

Minutes of the Annual Meeting of Little Compton Parish Council held
on Monday 16 May 2011

Present: Cllrs. Rudge, Moorman, Brandreth and Hall, Warwickshire County Cllr. Saint, Stratford District Cllr. Gray, Parish Clerk Susan Cox and 6 members of the public.

1. Election of Chairman.
Cllr. Jennifer Rudge was elected Chairman, proposed by Cllr. Moorman and seconded by Cllr. Hall. The Declaration of Acceptance of Office will be signed at the next meeting.
2. Election of Vice Chairman.
Cllr. Louise Moorman was elected Vice-Chairman, proposed by Cllr. Rudge and seconded by Cllr. Hall.
3. Declarations of Interest.
Cllrs. Brandreth and Hall declared an interest in Agenda Item 16 - Planning Application 10/02431/FUL, land to the rear of Jordan's Orchard.
4. Apologies for absence had been received from Cllr. Ashford who was on holiday.
5. The Minutes of the meeting held on 21 March 2011 were agreed to be a correct record, proposed by Cllr. Brandreth, seconded by Cllr. Moorman and duly signed.
6. Matters arising from the Minutes - those not included elsewhere on the agenda.
 1. Cllr. Hall had now completed the Declaration of Interest form.
 5. Winter Gritting - a site meeting was held on 11th April 2011 with Mr. Bryn Patefield from Warwickshire C.C. regarding the request that Little Compton is included on the W.C.C. Winter Gritting Map 2011/12. Cllr. Ashford has subsequently been informed verbally that the village will not be included. The Parish Council will continue to pursue this matter and asked Cllr. Saint if he could intervene, before the map is printed, on behalf of Little Compton.
 18. Resolution to exclude the public under the Public Bodies (Admission to Meetings) Act 1960. Following a comment from a resident that this abbreviation used in the Minutes was not explicit, it was agreed that, in future, the Resolution would be printed in full.
7. Date of next Meeting - Monday 11 July 2011 - please note the change of date.
8. Reports from District Cllr. Gray and County Cllr. Saint.
Cllr. Gray reported that the District Council had completed a successful year especially on the financial side. Substantial savings have been made resulting in a zero rise in Council Tax. Issues had been raised over the time taken to answer the telephone at the Council Offices - this was a staffing matter which had now been resolved. Delays in the planning system still need to be addressed. District Council elections were held in May and there had been a few changes. The Annual Meeting of the Council will be held on 17th May and Cllr. Saint will be the new leader. Cllr. Saint will still represent Warwickshire C.C. at meetings of Little Compton Parish Council and Cllr. Gray will remain as Stratford D.C. representative.
Cllr. Rudge asked if the Parish Council could be informed when a Housing Association property with a Section 106 condition becomes available in the village, so that local people requiring accommodation may be alerted. Cllr. Gray agreed to follow this up.

Regarding the problems caused by the late announcement by Stratford District Council of the reduction in the number of times the grass verges in the village are cut, Cllr. Gray said he understood that Mr. Matthew Austin (S.D.C.) will be putting the proposed dates of mowing on S.D.C. website. Cllr. Rudge said that Mr. Austin had given some advice on communicating the circumstances to residents who may wish to supplement the mowing this year, but who would not be covered by Parish Council Insurance.

Cllr. Saint reported that the flood prevention measures on the A44 at Little Compton had been completed. The W.C.C. Highways Maintenance Contract had now passed from Carillion to Balfour Beatty who hopefully will provide a better service. He also reported that changes to the bus services timetable in the County had been confusing - a meeting is to be held in Shipston on Stour later in the week to discuss changes. Cllr. Saint agreed to help, if possible, with the Parish Council's request to be included in W.C.C. Gritting programme for 2011/2012.

9. Questions and comments from the public.

Mr. Evans asked Cllr. Gray what reserves the District Council holds. Cllr. Gray replied that it amounts to two months spending, but there is no significant borrowing.

Mr. Evans asked that, when funds become available, 'Compton in Floribus' could be added to the village signs. Cllr. Rudge agreed that this would be a good idea, when funds are available.

Mr. Evans asked when a hearing loop would be installed in the Village Hall as he, together with several other residents, found it difficult to hear what was said at meetings. Mrs. Susan Cox, Chairman of the Village Hall Committee, replied that a new cable had been installed the previous week and an engineer would visit to commission and test.

10. Playground Report.

Cllr. Moorman reported that she had visually inspected the playground and had found nothing new to report. She said that, following the Independent Annual Inspection in February, it had been noted that a new platform is required for the toddler unit. Cllr. Ashford had kindly agreed to install this. The base of the memorial seat is loose, but the inspector had said this did not require urgent attention. The shackles and bushes of the flat seat swing need servicing. Speaking with the Inspector was most helpful and again it was stressed that, if possible, a member of the Parish Council should be present when the Inspection is carried out.

11. Village Maintenance.

In a written report, Cllr Ashford stated that all the potholes had eventually been repaired, but that it had taken three separate visits from the contractors to complete this work. The ditch which runs from opposite the Red Lion to the junction with the A44 and from the junction to the layby has been cleaned and de-silted. Three fallen trees lying across the stream had been removed. On the opposite side of the A44 a new spillway and ditch had been created which should help when there is severe rainfall in the future. The kerbstones have been replaced opposite to Rigsid. Work is still awaited on reinforcing the bank opposite The Orchard, repairing the railing at the A44 layby and new road signs near to Redlands Row. Replacement of the finger post at the top of Oakham Road has been reported.

A letter will be sent to all villagers regarding the reduction in verge mowing in the village.

Complaints had been received about horse excrement on the village pavements,

including the pavement on the village side of the A44 at Newtown. It was agreed that a request that people exercising horses give consideration to pedestrians and do not use the pavements will be put in Centrepoint and Cllr. Rudge will write to all local stables with the same request.

12. Cemetery.

It was reported that following a site meeting where the maintenance tender was discussed in detail, the contract was finally awarded to Thomas Fox at a revised overall cost of £1,750.

The cemetery fees were reviewed with reference made to fees charged by other local cemeteries and to The Church of England Table of Fees. The following costs, which will be distributed to local Funeral Directors, were agreed :

Burial	£175
Burial of cremated remains	£ 90
Fee for exclusive rights	£100
Burial of cremated remains in existing grave	£ 45

The above fees to be multiplied by two for non- residents.

Headstone up to 30" wide	£120
Headstone over 30" wide	£200
Cremation memorial	£ 75
Small vase	£ 75

It was agreed that the annual safety inspection will be carried out by Cllrs. Ashford, Hall and Rudge at a date to be arranged.

The allocation and reservation of burial plots in the cemetery extension was discussed. No guidelines are currently in place. It was agreed that burial plots will be offered only adjacent to an existing burial or reserved plot.

The Clerk will maintain records, retain burial certificates and collect fees. Cllr. Ashford and Cllr. Hall had agreed to take on responsibility for communicating with the public (and, if necessary, Funeral Directors) regarding selecting a plot for a burial, interment of ashes or reservations.

13. Footpaths and Bridleways.

Cllr. Hall reported that she now had copies of definitive maps showing public footpaths and bridleways in the Parish and one would be displayed on the village noticeboard. The public footpath from the A44 to Pool Close is overgrown with nettles etc. and Mr. and Mrs. McKerron have agreed to cut this back. The footpath around the A44 garage is very overgrown and the stile is very high. Cllr. Hall will speak with the garage owner. It may be possible to involve the Cotswold Wardens with maintenance of the footpaths and bridleways. Cllr. Saint suggested contacting the Parish Paths Partnership.

14. Liaison with local and national organizations.

Cllr. Brandreth reported that he is keeping abreast of information from Warwickshire Association of Local Councils and other local organisations. The Localism Bill which is being introduced to give greater powers to Councils and neighbourhoods is expected to receive Royal Assent in November 2011, but following that there will be many details to be worked out before the bill becomes law.

The Chairman had spoken with the Chairman and Clerk of Long Compton Parish Council regarding more liaison between the two parishes.

15. Finance.

Balances at Bank BMM account £8,525, Cash account £1,142

The Responsible Financial Officer confirmed that all Councillors are now bank signatories.

Approval was given for the following payments on a proposal by Cllr. Rudge and seconded by Cllr. Brandreth:

(*Paid)

Ch 100570	Nicholsons - Cemetery trees	£174.00*
100571	Stratford D.C. Parish Election Fee	£640.53*
100572	S. Cox Salary April 2011	£113.71*
100573	Petty Cash	£ 50.00 *
100574	Thomas Fox Cemetery Maintenance	£204.00*
100575	Stratford D.C. Cemetery Rates	£ 49.05
100576	WALC Membership fee	£ 84.00
	Playdale - replacement platform	£90 - maximum

To pay the Clerk's salary monthly in accordance with the National Salary Awards for Local Council Clerks (part time scale SC1) Spinal Column point 17 for 13 hours per calendar month.

To pay Thomas Fox for cemetery maintenance during the financial year 2011/12, not exceeding the accepted tender of £1,750.

The Parish Council's insurance is due for renewal on 1st June. Quotes have been received from the current insurer, Aon (£812.39) and Came and Co. (£686.28). It was agreed that the Chairman and Clerk would examine the two quotes in detail and decide which to accept. The Chairman reported that Long Compton Parish Council is insured with Came & Company (who specialise in Parish Council Insurance) and has been very pleased with the service offered.

Presentation and approval of annual accounts.

The Responsible Financial Officer presented the accounts for the financial year 2010/2011. The balance of funds at the year end was £7,247, showing a deficit of expenditure over income of £1,945. This was largely accounted for by £3,000 grant money for the flood prevention work at Redlands Corner which had been received during the financial year 2009/10, but paid out during the year 2010/2011.

She also explained that income included £1,675 from the Friends of Little Compton Cemetery, which would be set aside for work related to the cemetery (a further £600 had been received from this account, which was now closed, after the close of the 2010/2011 accounts). The Little Compton Jubilee Fund had paid £2,079.48 into the Parish Council Account to cover the cost of the memorial gates leading into the cemetery extension.

On a proposal by Cllr. Rudge and seconded Cllr. Brandreth the accounts were approved.

The accounts will now be submitted to the Internal Auditor, Mr. Patrick Cooper for approval and must be submitted to the External Auditor by 18th July.

A model Contract of Employment for Clerks had been recommended by and obtained from Warwickshire Association of Local Councils. This had been completed with information relevant to Little Compton Parish Council. The Clerk will consider the contents and, if acceptable, will sign the contract at the next meeting.

The Clerk confirmed that the Parish Council is now registered with HMRC for PAYE payments and monthly returns and is awaiting an information pack from HMRC.

16. Planning Applications.

10/02431/FUL Land behind Jordans Orchard - retrospective application for replacement of derelict store/garage with new storage shed, change of use of buildings to household and work items - Refused at Planning Committee.

11/00105/FUL Rigside - retrospective application for the erection of a conservatory and subdivision of dwelling to create dwelling and holiday let - Decision pending

17. Correspondence.

By e-mail - paper copies to Cllr. Ashford
Core Strategy Workshops at Hartbury
Senior Citizens action network
Parish & Partners briefing
Reduction in levels of WCC Financial support services
Workshop for Parish Council planning considerations
NALC conference dates
Induction days training
Planning site notices
Future standard and conduct of members of local authorities
Air Ambulance Fun Run
Forum on planning
Equality Act 2010
Planning and enforcement workshop
Consultation on future of local public audit

Circulation
Clerks & Council Direct May 2011
WALC information

18. Other Business - there was none.

The meeting closed at 8.40p.m.