

MINUTES OF MEETING

Name of Meeting	Ordinary Princethorpe Parish Council Meeting
Date, Time and Venue of Meeting	Thursday 11th May 2017 at 7.30pm in Our Lady's School Hall
Meeting Chair	Cllr Michael Luntley (ML)
Minute Taker	Mrs Helen Stewart (HS)
Attendees	Cllr Dave McKenna (DMc), Cllr Irene Shelton (IS), Cllr Richard Daly (RD), Cllr Fran Fraser (FF) & Cllr Howard Roberts (HR) and eleven parishioners.
Apologies	None

Public Forum

- Traffic Survey
- Speed Gun Purchase
- Poor state of pavements and overgrown hedges on Leamington Rd
- Curb on Leamington Rd

Agenda Number	Minute	Actioner	Date for Completion
1.	Apologies There were no apologies were received.	No Action	
2.	Declarations of Interest There were no declarations	No Action	
3.	Minutes from Last Month's Meeting The minutes were signed by Cllr Luntley as a true and accurate record of the meeting which took place on 9th March 2017.	No Action	
4.	Actions from the minutes 6. The press, and a school Governor attended the site meeting with Jeremy Wright MP on 31st March. 7. Stretton-on-Dunsmore Parish Council have deferred their decision on the purchase of a speed gun until after its June meeting. 8. Stretton-on-Dunsmore Parish Council have deferred their decision on the purchase of a joint first aid course until after its June meeting. 10. The newsletter was agreed and distributed to all households by the Parish Council in advance of the 30th March 2017.	No Action	
5.	County & Borough Councillors Issues Cllr Howard Roberts informed the assembly there will be a third consultation on RBC Local Plan in July 2017 with a view for it to take effect in April 2018. A public meeting before is likely to be held in June. Cllr Roberts also reminded the Parish Council the County Councillors Grant would be open again in Autumn 2017 and the purchase of a speed gun maybe looked on favourably. Cllr Roberts has been liaising with parishioners and WCC with the view to arranging an assessment and subsequent maintenance of the railings and pavements on Leamington Rd. HS will also report via WCC highways portal.	No Action HS	 08/06/2017
6.	Fixed Assets ML and HS recently audited the fixed asset register and identified items which might need attention. It was agreed that the water pump would benefit from a repaint however HS is still to establish ownership to enable the makeover. Some parishioners have requested that a bench be installed in the play area in Fosse Crescent to encourage parental supervision. HS is to obtain a quote for this. The bench on the corner of Leamington Rd that is dedicated to the Hall Family needs some repair. HS is to contact Mr Ian Hall to discuss this renovation	HS	08/06/2017

	and possible re-siting of the bench with him. It also discussed that a new larger bin with a lid, to be located in a more obvious place in Fosse Crescent playing field should be purchased. The initial quote for this was £220, however ML will discuss the matter with Ian Western who may be able to offer a more cost effective solution.	ML	08/06/2017
7.	Planning Matters R17/0566 – Service Station Princethorpe. No comment.	No Action	
8.	Actions Taken Under Delegated Powers One cheque was signed under delegated powers by HS and ML. Helen Stewart (Clerks Salary) £417.00	No Action	
9a.	Correspondence A request from Lynne Western on behalf of the Fun Committee for £100 to cover the cost of the premises hire and insurances. This was considered and granted.	No Action	
9b.	Mark Banning of WCC made a site inspection of the brook on 12th April accompanied by Cllr Luntley. Mr Banning followed up with an email ' <i>Princethorpe has received funding for this financial year. We are developing a detailed hydrological and hydraulic model and plan to undertake more analysis to better understand the risk. This analysis is hoped to commence later in the year.</i> '	No Action	
9c.	Following his visit to Princethorpe on 31st March Mr Jeremy Wright MP wrote to Mr Mark Ryder of WCC to express his concern about the speed of the traffic travelling down the A423 from Stretton and the proposed siting of the pedestrian crossing point. He also requested that that the traffic congestion problem at the crossroads of the B4453 and the A423 be addressed with by the installation of a traffic roundabout. ML will follow up with Mr Ryder also.	ML	08/06/2017
9d.	Police Newsletter was shared and is available on the parish website.	No Action	
9e.	Princethorpe College are hosting a final celebration for their Jubilee Celebrations 1 st July 2017. In the interests of fairness to its neighbours within Princethorpe the college have prepared a letter with event details which will be hand delivered to all residents. The Parish Council thanked the college for its courtesy and agreed to share a copy of the letter on the parish website.	HS	
10a.	Monthly Finances Cheques were signed for: - Cash (Petty Cash) £100.00 Mark Cooper (Bench Repair) £350.00 W D Saville (Grass verge cutting) £520.00 WCC (School Hall Hire) £50.00 Lynne Western (Fun Day Donation) £100.00 Chris Green (website hosting) £71.99 Zurich Municipal (Insurance) £629.17	No Action	
10b.	HS reported that Princethorpe Parish Council is now set up as an employee for 2017-18. It was agreed that Clerk could engage professional advice to ensure that initial set up of HMRC Basic Real Time Calculator was correct.		
10c.	The Clerk reported that the internal auditor, Mrs Norma Elston, has reviewed the accounts for 2016-17 and signed them off. The Clerk read aloud the Annual Governance Statements, and will now submit the accounts paperwork to Grant Thornton for external audit.		

11.	Any Other Business Water on pavement near entrance to school. ML to photograph and HS to report.	HS	08/06/2017
12.	Date of Next Meeting The next meeting of Princethorpe Parish Council will take place on Thursday 8 th June at 7.30pm in St Cuthberts.	No Action	