

Minutes of
Annual Meeting of Little Compton Parish Council held in the Village Hall on
Monday 20th May 2013

Present: Cllrs. Rudge, Moorman, Ashford and Browne, Robyn Waller (Clerk and Responsible Financial Officer), and 5 members of the public.

1. Election of Chairman and signing of Declaration of Acceptance of Office.
Cllr. Jennifer Rudge was elected as Chairman, proposed by Cllr. Ashford, seconded by Cllr. Moorman and duly signed the Declaration of Acceptance of Office.
2. Election of Vice Chairman.
Cllr. Moorman was elected as Vice Chairman, proposed by Cllr. Rudge and seconded by Cllr. Ashford.
3. Declarations of Interest. There were none.
4. Apologies for absence had been received from Cllr. Hall.
5. Minutes of the Meeting held on 18th March 2013 were agreed to be a correct record, proposed by Cllr. Ashford and seconded by Cllr. Moorman and signed accordingly.
6. Matters arising from the Minutes not included elsewhere on the Agenda.

Cllr. Rudge reported that a Road Safety Grant from W.C.C. for a passing place in Barton Lane had been granted. It is now in the hands of W.C.C. and work will be commenced between now and 31st March 2014.
Cllr. Rudge reported that she had been advised by the Enforcement Dept. at S.D.C. that no action would be taken in relation to the recent work on the access onto the A44 from the Grey Goose.
7. Date of next Meeting: 15th July 2013
8. Reports from District Cllr. Gray and County Cllr. Saint
Cllrs'. Gray and Saint were both absent so no reports were received.
9. Questions and Comments from the Public.

Mrs Hanks again voiced concern regarding the maintenance of trees bordering the land on the A44 opposite to Kitebrook School. She reported that trees were still posing a danger to traffic. It was thought the land belonged to Reed Business

School and Cllr. Rudge agreed to speak with them.

10. Parish Plan

Cllr. Browne reported that a steering committee had been set up. A chairman will be elected at the first Parish Plan meeting to be held on June 11th. Cllr. Browne reported that Sarah Brooke-Taylor had advised that the Parish Council had the authority to make a grant of up to £500.00 towards the Parish Plan.

Cllr. Browne had also approached the Local Community Forum to enquire whether

Page 478

Grants for Parish Planning were available. He is still waiting to be advised.

11. Playground report

Cllr. Moorman advised that she had noticed that broken goal-posts owned by Reed Business School have now been removed. She also reported that Digley Associates were no longer in business and our insurance company had recommended The Play Inspection Company for playground safety inspection. She said the inspection should be carried out as a matter of urgency. Cllr Rudge reported that new insurance conditions state that 'a competent person' must be responsible for inspecting the Playground at least once weekly and it was agreed that the insurers meaning of 'a competent person' should be sought.

12. Cemetery Report.

It was reported that the new contractor was doing a good job to date.

Two cremation spaces have been taken up, (Mrs Eileen Evans and Mrs Margaret Bateman). One memorial stone has been positioned and the second one is on order.

Mrs Josephine (Renee) Reason was buried in April.

A burial plot has been reserved by three previous residents and will eventually hold one burial and two ashes urns.

- i. Review Of Charges - It was reported that the Cemetery fees had not been reviewed for 2 years. Comparable costs in the area were discussed and it was agreed that the cost of a burial would be increased to £200 but all other charges would be left at the current rate.
- ii. Annual Inspection: It was agreed that the Chairman, Cllr. Hall and Cllr. Ashford would carry out the Annual Inspection of the Cemetery - the date to be arranged.

13. Footpaths and Bridleways Report.

Mr Dave Scott (Cotswold Wardens) and Mr Richard Barnard (WCC Rights of Way Officer) have visited the bridleway opposite Redland's Farmhouse regarding the spring. They are considering digging a large pit into the bridleway below the spring and filling it with drainage materials so that the water from the spring drains into it and then disperses into the surrounding ground. They are taking advice before making a final decision, but are hoping to carry out the work during the summer months.

14. Village Maintenance Report.

Cllr. Ashford stated that the new grass contractors, 'The Landscape Group', were contracted to cut the grass five times a year in some places, and in other places between 8 - 10 cuts determined on the rate of growth. Cllr. Ashford believed this was unacceptable for the Village's needs and had contacted Mr Matthew Austin from Stratford District Council to discuss the matter. Mr Austin reported back to the contractors who agreed to an amendment. As the work done to date was not satisfactory, a supervisor was sent to inspect the work and he agreed the work was not satisfactory. Two days later a team arrived to re-cut the grass and re-stim the missed areas.

The potholes have now been filled some eight weeks after the request was made.

Page 479

Cllr. Ashford suggested that someone from the Village be sought to regularly check

flood prevention measures. It was agreed that doing so would ensure drains were kept unblocked, preventing potential flood hazards and also proving less expensive than employing outside sources.

15. Financial:

(i) Presentation and adoption of 2012/2013 Accounts:

Copies of the 2012/2013 Financial Accounts, signed by the Internal Auditor, Mr Patrick Cooper were presented to councilors by the Responsible Financial Officer and explained. The accounts were accepted by Council, proposed by Cllr. Moorman and seconded by Cllr Browne.

ii. Submission of Accounts for external audit. The completed Annual Return, signed by the Internal Auditor was presented to the Council. On a proposal by Cllr. Ashford and seconded by Cllr. Moorman, the Annual Return was approved and signed by the Chairman. The Right of Electors to view the accounts will be displayed on the Village Noticeboard for the required period of time.

iii. Balances at Bank: c/a £ 1365.27
d/a £12402.56.

(iv) The following payments were approved:

WALC Membership Fee	£ 90.00
Came and Company - Indemnity Insurance	£738.50
Office Supplies purchased by Cllr. Rudge	£ 55.62
Office Supplies purchased by Parish Clerk	£ 39.08
Refreshments for the Parish Plan Meeting:	
Cllr. Hall	£ 25.99
Cllr. Browne	£ 29.96
Petty cash	£ 75.00
Purchase of the latest edition of the Local Councils Administration Book	£ 75.00
Playground Safety Inspection	£101.94

16. Planning Applications. Cllr. Rudge reported on the following:

12/02544/FUL. 2 Church Close Decision pending
Demolition of single storey extension and erection of two 2 storey pitched roof extensions.

13/00423/FUL Briars, London Road Decision pending
Use of land for stationing of caravans for residential purpose for 1 no. gypsy pitch together with the formation of additional hard-standing and utility/day room ancillary to that use.

13/01012/LDE Peewit Lodge Just Received
Use of separate building (The Studio)
Page 480
as a single dwelling house.

17. Correspondence:

Stephen Browne	Little Compton Parish Plan
W.A.L.C.	Temporary Road Closure Notice
S.D.C.	Notice of Poll
Came and Company	Insurance Renewal

18. A.O.B.

Mr Peter MacLean reported that clay had been placed on his wife's grave in

the cemetery (also on another grave and in the hedge), through which the grass was not growing. He requested that Funeral Directors be requested to remove all excess clay/soil from the cemetery at the time of burials. Cllr. Rudge agreed to do so.

There being no further business the meeting was declared closed at 8.06pm.

Robyn Waller
Parish Clerk and Responsible Financial Officer.