

**SAMBOURNE PARISH COUNCIL**

**www.sambourne.org.uk**

**Chairman: Cllr Chris Clews**

**01527 853844**

**Clerk: Teresa Murphy**

**01789 778009**

Minutes of Parish Council Meeting held on Monday 2<sup>nd</sup> July 2012

**Present:**

Cllr Chris Clews	Chairman
Cllr David Shaw	
Cllr Geoff Smith	
Teresa Murphy	Clerk

1. **Apologies:** Cllr Phil Jones, Cllr Kerridge, Cllr Rickhards, Roy Davies

There were 6 parishioners present

2. **Disclosure of interest:** None

3. **Minutes of the last meeting**

The minutes of the meeting held on 14<sup>th</sup> May 2012 were agreed and signed by the Chairman.

4. **Matters arising**

***Flagpole:*** It was suggested that the flagpole be sited where the yew tree used to be, at the front of the church. Chairman to contact the church authorities for permission.

**Action:** Chairman

***Traffic and Speed limits:*** The Chairman has yet to hear from Cllr Rickhards following his meeting with Peter Butlin. A date needs to be arranged to officially hand over the petition, a copy of which will be sent to Nadim Zahawa.

**Action:** Chairman

***Core Strategy:*** The Chairman has spoken to Studley Parish Council and they have agreed, in principle, to work with Sambourne on a Neighbourhood Plan. They will inform us when they are in a position to commence.

**Action:** Chairman

***Diamond Jubilee Celebrations:*** The celebrations were a great success and thanks were expressed to the organisers. £148 was raised for the Air Ambulance and £40 for Cancer Research.

***Fixed Assets Register:*** Thanks were expressed to Willis Ward for providing details for the Register. The Register will be compiled and updated on a regular basis.

**Action:** Clerk (support from all Councillors)

**30 mph repeater signs:** Carried forward

#### **5. Co-option of New Member to Parish Council**

Cllr Willis Ward stepped down from his role as Parish Councillor at the AGM on 14<sup>th</sup> May 2012. The Chairman thanked Willis for all his hard work and dedication over the years, it has been very much appreciated and his presence will be missed. Due to personal circumstances, Roy Davies was unable to be in attendance but he was co-opted on to the Parish Council in his absence. The Declaration of Interest Forms were forwarded to him and it was asked that they be returned to the Clerk.

**Action:** Clerk

**6. Public Participation:** None

#### **7. Progress to Parish Plan**

The Committee met on 27<sup>th</sup> June 2012. The draft Plan is complete but SDC and WCC response is still awaited. The next step is to include all the comments and select images for each section of the Plan. The final versions will then be forwarded to the Chairman to incorporate into the master Plan. It is hoped that it can be completed by mid August. The current Plan, without images, is on the website.

**Action:** Chairman, Committee

#### **8. Accounts**

**Clerk's Salary:** The Clerk had sought advice from WALC and confirmed that a part-time Clerk of a Parish Council the size of Sambourne should be paid on Scale LC1, Spinal Column points 15 – 27. If agreed by the Council, as a result of performance management, an annual increment should be made until the top of the Scale is reached.

**Annual Accounts:** The Annual Accounts were signed. The Clerk will send them to the external auditor by 9<sup>th</sup> July 2012.

***The following cheques were raised:***

Coughton with Sambourne	Room Hire	95.00
Studley Parish Council	Bulky Waste	80.00
K Cooke	Jubilee Expenses	68.76
HMRC	Clerk's Tax	79.40
Clerk	Salary	318.24
Clerk	Travel/Expenses	56.00
C Clews	Website/Expenses	35.94

#### **Planning**

***Results of Planning Applications made since the last meeting:***

12/00460/FUL	Mr Allely	Haydon Way Farm	Change of use to B8 storage	Refused 22/05/2012
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***New Applications made since the last meeting:***

12/01185/FUL	Chestnut Court	Jill Lane	Additional car park lighting	Objections
12/01323/FUL	Mr Hunt	22 Node Hill	Single storey extension	No objections

**Correspondence**

- 1) The Clerk circulated the Annual Report of the CPRE and the Open Spaces magazine
- 2) ***Street lighting:*** A letter has been received from WCC concerning changes to street lighting in Warwickshire. Further details are available from the website: [www.warwickshire.gov.uk/partnightlighting](http://www.warwickshire.gov.uk/partnightlighting)

**Chairman's Business**

***Proposal for development at Glebe Farm:*** The Chairman had received a letter from Bob Green concerning the design of a new house which he is proposing to build on his site at Glebe Farm. As an acknowledgement of his courtesy, the Parish Council voted as to whether they agreed, in principle, to the project. No questions or concerns were raised. The Clerk was asked to write to Mr Green letting him know this and to thank him for his consideration.

**Action:** Clerk

***Alexandra Hospital:*** Concern was expressed about the possible closure of certain facilities at the Alexandra Hospital. It was agreed that a letter should be written to Nadim Zawahi and Wayne was asked to e-mail the Clerk with details.

**Action:** Wayne, Clerk

***Code of Conduct:*** It was agreed that Sambourne would continue with the current Code of Conduct but have the intention to adopt the District Council's Code when it has been finalised. Further information and guidance is required.

***Coughton Cemetery:*** The Vice-Chairman of Coughton PC has made a request for a contribution towards the purchase of some equipment to be used by volunteers who help keep the cemetery tidy. It was felt that more details are needed before we commit. The Chairman will ask a member of Coughton PC to let us know exactly what is involved.

**Action:** Chairman

**Any other business**

Cllr Shaw reported that two 30 mph signs on the approach to Sambourne from Astwood Bank were obscured. There were also blocked gullies. Cllr Smith was asked to compile a list of faults which can be forwarded to the Highways Department.

**Action:** Cllr Smith

**Dates of next meetings**

<p><b>Monday 10<sup>th</sup> September 2012 at 7.45 pm</b> <b>Monday 12<sup>th</sup> November 2012 at 7.45 pm</b></p>
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The meeting closed at 9.15 pm