

SAMBOURNE PARISH COUNCIL
Sambourne - Warwickshire
www.sambourneparish.org.uk

Minutes of the Parish Council Meeting held on Tuesday 12th July 2022 at 7:00 pm.

Present

Cllr Adam Quinney	Chairman
Cllr Phil Jones	Vice-Chairman
Cllr Peter Taaffe	
Cllr David Shaw	
Cllr Nick Moon	
Cllr Neil Edden	SDC (Studley with Sambourne)
Cllr Peter Hencher-Serafin	SDC (Studley with Mappleborough Green)
Teresa Murphy	Clerk

There were 11 persons present.

1. **Apologies:** Cllr Justin Kerridge

2. **Chairman to sign Declaration of Office**

The Declaration of Acceptance of Office as Chairman was duly signed by Cllr Quinney and countersigned by the Clerk.

3. **Changes to Disclosure of Interests:** None

4. **To approve the minutes of the meeting held on 10th May 2022**

The minutes were approved and signed by the chairman.

5. **Matters arising from the Minutes of 10th May 2022**

Item 4. (iii) ***Improved access for disabled users:*** To be taken under Agenda Item 7

Item 4. (iv) ***Fly tipping:*** To be taken under Agenda Item 8

Item 6. ***Community Speed Watch Update:*** To be taken under Item 6

Item 7. ***Website Update:*** In order to enable more parishioners to access the website it had been proposed to include an information sheet in the Link magazine. Cllr Taaffe has spoken to the two people that run the Link and it was agreed that a flyer can be inserted.

Action: Cllr Taaffe, Cllr Moon

6. ATC Data

Cllr Taaffe reported that we now have two sets of data, which will be loaded on to the website by the end of the week.

For detailed information about this data please click on the link below:

<https://www.sambourneparish.org.uk/community/sambourne-parish-council-19960/automatic-traffic-control-data/>

Community Speed Watch: To date 5 surveys have been carried out since September 2021, four of which were in 2022. The surveys showed that of the 373 vehicles checked 5 were found to have been speeding. The speed recorded was 41 mph, 2 x 36 mph and 45 accelerating to 75 mph as the vehicle drove past the check point. We are a small team and are urgently looking for more volunteers, especially from the Middletown area to join the team. If anyone is interested please email the clerk: clerk.sambournepc@aol.com.

A resident asked the question: A lot of money has been spent on the purchase of a speed gun. Does this provide more than the tools we already have to reduce speeding?

- Cllr Taaffe clarified that if a motorist is recorded as speeding once they will be reported and will receive a warning letter from the police, if caught twice a severe warning letter from the police and if caught a third time the driver will be prosecuted.
- Cllr Moon added that the data recorded informs us of the persistent offenders and with the combined systems it should provide us with the opportunity to catch those perpetual speeders, who will then hopefully be prosecuted.
- The chairman stated that the parish council has to follow Warwickshire County Council's strategy and at the moment there is no more that can be done. The cost of street lighting for Sambourne is prohibitive and at the present time WCC will not consider any further traffic calming measures unless there is street lighting in place.
- The chairman thanked all the volunteers for donning their yellow jackets and carrying out the speed checks.

7. Public Footpaths and Disability Access

Cllr Moon reported that as well as looking at access for wheelchair and tramper users, we are also looking at the wider community – those with push chairs or anyone who wishes to access the many footpaths in the parish. To date several discussions have taken place with Warwickshire County Council, the Ramblers Association and the Community Engagement Manager at Heart of England. Cllr Moon has also had initial conversations with some landowners about the footpaths that run through their land. The main conclusion is that disability access cannot be introduced on all our footpaths and we must be realistic about what the parish council can do. The Ramblers Association have started a campaign to replace stiles with gates, where possible, and also to get rid of kissing gates. Cllr Moon

stated that we need to identify and confirm a route, preferably one with a destination, before speaking to landowners concerned. The funding is secure and we have an Association and volunteers to work with in order to make this action possible.

The chairman proposed that when we get to the final stages the parish council could hold an open meeting in the parish hall on a Saturday morning to discuss, with the aid of maps, the routes we are suggesting should be prioritised. All agreed that this would be beneficial and that an invitation would be extended to the Ramblers Association.

It is hoped that some routes will be available by September/October 2022. The chairman thanked Cllr Moon for all his hard work and for keeping us updated.

Action: Cllr Moon

8. Cameras :

- Are they needed in the parish because of increasing thefts and fly tipping in the area?
- How much would it cost?
- What would be the on-going cost?

Cllr Taaffe reported that the parish council has completed some initial background research. We are aware that Claverdon village has recently installed an ANPR camera. This is a CCTV system which captures data that can, if necessary, be forwarded to the police. If it were decided to install an ANPR camera in the village it would need power and broadband connection – Claverdon have located their camera whereby it uses a local resident's house for power and broadband connection in return for a fee for ongoing running costs.

A quote has been received from the installing contractor in Claverdon, which is estimated at approximately £2,000 for one camera. We believe more elaborate systems are available and this is being researched for future discussions. The chairman pointed out that as there are so many entrances to the village the expenditure would be beyond the remit of the parish council. If it were felt by parishioners that ANPR cameras would be of benefit there may be a possibility of 'crowd funding', with the parish council matching it to a certain rate. We will also talk to the police and take their advice before investigating any further.

Ongoing

9. Provision of dog waste bin and signage in Middletown

An email had been received from a resident in Middletown requesting the provision of a dog waste bin and outlining the reasons for the request. The chairman agreed with the request and proposed that the parish council purchases a dual purpose waste bin to be sited at an appropriate place in Middletown. Cllr Taaffe seconded the proposal.

Action: Chairman

10. Review of Financial Regulations

The Financial Regulations are reviewed on an annual basis. The clerk reported that she had carried out the review and made some minor amendments to reflect the current administration of the parish council. These amendments were agreed and the document signed and dated by the chairman. A copy of the Financial Regulations will be uploaded on the parish council website.

Action: Clerk, Cllr Taaffe

11. Formulation of Emergency Plan

There is an existing parish council Emergency Plan but it needs updating. The Plan will be looked through and a more succinct and user-friendly version drawn up prior to the next meeting.

Action: Clerk, All councillors

12. Appointment of Clerk as Responsible Financial Officer

The Clerk of SPC, as Proper Officer of the Council, also carries out the role of Responsible Financial Officer (RFO). An RFO is responsible for all the financial records of the Council and the careful administrations of all aspects of its finances. In order to formalise this position the agreement was proposed by Cllr Taaffe and seconded by Cllr Jones. The Clerk's Contract of Employment will be amended accordingly.

13. Accounts

(i) **Auditor's Report 2021-2022:** A new auditor was appointed this year and a fair, comprehensive and detailed audit has been carried out. The result was favourable, with certain recommendations made that are now being put in place and will be worked on further during the financial year.

(ii) **Bank Reconciliation – May/June 2022:** The clerk had provided councillors with the bank reconciliations for May/June 2022 and these were agreed and signed by the chairman. The clerk also provided the councillors with a Budget Update to July 2022, which was found to be useful. It was agreed that the Budget Update would be put on the website.

Action: Clerk, Cllr Taaffe

(iii) List of financial transactions from 10th May 2022 – 12th July 2022:

HMRC	Clerk's Tax	179.40
Clerk	Expenses	136.55
Clerk	Salary	717.75
Open Spaces	Subscription	45.00

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British Gas	Electricity to the Green	16.83
G S Adams	Remedial work to electrical box	180.00
PCC	Contribution to the Link	100.00
E Choudry	Internal Audit	230.00
Cllr Jones	Planting for memorial border	49.44
HMRC	Clerk's Tax	93.80
Clerk	Expenses	56.86
Clerk	Salary	375.40
Hugo Fox	Website	23.99
British Gas	Electricity to the Green	13.91
Stratford DC	Election Expenses – Sambourne North	1,335.73
Unity Bank	Service charge	18.00
Hugo Fox	Website	23.99

14. Planning

11/05/2022	22/10/01454/A GNOT	Land at Sambourne Lane. R. Green	Proposed multi storey building	Cllr Quinney declined to comment – conflict of interest. Objection from SPC	Withdrawn. 25 th May 2022
30/05/2022	22/01606/FUL	Woodview, Middletown Lane	Front entrance porch	No objection from SPC	
22/05/2022	22/01451/ AGNOT	Land at Sambourne Lane, R. Green	Proposed multipurpose building.	Cllr Quinney declined to comment – conflict of interest. Objection from SPC	
28/06/2022	22/01748/FUL	Bryher Cottages, 81 Whitemoor Lane	Replacement garage and conservatory	No objection from SPC	
28/06/2022	22/01283/FUL	Wheelwright House, Sambourne Lane	Single storey extension	No objection from SPC	
03/07/2022	22/01594/ AGNOT	Land at Sambourne Lane, R. Green	Proposed multi storage building	Cllr Quinney declined to comment – conflict of interest. Objection from SPC	

The chairman explained what the term AGNOT means. It is an agricultural notification. There are some buildings that do not require full planning permission and applies to structures of up to 1000 sq metres of buildings and their accompanying hard standing. The Council then decides whether it needs full planning or not. If it is deemed not to need full planning, notification to go ahead with the building will be received by the applicant within 28 days.

15. Correspondence

Correspondence – 11th May – 12th July 2022				
Complaint or Procedural query and follow up	FOI or GDPR Request	WCC/SDC/WALC/SNT information or Request for Information	General correspondence, accounts and administration	Planning
9 <i>Monitoring Officer</i>	3	84	39	5
Total: 140				

The chairman stated that within that correspondence with the Monitoring Officer we have been informed that there are complaints against individual parish councillors, some of these issues go back a number of years. The chairman wished to publish these complaints, so that everyone knows what we are talking about, but the Monitoring Officer has advised against it. The chairman said he has personally no problem in redacting the name of the complainant, publishing the complaints and putting our responses to them. He added: 'It is coming up to elections next year and you, the electorate, can decide whether you like the answers or not. This is a far better approach - if there is to be an enquiry it can cost £7000 - £8000 a time, which will come from South Warwickshire rate payers' money.' The chairman did not give details but did state that there is a complaint against himself, one against Cllr Moon and one against Cllr Jones.

16. Public Participation

Luke Egan:

Following the latest planning application made by Mr Green REF 22/01594/AGNOT, since the original application there have four amendments submitted and two of them, within the last two days. Whilst I have submitted a comment on the Stratford Planning Portal, stating that this could be deemed both unfair and unreasonable. Local residents who have objected, will not be aware of these changes and will not be given the opportunity to comment. I consider that such matters should be rectified by stating that the actual date for a decision would be given an extension of time and that variations should be clearly identified, by the client.

As Cllr Quinney has declared a conflict of interest in this planning application he could not comment and handed over the chair to Cllr Jones.

There was discussion about the size of the building, access, noise and the visual impact. Cllr Jones reported that in the objection submitted by SPC to SDC it was stated that *'We are clear that the application should be refused, but in the unlikely event that it is passed, there must be insistence on effective screening to minimise the impact on this important green belt landscape.'*

A near neighbour, was able to give some background on the different applications and how the proposed building would affect him personally.

Luke Egan also reported that the No HGV sign by the cricket club has been knocked over. Cllr Taaffe agreed to have a look as we have an agreement with WCC concerning the maintenance of signs.

17. Chairman's business

None

18. Date of next meetings:

Tuesday 20th September 2022 at 7:00 pm.

Tuesday 8th November 2020 at 7:00 pm

The meeting closed at 8:10 pm

Teresa Murphy

Parish Clerk

clerk.sambournepc@aol.com

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