

CURBRIDGE AND LEW PARISH COUNCIL

Minutes of the Annual Parish Council Meeting Parish Hall, Curbridge, Monday 14 May 2018, 6.00pm.

PRESENT: Cllrs. Glenn Gannon (Chair), John Courtney, Patrick Foley, Sue Richman.

IN ATTENDANCE: C. Cllr. Ted Fenton, Nigel Parker - Clerk & RFO, 3 Members of the Public.

13. APOLOGIES FOR ABSENCE

Cllrs. Mark Wilson, Tony Wilson, D. Cllr. Ben Woodruff.

14. ELECTION OF OFFICERS

The Officers having stepped down, this being the Annual Meeting of the Parish Council, the following were elected: Chair - Cllr. Gannon, proposed by Cllr. Foley, seconded by Cllr. Richman; Vice Chair - Cllr. M Wilson, proposed by Cllr. Gannon, seconded by Cllr. Foley. Both were elected unanimously and the Declaration of Acceptance of Office signed (Cllr. Wilson outside the meeting). These were counter-signed by the Clerk.

15. SIGNING OF DECLARATIONS OF INTEREST AND DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

All the Councillors, having been recently elected, had signed both their Declaration of Acceptance of Office (these were counter-signed by the Clerk) and their Register of Members' Interests.

All Councillors had received the Code of Conduct.

There were no declarations of interest in regard to matters under consideration at the meeting.

16. MINUTES

RESOLVED: that the minutes of the meeting held on 9 April 2018, which had previously been circulated, be approved as a correct record and signed by the Chairman.

17. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

Well Lane potholes

Following considerable pressure from the Parish Council and from C. Cllr. Fenton, the Road had been 'dragon patched'. The Chairman thanked Cllr. Fenton for his efforts.

18. CURBRIDGE TRIANGLE DEVELOPMENT

The meeting was opened to the public.

The Village Design Statement had been submitted to WODC for adoption. Their response had been that the document was not yet in state that the Officers could recommend it to Council Members. They had offered to amend the document themselves, on behalf of the Parish Council.

While continuing to oppose the Development, the Parish Council had raised a number of issues with Socially Conscious Capital Curbridge (SCCC), in the event that the Development went ahead. SCCC had responded as follows.

On the Playground: SCCC, "We also note that the PC thinks it would be better for it to receive the £85,000 and the land needed to build a bigger single playground for the village, but can we just make sure that in receiving the money you would be agreeing to deliver the new bigger playground yourselves? I understand that WODC would be able to provide you with advice and support in designing and delivering the playground, but they would expect the PC to actually instruct the delivery of the new playground itself."

On the S106: SCCC, "We have also considered your alternative proposal of providing the PC with 2x completed houses within the development, but I'm afraid that is not possible from our end."

CLPC "*At what stage would the PC receive the land and the £220,000?*"
SCCC, "It works on a case by case basis, but the land and money are not necessarily handed over prior to the completion of the entire development – it depends on the size of the development and the agreed phasing. And as set out above, it is probably in everyone's interest for the developer to remain responsible for that initial establishment period, but they would be legally bound to pay the money at the end of that period."

On the Green Swathe: CLPC, "*What sort of SUDS system do you envisage?*"
SCCC, "Ponds (both dry and wet ideally, subject to detailed design), swales and permeable paving. An indicative drainage layout (including the proposed SuDS) will be submitted with the FRA for planning."

CLPC, "*What are the flood risks, do you have a Flood Risk Assessment?*"
SCCC, "The area adjacent to Elm Bank Ditch (the green swathe) is not designated as a Flood Zone according to the EA Flood Zone maps. However, taking a precautionary approach we have used the EA's surface water flood map to estimate the potential floodplain. This approach has been agreed with OCC. The development plots and attenuation features have been located outside of this extent to ensure safety of occupants and allow the attenuation volume to be available at all times.

The green swathe by its nature, adjacent to the watercourse, therefore has the potential to be subject to flooding if the watercourse exceeded its capacity. In this scenario following a flood event, water would drain back into the Elm Bank ditch when flood levels subside. This strategy is in line with policy, and further details will be provided in the FRA submitted for planning.

The provision of the SuDS features will restrict the rate of surface water runoff from the site to the greenfield rate, and ensure that flood risk is not increased elsewhere as a result of the development."

CLPC, *"Who would be responsible for landscaping the area?"*

SCCC, "The developer would do the initial landscaping. The process is typically as follows: there would be an initial inspection of the POS works they have been completed (or after each phase has been completed, if a phased implementation is agreed with the LPA) and the developer would normally be expected to maintain the site at a required standard for an agreed period. Any repairs/replacement planting would have to be provided by the developer or their landscape contractor, where necessary, for an initial establishment period of twelve months. After the initial maintenance period, the site would be re-inspected and any remediation works implemented before the POS is ready for adoption. If the site is considered satisfactory for adoption, the LPA or PC would adopt the POS and take over responsibility for their future maintenance. The commuted sum, as set out in the S106, would then become payable."

Mr Roger Smith suggested that, should the time come, we should consult nature experts on this.

On the entrance from Main Road: CLPC, *"We would like ownership also of the road from Main Road to the proposed Parish Hall car park."*
SCCC, "Noted."

On a related matter, Mr Gunasekera requested that the Council seek reassurance from the Downs Road East Developers that the field in which the alleviation ponds were being built, would not contain a roadway and that there would be no road access either from Main Road, Downs Road nor the new Development. Cllr. Gannon said he would look into this.

The meeting was closed to the public.

RESOLVED: to request the help of WODC in finishing the Design Statement.

RESOLVED: to take no further action, for the time being, on the responses from SCCC.

19. DISTRICT AND COUNTY COUNCIL MATTERS

C. Cllr. Fenton said that the summer programme for pothole repairs had begun. The road through Lew was scheduled for September.

He said that he had contacted Stagecoach about the S106 route but had received no reply.

He confirmed that the WODC Local Plan was not yet signed off by the Inspector.

20. FINANCE

Precept

The RFO said that the first tranche of £6,000 (incl. grant) had been received.

Internal Auditors Report

The Chair read out the Report and it was discussed.

RESOLVED: to accept the Report, with no further action.

The Chair asked that thanks be passed to Mrs Zollman, the Auditor.

Annual Return

The Return was discussed, all the Governance Statements having been affirmed by the Internal Auditor.

RESOLVED: to approve the Annual Governance Statement. This was signed by the Chair and the RFO.

RESOLVED: to approve the Accounting Statements. This was signed by the Chair and the RFO.

The RFO confirmed his previous statement that, under new rules, the Parish Council was exempt from an External Audit.

RESOLVED: to apply for exemption. The Certificate of Exemption was signed by the Chair and the RFO.

Annual Insurance

The Clerk reported that renewal was due on 1 June and that the current 3 year deal with Zurich Municipal had expired. He was investigating a new deal.

Payments

RESOLVED: that the following accounts should be paid: T Richman (Parish Hall) £610.00; S Zollman (Annual Audit) £135.00; Zurich Municipal (Annual Insurance) £777.99; Clerk (May) £224.00; Cleaning (May) £64.00.

Bank balance at 1 May 2018: £10,721.10.

21. PLANNING APPLICATIONS

- 18/0143/CND Morgans Farm, Lew - discharge of building materials conditions. Approved by WODC Planning.
- 18/01145/FUL Lower Farm Lew - conversion of games room to holiday let. RESOLVED: to object on the grounds that Parish Council did not object to the January 2017 application for the erection of the games room "with the proviso that it is not later converted to accommodation". The Council is concerned also about the effect on the local community by the large number of holiday lets now on the site, which it believes to be over-developed, and the consequential effect on traffic in the locality.
- 18/01052/FUL Land at Downs Road - erection of entrance wall and railings. RESOLVED: No objections.

22. PARISH HALL

A quote for £280.00 for painting the Hall railings and gate had been received. RESOLVED: to go ahead with the work.

23. WELL LANE PLAY AREA AND PLAYING FIELD

The Council's Inspection for April was signed off by the Chair.

The ROSPA Inspection was due in July.

RESOLVED: to go ahead with this and to sign up for automatic annual inspections.

The gatepost to the Field was broken, as was the padlock, constituting a security risk.

RESOLVED: to ask Mr Tom Richman to take whatever steps necessary to secure the entrance, including a new gate, with a maximum budget of £500.

24. STATUTORY REGULATIONS

The Clerk had written and circulated a progress report on General Data Protection Regulations and how they affected the Council. He had also conducted a Data Protection Audit.

He said that he would continue to work on the many policies required.

Meanwhile, Cllr. Gannon had contacted, via the web site, all those who had signed up for web alerts, asking them to re-affirm that they wished to remain on the contact list.

25. SUNDRY NOTICES

A4095 posts

Cllr. Gannon had been in touch with OCC Highways about the poor state of these. Highways had replied that they would cut back the undergrowth and sort the problem.

Downs Road West Development street names

WODC had been in touch asking for ideas for the 7 street names. A number of suggestions were made, to be forwarded.

OCC/Parish Meeting

There was one scheduled for Tuesday 24 July, Corn Exchange, 1-4pm.

Next Meeting - Monday 11 June 2018.

**Cllr. Glenn Gannon, Chair of the Council
Signed 11 June 2018**