**ANSLEY PARISH COUNCIL**

**MINUTE 7 of 2024/2025**

**Monday 16th September 2024**

**PRESENT: Cllr ARROWSMITH**

**Cllr KEARNS**

**Cllr BARRS**

**Cllr REES**

**KEVIN HAYES (Clerk)**

**ALSO PRESENT: Five members of the public**

#### RULES AND PROCEDURES OF THE MEETING

The Vice Chairman explained the procedures and reminded everyone that the meeting was being recorded.

#### APOLOGIES FOR ABSENCE – Cllr Jackson, County & Borough Cllr Margaret Bell

#### DECLARATION OF INTEREST ON ITEMS ON THE AGENDA - None

1. **ELECTION OF CHAIRMAN & VICE-CHAIRMAN –**

Councillor Barrs nominated Cllr Arrowsmith for Chairman and Cllr Kearns seconded this. There were four votes in favour of electing Cllr Arrowsmith. Cllr Kearns asked that we record what an excellent job Cllr Arrowsmith has done whilst we have been without a Chairman.

Cllr Barrs nominated Cllr Kearns for the position of Vice Chairman. Cllr Arrowsmith seconded this nomination. There were four votes in favour of this.

1. **REPORTS FROM COUNTY AND BOROUGH COUNCILLORS**

There were no County or Borough councillors in attendance. The clerk reported the following items from Cllr Bell:

* **Pipers Lane speed limit.** The clerk had received an email from a resident of Pipers Lane who had been involved in a ‘near-miss when he was driving into his drive. He was concerned with the speed limit along that stretch of Pipers Lane where there are a number of residential properties. Cllr Bell had taken up the issue with Highways and they have arranged to meet Councillor Bell and the resident in the coming weeks to discuss the options.

1. **PUBLIC SESSION**

* A member of the public from Birchley Heath raised a number of similar issues to do with car parking and the speed of the vehicles passing through the area that had been raised at the previous meeting. We are still waiting to hear what the outcome of the Borough meeting that was looking at the possibility of demolishing the garages and creating new parking spaces. The resident had contacted the Borough Council and was waiting to hear from them. We need to follow up with Cllr Jackson to see what the decision of the Borough Council was. There was also concern about the motor home that was parked outside the garages causing a blockage and looks very unsightly. This was on the agenda with the borough council too. Cllr Barrs suggested that this could be reported to the DVLA. The resident said they would follow this up. The other issue concerned the state of the bus stop, and this also is being looked at by Cllr Jackson. The clerk reported that some of the play equipment has been repaired and repainted. The pothole outside the gates to the play area has also been filled in. The Chairman proposed that we should look to establish a working group to look at these issues in Birchley Heath. The Chairman is looking to establish this working group soon and asked the residents from Birchley Heath in attendance if they would be happy to join. They agreed to join.

1. **APPROVAL OF MINUTES OF July 15th, 2024.** These were approved and signed by the Chairman as a correct record of the meeting.
2. **CLERKS REPORT** The clerk reported on the following points:

* August has been a very strange month as we do not have a monthly meeting, but I still have to respond to emails, do the big administration jobs, do the wages, pay my salary and other outstanding invoices. I paid for the cheques with the signatures of Cllrs Rees and Arrowsmith. There is a schedule of these payments which needs signing at the September meeting.
* I took the opportunity during the month to archive all the documents required from 2020/2021/2022/2023 and have lodged these with Cllr Rees in his garage. I also archived the documents from 2017/2018/2019 that the previous clerk had organised. Cllr Rees suggested that I purchase an industrial type of shredder so we can dispose of any confidential documents that do not need to be archived. Cllr Rees has tried to burn these documents but not very successfully. **I have seen a 12-sheet shredder at Argos for £57.99 with very good reviews that I need authority to purchase, if councillors agree**. **This was agreed and approved by Councillors. All the councillors present voted in favour of this.**
* I met with the representative from Fresh Air Fitness at Ansley Recreation area to discuss the adult green gym. Cllr Arrowsmith and I had previously met with the representative from Caloo. Of the two reps it was clear that the Fresh Air company had lots of experience of installing Green Gyms. The rep had met me on his way back from installing some equipment in Manchester.
* I met John Potter when he returned home from hospital. He officially resigned due to health reasons when I spoke with him. I thanked him for his work as the caretaker and wished him a speedy recovery. I have taken the opportunity to review the role of the caretaker, and the proposed changes are on the September agenda.
* I completed the monitoring form related to the £10,000 grant for the adult green gym and emailed it to the Big Local before they officially closed.
* Cllr Arrowsmith and Cllr Kearns and I met with David Simkin from the Warwickshire Community and Voluntary Action (WCAVA) to talk about fundraising opportunities related to the discussion at the July meeting regarding access gates and an exercise path in Ansley recreation grounds. He gave us lots of information about organisations that might be prepared to fund these and similar projects. It would be very helpful to me if we were to set up a working group to help to develop the work, we want to do relating to the two recreation areas that the parish council are responsible for. This working group could also oversee the implementation of the playground inspection recommendations too.
* I met Andy Evans who took all the photographs at the Party in the Park event for free. I asked if he could do a ‘drone’ photo of St Laurence Church and of the three areas within the parish so we could upload them to the website. I am pleased to say he has done that for us and we are grateful to Andy for this work. Some of these have been uploaded by Lindsay Kearns onto the website. The St Laurence one is on the front page and the others are on the Live part of the website. I think they look very good.
* I received some correspondence from Fillongley Parish Council regarding a planning application that they are objecting too. The application concerns a proposed solar farm, PAP/2023/0071 on 150 acres of Green Belt land which NWBC have refused. They are hoping to get a seat at the table when the appeal is heard in December. I will circulate the letter. They want financial support and if possible, for other parish councils to object as well on the grounds that it could happen anywhere in the area. – **This item to be on the October agenda.**
* I have received an application for the vacant parish councillor. This is from Adrian Norgrove who has given his reasons as:

My full name is Adrian Edward Wells Norgrove.

My address is Barn Wood House,

1a Birmingham Road,

Ansley CV10 9PS.

Since Heather died I have been treated wonderfully by “The Village “and I thought I would like to give something back and being a councillor would give me an opportunity to do that. I am fairly level headed and like to look at problems from both points of view and enjoy meeting people. I held down a job with Nuneaton and Bedworth Council for many years and feel I have what is needed to serve on the Parish Council to the benefit of “The Village”. I also consider myself to be reasonably fit and up to the task.

* I have had confirmation that the new road in Croft Mead has been named ‘Heather Norgrove Place’ and the new houses are numbered 1 to 8.

**10 (e) Proposal by the Ansley ‘Britain in Bloom’ group to sew some wildflowers near the community orchard in Ansley Recreation Area in support of their funding bid.**

The Chairman proposed that we bring this item forward as the member of public in attendance could speak to this item. This was approved in principle by the councillors subject to confirmation of the wildflower area to be agreed. **It was also agreed to put the donation of £500 towards Britain in Bloom 2025 on the agenda for the October meeting.**

1. **PLANNING MATTER**S
   1. **PAP/2024/0365 Mr. Richard Kent, 68 Birmingham Road, Ansley Village, CV10 9PS Prior notification of Change of use from Sui Generis to granny annex (Use Class C3)** -***No objections***
   2. **PAP/2024/0375 Mr.? Ansley Hall Cottage, Ansley Common, CV10 0QN, Erection of side and rear extension *- No Objections***
   3. **PAP/2024/0378 Mr. Roberts, Hood Lane Cottage, Hood Lane, Ansley, CV10 9ND, Certificate of lawfulness for proposed garage. –** ***No Objections***
   4. **PAP/2024/00401 Mr. Jason Dunn, Chairty Farm, Birchley Heath Road, Ansley, CV10 0QX Erect single story extension that joins existing house to barn - *No Objections***
   5. **PAP/2024/0259 Mr. Daniel Swift, Village Farm, Birmingham Road, Ansley Village, CV10 9PS Demolition of workshops / buildings, construction of 1 no. 1bed, 1 no. 3 bed, 4 no. 4 bed, 3 no 5 bed dwellings, garages, associated parking and access – *No Objections but clerk to ask the planning officer for clarification about the type of housing being proposed.***
2. **NEW MATTERS ARISING**
3. **Approval of company selected to install the Adult Green Gym equipment** – Councillors to formally approve the selection of Fresh Air Fitness to install the Adult Green Gym equipment in Ansley Recreation Area & the payment of £5994 as 50% deposit for the installation. **This was agreed.**
4. **Co-option of parish councillor to fill a casual vacancy –** Vice Chairman to ask for nominations and councillors to decide who they want to co-opt**. The clerk has received nominations from Melvyn Lyon and Adrian Norgrove. Cllr Arrowsmith nominated Adrian Norgrove and Cllr Barrs seconded this. Cllr Rees nominated Melvyn Lyons. Cllr Arrowsmith seconded this. The councillors voted for Adrian Norgrove 3 for and 1 abstention. The councillors voted 1 for Melvyn Lyons and 3 abstentions. Therefore Adrian Norgrove was co-opted to the parish council.**
5. **Future role of parish council caretaker -** Councillors to approve new job description and hours for caretaker – **It was agreed to put this on the agenda for the October meeting.**
6. **Future of youth work in Ansley -** Councillors to agree plan of action for continuing to provide youth work in the Ansley parish – **This needs to be on the October agenda meeting.**
7. **ADMINISTRATION & FINANCE**
8. ***External audit report 2023/24*** *– Councillors to accept the external audit report and their recommendations* ***–* The clerk to speak with the internal auditor about how we handle the recommendations and report back.**
9. ***Agreement to pay the St Laurence Church £3000 from the earmarked reserves for the extension of the new burial site.*** *Councillors to approve the payment from the reserves to St Laurence Church* ***-* Cllr Rees reported that the ‘new burial ground reserve’ was set up to buy a new plot of land to be used as a burial ground once the St Laurence Churchyard was full. It was not set up to be granted to the church to set up an area to bury creamed ashes. The clerk to investigate if we can legally donate parish council funds to the church and report back.**
10. ***Bank reconciliation August 2024 -*** *To be approved & signed**by the Chairman –* **This was approved and signed by the Chairman.**

**SCHEDULE OF PAYMENTS FOR AUGUST 2024**

As per section 5.6 of the Financial Regulations, the following is a schedule of payments made or due to be made which are either agreed in the approved budget, or agreed at a subsequent council meeting:

1. ***Schedule of payments August and September 2024***

|  |  |
| --- | --- |
| Salaries | £651.60 |
| 4 Counties Ground maintenance Grass cutting June 2024 | £660.00 |

**SCHEDULE OF PAYMENTS FOR SEPTEMBER 2024**

As per section 5.6 of the Financial Regulations, the following is a schedule of payments made or due to be made which are either agreed in the approved budget, or agreed at a subsequent council meeting:

|  |  |
| --- | --- |
| Salaries | £640.80 |
| St Laurence Church (Grant for new burial ground from reserves) | £3000.00 |
| Fresh Air Fitness (Deposit for installation of Adult Green Gym) | £5994.00 |
| 4 Counties Ground maintenance Grass cutting July 2024 | £440.00 |
| Petty cash | £60.84 |
| Moore (External Audit fee) | £252.00 |
| Fenland Leisure (Cradle and Flat anti wrap chains) | £342.00 |

**The August and September 2024 schedules were approved and signed by the Chairman.**

**5) Clerks’ worksheet – This was signed by the Chairman**

**12) COUNCILLORS BUSINESS RELATED TO PARISH MATTERS**

Cllr Kearns reported that there had been a dispute between a resident living next to the parish hall and someone using the parish hall for the Art Group. Cllr Kearns suggested that the village hall should inform users of the hall to instruct users to park in the car parks. They may need to have car park marshals to ensure that people park correctly. It might also help if there was better signage.

Cllr Kearns also asked if we had to hold meetings on Mondays because often the Borough/County councillors’ meetings clashed with other meetings. The clerk will check to see if there any other availabilities.

Cllr Rees asked if we had asked about the local resident who requested a tree be planted on the Ansley common in memory of his son. The clerk had asked the owner of the common but had not responded. Cllr Barrs suggested we could offer a tree planted where the Re-treeing group had planted a tree in the St Lawrence estate.

**The meeting closed at 9.15pm**

**Chairman…………………………………… Date………………….**