

Eathorpe, Hunningham, Offchurch & Wappenbury Joint Parish Councils

Minutes of the Parish Council Meeting held at 7:30pm,
19th November 2024 meeting held at Offchurch Village Hall

Present:

Councillor C Peters	Councillor Mrs J Seaton
Councillor R Inman	Councillor S Shackleton (Vice Chairman)
Councillor S Palmer (Chairman)	Councillor D Wray
Councillor N Palmer	Councillor M Wood
Councillor J Hammon	Councillor M Green

In Attendance:

Jane Chatterton Clerk & RFO

Warwick District Councillor: Councillor Rebecca Davidson

Warwickshire County Councillor: Councillor Wallace Redford

Public: 2

601. Apologies

There were no apologies for absence.

602. Declarations of Interest:

Councillor Inman declared an interest in agenda item 12.4 Grant Request.

There were no other declarations of interest.

603. Minutes

The minutes of the Parish Council Meeting held on the 17th September 2024 were received and discussed.

Update to September's minutes as follows:

Councillor Wray asked for the September's minutes to be updated for clarity to include the discussion that took place in relation to meeting venues.

597. Finance

597.1 to approve payments: -

2024-25

DATE	REF	PAYEE	DETAILS	AMOUNT
16.07.24	E37	Offchurch Village Hall	Room booking May & Sept inv 5384	£32.00
19.07.24	E38	Eathorpe Village Hall	Room booking x 5 up to July 24	£250.00

The cost difference between each venue was raised. It was noted that Offchurch Village Hall charged £16.00 per meeting and Eathorpe Village Hall Charged £50.00 per meeting. The Chairman asked Councillor Wray (also the Chairman of the Eathorpe Village Hall) if he could reduce their hourly charge in line with other local Village Halls. Councillor Wray confirmed that this was not

possible. Other local Village Halls had been benched marked eg Cubbington Village Hall and the Cliff Cleaver Pavilion currently charged £12.00 per hour.

Councillor Wray said that the price was reflective to cover Eathorpe Village Hall's running charges and the installation of solar panels.

It was agreed to hold the JPC meetings for 2025 at Offchurch Village Hall. Venues to be reviewed, including Eathorpe and Hunningham Parish Room for 2026.

RESOLVED THAT subject to the update above the minutes of the Parish Council Meeting held on 17th September 2024 be approved.

604. Matters arising

Wappenbury drains – still blocked and need jetting.

Hunningham 20 is plenty – Councillor Shackleton updated that he had been informed verbally that the changes would be implemented including reducing 30mph to 20mph. The two schemes would be fully funded from the HS2 Road Safety Fund.

605. Public Participation

No members of the public present wished to speak.

606. Updates from WDC and WCC Councillors

WDC Update - Councillor Rebecca Davidson

Streetlights in Offchurch – It was reported that Councillor Davidson had contacted Rural Street Lighting. The Officer would speak to someone in Contract Services to progress.

ACTION: Councillor Davidson to chase a response.

South Warwickshire Local Plan – confirmed consultation in January.

This would be discussed on the 12th December at a joint cabinet meeting between WDC and Stratford to consider the proposals. Further updates would be provided once known.

Remote meetings – attention was drawn to the Consultation by the Government on enabling remote attendance and proxy voting at local authority meetings.

Further information was available on

[Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings)

The Government are seeking the views of Councillors, Council's and the wider general public on this and if approved the changes will apply to County, District, Parish/Town Council meetings.

Warwick District Council will be formally responding to this consultation. The response to the consultation from Warwick District Council, will be drafted and consulted on with the Chairman of the Council, Committee Chairs and political Group Leaders. This will then be considered by Cabinet in December 2024.

Councillor Wallace Redford WCC Update

Highways – discussion talks with the Police had taken place regarding the use of single white lines and occasions where a single white line has been used to deter parking. The police have made it clear that is a not enforceable and should not be used. Single white lines are not there to deter parking. They are to indicate the edge of the road for road safety reasons. Highways have accepted the advice.

End of the Government funding for the ANPR scheme - The project has stopped at the moment due to running out of Government funding. There is currently no indication from the current Government as to whether it will continue. Some comments from Officers are that it has not been as successful as hoped. The detailed report is awaited.

The scheme hasn't achieved what it was intended to do. The cameras should have been a physical reduction in speed followed up by enforcement. The last Government intended to give the County Authority the authority for enforcement, but this hasn't gone ahead under Labour.

WCC County Council Grant scheme – a grant request for flood defence equipment for Eathorpe has been approved. The funds award would provide 2 hire hoses, 5 flood barriers.

It was confirmed that all funds available under the grant scheme have been allocated for the current financial year.

Wappenbury drains – Councillor Redford has spoken to Highways, and they confirm that the Welsh Road drains should be done within 2 weeks. They are in the works programme but a case of getting round to them. They have been cleaned recently but they will be jetted.

School Hill drains – these will be done at the same time as the ones on the Welsh Road

Footbridge – the request has been made for this to be cleared. Should be done within the next month.

Hunningham 20 is plenty -

ACTION: Councillor Shackleton to send the correspondence from Jessica re 20 is Plenty for Hunningham to Councillor Redford.

607. Correspondence

Nothing further to report.

608. Planning

608.1 Planning Application:

Site:

Proposal:

W/24/1371 Offa House

Coach House, Offa House, Village Street

Erection of an outbuilding with car port

ACTION: Offchurch Councillor to review application.

609. Highways

Wappenbury – trees

Several requests have been made for WCC to tidy the area and remove any dead trees.

ACTION: Councillor Redford to chase.

Old Fosse Way coming into Eathorpe –

Notices have been put up advising work to trees would be taking place, but nothing has started. The trees are overhanging and could be unsafe as we go into winter.

ACTION: Councillor Redford to raise with Highways.

Eathorpe Street lighting – Councillor Wood raised the issue where he believes that where domestic dwellings front onto the road there should be street lighting.

ACTION: Councillor Wood to provide the relevant legislation for investigation.

Speed limits – Councillor Redford is battling to get the 30mph limits in the village to be moved out/push out to the periphery roads, thus reducing their speed.

ACTION: A site visit with the Highways Officer and Councillors to take place to look at lighting and speeding.

Hunningham – it was reported that there had been a further accident involving a car and a house. There have now been 3 incidents with cars leaving the road and crashing into gardens/fences or houses. The coloured tarmac has been eroded. Vegetation needs cutting back and the road signs require cleaning.

ACTION: look at speed restrictions in Eathorpe and Hunningham.

Hunningham Drains – drains were cleaned last week. Councillor Mrs Green asked the Contractor to clean the main drain. It was confirmed that if it is not on the list then the contractor cannot work on it. It was noted that there is a significant difference between cleaning the drain and jetting the drain.

ACTION: Councillor Mrs Green to send the information including a photograph to Councillor Redford.

610. Police Matters

Area Police Meeting – the parish councils who were in attendance with PSCO Ed King at the recent area police meeting asked Councillors Wallace Redford, Councillor Pam Redford and Councillor Sarah Boad to write to the Chief Constable to state that they are dissatisfied with policing in the rural areas. The information that is shared is not relevant to the actual parishes within the area.

ACTION: Parish council to sign the letter when produced.

Warwickshire's Policy and Crime Commissioner - Warwickshire's Police and Crime Commissioner is keen to hear the views of Town and Parish Councils on policing, community safety and how it should be funded as he begins the process of finalising the budget for Warwickshire Police for 2025/26.

He would be holding an online feedback session next month for Parish Councils to share views on the priorities that the budget should look to fund.

There are two sessions for Town and Parish Councils:

- Tuesday 17 December, 18.00 – 19.00
- Friday 20 December, 13.30 – 14.30

It should be noted that both sessions would be identical, councillors only need to attend one.

This will be your opportunity to talk to the Commissioner, hear more about the plans for the year ahead and help influence policy decisions going forward.

To take part, please register via: <https://forms.office.com/e/zHU38UGWd8>

A team’s link will be sent out to those who have registered nearer to the event.

Any questions, councillors should contact Hannah Toulson:

hannah.toulson@warwickshire.police.uk

ACTION: Councillors to consider joining one of the sessions.

611. Offchurch and Eathorpe Play area refresh

The Clerk updated that work continued to provide the documentation to meet the conditions required for the grant award. Once the final approval had been issued the Clerk would place the order.

Installation would be early 2025, weather dependant.

612. Finance

612.1 to approve payments: -

2024-25

DATE	REF	PAYEE	DETAILS	AMOUNT
10.10.24	E55	DS Wagstaff	Invoice 5054	£300.00
10.10.24	E56	Mr Willoughby	Invoice 00027	£118.60
10.10.24	E57	Topsorce	Invoice 004211	£13.81*
10.10.24	E58	J Chatterton	Defib Eathorpe	£382.80*
11.10.24	E59	J Chatterton	Clerk Salary October	DPA
11.10.24	E60	HMRC	Tax & NI Clerk	DPA
11.10.24	E61	J Chatterton	Clerk Expenses October	£36.00
21.10.24	E62	ROSPA	Playground inspections	£196.80*
21.10.24	E63	J Chatterton	Defib Pads Hunningham	£64.80*
21.10.24	E64	J Chatterton	Stationery	£63.57*
21.10.24	E65	J Chatterton	Stationery	£46.47*
22.10.24	E66	J Chatterton	Defib battery Hunningham	£330.00*
12.11.24	E67	Topsorce	Invoice 004959	£13.81*
12.11.24	E68	DS Wagstaff	Invoice 5078	£300.00
12.11.24	E69	J Chatterton	Clerk Salary November inc back pay	DPA
12.11.24	E70	HMRC	Tax & NI Clerk	DPA
12.11.24	E71	J Chatterton	Clerk Expenses November	£81.00

*inc VAT

RESOLVED THAT the payments be approved.

612.2 Bank Reconciliation 30th September 2024

The Bank Reconciliation 30th September 2024 was received and discussed.

Balance per bank statements as at 30 th September 2024:	£	£
Account 1	£21,235.79	
Account 2	£4,635.40	
		£25,871.19
Petty cash float (if applicable)	£0.00	£0.00

Less: any un-presented cheques at 30 th September 2024	£0.00
	<u>£0.00</u>
Add: any un-banked cash at 30 th September 2024	£0.00
	<u>£25,871.19</u>
Net balances as at 30 th September 2024	<u>£25,871.19</u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 st April 2024	£	£
Account 1	£12,521.46	
Account 2	£4,635.40	
	<u>£17,156.86</u>	
Add Receipts up to 30 th September 2024		£18,079.00
Less: Payments in the year		<u>(£9,364.67)</u>
Closing balance per cash book [receipts and payments book] as at 30 th September 2024		<u>£25,871.19</u>

RESOLVED THAT the Bank Reconciliation 30th September 2024 be approved.

ACTION: Clerk to contact Coventry Building Society to update the account signatories.

612.3 Quarterly Report 30th September 2024

The Quarterly Report 30th September 2024 was received and discussed.

RESOLVED THAT the Quarterly Report 30th September 2024 be approved.

612.4 Grant Request from Offchurch Group

Councillor Inman left the meeting and took no part in the discussion.

A grant request had been received from the Offchurch Group.

RESOLVED THAT:

- (i) The grant request of £600 be approved.
- (ii) Clerk to make the payment.
- (iii) Councillor Hammon to liaise with St Anne’s Church (Wappenbury).

Councill Inman rejoined the meeting.

613. Budget and Precept Request 2025-26

The budget and Precept request for 2025-26 was discussed.

RESOLVED THAT:

- (i) The budget for 2025-26 was approved as £18,169.68.
- (ii) The Precept request for 2025-26 was agreed as £18,169.68.
- (ii) Further information to be provided once the Tax Base figure was received from WDC.

614. Parish Council Defibrillators

It was agreed that this would be a standing Agenda item as an accurate status of the defibrillators was required. It was essential that the 4 JPC defibrillators were fit for purpose and working, registered on the circuit and the battery and pads and device was rescue ready.

ACTION:

- (i) Weekly/Monthly/Annual checks to be carried out on all 4 defibrillators as part of the Playground Inspection.
- (ii) All JPC defibrillators to have the same access code.
- (iii) location of the defibrillators to be included on the website.
- (iv) Councillor Shackleton to provide the what3words locations.
- (v) Councillor Wray to include a standard monthly item on the website showing their location.
- (vi) Clerk to create a check guide and a user guide.
- (vii) user guide to be added to the website and magazine.

615. ROSPA

The ROSPA reports from the Offchurch and Eathorpe play areas was discussed.

The actions from the reports included:

ACTIONS:

- (i) Clerk to order new signage for Eathorpe.
- (ii) Eathorpe councillors to remove the bin causing a hazard behind the swing set.
- (ii) Replacement bench for Eathorpe to be identified. (Eathorpe Councillors – agenda item for January's meeting).

616. HS2

616.1 Engagement meetings

Councillors were asked to consider how they would like to meet with the HS2 Engagement Team.

It was agreed to hold face to face meetings rather than online. Meetings to be part of the March and July JPC meetings.

ACTION: Clerk to send meeting dates to Sara-Louise Lee.

616.2 Site visit

It was noted that 5 councillors were interested in going on the site trip.

ACTION: Councillor Inman to progress.

617. Councillor's reports and items for future agenda

Public participation – request was made to raise the JPC profile to encourage more parishioner interaction and feedback.

ACTION:

- (i) WhatsApp group to be created for each Parish.
- (ii) Councillor Wray to include the draft minutes in the magazine.

618. Next Meeting

The next meeting was scheduled for 21st January 2025 at Offchurch Village Hall.

Meeting closed at 8:05pm

DRAFT