

# COLESHILL PARISH COUNCIL

## MINUTES

Of the Parish Council meeting held on Monday 16<sup>th</sup> January 2017 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Terence Prideaux (TPx) Chairman Mary Pollock (MP)  
Lynn Woodgate (LW) Jonathan Herbert (JH)  
Carol Hallchurch (CH) from 7.50 pm. Craig Saunders (CS)  
Guy Cornelius (GC)

Parish Clerk: Lynda Jackson (LJ)

Members of Public: 0

1. **Apologies for Absence :** Cllr. Tim Butcher (BCC)
2. **Declaration of Interest:** None
3. **Dispensations:** Signed Dispensations were received from Craig Saunders and Guy Cornelius for setting the precept and **approved**.
4. **Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 12<sup>th</sup> December 2016 be signed as a true record of the meeting.
5. **Matters Arising:** CS advised Council that he had looked into the question as to whether planning permission was required for the change of use at Oak Tree Cottage, Tower Road where it appears some of the agricultural land at the rear of the property has been landscaped. CS advised that in his opinion planning permission was required and that it should be referred to CDC planning department. CH added that the owners were in breach of GB26 or GB 16 policy. TPx suggested that Cllr. Tim Butcher should be contacted for his input.

**Meeting Closed:** As there were no members of the public present there was no requirement for a closure for the Democratic period.

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### DEMOCRATIC PERIOD- Not required at this meeting

#### 6. Clerk's Report:

- i) LJ informed the meeting that she had attended a Town & Parish clerks liaison meeting at CDC that day and gave an overview of its content.
- ii) LJ advised Council that a replacement road sign had been ordered for Meadowcot Lane.

#### 7. Report from Planning:

##### i) Planning Applications for consideration:

**Ref. No: CH/2016/2250/FA-** Oak Tree Cottage, Tower Road, Coleshill – **OBJECTION-** for the following reasons:

The proposed size, bulk and footprint of the property and terrace is beyond the original modest and unobtrusive brick property named as Oak Tree `COTTAGE ` on the land set in AONB as viewed from the public footpath CO1 ref 49535/19455 and from Tower Rd. This latest proposed development would increase the spread of the house and increase its prominence in the setting thereby harming AONB. It would also compete with the view and setting of the grade 11 listed Coleshill House as suggested in the

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report by the District Buildings Officer. In the original design and access statement of 2012 the applicant stated that the dwelling is (quote),

“intended to be a modern house which is sensitive to its rural location and neighbours. The overall design is of a farmhouse type appearance” and that “the design of the dwelling is to minimise the spread of the development on the site ensuring a compact form of development that represents a like for like swap against the existing house”

The application being made would extend the property quite considerably beyond the footprint of the original farmhouse. The extension now proposed would detract further from the appearance of the property as a “farmhouse type appearance” and would contribute further to the appearance of the property as a substantial modern executive dwelling-house.

The original planning proposal for this applicant CH/2012/0902 was amended by retrospective PP CH/2013/1589 which included the development of a basement. The fact that the basement was given retrospective planning permission should be taken into account in determining the overall increase in size of the living space when viewed against the original planning permission. The house before development was 377sqmtrs and after planning permission (CH/2012/0902) granted 368sqmtrs which did not originally include permission for the area of the basement, 196sqmtrs. This means that together with the current proposal it would increase the living accommodation by over 72% over the area granted by the original planning permission! As the current house is 6,297square feet, including the basement (4000sq feet is considered large), and the proposal is to increase it to 7,048 sq. feet, this is still an increase in size by some 12%.

CDC issued a condition (number 6) following the approval of CH/2013/1589 to remove permitted development rights in respect of extensions and alterations under class A of part 1 of schedule 2 of Town and Country Planning (General Permitted Development) Order 1995 as amended as necessary to protect the AONB. Policy GB7 4.42 and 4.43 are relevant.

The proposed first floor extension and prominent single storey side extension, (orangery/conservatory), with many glass windows and doors will undoubtedly impinge on AONB and affect the view from the footpath. The addition of what appears to be a glass panel roofed conservatory, will also add to light pollution affecting wildlife and neighbours` at number 12. It is unclear on the current plans and the lighting scheme would need to be investigated by CDC to mitigate harm to environment.

#### 8. Report from Open Spaces:

- i) **Monthly Play inspection return** – The January routine play inspection had been completed.
- ii) **Village Road repairs**- an email from Transport for Bucks that Magpie Lane & Village Road had been received advising that repairs would be scheduled in to the Spring/Summer road programme. An email from a resident was also **noted** who had been in touch regarding repairs to New Road and had also been told about the proposed repairs in the Village.
- iii) **Affinity Water-water saving programme** – The previously circulated document and email was **noted**. Council requested that the Clerk contact Affinity water for an update on the review of the water leak situation that had been promised in 2015/16. The Clerk was also asked to contact Dave McGhee to ask if he had a record of all the water leaks so that a history of problems could be kept.
- iv) **Village litter picking 2017**- The previously circulated dates for village litter-picking were **agreed**. The Clerk was asked to place the dates on the website, noticeboard and in the newsletter.
- v) **Multiple Road Closure Order for Special Events 2017-18**- The previously circulated information from CDC was discussed. TPx agreed to find out if a road closure was required for the Village Festival. JH suggested a road closure should be in place for Remembrance Sunday when so many residents and children attend. This suggestion was **agreed**.
- vi) **LAF costings for Hill Meadow**- The previously circulated documents and costings were discussed in detail. TPx explained the less expensive, which was the addition of yellow lines, was still very costly.

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MP asked the meeting if parking permits were an option. It was **agreed** that TPx would contact Thames Valley Police for a follow-up. Council all agreed that something must be done as the problem is getting worse. Council **agreed** that Paul Hodson should be informed, that due to funding, CPC were unable to go ahead with either grass-creting or yellow lines at Hill Meadow.

- vii) **Litter bin quotes**- The previously circulated quotes were discussed along with the locking mechanisms which might not be suitable for the waste collectors to be able to empty which would then incur extra costs for CPC. A quote from CDC had been requested and it was **agreed** to hold on making a decision until the additional quote was received. The locations for 2 new bins were **agreed** as 1) Hill Meadow junction by the BT box 2) Entrance to the public footpath on Tower Road.
- viii) **Thames Valley Police**-letter from Area Commander- **Noted**
- ix) **Grass-cutting & verge clearance for 2017-18**- RNC garden services had submitted their quotes for grass-cutting Hill Meadow and The Pond, hedge-cutting at Hill Meadow and annual clearance on Cedar Field verge. Council **agreed** to the quotes as there was no increase on last years which had been the most competitive quote.
- x) **CDC Youth Awards 2017**- Noted

#### 9. Finance:

**i) Cashbook, Bank balances and reconciliation as at 31<sup>st</sup> December 2016**– LJ had circulated this information to Councillors prior to the meeting. There were no questions.

**ii) 3<sup>rd</sup> quarter review of expenditure against budget 2016-17**- The previously circulated document and finance report explaining under and over spending were discussed in detail. Council **agreed** that overall expenditure was running as planned. CH suggested that the Honors Board should be updated with the current clerk's details.

**iii) 2017-18 Budget sign off**- After the last meeting it was discovered that the budget for dog-bin emptying had been set as the same for 2015-16 which was slightly overspent. LJ had adjusted the budget to reflect this increase. Council **approved** unanimously the adoption of the Budget for 2017-18 of £12,669.

**iv) Precept request for 2017-18**- After a lengthy discussion, and a unanimous vote, it was agreed to ask CDC for funding of £10,000 for the precept. Concern was raised by Councillors of the response from residents when they receive their Council Tax bill on the percentage increase rather than looking at the small monetary increase. All members **agreed** that with rising costs and more work required around the village a minimum increase of £1000 was necessary.

**v) Council Tax referendum update from BALC** - Noted.

**vi) Fixed Asset register amendment for play equipment**- The Internal Auditor had advised the clerk that the Fixed Asset register should have a separate column stating the cost of reinstatement and that the Council's insurers should be notified of the value. This had been completed and Council **agreed** the amendment allowing TPx to sign the register as correct.

**vii) Risk Assessment & Risk Management annual review**- The current risk assessment had been circulated prior to the meeting. TPx suggested that there should be reference to the monthly play inspection completed. It was also suggested that a back-up for Derek Higgins should be sought who could be contacted for any website or office IT issues in the event that Derek is not available. CH **agreed** to look into a suitable candidate.

**viii) Payroll provider for 2017-18**- A quote from the current payroll provider, Ladywell Accountancy Services, had been received for 2017-18. The cost was the same as the current year and was **agreed** unanimously.

**10. Items for Payment** –The payments CB16-78 through to CB 16-84 totalling £653.04 (Inc. VAT) for January were **approved**.

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<b>COLESHILL PARISH COUNCIL</b>					
<b>PAYMENT OF ACCOUNTS FOR JANUARY 2017</b>					

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB16-78	L Jackson	December wages	298.41	0.00	298.41
CB16-79	L Jackson	Parish phone top up, 1and1 monthly fee	18.39	1.40	16.99
CB16-80	Ladywell Accountancy Svces	Annual payroll fee	72.00	0.00	72.00
CB16-81	Amersham Business Svces	newsletter & envelopes	186.74	31.12	155.62
CB16-82	T Prideaux	parking for BCC conference	2.50	0.00	2.50
CB16-83	R Norman	November leaf clearance at playground	50.00	0.00	50.00
CB16-84	Came & Co	increase in insurance premium for play equipment	25.00	0.00	25.00
					0
	<b>TOTAL</b>		653.04	31.12	620.52

### 11. Councillors reports for areas of responsibility:

**Footpaths-** MP advised that the footpath previously reported had not been reinstated by the landowner. It was agreed that MP would contact the Chiltern Society & LJ Transport for Bucks

**Common-** JH advised the meeting that the current UKPN issue is still unresolved as the current sub-station cannot be replaced until a line of conifers around it have been removed.

**Tennis Club-** CH confirmed the final amount raised at the Christmas pantomime was £2500, the tennis club are now investigating the cost of repairs to the courts.

**12. Next Meeting date Monday 20<sup>th</sup> March 2017 7.45 pm.** Coleshill Village Hall.

**21:30 pm. Meeting Closed.**

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Signed ..... Date .....