

Minutes of Meeting

Name of Meeting	Ordinary Princethorpe Parish Council Meeting
Date, Time and Venue of Meeting	Thursday 10th March 2016 at 7.30pm in St. Cuthbert's Church.
Meeting Chair	Cllr Michael Luntley – Chairman (ML)
Minute Taker	Mrs Helen Stewart – Parish Clerk (HS)
Attendees	Cllr David McKenna – Vice Chairman (DM), Cllr Irene Shelton (IS), Cllr Richard Daly (RD), Cllr Frances Fraser (FF), Cllr Watson-Merrick and three Parishioners.
Apologies	

In advance of the Parish Council meeting members of the public raised the issue of the recent floods in Princethorpe. On Wednesday 9th March 2016 Leamington Rd, and other areas of Princethorpe were the subject of substantial flooding. The Parish Council are aware of 6 properties being affected, 3 homes took in water, as did 2 outbuildings and 1 garden had sewage in the back garden. There were at least two cars damaged or written off by the floods, the Leamington Rd was impassable and as a result Our Lady's School was closed all day. An Emergency Plan Officer, Mike Enderby, visited the site mid-morning to ensure there was no immediate threat to life. Two environmental officers also visited. Mr Enderby is likely to produce a Flood Inspection Report, which will analyze the causes and effects of the flooding. The Parish Council will wait for the report however amendments will be made to Princethorpe's Emergency Plan, about how to disseminate information and who to contact when flooding is a risk or actually happens.

Agenda Number	Item	Actioner	Date for completion
1.	<u>Apologies</u> There were no apologies received.	No Action	
2.	<u>Declarations of Personal or Prejudicial Interests</u> There were no declarations.	No Action	
3.	<u>Minutes from Last Month's Meeting</u> The minutes were accepted by the Parish Council then signed as true and accurate by Cllr Luntley.	No Action	
4.	<u>Actions from Minutes</u> Item 7b. HS contacted the RBC Planning Department regarding the development at Springfield. She will send a further email to Cllr Watson-Merrick for clarification. Item 8. HS has submitted Princethorpe's response to RBC Local Plan. Item 9. The Annual Parish Social and AGM will be held at Our Lady's School. HS will prepare a flyer with full details to be delivered to every property in the village in the next week.		

	<p>Item 10. HS has confirmed the contact details of the two AED contacts with the details. ML has looked into training options; further details will be made available at the AGM.</p> <p>Item 11. ML is starting to explore the options for a village sign/emblem. HS has been in touch with the college who are willing to assist financially and artistically.</p> <p>Item 16. HS has contacted WCC Highways regarding the road subsidence on Fosse Way.</p>		
5.	<p><u>County & Borough Councillors Issues</u></p> <p>Cllr Watson- Merrick answered Cllr Luntley's enquiry into the progress of the RBC Local Plan. Phase 1 consultation period has closed, and all the responses received from Parish Councils are being considered. The data and information is still being analysed but RBC will disseminate a full report soon before the second phase of consultation begins in June.</p>	No Action	
6.	<p><u>Planning</u></p> <p>Planning application R16/0263 was reviewed and considered. The Parish Council did not see any need for comment.</p>	No Action	
7.	<p><u>Administration</u></p> <p>The following two documents were reviewed, agreed and accepted unanimously by the Parish Council:-</p> <ul style="list-style-type: none"> - Financial Regulations - Standing Orders <p>HS is to make those documents public via the website.</p>	HS	14/04/2016
7a.	<p>The Emergency Plan was accepted by the Parish Council in its draft form, as there are still a few areas which need finalising. ML and DM will create a digest of the Emergency Plan to be distributed to all residents. Once finalised the larger, more comprehensive Emergency Plan will be made public on the website.</p>	ML & DM	14/04/2016
8.	<p><u>Grass Verges</u></p> <p>Mr C Worman of RBC has confirmed that Princethorpe will receive a grant of £2,245 for the maintenance of the grass verges around the village. After discussion, it was agreed that TLC Gardening Services should be offered the contract again for the cutting of the grass verges, and the playing field. HS to arrange.</p>	HS	14/04/2016

9.	<u>Correspondence</u> A letter was received from Tower Mint Ltd informing the Parish Council that a coin is to be produced to Commemorate Queen Elizabeth II's 90 th birthday, and inviting Parish Councils to purchase a minimum of 50. The Parish Council agreed not to make this purchase.	No action	
10.	<u>Monthly Finances</u> The Clerk updated the Parish Council on the annual payments and subscriptions which were due. It was agreed that subscriptions to CPRE and WALC should be renewed. The insurance will be arranged by the Clerk and the inspection of the playground by the Clerk.	On Going	
10a.	Cheques were signed for:- RBC (Election Costs) £621.90 Helen Stewart (Salary) £417.00 Helen Stewart (Printing of Flyers Reimbursement) £60.00	No Action	
11.	<u>Any Other Business</u> RD requested that the sinking trenches on A423 be reported to WCC Highways.	HS	14/04/2016
	The next meeting will be the AGM held in Our Lady's School Hall Church on Thursday 14th April at 7.30pm. Meeting closed at 8.55pm.	No Action	