

Minutes of Meeting

Name of Meeting	Ordinary Princethorpe Parish Council Meeting
Date, Time and Venue of Meeting	Thursday 10 th February 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, Cllr Deepah Roberts, Cllr Howard Roberts (HR) and five Parishioners.
Apologies	none

Agenda Number	Item	Actioner	Date for completion
1.	<u>Apologies</u> There were no apologies received.	No Action	
2.	<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	
3.	<u>Declarations of Personal or Prejudicial Interests</u> There were no declarations.	No Action	
4.	<u>Public Forum</u> A parishioner enquired as to the frequency of the clearing of the trash catcher. ML confirm he had personally cleared it approximately four weeks ago. A parishioner raised the topic of the proposed Sand and Gravel Quarry. The Parish Council did respond to the public consultation, expressing its concern at the proposal.	No Action	
5.	<u>Actions from Minutes</u> 3. ML has received a response from Stephen Rumble from WCC regarding his request for speed cameras in Princethorpe based on the recent traffic survey results. The Camera Enforcement Unit Manager has concluded that the only road in Princethorpe which fits the criteria for a speed camera is the Fosse Way (B4455). The Police will be visiting the site to see if it is feasible for them to establish a mobile speed enforcement site on that stretch of road. 9. An order has been placed for rake which will be welded to the trash catcher for clearing the brook by any parishioner who is so inclined. 11. The flyer for the Community Litter Pick on 5 th	No Action	

	March has been prepared and will be posted. HS to arrange the equipment. DM to lead the litter pick.		
6.	<p align="center"><u>County & Borough Councillors Issues</u></p> <p>Cllr H Roberts informed the assembly that the budget at WCC was set on 4th February, but received £10,000,000 less than expected from central Government.</p> <p>The Dunchurch Division Community Forum is taking place on 9th March with an update from Safer Neighbourhoods Policing. Cllr Izzi Seccombe will also be speaking about Health and Social Care Integration.</p>	No Action	
6a.	Cllr Watson- Merrick informed the assembly that on Saturday 13 th February RBC will have a stand at Sainsbury's in Dunchurch with details of the Local Plan.		
7.	<p align="center"><u>Planning</u></p> <p>The Post Office contacted the Parish Council to inform them of plans for Princethorpe Service Station to become a Post Office subject to public consultation, due to the closure of the one in Marton.</p>	No Action	
7a.	The following Planning Applications were reviewed and considered. The Parish Council did not see any need for comment:- R15/1828 R16/0285	No Action	
7b.	RD requested that the Clerk contact the Planning Department to ensure that the routine signing off process is being undertaken on the build on Springfield Farm.	HS	10/03/2016
8.	<p align="center"><u>Response to RBC Emerging Local Plan</u></p> <p>The Parish Council have prepared and agreed a response to RBC Local Plan. HS to submit this before 19th February 2016.</p>	HS	14/03/2016
9.	<p align="center"><u>Annual Meeting Parish Social</u></p> <p>The Parish Council discussed and agreed to host a social event offering drinks and nibbles in advance of the Annual Meeting this year on 14th April 2016. The clerk is to contact Our Lady's School to confirm the location and times.</p>	HS	10/03/2016
10.	<p align="center"><u>Defibrillators</u></p> <p>The Clerk confirmed that the Parish Council do own the AEDs in Princethorpe, and therefore is responsible for the audit process, maintenance</p>	HS	10/03/2016

	<p>and insurance. It must hold the contact details of the two nominated AED representatives within the village. Mr Paul Durrant, has confirmed to HS that he will continue to be the nominated person for the AED located at Hilltop Park. Mr Mark Nason is to be contacted by HS to confirm if he is willing to remain as the contact for the AED located on Fosse Crescent.</p> <p>HS will order the replacement pads for both AED machines as the due to expire shortly.</p> <p>As it stands there is no free first aid or defibrillator training available to the Parishioners of Princethorpe however the Parish Council are considering other options.</p>		
11.	<p style="text-align: center;"><u>RBC Grants Meeting</u></p> <p>DM shared the knowledge he had gained from attending a recent RBC Grants meeting. The relevant sections are to be disseminated to local groups (Fun Day and Scouts) and the school who may wish to apply for their benefit. The only grant which may be of benefit to the Parish Council currently, is the Arts Grant, to assist with a sign or emblem for the Princethorpe. ML to explore further.</p>	ML	10/03/2016
12.	<p style="text-align: center;"><u>Delegation to the Clerk</u></p> <p>The Delegation of Powers to Clerk (within set limitations) was proposed by DM, seconded by FF and carried unanimously. This takes effect immediately.</p>	No Action	
13.	<p style="text-align: center;"><u>Good Practice</u></p> <p>Clerk presented the reformatted agenda to her colleagues, who agreed it will be used as of March 2016.</p> <p>ML reported that he had met with DM and HS to review the Standing Orders. Since the meeting, HS has learnt that a Parish Council should also have Financial Regulations which run along the Standing Orders. Both of these documents will be drafted for acceptance of the Parish Council at March's meeting.</p>	HS	10/03/2016
14.	<p style="text-align: center;"><u>Correspondence</u></p> <p>An invitation to WCC Chairman's Open Evening was shared but respectfully declined.</p>	No Action	
14a	The crime reports for the months of December and January were shared.		
15	<u>Finances</u>	No Action	

	Cheques were signed for:- £417.00 Clerks Salary £50.00 Petty Cash		
16.	<u>Any Other Business</u> RD reported for information that the road was sinking on the Fosse Way. HS to report to WCC Highways.	HS	10/03/2016
14.	The next meeting will be held in St Cuthberts Church on Thursday 10th March 2016 at 7.30pm. Meeting closed at 8.50pm.	No Action	