

**Minutes of Ordinary Meeting of Bearley Parish Council held in Bearley Village Hall at 7.00pm
Monday 18 March 2024**

Present: Councillor Richard Le Page (Chairman), Councillor Nick Edden, Councillor Ray Greening, Councillor Marion Mitchell, District Councillor Ian Shenton, County Councillor Penny-Anne O'Donnell.

Apologies:

Parish Clerk: Karen Mason

Public: 2 members of the public for all of the meeting.

1. Chairman's notice regarding the recording and filming of the meeting

The Chairman's notice regarding the recording and filming of meetings was read out.

2. Public Conduct during Parish Council Meetings

The Chairman's notice regarding public conduct was read out.

3. Record of members present

Noted.

4. Apologies and acceptance of reasons for absence

None.

5. Declaration of Interest (existence and nature) on Items on the agenda

Councillor Edden declared an interest for item 21.2, Planning application 24/00575/FUL.

6. Public Forum

Jo Le Page wished to discuss the Bearley Book Exchange. A local resident has approached the Clerk to ask whether a seed exchange could be considered for the Book Exchange on Snitterfield Road. Mrs Le Page said that she had spoken to the volunteers in Snitterfield that look after their Book Exchange. The idea being that local people could exchange seeds in the same way they do books. Councillors noted and welcomed the suggestion. A box has been purchased and will be fixed to the shelf and a notice provided. Mrs Le Page is happy to keep a check on it and continue to volunteer to look after the book exchange on a daily basis.

Steve Lewis of local business ICM attended the meeting and wished to update the Parish Council on the old Countrywide Stores site (Snitterfield Road). The current economic climate is making it very difficult to progress at this current time, as per the original planning application. With SDC reducing down the initial proposed number of houses, this has been a sticking point. Mr Lewis wished to state that, with his business colleague Mark McKinaney, they are committed to Bearley and the redevelopment of the site. District Councillor Ian Shenton agreed to help facilitate a meeting with the Planning Case officer. Mr Lewis was grateful and would follow up outside of the meeting. The Chairman thanked both members of public for their updates, which were welcomed by all members of the Parish Council.

7. To approve the Minutes of the Extraordinary Meeting held on 22 January 2024

The minutes of the Extraordinary Meeting held on 22 January 2024 were taken as read, confirmed and signed by the Chairman. Resolved.

8. Matters Arising

None.

9. County and District Council Liaison

Stratford District Councillor Shenton provided an update and the key points were:-

A Council tax break down and future financial pressures that are likely for SDC. High costs include HGV fleet fuel and the £2m transformation fund.

Main updates; Shared Prosperity Fund now live (webinar this Thursday), Climate Fund, Public Space Protection Order (out for consultation 7 weeks) Stratford town centre, dependent on Police enforcement, Victorian Xmas Market over two weekends of 2 days rather than 1 weekend due to overcrowding. Additional information on SDC website including

free classes at Stratford Leisure Centre. Of note was the anaerobic digester in Coleshill (food waste and commercial). IS happy to arrange visits to sites in coming months for residents.

Councillor Greening raised the Tractor run through Henley. Advice from IS is that if there are any public concerns that they should log complaints direct to WCC.

Councillor Edden raised the issue of quad bikes on fields around Bearley, as a form of ASB. Councillor Shenton to follow up but parallel to this each incident should be reported to Police either via 101 or online and this should be the message to members of the public.

Councillor Edden enquired regarding the Planning Application for Bearley sidings (scrapyard) and why the delay in determination. IS to follow up with planning and licensing colleagues at SDC.

The district councillor's full report can be found here <https://bearley.org/district-councillors-report-bearley-march-2024/>

Warwickshire County Councillor Penny-Anne O'Donnell provided an update and key points were:-

Speed strips update on Snitterfield Road, Child Exploitation awareness month including a list of things to look out for.

EV charging bays in Public Car Parks including a consultation on where more EV points can be placed across

Warwickshire. The deadline for residents for help with household bills is 22nd March 2024. A request to share again on social media. Health Visiting teams are increasing to enable health to be quicker to react to local need.

The concerns raised direct to Councillor O'Donnell about the verges on Ash Lane are being followed up with WCC highways.

The Chairman raised the pavement issue at 16 Grange Road and requested support from Councillor O'Donnell. The pavement is a real trip hazard and needs addressing. An on-site meeting to be arranged. Similarly Councillor Greening requested support in following up the flooding on the private culvert on Snitterfield Road.

The County Councillors report can be found here <https://bearley.org/county-councillors-report-for-bearley-march-2024/>

10. Bearley Community Speedwatch

Councillor Greening provided an update.

Bearley Community Speedwatch can now operate within the 40mph road in Bearley. A point of interest was that the recent flooded conditions are slowing traffic.

Speed strips – data gathered from the exercise has been corrupted due to the recent flooding. A new speed survey will not be completed now until after Easter. It was noted that there were Speed strips in place on the A3400 – Councillor Greening interested to know how that came about and will investigate.

11. To receive an update on Flood Prevention Measures

RG chased Dylan White re the clearing of the culverts on A3400 and Snitterfield Road, it is a priority to be cleared in next 3 weeks. Regarding the Hallfield Farm flooding from the paddock, it is in Warwickshire County Council's hands to follow up the owner. Councillor Greening continues to pursue.

The Chairman raised that the issue of flooding at the playing fields that is impacting the Football Pitches, which are regularly wet, potentially due to a blocked culvert in the top of field. The Chairman requested that Mr Lewis (local Farmer) needed contacting. The Parish Clerk to action.

12. Friends of Bearley Park (FoBP)

Councillor Greening tabled an update on Bearley Park.

There has been damage to dropped pavements on the entrance to the park, adjacent to developments at 16 Grange Road. Contact has been made with WCC highways. This is a huge trip hazard.

Councillor Greening noted that there are still a number of small maintenance jobs and so was on the lookout for a local handy person that could undertake these on behalf of the Parish Council.

Councillor Greening proposed that the quote obtained for the new safety playpark for Bearley Park be approved. To the value of £508.00. Seconded Councillor Edden. Resolved.

An opportunity has arisen to explore Lottery funding for a fitness climbing wall for Bearley Park. Subject to positive feedback via an online consultation, Councillor Greening is to pursue with the Clerks support and supplier Finding Fitness and that of FoBP.

Councillor Greening shared the artwork for the new Park Signs. A local residents has kindly created the artwork for free and the quote from Dixon Signs of Bidford was £385 +VAT. Councillor Greening proposes that the Parish Council approves the artwork, progresses and approves the expenditure. Seconded Chairman, Councillor Edden. Resolved.

13. Policies for review March 2024

The Clerk prepared the draft policies and procedures for review and approval, including:-
 Communication Policy (replaces press and media policy, includes recording meetings policy)
 Complaints Procedure
 Co-option Procedure and form
 Safeguarding Policy
 Burial Ground Rules & Regulations
 Dispensations Procedure and Form
 Annual Governance procedure
 Volunteer Policy
 Risk Assessment
 Social Media Policy
 Retention Policy

The Chairman proposed to adopt all policies tabled (subject to minor amendments) and that these will be reviewed on a 3 year cycle, unless a change in law indicates sooner. Seconded Councillor Greening, Councillor Edden. Resolved.

14. Parish Clerk recruitment and selection process.

The Chairman reported that he had received official notification of the Clerks resignation and that the last working day will be 30 September 2024. The Clerk verbally updated the plan for a summer recruitment and selection process to source a suitable replacement.

15. Insurance.

The Parish Council is required to seek annual insurance, adequate for its business requirements. The Clerk prepared a report to source an insurance provider for 2024/25. A number of options were tabled for consideration including the quotations received from two companies (for 1 and 3 year commitments), plus the option to share an additional Insurance cover with two neighbouring Parish Councils for Optimum Cyber Insurance Policy Cover.

The Chairman thanked the Clerk for the report and proposed that the Parish Council agrees to the 3 year Zurich policy for ££1695.56 per annum, plus the opportunity to sign up to the Optimum Cyber Policy with Clear Insurance for the annual contribution (1 year) of £135.08. Seconded MM, unanimous. Resolved.

16. Emails and security

Councillor Edden and the Clerk have reviewed the options in creating new emails for security purposes. Quotes were discussed and It was agreed that whilst there is no legal requirement to create .gov.uk email addresses, as there is a significant financial outlay, that the clerk should pursue options for .co.uk emails under the umbrella of Bearley Parish Council. Clerk to action.

17. Streetlighting

The Chairman updated that the Parish Council has submitted an Expression of Interest (EOI) to Stratford District Council's Climate Fund. The Parish Council has now been invited forward to complete a full application as the ambition to convert the streetlights falls in line with the objectives of the grant. The deadline for the application is 19th April. The Parish Council have stated that it will match fund the total bid to the value of 50%. The Chairman to keep Parish Councillors updated on progress.

18. Grass cutting 2024/25

The Clerk updated that Thomas Fox commenced the start of the second year of the grass cutting contract that morning. The Chairman reported that currently the grass on the Playing Fields is too wet to cut at the moment and he will be following up with Stratford Colts to review options for the upcoming season.

The Chairman suggested that the weed growth on the hard court Multi Use Games area in Bearley Park should be reviewed. Councillor Greening to follow up with Thomas Fox.

19. Village Report

The Chairman reported that the Kitchen refurbishment is now complete. The Village Hall have applied for and received grant for a replacement table tennis table, which means that there are now 2 tables to use. A new contract is now in place for with a local supplier for the resurfacing of the Car Park (£12k PC contribution), this will make a huge

difference. The portrait of King Charles was discussed by VH Trustees at the most recent meeting and it was agreed that there is no suitable space for its siting.

20. Finance

- 20.1 Banking – it was agreed that the Clerk will progress the review of the Bank Mandate to ensure all current serving Parish Councillors and Clerk are processed. Agree for the Clerk to progress.
- 9.2 Payments made since last meeting – Noted.
- 9.4 Payments received since last meeting – Noted.
- 9.5 Income/expenditure year to date – Noted.
- 9.6 To approve Invoices received for payment; Staffing related costs £489.66, SSE £289.49, HSBC £8.00, Parish Online £64.80, MS office 365 fee £49.99, Online office products £67.18, EON £115.20.

21. Planning Matters

- 21.1 Review of Schedule 2024 - Councillor Edden left the meeting (declared interest). The schedule was noted.

Application Number	Application Details	Comments required by	BPC Comment	SDC Comment
21/00973/OUT	<p>Countrywide Bearley Mill Snitterfield Road Bearley. Outline Planning Application. Following the demolition of all existing structures a hybrid planning application comprising a full application for the redevelopment of the western part of the site for employment units for light industrial (Class E(g)) and storage (Class B8) purposes and other associated works; along with an outline application with all matters reserved except for access for residential housing development for up to 32 units to the eastern side of the site.</p> <p>Amendments resubmitted for consultation 21.05.22</p>	<p>21/05/2021</p> <p>01/06/2022</p>	Supports the application (in principal)	<p>02.02.23</p> <p>Outline Planning permission grated.</p> <p>Full details including conditions available on portal.</p>
23/02102/FUL	Scrap Yard Birmingham Road Bearley Warwickshire B95 6DR	01.09.2023	Object.	Pending consideration (outstanding)
24/00211/TREE	<p>The Yews Old Snitterfield Road Bearley Stratford-upon-Avon CV37 0SH</p> <p>-T1 yew - Reduce crown by approximately 1.2-1.8 metres (10%) and crown thin by 20%.</p>	20.02.2024	No objection	Tree works approved with conditions
24/00070/FUL	<p>Darwin Escapes Hawkswood Farm Gospel Oak Lane Pathlow Stratford-upon-Avon CV37 0JA.</p> <p>Change of use of part of museum building to 11no. units of holiday accommodation (Class C1 Use) and associated development, inclusive of alterations to elevations and introduction of solar panelling</p>	06.03.2023	No representation.	Pending consideration

23/03262/COUQ	Agricultural Building Land Off A3400 Birmingham Road/Ash Lane A3400 North Of Pathlow. Change of use of agricultural building and land within its curtilage to two No. dwelling houses and for associated building operations.	24.01.2024	Prior Approval Refused in advance of PC comment being registered.	Prior Approval Refused
23/03266/COUQ	College Farm, Birmingham Road, Bearley. Application for prior approval for the proposed change of use of an agricultural building to five dwelling houses	11.01.2024 (note: extension to 16.01.2024)	No objection	Change of Use PA granted. 25.01.2024
24/00575/FUL	College Farm, Birmingham Road, Bearley. Demolition of agricultural buildings, erection of four dwelling houses and garages, construction of new vehicular access, closure of existing vehicular access and associated development.	03/05/2024		

- 21.2 Planning Application 24/00575/FUL College Farm was considered. It was agreed to submit previous comments with the addition of note made in respect of flooding.
The Chairman proposed No Objection. Seconded Councillor Mitchell, Councillor Greening. Resolved.

22. Correspondence and Communications Report

- 22.1 Bearley Community Litter Pick – The Clerk updated that a date has been set for Saturday 20th April, led by local volunteer David Hotten. Councillors expressed their thanks.
- 22.2 Warwickshire County Council (Country Parks) off street parking places order 2024 – the Clerk provided a summary on the recent correspondence received.
- 22.3 Bus Shelters – It was reported by Councillor Shenton that the northbound bus shelter had some graffiti. The Clerk to investigate.

23. Date of next meeting

The Annual Meeting of the Parish Council will be held on Monday 20 May 2024 at Bearley Village Hall, 7pm.
It should be also noted that the Annual Parish Meeting (assembly) is to be hosted on Monday 15 April 2024 at Bearley Village Hall, 7pm.

The Chairman closed the meeting at 09.24pm

Signed:

Date: