics.</li> <li>• ‘Warwickshire Connected’ – a new Warwickshire Police community messaging system encouraging direct engagement between the Community and the Police. <i>Warwickshire Connected</i> is a free messaging service brought to you by Warwickshire Police where you decide when and how you hear about the issues that matter most to you, whether that be getting regular crime updates, the latest information on ongoing incidents and emergencies or learning more about what your local police are doing. It is also the place where you can get involved in helping to make your local area a safer place, tell us what police should be doing in your area, shape the initiatives that help to keep people and property safe and tell us what matters are causing your communities harm. It is very quick and easy to sign up here: <a href="https://www.warwickshireconnected.com">https://www.warwickshireconnected.com</a></li> <li>• The main issues that currently affect our area include: <ul style="list-style-type: none"> <li>○ <u>Burglaries</u> – particularly outbuildings for power tools and machinery and farming machinery – across all local villages</li> <li>○ <u>Anti-Social Behaviour</u> – particularly in parks or local common areas. Drug use and dealing, incidents at The Grieg Hall, shop lifting from Alcester High Street and other local towns. Number of incidents reporting suspicious behaviour; people acting strangely around houses or cars.</li> <li>○ <u>Vehicle Crime</u> – theft of catalytic converters, theft of vehicles from driveways, or of tools left in vehicles, theft of number plates, general damage to cars and vans, and recently: theft of fuel from farm machinery</li> </ul> </li> </ul>

How to report a suspected crime or suspicious behaviour:

- Always report an active crime on 999
- Non-emergency calls can be made on 101
- Online reporting services are also available on the Warwickshire police's website: <https://www.warwickshire.police.uk/ro/report/>
- Twitter - @AlcesterCops
- Facebook - Alcester Police
- Instagram – southwarwickshiresnts

**4c. Memorial Hall Representative's Report**

Cllr D Francis, the new PC Representative on the Great Alne and Kinwarton Memorial Hall Committee provided the following report:

*'The Hall has been closed for almost all of 2020/21 due to Covid-19. It has been opened subject to restrictions from May this year. To enable the Hall to reopen a deep clean was carried out, 3 automatic hand sanitisers were installed and all window locks checked so that they can be opened for maximum ventilation.*

*The Hall will celebrate its centenary this year and indeed so will the W.I. - they were the first group to use the Hall in its inaugural year and I believe they will be putting up a commemorative plaque in the Hall later this year.*

*Dates of Future Events:*

- Centenary Party Friday 15 October
- Christmas Coffee Morning Saturday 4 December
- Christmas is Coming! Sunday 5 December
- Christmas Supper Friday 10 December

*It was a shame that the BBQ could not go ahead this summer but hopefully next year.*

*The Committee have spoken about its plans for 2021/22. No commitment has been made to any of the following - at the moment this list is part of its 10-year Improvement plan:*

- Buy back and refurbish the Snooker Room
- Extend the Kitchen and the Chair Room
- Refurbish and refit the Committee Room
- Replace the lobby doors to make the Hall warmer and the lobby less dingy and re-line the entrance lobby to eradicate the damp
- Resurface the driveway
- Install solar panels and an air source heat pump

*So very ambitious.*

*The date of the next meeting is 6 September 2021'.*

**4d. County Councillor's Report**

Cllr Kerridge provided the following written update as he was on holiday.

*'It has been a busy few months since being elected in May.*

*I hope my communication with Inspired Villages and with County Council, as an adjunct to the parish council organisation around this issue, has helped to speed things up a little. Things seem to be moving at the moment, and communication between all parties seems generally positive. I have recently thanked WCC officers for their work on this and hope this will maintain this level of response.*

**4e. District Councillor's Report**

*The access road to Linfoot Oaks with pavements and street lighting was also confirmed as being adopted by the county council which I hope has put residents' mind at ease.*

*At the county council I am a member of the cycle liaison committee and hope to push the idea of safer country lanes for cycling, walking, horse riding etc. This is one of my long term aims and I'm glad the county council and central government are on board the pro cycle agenda. Actual cycle infrastructure is invested in mainly urban areas so ways of making our lanes safer is something I am keen to see happen.*

*If you have any ideas around safer roads, countryside access or anything else we may be able to work together on please do get in touch.*

*The Arden Forum of parishes was interesting last month with a presentation from the local police, the head of Highways at County council and a presentation on wildflower verges and other areas the notable items.'*

The Chairman enquired whether any of the residents at the meeting had any issues that they would like the PC to raise with Cllr Kerridge on their behalf: there were no issues raised.

Cllr Gill Foreman provided the following update:

- Covid rates: In the week to 22 August, there were 295.3 cases per 100,000 in Stratford, an increase of 30% on the previous week. Although this is a sharp increase, Stratford has the lowest rate in the county, with Rugby having the highest rates.
- Vaccination rates: 87.2% of Stratford residents have had one dose of the vaccination and 80% have had 2 doses.
- Unitary Authority: Stratford District Council (SDC) and Warwickshire County Council (WCC) will be consulting shortly on proposals for merging. Currently the two councils are job sharing officers which has reduced staffing costs. For the 2020-2021 financial year there is a reduction of @ £2.2 million in the reserves fund – primarily due to the drop in income from car parking and leisure centres.
- Green Bin Initiative: Approximately 74% of properties in Stratford have taken up the green bin permits.
- Flytipping: This remains a big problem across Stratford, and indeed nationally. Residents are encouraged to log on to the SDC website and report flytipping so that the council can monitor any hotspots (perhaps with CCTV cameras etc). The online form on the SDC website can be found here: <https://www.stratford.gov.uk/online-forms/fly-tipping-form.cfm/form/flytipping/q/1>
- Community Crime Protection: The Crime Commissioner and SDC have agreed to each contribute 50% of the cost of two salaries. The position for Rural Crime Coordinator is currently being advertised.
- Planning Department: SDC's planning dept are dealing with a high volume of planning applications. More officers are being recruited to deal with the case load.
- South Warwickshire Local Plan (SWLP): This is a joint document with WCC which replaces the Core Strategy Plan which will cover planning for our local area to 2050. There are a number of consultations taking place and all residents are encouraged to be involved and have their say.
- The Grieg Hall: The Grieg Hall lease has been transferred to Alcester Town Council from SDC for local community use. A residents' survey will be forthcoming to find out how best to move the project forward and how residents want to use the facility.

<p><b>5a. Update on Great Alne Park</b></p>	<p><b>5. MATTERS ARISING</b></p> <ul style="list-style-type: none"> <li>• <u>Planning application 21/00900/VARY - to vary the wording of Condition 20</u>: The Chairman provided a detailed background to the application to vary, explaining that Inspired Villages were attempting to resolve the ongoing issues caused by contradictory conditions on historical planning applications. With regard to this specific application, residents and the PC had previously objected on the following basis [see objection submitted by GAPC on 13/05/21]: <ul style="list-style-type: none"> <li>○ the timeline for the closure of the West Entrance was very open-ended;</li> <li>○ the timeline was based on some factors that were not within IV's control;</li> <li>○ the reference to the occupation of the 85<sup>th</sup> unit was an arbitrary figure;</li> <li>○ there was little progress on the s278 Agreement relating to roadworks on the bell mouth element of the East Entrance on Henley Road;</li> <li>○ there were flaws in the technical analysis of traffic movements in and around the West Entrance and Park Lane; and</li> <li>○ there had generally been a lack of communication from IV with residents and the PC.</li> </ul> </li> <li>• However, the revised wording of this recent application to vary the wording of Condition 20 has addressed the issues raised in the previous version of the application: <ul style="list-style-type: none"> <li>○ it provides a proper timeline as to when the various entrances will close and open. As things stand, the West Entrance should be closing in October until the start of the Phase 3 groundworks, currently scheduled for June 2022. The West Entrance will be open from the date that the Phase 3 groundworks start (SDC and GAPC will receive notification of the trigger date for the commencement of the groundworks) for a period of 6 months from that trigger date. The West Entrance will thereafter close again.</li> <li>○ the reference to the 85 units has been removed;</li> <li>○ it commits IV to clear objectives and intended timescales and removes the previous vagaries;</li> <li>○ the s278 works are now moving forward and in any event are now clearly not a 'show-stopper'. The architectural drawings for the s278 roadworks on Henley Road have been updated and submitted to SDC. IV have confirmed that their architects/ highways consultants had confirmed receipt of the Road Safety Audit and have completed the designer's response. This was then issued to WCC Highways Dept on 9 August. If WCC confirm promptly that the information is sufficient to achieve technical approval, then IV's highways consultant will press for a date for technical agreement;</li> <li>○ the technical analysis of the traffic has fallen away;</li> <li>○ IV have been in regular communication, hosted an on-site meeting for GAPC in July and have committed to providing progress updates for the PC meetings;</li> <li>○ IV have committed to keeping the PC informed of developments going forward, including if there are any delays occurring etc</li> </ul> </li> <li>• This revised planning application to vary condition 20 has been acknowledged by SDC and has been sent out for consultation. Comments are due to be submitted to SDC by 26<sup>th</sup> August.</li> <li>• On the basis of the above, the Chairman considers that GAPC can remove its objection and has no reason to object to this latest application to vary. The other Councillors agreed.</li> <li>• Mr &amp; Mrs Prince, who live in the East Lodge on Henley Road are not happy about the proposed plan for the use of the East Entrance and the fact that two different types of traffic / vehicles (ie commercial and residential) will be using it. Mr &amp; Mrs Prince also referred to a fallen tree near the East Lodge on Henley Road that came down @ 18months ago and that was preventing the contractor from mowing the grass. The fallen tree comes right to the edge of the verge. The Clerk will contact WCC to see if the tree is</li> </ul>
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their responsibility – if not, she will seek a recommendation for who to approach on the basis this is a potential road safety issue.

- Planning application 21/01566/ADV: Application by IV relating to replacement hoarding along Henley Road: The planning application has been received from SDC and comments are due by 3<sup>rd</sup> September 2021. IV refer to having liaised with GAPC in relation to the design of the new advertising hoarding, but in effect, they had told us what they proposed. The Chairman considers that the proposed monoliths are fine, but does not feel the same way about the rotating flags. Firstly, it is questionable what value they add, as they are too hard to read when they are spinning. They might be appropriate for an urban environment, but are not appropriate in a rural environment. They will also be noisy when spinning, and this will be a disturbance to Mr & Mrs Prince potentially day and night. Mrs Prince commented that they had spoken to one of the IV's agent's representatives and they were also not too happy about the proposed rotating flags.
- The Councillors resolved that GAPC would submit an objection to the flags.
- The Chairman noted that the existing hoarding would be removed but there was no information on the timescale for this happening.
  
- Recent on-site meeting between GAPC and GAP management: The Clerk provided a summary of the recent meeting between some of the GAPC councillors, the Clerk and senior management of IV who met on site on 28 July. The party walked around the development, reviewed the areas being prepared for Phase 3 of Development, discussed plans for access from the Henley Road (East Entrance) and considered other ongoing matters including:
  - *Landscaping on Henley Road:* From the Henley Road Entrance into GAP, there will be new trees lining the entrance and a wrought iron fence. This is demonstrated in the recent slides that were presented during a town hall meeting IV held with its residents.
  - *Speed limit along Henley Road:* IV are keen to have the 30mph speed restriction reinstated along Henley Road so that it includes the main entrance to GAP. IV suggested a two-pronged approach by IV and GAPC might assist with WCC Highways. The speed limit has also been raised as an issue of concern by a resident of the village, who is keen to see it extended.
  - *The farm shop:* opened on 9 August. IV's lawyers looked into the issues of the marketing of the shop and clarified the wording of the s106 agreement. They confirmed that if parking and traffic is not an issue then wider marketing outside GAP is not problematic.
  - *The medical centre:* is waiting for further input from the Commissioning Group before it is fully operational.
  - *Relocation of the machinery store:* IV are considering options for the relocation of the machine store after it was recently broken into. A planning application will be submitted in relation to this. The options for its location are detailed in a recent slide presentation that was presented to GAP residents at the Town Hall meeting.
  - *Shuttle bus service:* IV will be looking into options for a shuttle bus service to and from Alcester, now that further provisions of the s106 apply, as the number of units occupied will soon reach 50.
  - *Allocation of Section 106 funding:* At the recent GAPC meeting with IV, there was discussion of provision of a playground on the GAP site. There was some confusion as to this, as Cllr Bowring confirmed that s106 monies had already been provided for the redesign of the toddler play area at the recreation ground. IV are going to look into this further, but there was talk of possibly some funding towards a recreational project in the village. On the same note, there was discussion of provision to be made by IV towards the upkeep of specific footpaths in Great Alne (specified in the section 106). This will be investigated further.

<p><b>5b. Huff Cap Update</b></p>	<p>IV are very keen to provide regular updates and keep good channels of communication. The Clerk will keep IV informed our PC meeting dates going forward.</p> <p>The co-owner of the Huff Cap, Mr Greg White, provided an update on progress at the meeting:</p> <ul style="list-style-type: none"> <li>• Greg has only become the legal owner of the pub in the last couple of weeks. He will simultaneously be focusing on both the refurbishment of the pub as well as the development of the site (ie the houses). Greg stated that the building of the two properties would take an estimated 10 months from start to finish and he hoped to break ground on the houses in early September. He noted that there might be some delay due to the difficulty on obtaining building materials due to Covid. His company is still seeking an operator of the pub (the previous one that was interested had to reconsider due to the difficulties in the sector thanks to the Covid pandemic). They are currently in detailed talks with one operator. Notwithstanding, a lease-board will be going up on the site shortly. Greg is hoping that the pub will be operational by Xmas. The property will be refurbished ahead of finding a tenant so that it is ready to go as soon as someone is on board. The inside of the pub needs a lot of work as it has been empty since Jan 2019 and there have been a number of leaks and issues in that time. Greg said he would be happy to come to the next PC meeting in October to provide a further update.</li> <li>• Greg also explained about the proposed works by Western Power Distribution – namely work to power lines that affects a pole owned by the PC – consent is required in order for WPD to carry out the works (wayleaves application). Greg could not apply for this consent until he was the legal owner, which is why we have just received this application. The Clerk read out the email received by the WPD surveyor. <i>‘As part of the residential development at the Mother Huff PH Western Power have been requested to dismantle the existing overhead line shown coloured blue on the attached plan. In order to facilitate the request Western Power wish to reposition the existing stay wire shown highlighted yellow on the wayleave plan. The existing wood pole will remain unchanged. From this point a short length of low voltage underground cable would be installed in the approximate position shown by the dashed brown line. The proposed cable would be installed approximately 1 metre deep and upon completion reinstatement would be carried out to the satisfaction of the Council.’</i></li> <li>• The Councillors agreed that they had no objection to these works and that the consent form could be signed off.</li> <li>• Greg also confirmed that he would take a look at the black metal Huff Cap sign on the front wall of the pub as it is hanging on by a couple of screws, and might be a hazard in the event of bad weather this autumn.</li> <li>• <u>Asset of Community Value</u>: The Clerk confirmed that GAPC has recently applied to Stratford District Council (SDC) to renominate The Huff Cap as an Asset of Community Value. A building or other land is an asset of community value if its main use has recently been or is presently used to further the social wellbeing or social interests of the local community and could do so in the future. If the asset comes up for sale, then the local community will be given a fair chance to make a bid to buy it on the open market. If the nominated asset meets the definition of an asset of community value, the local authority will register it. The Huff Cap was previously registered with SDC as an ACV – this status expired in February 2020. SDC have a meeting on 2 September to discuss the current application for nomination which has been submitted by GAPC. The Chairman commented that on the basis the Huff Cap had already been designated as an ACV, that there was no reason to think that there would be any issues with it being redesignated. He considered it to be necessary owing to the lack of any news or progress and the PC being unable to establish what was going on. He considered it appropriate to reinstate the ACV status on the basis there was no risk for either the legal owner, nor GAPC.</li> <li>• All relevant planning documents relating to the Huff Cap can be found on Stratford-upon-Avon’s District Council’s e-planning portal: <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QGCHX3PMMQL00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QGCHX3PMMQL00</a></li> </ul>
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<p><b>5c. U Route – Stoat Lane Update</b></p>	<p>The Clerk confirmed that at the new Quarterly Clerks’ Meeting with the Alcester South SNT in June, the issue of U-routes and quad bikes was discussed as a problem across a number of local parishes. The SNT advised that they had spoken to WCC Highways last year to ask them to erect signage either side of the U-routes/tracks. These routes have to be signposted by WCC as a public road before for police can take enforcement action. Despite agreement with WCC, these signs have not been done. The SNT agreed to go back to WCC Highways in relation to this.</p> <p>The SNT also referred to Operation Snap – which encourages members of the public (only where it is safe to do so) to take footage of any reckless driving or damage being caused. This footage (including evidence from eg CCTV or Ring footage) could then be used by the police in enforcement action. The SNT confirmed that if reckless drivers trespass on farmers’ fields or private verges, this is a civil matter. The police can only take action if criminal damage is caused on such private land.</p>
<p><b>5d. General Maintenance Update</b></p>	<p>The Clerk confirmed as follows:</p> <p>a) <u>Road repairs/issues</u> – recent repairs and works included:</p> <ul style="list-style-type: none"> <li>• Repair to collapsed drain cover on Park Lane, following heavy rainfall in early July;</li> <li>• WCC Highways department are due to visit to do ‘siding out’- compacted debris that spills from a bank or hedgerow onto a pavement or footpath is cleared and removed. Siding out due to be carried out on Henley Road by the railings adjacent to Appleby Close and opposite The Chestnuts/Shawford.</li> <li>• The footpath on School Road which was difficult to pass due to creeping hedgerow has been cleared, thanks to the owners of the property – and further work to the hedge is scheduled to be carried out by a tree surgeon on 13 September.</li> <li>• Any resident can report and track issues on our local roads at: <a href="https://www.warwickshire.gov.uk/reporthighwayproblem">https://www.warwickshire.gov.uk/reporthighwayproblem</a></li> </ul> <p>b) <u>Flooding management</u> – There has been further correspondence with the Flooding Team and Highways over the last couple of months, particularly in relation to the drains along the length of Sernal Lane and the area around Appleby Close and The Huff Cap. The Flooding Team came out in mid-January and jetted the drains along the bottom end of Sernal Lane. However, following periods of heavy rain, the drains quickly block up again from the amount of rainwater surging off the nearby fields. In March 2021, WCC Highways stated they were planning to clear the system out again and potentially survey the drains with a camera to see if there are any issues along the system which they need to be aware of. The Clerk has chased this up following concerns from residents (and photos) that the drains are just full of debris and silt, even in dry conditions – ie there is nowhere for the rainwater to go even after a very dry spell. The Clerk sent the photos and requested an update and will keep seeking confirmation of a date.</p> <p>c) <u>Streetlighting</u>- The Clerk has been researching into options for changing the street-lamps to LEDs. This isn’t an easy task as there is a mixture of combinations and ages among the street-lights and columns in Great Alne. The Clerk has obtained information from a private company recommended by other parishes in the County, as well as, more recently, data from WCC. The Clerk will put a report together with all this information for the Councillors to consider prior to the October meeting.</p>

<p><b>5e. Update on dog fouling initiative</b></p>	<p>The Clerk provided an update on this SDC-inspired initiative. SDC suggested using yellow line paint as a deterrent to dog fouling, after its successful piloting in a number of villages. The proposal was approved by the PC in March 2021. Thereafter, we had 2 volunteers who offered to highlight any incidents of dog fouling around the parish by spraying it with yellow paint. This is environmentally friendly – it is temporary line paint which washes away after a few weeks. The volunteers have been putting pictures on FaceBook of their findings. Some people have questioned what and why we are doing it but overall, the feedback has been very positive and does seem to have made a difference compared to a year ago (although there are probably less people walking around the village now post lockdown).</p>
<p><b>5f. Community Speed Watch/ Road Safety</b></p>	<p>The Clerk provided the following update on road safety improvements:</p> <ul style="list-style-type: none"> <li>○ Two double 30 mph speeding signs have been replaced along Henley Road.</li> <li>○ No update has been provided yet from WCC Highways regarding the VAS sign near the school. A county-wide review of these signs was due to be completed at the end of the summer. The Clerk will enquire at the next meeting with the WCC Road Safety Team and report back at the October meeting.</li> </ul> <p>Cllr Millard provided the following update on the new Warwickshire Road Safety Partnership:</p> <ul style="list-style-type: none"> <li>○ A new Warwickshire Road Safety Partnership including Warwickshire Police, Warwickshire County Council, Borough/ District and Parish Councils, Warwickshire, Fire and Rescue Service, Office of the Police and Crime Commissioner for Warwickshire and Highways England was launched last week to help the public easily find road safety related information in the county. The website is <a href="http://www.warksroadsafety.org">www.warksroadsafety.org</a> and content includes the latest casualty data and road safety news and campaigns as well as information to support different road users, education and training for children and adults and information on enforcement such as the ‘fatal 4’, speed cameras and how to report offences. You can also find out about the county’s latest road safety engineering projects designed to reduce collisions. There is also a survey for road users to fill in and Cllr Millard encouraged residents to complete this.</li> <li>○ New social media accounts have also been launched and can be found at @WarksRoadSafety on Twitter and @WarwickshireRoadSafety on Facebook. A partnership newsletter will also go live.</li> </ul> <p>The Clerk provided an update on CSWG volunteer training:</p> <ul style="list-style-type: none"> <li>○ We have had a great response to our call for volunteers and now have 14 new volunteers to join the existing CSWG, including being approached by residents in Kinwarton and Little Alne who would like to join us.</li> <li>○ One of our local SNT officers, PC Rob Davies, has agreed to hold a basic training session for our new Community Speed Watch volunteers on Saturday 25th September 2021, at the Great Alne and Kinwarton Memorial Hall on Henley Road in Great Alne. We are being joined by volunteers from Little Alne and Kinwarton. Due to a double booking at the hall, the session has to be moved from the morning to 1pm and will last approx. one hour. The session will cover basic equipment training, road safety awareness and risk assessment. Once the basic training is complete, the volunteers can go out with the formally trained volunteers (ie those who use the gun).</li> <li>○ The formal training (including on the gun/other devices) should, hopefully, take place before the end of this year - currently the officers are increasing the number of instructors who are trained on the gun so that they can offer more formal training groups to volunteers across the county. The Clerk will keep enquiring regularly for any updates as the spaces are limited.</li> <li>○ If there are any other residents who would like to volunteer, please let the Clerk know.</li> </ul>



	<p>The Clerk and Cllr Millard then raised the issue of access to equipment:</p> <ul style="list-style-type: none"> <li>○ Once the volunteers are trained, the CSW Group will need access to equipment and a speed device ie a speed gun. We need a sustained campaign on the speeding but we need the equipment to support it. There is no doubt that drivers seeing a group of individuals in hi-vis vests and holding signs, made a big difference to their speed. Some residents queried why it was then necessary to acquire a speeding device if the hi-vis vests were working as a deterrent. Cllr Millard replied that we would have the support of the police if we were using a device and the Clerk noted that we can use the results from the speed gun as evidence to feed into the police, who might then consider the village to be a hot spot area that would warrant a visit by the mobile speed camera van, or other anti-speeding deterrents on a more long-term basis.</li> <li>○ It may be possible to obtain a reconditioned machine (recommended by the SNT at a recent Community Speed Awareness Session). The cost of a reconditioned speed gun is @£800-£900.</li> <li>○ The Kinwarton Clerk considered that it might be possible for the 2 parishes to share a device due to our proximity (subject to both PC's approval etc).</li> <li>○ Cllr Millard proposed that GAPC either acquire our own device or share a reconditioned one with a local parish council. Such a move would have a significant impact on speed awareness in the village.</li> <li>○ The Councillors gave their approval to the acquisition of a reconditioned speed device, either in conjunction with another parish such as Kinwarton, but if not, to go ahead and get one anyway.</li> </ul>
<p><b>5g. Newsletter</b></p>	<p>The Clerk will shortly commence work on the autumn 2021 newsletter. The Clerk is keen to get this circulated electronically to further GAPC's climate change objectives. The Clerk will be asking residents to let her know if they would prefer to receive their copy electronically rather than by post. Notices will be put on the FB page, on the noticeboard – probably by scanning a QR code on a mobile phone. There will also be letters to residents who live outside the village centre. Please let the Clerk know via email if you would like an electronic newsletter:  <a href="mailto:greatalne.parcouncil@googlemail.com">greatalne.parcouncil@googlemail.com</a></p>
<p><b>5h. Climate Change</b></p>	<p>The Chairman noted that GAPC is looking into what we can do to help our climate change objectives at a local level. We are currently researching initiatives such as changing to LED street lighting, circulation of an E-newsletter and considering tree and verge planting. In addition, GAPC has registered for the WALC Annual Conference – '<i>Climate Emergency: Practical Steps for Parish Councils</i>' – 22/23 October 2021. This is a two-day online conference with a range of speakers to help local Councils play their part in addressing climate change.</p> <p>The Clerk is also exploring funding opportunities to assist with GAPC's climate change strategy (eg LED lamp switch, tree planting) – such as WCC's Green Shoots Funding programme. This is a £1 million Community Climate Change fund for local climate change programs throughout Warwickshire. Local projects (totalling £625k so far) that have received funding include:</p> <ul style="list-style-type: none"> <li>○ Tree planting and wild flower sowing at Welford</li> <li>○ Plant a tree before '23 at Kineton</li> <li>○ Tree planting scheme - Weston under Whetherley</li> <li>○ Numerous low energy street lighting schemes across the county.</li> </ul> <p>The Clerk will provide more information on funding options, to be provided at the next meeting in October.</p>

<p><b>6a. Completion and filing of AGAR Annual Return</b></p>	<p><b>6. MAIN BUSINESS</b></p> <p>The Clerk confirmed that documentation relating to GAPC’s Annual Return was filed with the auditor in June. As GAPC’s income and expenditure is less than £25,000, we were able to apply for exempt status which meant our accounts do not have to be reviewed by the auditor. GAPC therefore self-certified as exempt and had to file Part 2 of the Annual Return along with the request for exemption.</p> <p>On 13 July, the Clerk received confirmation from the external auditor of receipt of the paperwork; and our exempt status has been logged for the year ended 31 March 2021. In line with statutory requirements, we have to allow for a period for the exercise of public rights during which local electors can ask to review the accounts for the last year. This period ran from 14 June to 23 July 2021, and notices to this effect were placed on the website and noticeboards.</p> <p>The year-end process is therefore finalised until planning for the 2021/2022 review year gets underway.</p>
<p><b>6b. Parish Council Annual Insurance Renewal</b></p>	<p>The Clerk confirmed that GAPC’s annual insurance was renewed in May via Hiscox (we are in a long-term agreement with them until 31.5.22). The premium was £25 extra compared to last year. The main difference on the policy is the exclusion of communicable diseases, which is defined to include Covid. The Councillors approved the renewal and premium and the new insurance certificate has been posted on the main notice board.</p>
<p><b>6c. Update on Banking Issues</b></p>	<p>After many administrative hurdles, the Clerk has now been added to the GAPC bank mandate and can now sign banking documents on behalf of GAPC.</p> <p>The Clerk has therefore been able to initiate access to Telephone Banking and Online Business Banking and has applied for a deposit card to pay in cheques etc. (The Clerk obtained the Chairman’s signature on the relevant forms at the end of the meeting.)</p> <p>GAPC’s current bank, HSBC is intending to transfer Parish Council bank accounts to small business bank accounts by the end of this year and charge £8 a month in banking fees (@£100 per year). One alternative banking provider, Unity Trust, which is used by WALC and some other local parishes, charges £36 pcm plus additional fees for handling cheques. The Councillors decided to stay with HSBC for now as £432 per annum in charges was a significant sum for a small parish.</p> <p>The Clerk confirmed that she is also trying to move as much as possible online to meet further efficiencies and environmental aims. For example, GAPC is now registered for online E.ON energy bills.</p>
<p><b>6d. New policy documentation</b></p>	<p>The Chairman confirmed that all GAPC existing policy documents have been amended further to the review at the Annual Meeting held in May 2021, and all revised documentation is available for downloading on the GAPC website.</p> <p>A new Social Media Policy has been drafted and circulated for review. Councillors were supportive and the new social media policy for GAPC was approved. The Clerk will upload this onto the GAPC website.</p>
<p><b>6e. Recreation Ground</b></p>	<p>The Chairman confirmed that weekly checks continue to be carried out at the Recreation Ground and all findings are recorded and dealt with as required.</p> <p><u>Maintenance tasks:</u></p> <p>Limebridge, the PC’s grounds contractor, has recently carried out a number of maintenance tasks:</p> <ul style="list-style-type: none"> <li>• The hedge along the School Road boundary has been cut;</li> </ul>

<p><b>6f. Proposed Recreation Ground Maintenance work schedule over winter</b></p>	<ul style="list-style-type: none"> <li>• Any branches near the play equipment that were hanging below 2.5m have been cut, as have any hanging branches along the boundary with Austin Cottage on the left-hand side of the park;</li> <li>• Wood filler has been used to fill in any sizeable cracks in the wooden play equipment, where this might have pinched skin/fingers;</li> <li>• A tree stump has been removed and disposed of near the bench to the left-hand side of the park, near to Austin Cottage;</li> <li>• The dent in the slide has been knocked out and the original shape largely restored.</li> </ul> <p><u>Annual Park Inspection:</u>  This was carried out in the first week in August (these are unarranged, external inspections). The Annual Certificate of Inspection has been received and is on the main noticeboard.</p> <ul style="list-style-type: none"> <li>• A number of actions have arisen out of the inspection – all of which were graded as low risk or very low risk. A copy of the Report is available from the Clerk on request. In summary: <ul style="list-style-type: none"> <li>○ Short-term fixes, such as replacement of a couple of bolt cap covers, have been requested from the equipment suppliers;</li> <li>○ Medium-term fixes, such as replacing the flat swing seats are also in hand with the original equipment supplier;</li> <li>○ Long-term issues such as monitoring and repair as and if required, will be reviewed during the weekly park checks.</li> </ul> </li> <li>• The Councillors agreed that in relation to the grass mat surfacing, this could be added to the list of tasks to be done over autumn/winter: the matting is to be lifted and re-laid, the pins removed as per the inspection report, any mud to be removed from the matting, and grass to be reseeded where required.</li> <li>• Kompan have been contacted to ascertain the warranty period of the surface in the toddler area.</li> <li>• The Clerk has had a meeting on site with a metal corrosion specialist (to discuss the minor surface corrosion on some of the fixings). The specialist advised that the issues were extremely minor and are not of concern. The issues are too minor for his company and he advised that someone with some wire mesh wool could remove the surface corrosion and paint the fixings with a silver or anti-corrosion paint.</li> <li>• The Clerk will continue to address the issues raised and will report back to the Councillors as required.</li> </ul> <p><u>Other issues:</u></p> <ul style="list-style-type: none"> <li>• The Councillors agreed to rebook next year’s Annual Playground Inspection to secure a price hold on this year’s fee (£69)</li> <li>• Playground Friends Group – the Clerk is to reschedule the date for the park clean-up, plus call for more volunteers.</li> <li>• The Councillors agreed that the grounds maintenance contract, that expires in November, needs to be retendered and asked the Clerk to start work on this.</li> </ul> <p>There are a number of tasks that the PC considered for addressing over the winter period. These include:</p> <ul style="list-style-type: none"> <li>• Clearing of the boundary along the back of the recreation ground. When the new toddler area was built, soil piles were deposited along the back boundary. These are now covered in thick brambles and thistles/weeds. The trees along the back boundary (which belong to the PC) have grown very large and have not been pruned for some time. A number of branches are hanging below 2.5m. As a result, Limebridge, our grounds contractor, cannot get their lawnmowers in to deal with the thick weeds and brambles. <ul style="list-style-type: none"> <li>○ The trees need to be cut back;</li> </ul> </li> </ul>
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<p><b>6g. Defibrillator Issues</b></p>	<ul style="list-style-type: none"> <li>○ Once this is done, large machinery and mowers can be used to clear the undergrowth and redistribute the soil piles.</li> <li>• Cutting of trees along the back boundary of the park where the trees are overhanging into the gardens of residents who live in Nightingale Close. The Clerk is currently waiting for a survey to be carried out by Western Power as the trees are near some WPD power cables. Once this survey has been done, the Clerk will arrange for 3 quotes for tree-works along these gardens.</li> <li>• The picnic tables and benches are not well located underneath the trees and have moss and algae on them. Over the winter, these can be removed from site, cleaned, treated and reinstalled away from the trees and on the other side of the play equipment.</li> </ul> <p>The Councillors agreed that the Clerk should arrange for quotes for the above works, as well as addressing the issue with the black mat surfacing.</p> <p>There have been a number of issues /faults with the defibrillator since April 2021. The machine is checked weekly, but after numerous updates to the software and attempts to resolve the issues, the PC received a loan machine from The Community Heartbeat Trust which was installed in the phone box. The Trust confirmed that our machine was faulty but was covered under guarantee, so last week we received a brand new defib which has been installed in the phone box.</p> <p>During this process, the Chairman noted that it has been a long time since residents were offered training on how to use the defib in case of emergency and that we may now have new residents or people interested in how to use it, and to receive some basic first aid training. The Community Heartbeat Trust can provide a 90-minute training session for up to 29 people for £175 plus VAT. The Councillors agreed that it would be worthwhile repeating this training and instructed the Clerk to arrange a training session on how to use the new defibrillator/ first aid basics.</p>
<p><b>6h. Litter-picking weekend held in April</b></p>	<p>The Clerk provided a summary of the Great Alne litter-picking weekend which was held in the parish in April, and organised through collaboration between the Parish Council and Memorial Hall. There was a very positive response from residents to this event. Over the course of the weekend there were 17 parties out litter-picking and we collected 28 bags of rubbish: which the Memorial Hall kindly let us put into their bins for collection.</p> <p>We had different parties covering different areas so that we covered as much ground as possible. Base Camp was outside the Memorial Hall, and there was a satellite camp in Shelfield. There were stickers for everyone who took part and rewards for the children.</p> <p>The feedback was very encouraging and there seems to be an appetite to make this a regular event in the parish in the autumn (perhaps once the leaves have mainly fallen and the rubbish is easily visible).</p> <p>In terms of what we might do differently; we need some more robust litter pickers as a few of them broke, and we might time the event to take place after circulation of a newsletter so that everyone in the village is aware of the event.</p> <p>The Councillors agreed that the event was a success and had been well received and were keen to hold another Litter Picking event soon.</p>

<p><b>6i. Draft catchment plan for the Alne and Arrow River areas</b></p>	<p>The Chairman provided a summary of the draft catchment plan for the Alne and Arrow River areas which has been circulated by the Warwickshire Wildlife Trust. The Chairman read out a series of statements regarding the proposed restoration action for the Arrow and Alne Rivers and the councillors agreed that the vision document was reasonable and promoted a reasonable set of objectives. The Chairman will provide feedback on behalf of GAPC on the draft vision document by the end of August / early September.</p>
<p><b>6j. Maintenance at the Church grounds</b></p>	<p>The Chairman provided a history regarding annual donations made by GAPC to the church for maintenance projects and explained that the PC have recently become aware that this is not permitted by law. The Clerk has done a lot of legal research into this issue, and spoken directly with John Crossling at WALC. At this stage, there does not appear to be any way in which a Parish Council can legally make a financial contribution to a religious organisation. GAPC consider it very important that we help the church community as much as possible and are therefore looking for alternative means of providing practical assistance. The Chairman invited Gareth Roberts-Davies, Churchwarden of Great Alne Church, to make his representation about how GAPC and willing volunteers can assist with maintenance of the church grounds. A copy of Gareth's presentation, detailing the short, medium and longer term projects, is available on request from the Clerk. In the meantime, the Clerk has committed to:</p> <ul style="list-style-type: none"> <li>• highlight the need for assistance with the churchyard maintenance in the next parish-wide newsletter;</li> <li>• arrange a Church Tidy Up Day alongside the next Litter Picking Weekend;</li> <li>• at the Parish Assembly (Part 2) in November, call for volunteers to create a Working Party or Church Friends Group (see below for more on this); and</li> <li>• make contact with the local Community pay-back team to see if we can get some assistance going forward.</li> </ul>
<p><b>6k. Establishment of a number of Working Groups to address various workstreams</b></p>	<p>The Chairman proposed that at the Parish Assembly (Part 2) in November 2021 a number of working groups should be established or re-established to address various workstreams across the parish, including:</p> <ol style="list-style-type: none"> <li>a. <u>Church Friends Group</u> - (further to Gareth's representation)</li> <li>b. <u>Community Speedwatch Group</u> - (to include old and new volunteers)</li> <li>c. <u>Climate Change Group</u> – further to the earlier discussion on climate change initiatives</li> <li>d. <u>Good Neighbour Group</u> – building on the community spirit evidenced during Covid, GAPC is registered on WCC's - 'KEEPING THE SPIRIT ALIVE – COMMUNITY POWERED WARWICKSHIRE CONFERENCE'. October 2021, based on applying the learning from COVID and creating conditions in which strong community action can continue to thrive.</li> <li>e. <u>Playground Friends Group</u> - (we have some volunteers but more would be very welcome!)</li> <li>f. <u>Parish Plan Group</u> – the last Parish Plan was published in 2009 so is in need of updating as we look forward to a post-Covid world</li> </ol> <ul style="list-style-type: none"> <li>• Call for volunteers to assist with setting up of these Working Groups, under the guidance of a Parish Councillor.</li> <li>• Terms of reference to be drafted by the Clerk and approved by Councillors at the next meeting in October.</li> <li>• Further information and call for volunteers at the second part of the Parish Assembly in November (more below).</li> </ul>

<p><b>6l. Mobile library service resumes</b></p>	<p>The Clerk confirmed that the Warwickshire Mobile Library Vehicle has been back on the road for customers to visit since the end of June. The library comes to Great Alne once a month on a Monday morning and stops at both Great Alne Park and the Memorial Hall. Please contact the Clerk if you would like a copy of the timetable.</p>																																				
<p><b>6m. Dates and location for remainder of 2021 meetings</b></p>	<p>The Clerk confirmed that from October, PC meetings will be moving from Wednesday to Thursday evenings. The next PC meeting will be held on Thursday 14<sup>th</sup> October 2021 at 7pm at Great Alne School.</p> <p>The last meeting of the year will be held on Thursday 16<sup>th</sup> December 2021 at 7pm at Great Alne School.</p>																																				
<p><b>6n. Part II of the Parish Assembly – November 2021</b></p>	<p>The Chairman explained that the first part of the Parish Assembly Meeting was held on Wednesday 19 May 2021. This was adjourned so that we could reconvene later in the year when the Coronavirus restrictions had been eased. We hope to hold Part II of the Parish Assembly in early November, in the hope that residents of Great Alne will join us to hear about proposals and plans for the coming year; to share views from residents on what they would like to see happen in our local community, and to invite some of our local organisations and groups to provide an update on their activities and upcoming events.</p> <p>The Chairman confirmed that the date of Part 2 of the Parish Assembly will be agreed at the October meeting. In the meantime, if you have any spare time, or would like to get involved with a new hobby or activity, meet new local residents and perhaps make new friends, please do come along to the Parish Assembly which will be a real volunteer-seeking event!</p>																																				
<p><b>Planning applications</b></p>	<p><b>7. PLANNING</b></p> <ul style="list-style-type: none"> <li>The following are the planning applications submitted in the parish of Great Alne in 2021.</li> <li>* The Parish Council has yet to consider and submit a representation on this planning application.</li> </ul>																																				
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<a href="#">21/00984/TREE</a>	24/3/2021	Tree Works Approved	Yew Tree House Park Lane Great Alne B49 6HS
<a href="#">21/00941/AMD</a>	20/3/2021	Approval of Non Material Amendment	Flaxfields Henley Road Great Alne Alcester B49 6HX
<a href="#">21/00900/VARY</a>	18/3/2021	Pending Consideration	Maudslay Park Village Road Great Alne B49 6HS* <i>Application to change the wording of condition 20 made on 5.8.21. Comments required by 26.8.21</i>
<a href="#">21/00865/AMD</a>	15/3/2021	Approval of Non Material Amendment	Maudslay Park Great Alne
<a href="#">21/00697/FUL</a>	1/3/2021	Planning Permission Refused	Great Alne Mill, Mill Lane, Great Alne
<a href="#">21/00698/LBC</a>	1/3/2021	Listed Building Consent Refused	Great Alne Mill Mill Lane Great Alne
<a href="#">21/00574/FUL</a>	22/2/2021	Permission with conditions	The Mother Huff Cap Spennall Lane Great Alne B49 6HY
<a href="#">21/00248/TREE</a>	19/1/2021	Tree Works Approved	Alne House Park Lane Great Alne Alcester B49 6HS

- GAPC's submission in relation to 1 Linfoot Oaks (21/02370/FUL) was submitted the day before the meeting due to the submission deadline.: a submission of No Objection was recorded.
- The Councillors discussed and determined earlier in the meeting, their response to the planning applications by Inspired Villages in relation to Maudslay Park 21/00900/VARY and 21/01566/ADV
- The Councillors considered the planning application relevant to Maudslay Cottages 21/02546/TREE and determined that they would submit 'No Objection'.

#### 8. ACCOUNTS

The expenditure items listed below were approved by the Councillors.

Accounts (payments/invoices for approval since the March 2021 meeting. Those highlighted in blue have already been paid. Those in yellow are yet to be paid).

Date	Payee	Amount (£)
01/04/21	SDC Annual domain cost, website and CMS licence- 2016822	437.77
02/04/21	E.ON (UMS electricity supplies) Inv No. H19AB7EB56	142.25
05/04/21	Clerk's wages (less e'ee nics) and expenses - March 21 (KB)	
09/04/21	PSW Alcester - newsletter printing (275 copies) (clerk paid for)	45.00
10/04/21	HM Revenue & Customs Employee & Employer NICs	54.55
16/04/21	Came & Company - ref 4202123 (Pol No 1891376)	765.94

20/04/21	WALC/NALC Annual subscription fees Inv-SUBS-2021-084 (VAT ONLY RECOVERABLE ON THE WALC PART, NOT THE NALC)	236.00
30/04/21	Limebridge Rural Services Ltd - Grass cutting	420.00
01/05/21	E.ON (UMS electricity supplies) Inv No. H19C91F826	137.67
13/05/21	Arrow Bookkeeping Services - Annual Internal Audit	150.00
19/05/21	Clerk's wages & expenses - April 2021	
24/05/21	WALC invoice 21474 - New c'llor induction - Cllr DF	30.00
29/05/21	Limebridge Rural Services Ltd - Grass cutting Inv1819	420.00
02/06/21	E.ON (UMS electricity supplies) Inv No. H19E9668CE	142.25
14/06/21	WALC invoice 21508- Data Protection course - Cllr LB	30.00
14/06/21	HMRC NI contributions (E'er= £4.69, E'ee = £21.00)	25.69
14/06/21	Clerk's wages and expenses for May (tax period 2)	
02/07/21	E.ON (UMS electricity supplies) Inv No. H1A064B232	137.67
08/07/21	HMRC NI contributions (E'er= £32.43)	32.43
08/07/21	Clerk's wages and expenses for June (tax period 3)	
08/07/21	Limebridge Rural Services Ltd - Grass cutting - 1856	420.00
08/07/21	Limebridge Rural Services Ltd - Grass cutting - 1873 (Memorial Hall x 8 cuts for the year)	326.40
31/07/21	Wickstead - new swing seats, shackles and fixings - invoice 0000814689	308.83
31/07/21	Limebridge Rural Services Ltd - Grass cutting - 1896	420.00
01/08/21	E.ON (UMS electricity supplies) Inv No. H1A2322BEB	142.25
05/08/21	Community Heartbeat - Annual rental year 4 - Invoice 9498	72.00
09/08/21	Clerk's wages and expenses for July (tax period 4)	

**Bank Account Balances @: 21 July 2021**



Community Account: £31,332.86  
Business Money Matters: £9,296.41

**Money in:**

£12,250 Precept rec'd from Stratford-on-Avon District Council on 26 April 2021.  
£39.86 wayleaves payment from Western Power Distribution on 15 June 2021.

The Clerk also went through the Bank reconciliation for July 2021, the most recent Financial Statement for July 2021, and the Progress against Budget spreadsheet to date. All information was approved by the Councillors.

**9. CORRESPONDENCE**

The Clerk provided the following summary of correspondence since the March 2021 meeting.

- a) A number of emails with both residents and WCC highways re road repairs, ongoing flooding concerns and blocked pavement in the village.
- b) Correspondence with WCC and WPD re options for upgrading streetlighting in the village.
- c) Correspondence with residents regarding overgrown hedges and trees in the parish.
- d) Numerous emails with Community Heartbeat concerning the faulty defibrillator, arranging for a temporary loan machine, installing the loan machine, sending off the faulty one, and reinstalling the same once repaired.
- e) Emails with Limebridge, our grounds contractor, regarding list of tasks at the park and ongoing and future maintenance.
- f) Correspondence with GAP management team regarding ongoing planning issues and plans for the next stage of development, and arranging recent on-site meeting.
- g) Alcester SNT Team: weekly police report.
- h) Correspondence with SDC re nomination of the Huff Cap as an Asset of Community Value.
- i) Notifications and updates with SDC re disruption to recycling collections.
- j) Emails with the Church warden regarding maintenance in the church grounds, and funding issues.
- k) Correspondence and notifications from SDC and WCC re issues such as farming safety, Neighbourhood Watch August newsletter, preschool health services in Warwickshire, Covid memorial survey, bin collections, Commonwealth Games Ballot for tickets, Covid vaccination updates, review of inpatient beds at community hospitals, all of which has been circulated on the GAPC Facebook page.
- l) Ongoing training opportunities for parish councillors and the clerk through WALC and associated third parties.
- m) Notification of two conferences in the autumn:
  - 1. WALC Annual Conference – 'CLIMATE EMERGENCY: PRACTICAL STEPS FOR PARISH COUNCILS' (22/23 Oct)
  - 2. WCC - 'KEEPING THE SPIRIT ALIVE – COMMUNITY POWERED WARWICKSHIRE CONFERENCE'. October 2021, based on applying the learning from COVID and creating conditions in which strong community action can continue to thrive.

**THE NEXT MEETING WILL BE HELD ON THURSDAY 14<sup>TH</sup> OCTOBER 2021 AT 7PM AT GREAT ALNE SCHOOL, SCHOOL ROAD, GREAT ALNE, B49 6HQ**

Meeting ended at 9.45pm