

**A Meeting of Great Alne Parish Council was held on Thursday 17 November 2022 at The Function Room,  
Maudslay House, Great Alne Park, Henley Road, Great Alne, B49 6HX**

<b>PRESENT</b>	<p>Councillors Mr L Bowring, Mr P Clark, Mr I Millard, Ms D Francis and, following co-option at the beginning of the meeting, Mr M Jenkins.</p> <p>Members of the public: approximately 15.</p>
<b>1. APOLOGIES FOR ABSENCE</b>	Cllr Justine Kerridge and Cllr Gill Forman.
<b>2. CO-OPTION OF NEW PARISH COUNCILLOR</b>	<p>Mr Melvyn Jenkins was welcomed to the meeting. Cllr Mr L Bowring proposed Mr Jenkins to be co-opted as a new parish councillor which was seconded by Cllrs Millard, Clark and Francis. Mr Jenkins was duly approved and co-opted to the Parish Council. Mr Jenkins completed the Declaration of Office and was formally welcomed by the Chair.</p> <p>The Clerk confirmed that she would forward various relevant documents to Cllr Jenkins and provide some training for him. Cllr Jenkins is due to attend the WALC induction training session, 'Councillor Fundamentals' on 22.11.22. Cllr Jenkins also completed the Declaration of Interest form (hard copy received by the Clerk the following day) and the Clerk confirmed this would be sent to Stratford District Council within the required 28-day time period. <b><i>[This has been sent to the Monitoring Officer at SDC].</i></b></p>
<b>3. DECLARATION OF INTERESTS</b>	Cllrs Francis and Jenkins declared a non-prejudicial interest in items 5f and 7n, regarding a planning application for signage along the Henley Road to warn drivers of the GAP entrance. The Chairman explained that this meant the councillors were still entitled to debate the agenda points and vote if required.
<b>4. TO CONFIRM THE MINUTES</b>	Minutes from the September 2022 Parish Council Meeting minutes were approved by the Councillors. <b><i>[These have been signed by the Chairman and filed].</i></b>
	<b><u>OPEN FORUM</u></b>
<b>5a. Representations from residents</b>	<p>There were a few representations from residents raised before the meeting:</p> <ol style="list-style-type: none"> <li><u>Enquiry from resident regarding the possibility of a pavement extension along Henley Road to GAP.</u> Cllr Francis explained that a resident from GAP had enquired whether it would be possible to extend the pavement, after Phase 3, from the northern end of Henley Road past the cricket club so that it joined up to GAP. The Clerk explained that this would be a conversation to raise with WCC Highways and said she would speak to Cllr Kerridge to see how best to take this forward. The Chairman also noted that Cllr Kerridge has some county council funding available for highways matters, so this might also be a potential avenue to explore with him.</li> <li><u>The Clerk shared an email from the Chairman of GAKMH containing a copy of a letter sent to the owner of the former social club regarding the dilapidated state of the roof. The Chairman would welcome any help from GAPC with any remedial action.</u> The parish council was concerned about the current condition of the former social club and agreed to write a letter to the owner in support of the Trustees' letter requesting urgent repair works to the roof.</li> <li><u>Email from resident regarding dangerous dogs on the footpath at a local farm.</u> The Clerk explained that this is not the first incident regarding aggressive dogs on this particular footpath on this farm. The parish council has sent letters to the landowner regarding a previous incident and reiterated his responsibilities to control dogs near or on a public footpath (as provided on the Warwickshire County Council (WCC) website). The councillors agreed that the next step was for the Clerk to speak to the footpaths officer at WCC to see what further action could be</li> </ol>

	<p>taken. The Chairman noted that the police had already been contacted; who confirmed they would not be able to intervene unless an individual was physically harmed by a dog.</p> <p>The Clerk agreed to contact the WCC officer and report back at the next meeting,</p>
<b>5b. Alcester South SNT &amp; crime statistics update</b>	<p>The Clerk receives a weekly report from the Alcester South SNT, as well as through the new Warwickshire Connected Police free community messaging system which residents are encouraged to subscribe to. It is very quick and easy to sign up here: <a href="https://www.warwickshireconnected.com">https://www.warwickshireconnected.com</a>.</p> <p>The main issues that are currently affecting our parish and surrounding area include vehicle crime including theft and damage, anti-social behaviour, burglaries of sheds, garages and outbuildings. There was a report a few weeks ago of a tradesman being approached on Henley Road as he was loading tools into his van; the man was pushed to the ground by three men. The Clerk advised residents to remain vigilant.</p> <p>How to report a suspected crime or suspicious behaviour:</p> <ul style="list-style-type: none"> <li>• Always report an active crime on 999</li> <li>• Non-emergency calls can be made on 101</li> <li>• Online reporting services are also available on the Warwickshire police's website: <a href="https://www.warwickshire.police.uk/ro/report/">https://www.warwickshire.police.uk/ro/report/</a></li> <li>• Twitter - @AlcesterCops</li> <li>• Facebook - Alcester Police</li> <li>• Instagram – southwarwickshiresnts</li> </ul> <p>One of the residents suggested that it would be worthwhile forwarding the weekly police updates to Hanna at GAP so that she can feed the information into the weekly newsletter or Cubigo. The Chairman also suggested it would be worthwhile mentioning in the next newsletter about the Community Neighbourhood Watch Group and establishing whether anyone is interested in restarting it. We could also ask the local Alcester SNT if they could increase the police patrols in the parish while these incidents are occurring. Any police surgeries being held in Alcester could be shared onto the GAPC FB page.</p>
<b>5c. County Councillor's Report</b>	<p>Cllr Kerridge was unable to attend the meeting but was happy to assist with any issues or enquiries that arise during the meeting. The Clerk will follow up with Cllr Kerridge after the meeting.</p>
<b>5d. District Councillor's Report</b>	<p>Cllr Foreman provided the following written report to the Clerk before the meeting:</p> <p><i>'After teething problem with the new 1-2-3 waste collection service, I am advised that the majority of the issues are now resolved. If any resident does have any problems with collections, please call the Street Scene department.</i></p> <p><i>Work on the 2023/24 budget has been started, but Officers are awaiting details of Government funding for that year. Hopefully information will be forthcoming in the Chancellors Autumn statement on the 17<sup>th</sup> (Today).</i></p> <p><i>From the 3<sup>rd</sup> of November until the 16<sup>th</sup> of December there is a public consultation on a revised Supplementary Planning Document on Open Spaces. This document covers such areas as play areas, parks, areas for sport, community gardens and allotments. Details are on the SDC website.'</i></p>
<b>5e. GAKMH parish councillor representative's report</b>	<p>Cllr Diane Francis provided the following report:</p> <p><i>'The last meeting was held on 7 November. The next meeting is due to be held on Monday 16 January.</i></p>

<p><b>5f. Update on Great Alne Park</b></p>	<p><i>The Hall was not successful in obtaining a lottery grant to cover half the cost of refurbishing the Committee room as a pop-up bar so further discussions are taking pace on the way forward.</i></p> <p><i>Replacement LED ceiling lights at a cost of around £850 will be undertaken in January when the Hall is closed for decoration.</i></p> <p><i>Ad hoc bookings of the Hall remain encouraging and the decision to increase the hourly charge to £15 has been met without comment from our regular bookers as has the additional £10 heating supplement for the period October to March. A new online management system is being trialled and seems to be a much easier way to book the Hall.</i></p> <p><i>'The Duke' is being screened tonight and 'Downton Abbey' will be shown in December with 'Belfast' planned for January. Films are shown on the 3rd Thursday of each month at a charge of £5 - this will include tea, coffee and biscuits.</i></p> <p><i>The Bhangra and Curry evening held on 24 September was very successful making a profit of around £600.</i></p> <p><i>Dates for your diaries:</i></p> <p><i>3 December - 10am - Christmas coffee morning £2 per head charge</i>  <i>4 December - 6.00pm - Christmas is Coming</i>  <i>9 December- Pop Up Pub and Yuletide gathering £7.50 per head to include a buffet supper'</i></p> <p>Cllr Francis also mentioned the enquiry made to GAKMH by a local resident, who is looking to start a small business in the parish by offering essential grocery provisions from a mobile truck / horsebox. The resident enquired at the end of the summer: the notion was adjourned until the next GAKMH meeting in January. The Clerk has also had a couple of ideas about how this might work and agreed to raise the matter at the next PC meeting once we have some feedback from the GAKMH trustees.</p> <p>The latest update on Great Alne Park is as follows:</p> <ol style="list-style-type: none"> <li>1. <u>Speed limit along Henley Road.</u> This has been raised at the last couple of meetings. IV have confirmed that the private company has now carried out a speed survey on the Henley Road. IV have relayed the results to GAPC and unfortunately the results are not as expected. The findings indicate that drivers are generally sticking to the 50mph speed limit along the straight stretch of road outside GAP. WCC considers this speed limit to be appropriate for the location of the road – ie in a rural environment with limited habitations directly on the road. The findings also indicate that drivers are not slowing down quickly enough once they reach the 30mph speed zone at the main entrance to the village where the white gates are located. This does not, however, assist the argument that the speed limit needs to be reduced outside GAP. The Clerk said she had received an email from the Community Speed Watch leader for Little Alne who was keen to share the data they have collected with Great Alne Park. This data indicates how fast drivers are traveling from the Little Alne end of the village – ie as they approach Great Alne from that direction along Henley Road. IV also intend to carry out another speed survey next year (although Phase 3 is due to start soon, which is bound to impact on the speed of travel past the entrance). We need to collate all this information to create a dossier of evidence to present to WCC. In the meantime, there is a plan to add signage along Henley Road to alert drivers to the concealed entrance to GAP (see agenda item 7n below).</li> </ol> <p>The Chairman suggested that it might be worth contacting Jo Edwards, on the Road Safety Team at WCC. She may be aware of some pilot issues or practical steps that could be taken to help with this issue. The Clerk agreed to contact Jo.</p> <ol style="list-style-type: none"> <li>2. <u>Phase 3 of development.</u> The Clerk has received an email from Ben Ling, General Manager at GAP, stating that work on Phase 3 is due to start soon. Ten days'</li> </ol>
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	<p>notification of the opening of the Park Lane entrance will be provided to the parish council and Park Lane residents in accordance with the terms of the planning variation to Condition 20 (21/04093/FUL) – but he wanted to confirm that signage would be going up on Park Lane very shortly. Cllr Jenkins added that earlier this week, in his capacity as Representative of Millway Lodge, he had liaised with the planning officer at SDC for an update on the timing of the planning approval; the delay was due to a delay in signing a s106 agreement to ensure the dwellings also fall under the care packages attached to the rest of the site. The case officer had confirmed that this was nearing completion and should be signed shortly, meaning the permission can then be issued.</p> <p>One of the residents enquired whether when Park Lane opens, contractors and deliveries will be accessing the site via Park Lane. The Clerk said she would ask for clarification <b>[The Clerk followed up with IV management who have confirmed that all contractors in connection with the building works will be accessing via Henley Road after Park Lane reopens].</b></p> <p>The Clerk confirmed she would keep residents and the council up to speed with any developments.</p>
5g. Climate Change	<p><i>The latest update on the Climate Change Action Group is as follows:</i></p> <ol style="list-style-type: none"> <li>1. <b>Climate Change Action Group update:</b> The Clerk confirmed that some of the new climate action group met informally at The Mother Huff Cap last month to brainstorm some of the issues relevant to the parish and discuss those issues that were important to them. The Chairman and Clerk felt that it was a really good session, with plenty of great ideas and lots of enthusiasm. Following that meeting, the volunteers have already started to action some ‘little wins’; 200 acorns were collected at GAP and taken to school, along with forest floor compost and multi-purpose compost. The children used the acorns as maths counters and then planted the acorns.</li> </ol> <p>The next Climate Action Group meeting will be in the back room at The Mother Huff Cap on Sunday 11 December at 7.30pm. We will be working on some short/medium and long-term objectives and then putting some terms of reference together for the working group. All are welcome to attend the meeting. <b>[The meeting was subsequently postponed due to the snow and ice conditions on the roads and pavements].</b></p> <ol style="list-style-type: none"> <li>2. <b>Attendance at Alcester Town Council’s Climate Change meeting:</b> The PC has been liaising with the Climate Change Action Group at Alcester Town Council to see how we might benefit from some of the workstreams they are pursuing, and whether there are areas where we might work together. Cllr Francis attended ATC’s first climate group meeting and the Clerk receives all relevant emails and information from the group. The second meeting was due to take place on 9 November 2022 but has been postponed until 26 January 2023.</li> </ol>
5h. Discussion with Sarah Brooke-Taylor, Rural Housing Enabler from WRCC	<p>The Chairman introduced Sarah Brooke-Taylor, who is a Rural Housing Enabler from Warwickshire Rural Communities Council, and who was invited to the meeting with a view to answering queries about potentially conducting a housing needs survey (HNS).</p> <p>The Chairman provided an overview on what a survey on housing needs assesses, which, among other things is the level of new affordable homes for local residents. The last HNS led to the new Linfoot Oaks development off Spermal Lane. The Chairman introduced Sarah and explained that she had been instrumental in the last Great Alne HNS, which was an integral part of the evidence for the Spermal Lane housing development.</p> <p>Sarah confirmed that the last HNS in Great Alne was in 2014; a HNS has a longevity of five years, meaning the last one was now out of date. An HNS covers all housing needs for a community, not just social housing. It considers where the needs are, and what the parish will look like in 5 years’ time in terms of housing requirements.</p>

	<p>The process is straightforward – a survey pack will be sent to every dwelling in the parish of Great Alne, either digitally or by hard copy. The information will be sent back directly to Sarah, who will then prepare an anonymised report for GAPC on the basis of which it will decide if there is a housing need across the parish.</p> <p>In November 2020 there were 13 households with a Great Alne address registered on the housing list at Stratford District Council (SDC) – all looking for properties to rent. In November 2021 this had risen to 16 households. There is no data available yet for November 2022, but it will be an increase on last year. In Stratford as a whole, there are approx. 5,800 households in the district looking for alternative housing. The demographic is mainly younger people sharing or older people in larger houses looking to downsize.</p> <p>In terms of timing for the survey, if GAPC is interested, it would commence in the new year. Another benefit of doing an HNS is that it is objective evidence for the community and GAPC if any proposals for housing development come forward. Furthermore, all homes are allocated to people with a local connection.</p> <p>The Chairman enquired – if GAPC decided there was a need in Great Alne again, where does the money come from for new housing? What sources of funding are available? The Linfoot Oaks development needed market homes as well as affordable homes in order to make it a viable project, although this delayed the development.</p> <p>Sarah confirmed that there are 3 main sources of funding:</p> <ul style="list-style-type: none"> <li>• SDC holds funding for affordable housing. This is sourced from CILs/ 106 payments that are put into a general pot.</li> <li>• Homes England – this is Government funding which facilitates renting from a housing association.</li> <li>• Housing Association - the association will raise money against future rental income.</li> </ul> <p>Sarah noted that Government funding from Homes England has really developed and access to funding is now generally much easier - so there is no funding required from the community.</p> <p>Cllr Francis asked whether WRCC would help GAPC to decide on suitable sites and noted that there may be suitable sites next to or adjacent to the village. Sarah confirmed that WRCC can help communities find suitable land and negotiate with landowners. WRCC would help to put together a package of evidence before getting landowners involved. The hardest part is often finding a willing landowner.</p> <p>The Chairman commented that we are in the greenbelt – new housing is not normally approved – although there are a few exceptions; eg a rural exception site whereby affordable homes are to be provided for local people and MUST be supported by the parish council.</p> <p>Sarah confirmed that if at any point during the process the PC changes its mind, that is completely fine. A resident asked whether the planning application stage deals with the impact on local infrastructure, eg school places. Cllr Millard replied that demand for the housing on Sternal Lane was completely supported by what the HNS said. There was support for the needs identified. Sarah added that these sorts of developments are small scale – maybe 6-10 properties. Rural Exception sites are generally around 10 properties. The Chairman commented that the Great Alne exception site off Sternal Lane was for 17 homes: the planning committee was persuaded that the parish needed up to 17 properties because of the HNS. The majority of people post development regarded the development as a very positive addition to the village.</p> <p>Sarah confirmed that the timescale for a HNS is approx. 10 weeks from agreeing the covering letter and the survey form. GAPC would be responsible for the survey pack distribution. The other important point to mention is the report identifies the importance of replicating what is happening in the local area – so for example in Great Alne, two-bedroom properties are a more reasonable representation of the housing environment of the area.</p>
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	<p>The councillors were very interested in Sarah's feedback and thanked her for attending the meeting to discuss the options. The councillors agreed that they would consider the information and make a recommendation as to whether or not to proceed with a HNS at the next meeting, if not before.</p> <p><b>MATTERS ARISING</b></p> <p>The Chairman introduced Alison who is the new General Manager of The Mother Huff Cap (MHC) to the meeting and thanked Alison for coming along to provide us with an update.</p> <p>Alison was keen to introduce herself to the parish council and residents and provided an overview of the new lunchtime menu that has just been launched, as well as the events planned for the Christmas period.</p> <p>The Clerk is keen to work closely with The Mother Huff Cap and also the school over the coming months to help the community through the challenging winter ahead and provide support for residents (and the pub) where possible. A meeting has been set up between Alison, the Clerk and the Chair of the PTA at school to brainstorm ideas and find ways of working together.</p> <p>The Chairman thanked Alison for coming to the meeting and was pleased that The Mother Huff Cap would be able to provide the council with regular feedback on events and news.</p>
<p><b>6a. The Mother Huff Cap and site update</b></p>	
<p><b>6b. General Maintenance Update</b></p>	<p>The Clerk confirmed as follows:</p>
<p><b>a. Streetlighting</b></p>	<ul style="list-style-type: none"> <li>i. <u>Update on streetlighting upgrade:</u> The Clerk confirmed that she had been liaising with WCC Streetlighting regarding the transition to LED lamps across the parish. GAPC has also recently applied for funding through the WCC Green Shoots campaign with a view to this grant funding the streetlight upgrade. We should hear whether we have been successful in early December. As part of the preparation of the funding application, the Clerk arranged for one of the streetlighting engineers to come to Great Alne and, working on an updated inventory, provide a quote for the replacement of 18 streetlights and columns. The quote has come in at approximately £25,000 + VAT. If we are not successful with the application, there is provision in the reserve funds bank account for streetlighting, although the council will need to decide whether to use it all or apply for an interest free loan etc.</li> <li>ii. <u>Update on WPD action on overgrown trees affecting power cables along Henley Road:</u> Further to the issue caused by overgrown trees along The Plantation, Henley Road, GAPC worked with Western Power Distribution (WPD) to organise urgent treeworks along the route of the powerline from the lamppost, into the woods and back out into Manor Court. One of the properties on Manor Court also had some overgrown trees and WPD and the GAPC worked alongside the resident to manage how best to maintain the trees. The work was carried out on October 7<sup>th</sup> and all went well.</li> </ul>
<p><b>b. Highways</b></p>	<ul style="list-style-type: none"> <li>i. <u>Update on overhanging trees along Henley Road and Park Lane:</u> Following the last meeting in September, the Clerk sent letters to those properties along Henley Road whose trees or hedges were impacting on the pavement and causing an obstruction for pedestrians. The Clerk would like to thank the owners of those properties, who replied quickly and effectively and have either had the trees and hedges managed or have submitted the relevant planning application to Stratford District Council for the work to be carried out in the New Year.</li> <li>ii. <u>Update on Kier Utilities Roadworks through the village and repairs to verges and pavements:</u> The Clerk has been in touch with Kier Utilities and is awaiting</li> </ul>

<p><b>c. Community speedwatch /road safety update</b></p>	<p>a response from the project manager following the recent works in Great Alne. The Clerk confirmed she would chase again.</p> <p>iii. <u>Contact with WCC re drainage clearance and flooding issues at Alne Cote Corner:</u> The Clerk has emailed WCC Highways again about the flooding issues and the blocked drains, particularly around the Sernal Lane/ Appleby Close/ Henley Road junction – and also at Alne Cote Corner. A response was received from the relevant officer who said he would revert to the Clerk with an update but that has not been forthcoming. The council agreed that the Clerk should escalate this with Cllr Kerridge.</p> <p>i. <u>Recalibration of the speed detection device:</u> The recalibration was due in October and the Clerk confirmed this has been carried out by LaserTech in Warwick. The cost is covered by the police. Thank you to the CSWG lead in Aston Cantlow, Ms Walker, who helped with collection of the device. The next service is due in October 2023.</p> <p>ii. <u>Loan of speed gun to Aston Cantlow:</u> The Clerk has had an email from the Aston Cantlow Clerk seeking to borrow our speed detection device for a little longer, primarily because there is a new PC coming on board in Aston Cantlow. The councillors were happy to extend the loan period.</p> <p>iii. <u>Speed watch volunteers:</u> Cllr Millard commented that the leaders are having some issues with availability of volunteers for the sessions. When a date is suggested, many of the volunteers are not forthcoming. This is demoralising for those volunteers who always attend the sessions, as there is no rotation. It was agreed that we need to get to the bottom of why the trained volunteers are not more enthusiastic; we need to get them all together in January and relaunch the campaign, possibly with the help of a spreadsheet of everyone's availability.</p>
<p><b>6c Follow up on resident's query re compost</b></p>	<p>At the last PC meeting in September, one of the residents asked District Councillor Gill Forman whether the green waste processed by the council was being released to community users when composted? The resident referred to a scheme in Worcestershire, whereby the council sells the compost to the public at a 'very reasonable price' (in Redditch it costs £2 for 40l of compost). This is available at all domestic waste sites in Worcestershire, and it reduces the costs of the council and provides a service to residents in the use of green waste. The resident asked whether SDC could do the same? Cllr Forman passed the query on to the relevant portfolio holder and the response is as follows:  <i>'We have not sold compost from the household waste recycling centres for some time and have no plans to do so. The issue is the cost of bagging compost made from the green waste collected at the kerbside or the recycling centres - It is too expensive to make this viable.'</i></p> <p><b>MAIN BUSINESS</b></p> <p><b><u>For Information:</u></b></p>
<p><b>7a. Pelham Lane groundworks update</b></p>	<p>The Clerk confirmed that the groundworks on Pelham Lane are being closely monitored by both SDC and WCC. There has been further activity on the site this week, with large quantities of hardcore piled up outside the entrance. The Clerk has contacted the Haselor Clerk for further information and confirmation that the enforcement officer at SDC is aware. The Haselor Clerk confirmed that the officers at SDC are satisfied with developments on the site and confirmed that unauthorised material had been removed. The Clerk will keep on top of developments and keep the councillors informed.</p>
<p><b>7b. Rural bus service</b></p>	<p>The Clerk confirmed that there is a new provider, Stagecoach, of our rural bus service. The new service now runs hourly from Great Alne to Alcester. The Clerk has a copy of the timetable if required.</p>

<b>7c. Footpath at Hill Farm</b>	Following on from an agenda item from the last meeting, the Clerk confirmed that the WCC Footpaths Officer has paid a visit to Hill Farm to assess the ongoing redevelopment. The officer was accompanied by the Head Gardener from IV, whose land has been affected by the development. The Footpaths Officer decided that no follow up action is required and will follow up to confirm his findings with an email – which has not yet been received. The Clerk has since discussed with IV the possibility of them reinstating the steps on the bank in the woods – which they have committed to look into once time and funds allow.
<b>7d. Green Shoots funding</b>	The Clerk confirmed that a funding application has been made to WCC's Green Shoots campaign to fund/part fund the transition to LED street lighting. We should hear whether we have been successful at the end of November / early December.
<b>7e. Planting of the Queen's Copse</b>	With regard to the planting in the Recreation Ground – GAPC has successfully applied for a supply of free trees from I Dig Conservation. We will receive 100 trees, the majority of which are species we had identified as being particularly good for the clay soil in the recreation ground. We will also be purchasing some slightly more mature trees to plant at the same time. Planting has been scheduled to take place in the second half of March 2023 – with the current proposed date of 18 March 2023. More information will be shared in the New Year about the event and how residents can sponsor a tree.
<b>7f. Cost of Living Crisis</b>	<p>GAPC is actively considering ways to support residents over the coming difficult months with the Cost of Living –</p> <ul style="list-style-type: none"> <li>i) We are working with WCC, SDC, ATC and local community groups – all information will be shared on Facebook and in the next newsletter.</li> <li>ii) The Chairman attending a 'Cost of Living Summit' on 25 November at Warwick University. He explained that WCC is establishing a Cost of Living Hub which will be a central source of guidance and information. The County Council cabinet has also approved a package of £1 million for foodbanks, community fridges and longer opening hours for museums, as well as funding to directly support families. A new fund of £180,000 is also available that parish and town councils can access to support residents. Act on Energy is also another very good source of advice on saving on energy costs. Additional funding is also available to the Citizens' Advice Bureau to support those in debt or in need of money management assistance. There is also support for those on pension credit.</li> </ul> <p>The Chairman noted that councils need to be careful how this support is communicated to residents – eg instead of calling it a 'Warm Hub', it could instead be referred to as a 'Meeting Group'. One of the councillors also commented that the school and the Church are also good indicators of those needing help. We could also speak to Alcester Town Council to find out how they helped individual families during the pandemic with supermarket vouchers – how did they know which families needed help? We can also get the word out about this support on the noticeboards, social media and by sharing the information with the other local groups and organisations in the parish. The Clerk confirmed she would look into this in more detail and report back at the next meeting.</p>
<b>7g. GAPC Trussell Trust Partner</b>	The Clerk confirmed that GAPC is now set up as a Trussell Trust partner and can distribute food bank vouchers. There is a dedicated email address ( <a href="mailto:GAPCfoodbankvouchers@gmail.com">GAPCfoodbankvouchers@gmail.com</a> ) and phone number (07833 790375) and any conversations will be held in the strictest of confidence.
<b>7h Emergency funding support for residents</b>	The Clerk reiterated the availability of emergency funding support for residents via the Acts 435 Charity and the Great Alne Parochial Charity – if anyone needs further information, please contact the Clerk in strict confidence. The Clerk has also just found out about emergency funding for Warwickshire residents available through Act on Energy: information will be posted on the Facebook page and in the next newsletter. Or please contact the Clerk for more information.



<b>7i. Update on working with Great Alne Primary School (GAPS)</b>	<p>The Clerk provided the following update:</p> <ul style="list-style-type: none"> <li>i) GAPC continues to work with school on re-establishing the outdoor learning area. GAP agreed to the Clerk having some wood from felled trees which one of the residents has kindly cut up to make bases for benches. The Clerk has organised for one of the residents in the village to make the benches for the school.</li> <li>ii) Xmas hampers – The Clerk confirmed that GAPC would once again be organising the Xmas hampers for local families in need of some extra support this Xmas. We are hoping to make up more hampers this year (maybe 20). The Great Alne Parochial Charity has confirmed it would like to be involved again. The hampers will be taken to school in the last week of term for distribution.</li> <li>iii) The Clerk informed the council that there is a new Friends of School committee at GAPS and she is arranging a meeting with the new Chair in the next week or so to see how we can support each other going forward and to discuss a few plans for next year. The Clerk is going to invite the new manager from The Mother Huff Cap to come along too.</li> </ul>
<b>7j. Park inspection</b>	<p>Following the recent annual park inspection, there are a number of points to be followed up which were raised in the report – although nothing urgent or too challenging. The Clerk will focus on this over Xmas and the New Year. Other news includes the new larger bin for the park which will be installed in early December. The lengthsman will also be fixing the entrance gate at the park.</p>
<b>7k. Neighbourhood Development Planning</b>	<p>The Chairman provided an overview following his recent attendance at the WCC Neighbourhood Development Planning webinar. The neighbourhood plan is about planning for development, therefore in summary 'it is not easy, it is not fast and it may be uncomfortable!'</p> <p>If there is Neighbourhood Development Plan (NDP) in place it must be kept up to date – the idea of the NPD is not to prevent development – and it cannot prevent an approved development going ahead. The NPD should represent residents' views: however, this is very different to a Housing Needs Assessment which is important evidence if a council is looking to provide housing.</p> <p>There are number of steps to follow:</p> <ul style="list-style-type: none"> <li>• A council will decide to proceed</li> <li>• It then requires volunteers</li> <li>• It needs to secure funding</li> <li>• It will need a consultant to help but there will still be a need for volunteers and community engagement</li> <li>• The council must have the community's support.</li> </ul> <p>There followed a debate amongst the councillors about whether Great Alne needs a NPD at the moment, especially if we are going to undertake a Housing Needs Survey, set up a Climate Action Group and pursue a number of other goals and objectives in the coming year. Also discussed was whether a better use of resources would be to update the Parish Plan. At the end of the discussion the councillors agreed that it would not be feasible to do a NPD at this time, as they would prefer to focus on a Housing Needs Survey and our other objectives.</p>
<b>7l Clerk's pay update</b>	<p>The Chairman confirmed that the councillors approved the backdated pay award (to April 2022) for the Clerk following notification from The National Association of Local Councils (NALC), following agreement on the 2022/23 pay offer between the Local Government Association and the unions representing local government employees. The terms of that agreement include, with effect from 1 April 2022, an increase of £1,925 pa on all NJC pay points 1 and above. This means an increase of £1 an hour on the Clerk's current hourly rate and, with effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement.</p>

	<p><b><u>FOR DECISION/APPROVAL/ACTION:</u></b></p>
<b>7m. Earmarked Reserves policy</b>	<p>The Councillors discussed the draft policy prepared by the Clerk. This is something that was highlighted as being required in the last audit. There were no comments on the draft and the new GAPC Earmarked Reserves policy was approved. The Clerk agreed to add the new policy to the website.</p>
<b>7n. Signage on Henley Road</b>	<p>As discussed at agenda item 5f above in relation to speeding along Henley Road outside GAP, IV has confirmed they will look into funding signage and have enquired whether GAPC would pay for the planning application (estimated to be approx. £132 - £462 depending on the interpretation by SDC planning of 'advance signs' under <a href="#">Regulation 9 of the Town and Country Planning (Control of Advertisements) Regulations 2007</a>). The councillors agreed that GAPC would pay the planning fee on the proviso there was no associated advertising for IV/ GAP. The parish council is approving this signage on the basis that it is for the benefit of everyone in the village. The councillors reiterated that the signage should be warning compliance signs that everyone understands ie the warning of a T-Junction / concealed entrance and that vehicles need to slow down.</p> <p>It was also suggested that the Clerk should contact Jo Edwards of the Road Safety team at WCC and establish whether it is necessary to make a planning application, or whether there is another route.</p>
<b>7o. Recreation Ground tasks</b>	<p>The Clerk explained that she and Cllr Clark had recently met with Limebridge at the Recreation Ground to discuss a couple of issues:</p> <ul style="list-style-type: none"> <li>• With regard to how to manage the soil heaps along the northern boundary at the back of the park – the councillors were asked to decide whether to disperse them to make it easier to access and maintain the strip of land with cutting machines; or whether to leave the area wild for biodiversity. The Councillors agreed to leave it wild for natural biodiversity.</li> <li>• The council also agreed to Limebridge quoting to extend the matting under the swings (swing seats and nest swing) – identified in the Park Inspection report as needing attention. The Clerk will ask Limebridge to quote with a view to get this done over the winter.</li> </ul>
<b>7p. Precept planning for the next financial year</b>	<p><b><u>FOR DISCUSSION:</u></b></p> <p>The Clerk and Chairman raised the budget discussion for 2023/2024 which included precept planning. They explained to the councillors that they had had an initial brainstorming session to discuss the budget, taking into account factors such as the elections taking place in May 2023, increased costs generally, higher energy costs, costs associated with planned new projects, and additional training required for the Clerk (re the elections) and the new councillor.</p> <p>The Chairman confirmed that money in reserves is not touched as part of the day to day running of the council. We would use the reserves, for example, for the streetlighting upgrade. A council should generally keep approximately one year's precept in reserves; we have nearly two years – although we have been saving for the streetlighting. This is a relevant issue when looking at the budget for the next financial year; if the budget is increased, it needs to be substantiated. If we decide to use the reserves, what difference does this make to residents' tax bills / precept amount? It is a balancing act between reserves and an increase in the charge for the precept.</p> <p>Once we hear back from the Green Shoots funding campaign as to whether our application has been successful, we will have more certainty about how the streetlighting transition will need to be funded. The Clerk and Chairman will give the budget more consideration at this point.</p>

## 8. Planning

### Planning applications

The following are the planning applications recently submitted in the parish of Great Alne and their current status. Any yellow highlighted applications are still to be determined, with submissions to SDC yet to be completed.

Since the last meeting, GAPC has submitted 'no objection' responses to application 22/03056/TREE (Coffee Pot Wood) and 22/03007/TREE (Greystone Cottage) and 22/02626/FUL (Crocketts Farm).

Reference	Received	Status	Address
<a href="#">22/03056/TREE</a>	13/10/2022	Pending Consideration	Coffee Pot Wood Henley Road Great Alne Warwickshire B49 6HR
<a href="#">22/03007/TREE</a>	10/10/2022	Pending Consideration	Greystone Cottage Henley Road Great Alne Warwickshire B49 6HR
<a href="#">22/02809/LDP</a>	22/9/2022	Application Withdrawn	Woodside Cottage Spernal Lane Great Alne Warwickshire B49 6HZ
<a href="#">22/02786/FUL</a>	20/9/2022	Pending Consideration	Glebe Farm Kinwarton Alcester B49 6HB
<a href="#">22/02626/FUL</a>	1/9/2022	Pending Consideration	Crocketts Farm Alne Hills Great Alne Alcester B49 6JS
<a href="#">22/02485/AMD</a>	11/8/2022	Approval of Non Material Amendment	Maudslay Park Great Alne
<a href="#">22/02305/FUL</a>	1/8/2022	Pending Consideration	31 School Road Great Alne Warwickshire B49 6HQ
<a href="#">22/01894/FUL</a>	24/6/2022	Permission with conditions	Crocketts Farm Alne Hills Great Alne Alcester B49 6JS
<a href="#">22/01855/LBC</a>	22/6/2022	Listed Building Consent Approved	The Lodge Henley Road Great Alne Alcester B49 6HR
<a href="#">22/01577/TREE</a>	19/5/2022	Tree Works Approved	Long House Park Lane Great Alne Alcester B49 6HS

Two planning applications were discussed at the meeting –

- 31 School Road – application 22/02305/FUL. Following a discussion regarding the proposed amendments to the application, the councillors agreed that they could see no reason to change their previous submission of 'No representation' and instructed the Clerk to submit this response.
- Glebe Farm – application 22/02786/FUL. Following a discussion about the agricultural track, including the effect on the green belt, traffic issues and impact on hedgerows and the mitigating factors, the councillors agreed to make a submission of 'No objection'; but with the caveat that the council has some concerns regarding traffic issues which they would require some assurance on. The Clerk was instructed to submit this response.

## 9. Accounting Information

### 9a Accounts

- a. Progress against budget update: The Clerk ran through the progress against budget spreadsheet and confirmed there was nothing in there that stood out for this stage of the financial year. Those line items that were slightly high were justified by the Clerk with supporting reasons (eg grants and donations, an £800 donation for the defibrillator at the Cricket Club had been made by GAPC, which was not budgeted for). The councillors agreed with the Clerk's observations.

- b. The following cheques were signed at this meeting:

Date	Chq ref	Payee	Amount
30.9.22	200538	Limebridge Rural Services Ltd - Grass cutting - INV2360	505.92
18.10.22	200540	WALC Inv-22530 Neighbourhood Plan (LB)	36.00
31.10.22	200541	Limebridge Rural Services Ltd - Grass cutting - INV2399	387.12
4.11.22	200539	The Play Inspection Company Ref 56247	83.40
10.11.22	200542	HMRC NICS - E'ers=58.91	58.91
10.11.22	200543	Clerk's expenses - Oct 2022	39.28

- c. The following is a list of invoices and payments for approval since the last PC meeting on 1 September 2022

Date	Chq ref	Payee	Amount
5.9.22	200532	Community Heartbeat trust - Inv 13800	151.20
11.9.22	DD sheet 467	HSBC Bank charges to 20 August 2022	10.00
12.9.22	DD sheet 466	npower Business Solutions	116.36
14.9.22	200533	Clerk's expenses - August 2022	255.28
14.9.22	200534	Clerk's wages - August 2022	497.56
27.9.22	200535	SDC - Inv 2021591 (new bin)	300.00
29.9.22	DD Sheet 468	HSBC Bank charges to 20 September 2022 (charged 12.10.22)	15.00
30.9.22	200538	Limebridge Rural Services Ltd - Grass cutting - INV2360	505.92
4.10.22	200536	Clerk's expenses - Sept 2022	128.77
4.10.22	200537	Clerk's wages - Sept 2022	1032.60
18.10.22	200540	WALC Inv-22530 Neighbourhood Plan (LB)	36.00
19.10.22	DD sheet 468	npower Business Solutions	120.59
31.10.22	200541	Limebridge Rural Services Ltd - Grass cutting - INV2399	387.12
3.11.22	DD sheet 469	npower Business Solutions	131.49
4.11.22	200539	The Play Inspection Company Ref 56247	83.40
10.11.22	200542	HMRC NICS - E'ers=58.91	58.91
10.11.22	200543	Clerk's expenses - Oct 2022	39.28

	<table><tr><td>10.11.22</td><td>200544</td><td>Clerk's wages - Oct 2022</td><td>885.39</td></tr></table> <p>Those payments highlighted in white are paid, those in blue have been paid but yet to be presented. Those in yellow are yet to be paid.</p> <p><b>Bank Account Balances @ 20.10.22: £47,065.05</b></p> <p>Community Account: £ 37,760.48 Business Money Manager: £ 9,304.57</p> <p><b>Money in:</b> £2.68 in interest received on funds in the Business Money Manager account on 20 October 2022</p>	10.11.22	200544	Clerk's wages - Oct 2022	885.39
10.11.22	200544	Clerk's wages - Oct 2022	885.39		
9. Correspondence since the last PC Meeting	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"><li>a) Correspondence regarding plot of land on Pelham Lane.</li><li>b) Circulation of information from WCC on the Rural England Prosperity Fund 2022.</li><li>c) Significant communication re treeworks by WPD in Great Alne and authorisations etc.</li><li>d) Liaising with WCC re upgrading streetlights to LED, including working on funding application.</li><li>e) Correspondence regarding overgrown trees and hedges along Park Lane and Henley Road.</li><li>f) Correspondence re footpath off Park Lane.</li><li>g) Correspondence re recalibration of CSWG speed detection device.</li><li>h) Correspondence re setting up as partner with Trussell Trust to distribute foodbank vouchers.</li><li>i) Liaising with lengthsman re various maintenance jobs around the parish.</li><li>j) Contacting suppliers re mature trees for the copse in the recreation ground.</li><li>k) Liaising with applicant for new councillor position and other councillors re interview and filling the role.</li><li>l) Correspondence with GAP regarding various issues including Phase 3 development and speeding on Henley Road.</li><li>m) Correspondence regarding various funding opportunities including Green Shoots funding and UKSPF.</li><li>n) Correspondence re food bank vouchers and GAPC engagement.</li><li>o) Correspondence regarding footpath at Hill Farm and footage.</li><li>p) Correspondence re new bin in the park.</li><li>q) Correspondence re Climate Action Group including planting at school and setting up recycled wood benches in forest school area.</li><li>r) Correspondence re various planning applications.</li><li>s) Discussion re various training courses and seminars.</li><li>t) Discussion following Report from Play Inspection Company re recreation ground.</li><li>u) Complaints re rubbish all over park after weekend parties.</li><li>v) Correspondence re cyclists urinating on footpath off Sernal Lane.</li><li>w) Significant correspondence and planning following the death of Her Majesty, The Queen, on 8 September, 2022.</li><li>x) Alcester SNT Team: weekly police report.</li></ul>				
10. Date of the next meeting	<p>The Councillors agreed the dates and location of the meetings for the coming calendar year. They agreed to hold alternate meetings at school and the Function Room at GAP.</p> <p><b>Dates for meetings in 2023 are provisionally as follows:</b></p> <ul style="list-style-type: none"><li>• Tues Jan 17<sup>th</sup></li><li>• Tues Mar 21<sup>st</sup></li><li>• Thurs May 18<sup>th</sup> (within 14 days of the date of the elections on 4<sup>th</sup> May. Also the date for the Annual Meeting and the official Parish Assembly)</li><li>• Sat June 3<sup>rd</sup> (for the informal Parish Assembly)</li><li>• Thurs July 6<sup>th</sup></li></ul>				

	<ul style="list-style-type: none"> <li>• Thurs Sept 21<sup>st</sup></li> <li>• Thurs Nov 23rd</li> </ul> <p>Please note all meeting dates are based on current rates of Covid 19, any working from home guidance recommended by WALC and relevant Government guidance at the time.</p>
	<p><b>The Meeting ended at 10pm.</b></p> <p>*****</p>