

ALLESLEY PARISH COUNCIL

Minutes of the PARISH COUNCIL MEETING held at 8:10pm 20th May 2019 at Bree Hall, All Saints Church, Allesley

Present: Councillor T Burton Councillor Mrs V Parry
Councillor Mrs J Colledge Councillor L Swann (Chairman)
Councillor A Hobson Councillor W Shakespeare

Ward Councillors: Councillor Birdi and Councillor Singh Jandu

Public: 0

In Attendance: Jane Chatterton, Clerk & RFO

Meeting Commenced at 8:25pm

261. PUBLIC FORUM

There were no members of public present.

Councillor Glen Williams Update

Councillor Glen Williams had provided an update report.

Reports of burglaries in the rural areas, particularly Oak Lane and Brick Hill Lane. Discussed with Sgt Rich Owen, PCSOs will be delivering crime advice letters to the rural areas. I am also trying to get the police to do a 'rural surgery/drop-in session' possibly based in the mobile home park on Oak Lane.

Speeding on Wall Hill Road is a concern to residents; Council officers will be looking at possible ways to make this road safer but I expect funding will be an issue. It isn't helped with Amazon lorries sometimes turning off the A45 into Oak Lane.

The Council have approved the petition to reduce the speed limit on part of Wall Hill Road and they are now just sorting out the legal process.

No update on planning application for land south of A45. 81 houses at Chestnut nurseries was approved in December but the nursery is opening again this Summer.

Residents in the rural areas who drive their children to Allesley Primary School should note that the Council are consulting on potential parking restrictions on Cameron Close and Mackenzie Close. I have been speaking to residents, parents and the school about this.

323 Houses at the end of Long Lane

A reserved matters application had been submitted for 323 houses at the end of Long Lane. Application RMM/2019/1030. This is in Keresley Parish but it would affect a lot of Allesley residents.

Residents have until 13th June to make comments and I will be writing to local residents in the area.

262. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Hegarty and Farrar.

263. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interest.

264. MINUTES OF THE MEETING HELD ON 8th APRIL 2019

The Minutes of the meeting held on 8th April 2019 were discussed.

RESOLVED THAT the minutes of the meeting held on 8th April 2019 were approved.

265. MATTERS ARISING

Fly Tipping

It was noted that the fly tipping of garden waste outside 175 and 177 Wall Hill Road continued.

ACTION: Clerk to write the residents in the vicinity and report the problem to CCC.

266. HIGHWAYS MATTERS

266.1 Verge Parking – Washbrook Lane

Vehicles were parking on the grass verge outside numbers 2 and 3 Sherbourne Court, Washbrook Lane. This was causing damage to the verge, causing issues for mowing and also narrowing the road which was dangerous. The properties had allocated parking to the rear.

ACTION: Clerk to write to 2 and 3 Sherbourne Court requesting they use their allocated parking area at the rear of the property and refrain from parking on the verge.

266.2 Telegraph Pole

A new telegraph pole had been erected on Stonehouse Lane at the junction with Wall Hill Road. The pole was in a dangerous position.

ACTION: Clerk to write to CCC and complain.

266.3 Velo Birmingham and Midlands

Discussion took place in relation to the Velo Birmingham and Midlands bike race on 12th May 2019. There were two routes, one of 42 miles and one of 100 miles. The route travelled through the parish and surrounding areas resulting in many roads being closed for several hours. Road closures due to events such as this (half marathon, bike races etc) were becoming more frequent and always with no consultation.

This impacted on parishioners and businesses, many of whom had reported financial loss.

ACTION: Clerk to write to parish councils affected by the race (along the route) to ascertain their views on the viability of collectively requesting the creation of a byelaw preventing roads from being closed more than once per year for such events. (include: Arley, Fillongley, Corley, Keresley, Meriden, Baxterley, Berkswell, Balsall, Baddesley).

266.4 Verge Mowing

Complaints had been received that the verges in the parish were overdue their first cut. The grass was high and impacting on visibility.

ACTION: Clerk to write to CCC and insist they take instructions from the parish council only, road safety must be the priority. Clerk to request the grass is cut urgently.

267. PLANNING MATTERS

To Consider Planning Applications received since the last meeting

Weekly list for the period 15 April to 19 April 2019**267.1 Application Number: HH/2019/0874**

Application Site: Pikers Farm Pikers Lane

Proposal: Erection of single storey side extension to accommodate an annex

RESOLVED THAT: No comment.

Weekly list for the period 22 April to 26 April 2019

Nothing to report

Weekly list for the period 29 April to 3 May 2019**267.2 Application Number: FUL/2019/0977**

Application Site: 246 Hawkes Mill Lane

Proposal: Separating existing house to form two dwellings

RESOLVED THAT: No comment. Awaiting access details.

Weekly list for the period 6 May to 10 May 2019**267.3 Application: OUT/2019/0957**

Application Site: Holly Grange Hollyfast Lane Application Type: Outline Application

Proposal: Outline application for demolition of existing garage and erection of a dwelling (all matters except access reserved)

RESOLVED THAT: No comment.

Weekly list for the period 13 May to 17 May 2019**267.4 Application: HH/2019/0961**

Application Site: Saxondale Oak Lane

Proposal: Erection of single storey side/front extension to provide family annexe

RESOLVED THAT: Noted. Annexe should be sympathetic to the greenbelt.

267.5 Application Number: HH/2019/1085

Application Site: Juniper Harvest Hill Lane

Proposal: Conversion of part of garage to lounge and erection of store to the rear

RESOLVED THAT: No comment.

Link Road

Parishioners had raised concerns that plans were in fact in place for a new link road being built through the parish.

ACTION: Clerk to write to Colin Knight.

268. CORRESPONDENCE**268.1 Letter from Trading Standards**

The Clerk updated that a letter had been received from Trading Standings in relation to the animals escaping onto the A45.

During their visit to the site the owner had confirmed that an incident had taken place when some goats had escaped onto the Highway. He explained that a gate had been left open. He then explained that to stop this occurring again a second gate has been added, and one gate must be kept shut at all times when entering and leaving the property. Trading Standards had examined the fencing and new fencing had recently been erected around the whole property to prevent any livestock escaping. The fencing was good quality and secure.

The animals were also examined, and they were all healthy had ample hay and grass and all had access to fresh water.

They hoped that the inspection gave some reassurance.

RESOLVED THAT the update be noted and the situation be monitored.

269. Insurance Policy

It was reported that the Parish Council Insurance was due for renewal.

The premium for renewal was quoted as £257.60.

RESOLVED THAT the insurance policy be approved and renewed.

270. Finance

270.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
20.05.19	100190	J Chatterton	Clerk Salary	
20.05.19	100193	Zurich	Parish Council Insurance	£257.60
20.05.19	100194	Louise Best	Internal Audit fee	£95.00
20.05.19	100191	J Chatterton	SLCC Membership reimbursement partial	£49.80
20.05.19	100192	J Chatterton	Office Allowance & mileage	£35.80

RESOLVED THAT the payments be approved.

271. Annual Governance & Accountability Return 2018/19

It was reported that the 2018-19 accounts had now been internally audited, the report was noted.

The Parish Council were now required to complete the AGAR. Smaller authorities where the higher of gross annual income or gross annual expenditure does not exceed £25,000 (and meet the qualifying criteria as set out in the Certificate of Exemption) were exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review provided the authority completed both the:

- a) Certificate of Exemption, page 3 and returned it to the external auditor
- b) Annual Governance and Accountability Return (Part 2) which was made up of:
 - Annual Internal Audit Report (page 4) to be completed by the authority's internal auditor (this had been completed)
 - Section 1 – Annual Governance Statement (page 5) to be completed by the authority.
 - Section 2 – Accounting Statements (page 6) to be completed by the authority.

271.1 Section 1 Annual Governance Statement

The Parish Council completed the Certificate of Exemption, page 3 which was signed by the Chairman and RFO as required.

The Parish Council completed Section 1 of the AGAR, and Section 1 was signed by the Chairman and Clerk as required.

RESOLVED THAT Section 1 Annual Governance Statement be completed and approved.

271.2 Section 2 Accounting Statements

The Parish Council completed Section 2 of the AGAR, and Section 2 was signed by the Chairman and Responsible Financial Officer as required.

RESOLVED THAT Section 2 Accounting Statements be completed and approved.

271.3 Publication Requirements

The Parish Council was required to publish various documents on the PC website by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

These documents included:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2018/19, page 4
- Section 1 – Annual Governance Statement 2018/19, page 5
- Section 2 – Accounting Statements 2018/19, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

RESOLVED THAT the AGAR process be completed subject to the Clerk adding the documents to the website and the Certificate of Exemption being sent to the External Auditor.

271.4 Notice of Public Rights

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of the Accounts for the Year Ended 31st March 2019 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

It was noted that the inspection period must be 30 working days inclusive and must include the first 10 working days of July, therefore the Notice would commence on **Monday 17th June – Friday 26th July 2019.**

RESOLVED THAT the Clerk & RFO prepare the notice to be displayed on the PC website and Noticeboards.

272. NHP

Discussion took place on the progress of the NHP.

ACTION: (i) Clerk to cancel the meeting scheduled for 25th June and a new date to be decided
(ii) Agenda item for June's parish council meeting – discuss progress and continuation of the project.

273. Date of the Next Meeting

The date of the next meeting was confirmed as Monday 24th June 2019.

The meeting closed at 9:15pm