

**Meeting of Great Alne Parish Council was held at 7pm on Tuesday 16<sup>th</sup> July 2024 at Great Alne and Kinwarton Memorial Hall, Henley Road, Great Alne B49 6HL**

<b>PRESENT</b>	Councillors Mr L Bowring, Mr I Millard, Mrs L Bennettt and Mr I Taylor
	10 members of the public in attendance.
<b>1. APOLOGIES FOR ABSENCE</b>	Apologies received from Cllr Francis and Cllr Kerridge. The Clerk did not receive a response from Cllr Holmes about whether or not he could attend the meeting.
<b>2. DECLARATION OF INTERESTS</b>	The Clerk noted that planning application <a href="#">24/01114/TREE</a> relates to treeworks at her property.
<b>3. TO CONFIRM THE MINUTES</b>	<p>Minutes from the May 2024 Parish Council Meeting minutes were approved by the Councillors. However, the Chairman said he required clarification on an update on the footpaths project from the last meeting – he is unclear on whether the desire to move the footpath designation from red to green or yellow was a result of doing the work required or correcting the recording. Mr Larbey, the lead volunteer for the Footpaths Project, clarified that the intention is that the completed work leads to redesignation. The Chairman said he would make the change to the minutes accordingly.</p> <p><b><i>ACTION: Minutes to be amended as above by the Chairman before being signed by the Chairman and filed by the Clerk.</i></b></p>
<b>4.</b>	<b><u>OPEN FORUM</u></b>
<b>4a Representations from residents</b>	<p>The Clerk confirmed that there have been two representations on speeding through the main village – along Sernal Lane and School Road, with a request for signage in each location. The Clerk suggested that this be covered in more detail in the agenda item on Community Speed Watch and Road Safety.</p> <p>The Clerk also noted that she had been contacted by some residents regarding the overgrown vegetation along the bank on Henley Road, at the bottom of Park Lane. The Clerk and residents contacted WCC as it is land belonging to the county council. WCC has subsequently sent a team to cut back the vegetation, although there are some residual issues to be addressed regarding ownership of some trees.</p> <p>The Chairman mentioned he had been approached by a resident regarding the possibility of installing a hoop and basket in the recreation ground for the older children in the parish. He said he would follow up on this request and consider ways to raise some funds to purchase the equipment.</p>
<b>4b. Alcester South SNT &amp; crime statistics update</b>	The Clerk confirmed there was little to report from the Alcester SNT insofar as there have been no issues in Great Alne. A weekly report is available from the Alcester SNT team – or can be forwarded by the Clerk on request.

<p><b>4c. County Councillor's Report</b></p>	<p>There is a bike marking event at Alcester Police Station on Priory Road on Wednesday 7<sup>th</sup> August between 6pm-8pm. All are invited to attend.</p>
<p><b>4d. District Councillor's Report</b></p>	<p>There is nothing to report from the County Councillor.</p>
<p><b>4e. GAKMH parish councillor representative's report</b></p>	<p>Cllr Thom Holmes provided a written report, attached to these Minutes as Appendix 1.</p>
<p><b>4e. GAKMH parish councillor representative's report</b></p>	<p>Cllr Ian Millard provided the following update as the GAKMH parish councillor representative:</p> <p>The key points from most recent GAKMH meeting on 3<sup>rd</sup> June 2024 were as follows:</p> <ul style="list-style-type: none"> <li>• Martyn Davey had a meeting with the new owner of the Social Club building for an hour and various items were discussed including asking for options as to what the village needed, and the possibility of turning it into a residential property. He also asked about purchasing land at the rear of the property but was advised that this was not possible as it is owned by the charity.</li> <li>• Various maintenance issues were dealt with including reattachment of Flag by the tree surgeon in time for the D-Day commemoration.</li> <li>• Some outstanding hire charges remained unpaid and court action was to be taken if this remains the situation.</li> <li>• The hall is trying to find a new Zumba teacher to resume the Monday class that was popular until it ceased.</li> <li>• Hall 100 club remains fully subscribed.</li> <li>• The Two Popes will be the film in September.</li> <li>• Next key events in the calendar are Xmas.</li> <li>• BBQ was due to be held 28 June (and was and very well supported &amp; profitable).</li> <li>• EV Charging was making progress and a meeting onsite will be held with potential providers.</li> <li>• Query was raised to see if progress had been made with the Community Calendar (I thought this was with Great Alne Park but said I would raise it).</li> <li>• Meeting to be held between Kelly Reynolds (Great Alne Park) &amp; Martyn Davey to discuss information-sharing.</li> <li>• AGM was held on 19 June – there are no changes to roles/the committee.</li> </ul>
<p><b>4f. Update on Great Alne Park</b></p>	<p>Cllr Francis provided the following update (read out by the Clerk in Cllr Francis' absence):</p> <ul style="list-style-type: none"> <li>• Phase three completion is delayed and will move into next year. IVG has been assured this will be complete by the end of Q1 but further delays are expected, taking this to Q2.</li> </ul>

<p><b>4g. Climate Action Group update</b></p>	<ul style="list-style-type: none"> <li>• Public footpaths within GAP: the Village Manager has had a walk around with the Survey team and is awaiting the summary of works.</li> <li>• The village shop is now open each morning – they would welcome the wider village to utilise. Opening hours are Monday-Saturday morning 9am-12pm.</li> <li>• There are 6 properties left to sell on Phases 1 &amp; 2, with Phase 3 interest growing. 3 properties are currently reserved and there are 5 prospects.</li> </ul> <p>The Clerk provided the following update:</p> <p>Following the three successful applications to the SDC Community Climate Change Fund, the grant money has now been received into GAPC’s bank account. Work is progressing on each of the three projects; an update will be provided at each PC meeting by the relevant councillor leading the projects.</p> <p>The Clerk is pleased to report that the Climate Action Group’s Biodiversity Team has had a meeting with Great Alne Primary School – specifically the volunteer running the new Eco Club - to discuss how GAPC can collaborate with school and offer support. Discussions are being held about bio-blitzes in the school playing field and recreation ground, and the creation of bug hotels and hedgehog hotels etc. The Clerk is also assisting the Eco Club with an application for funding to the County Councillors Grant Fund.</p> <p>The Chairman has recently attended two Biodiversity webinars hosted by Scribe and provided a comprehensive summary of the issues around Biodiversity Net Gain with regard to developers, and the responsibility of parish councils to consider their role in preserving and developing biodiversity in our local area. The Chairman also referred to WCC’s Local Nature Partnership initiative and how parish councils and individuals can participate. The Clerk has posted a link to this on GAPC’s facebook page.</p>
<p><b>4h. Affordable Housing Update</b></p>	<p>The Clerk confirmed that the Warwickshire Rural Community Council’s report on the original Community Consultation from March/ April is available on the dedicated webpage ‘Affordable Housing in Great Alne’ on the GAPC website.</p> <p>The Clerk also reported that Sarah Brooke-Taylor, our Rural Housing Enabler with the WRCC has provided the parish council with a separate report on the additional site locations proposed by a resident in response to the original Community Consultation in March/April. This report also includes a site proposed by a local landowner whose plot was not included in the first round of consultation.</p> <p>In summary, of the nine sites;</p> <ul style="list-style-type: none"> <li>• four had previously been investigated and two of those were subject to the vote/consultation in March/April 2024</li> <li>• of the remaining five sites: <ul style="list-style-type: none"> <li>○ three are not viable (due to access issues)</li> <li>○ two are recommended to be discounted unless there are no other viable options.</li> </ul> </li> </ul> <p>The parish council considered this report and agreed that in light of the Rural Housing Enabler’s feedback, none of these sites are suitable and we are therefore left with the original five sites for consideration. Therefore, there is no basis for a further community consultation on these additional sites.</p> <p>The parish council will now give further consideration to the top three preferred sites resulting from the community consultation, and devise a set of criteria against which it will assess these three sites as the next stage of the process. Once this list of criteria has</p>

	<p>been agreed, the details will be shared with the community before any assessment of the sites is carried out by the parish council and presented for consultation at a public meeting.</p> <p>The Chairman asked the Clerk to clarify the top three sites with Sarah, resulting from the Community Consultation and to consider next steps.</p>
5.	<p><b>MATTERS ARISING</b></p>
a. Flooding	<p><u>General Maintenance Update</u></p> <p>Please refer to the report provided by Cllr Taylor at Annex 2.</p> <p>Cllr Taylor provided a summary for the benefit of residents. He also added the following updates:</p> <ul style="list-style-type: none"> <li>• we are in the process of engaging a hydrologist (using the SDC CCCF funding) for the purposes of reviewing the work done by GAPC so far and to provide a professional view on steps taken.</li> <li>• There is a collapsed ditch on Spernal Lane in front of Linfoot Oaks. WCC has confirmed they will investigate this ditch and repair it.</li> <li>• WCC has also committed to restoring the two damaged headwalls for the ditch on Spernal Lane.</li> <li>• We have had other commitments from WCC on various highways issues in Great Alne, including the ditch area on Pelham Lane.</li> <li>• We had a commitment from one of the local farmers to address/ remove a large tree root that is blocking the ditch on Pelham Lane. This has not yet happened so Cllr Taylor is going to email the relevant farmer.</li> </ul> <p>The Chairman would like to extend his thanks to all the FLAG volunteers and particularly Cllr Taylor and Roger Bennett for their work and efforts on the flooding issues.</p>
b. Streetlighting – update on transition to LEDs	<p>The Clerk confirmed that WCC has agreed to just change the lantern on the column outside Number 6 Nightingale Close, rather than change the column (this is because of the complicated issues with the wiring being encased in concrete). The removal of the legacy column on School Close is now the only outstanding issue.</p>
c. Noticeboards	<p>The Clerk confirmed that a number of quotes had been obtained from local tradesmen and organisations for installation of the three new parish noticeboards. Following approval by the councillors in writing over email, a local contractor was engaged. All three noticeboards were installed in early June and everyone agreed that the contractor has done a really great job. There is an issue with one of the locks on the three-bay board, but the Clerk is liaising with Greenbarnes on this.</p>
d. Benches	<p>The Clerk confirmed that following submission of quotes, a local contractor has been appointed to refurbish the three benches in the main village.</p> <p><b><i>[Following closer inspection, the contractor found that one of the benches, on Henley Road near the Park Lane Junction has a defective leg. The councillors agreed in writing over email that it would not be cost effective to repair this bench so agreed that it should be removed until the next financial year, when provision can be made in the budget for a new bench. The bench has now been dismantled and removed].</i></b></p>

<p><b>e. Gates</b></p>	<p>The Clerk confirmed that the gate post for the 5-bar gate at the bottom of Church Walk has also been replaced following consideration of quotes. The contractor, who also installed the new noticeboards, has done a really professional job. He also kindly fashioned a new lever for the gate out of a spare piece of oak. The gate now closes perfectly.</p> <p>A team of local volunteers, led by Cllr Taylor, offered to replace the pedestrian and farm gate at the recreation ground. The materials were delivered to site and the team worked for a whole weekend on the two gates. The finished product looks superb. The Chairman would like to pass on his thanks to all volunteers and those involved with the project.</p>
<p><b>f. Highways</b></p>	<p>The Clerk reported that she has received notification of planned roadworks for both Pelham Lane and Park Lane. These have been scheduled by BT, presumably in connection with the ultra-fast broadband installation.</p> <p>For further information on WCC highways' meeting with the Flood lead volunteers and Cllr Taylor, please refer to Cllr Taylor's report at Annex 1.</p>
<p><b>g. Verges</b></p>	<p>The Clerk confirmed she has been contacted by Orbit about the condition of the grass verges following the recent installation of solar panels by Orbit and their contractor, Vincis. Orbit has asked Vincis to return to site and make good any damage to the grass.</p>
<p><b>h. Footpaths survey</b></p>	<p>Please refer to Annex 3 for Cllr Francis' update on the Footpaths project.</p> <p>Lead volunteer, Bob Larbey was at the meeting and he confirmed that he has spent some time streamlining the administration of the project. The team have started to liaise with landowners and have started to think about acquiring equipment.</p> <p>There might be a hiatus now while the harvesting is completed. However, conversations with other parties such as the Church, HoEF and GAP have been very positive.</p> <p>Securing the volunteers to help with the repairs and signage is the next stage. Bob and the Clerk confirmed that all volunteers have signed up to the GAPC Volunteer Policy.</p> <p>Bob confirmed we have a wish list of materials and equipment, and the Chairman indicated his preference to get everything acquired through WCC as they control the s106 funds.</p>
<p><b>i. Community Speed Watch / Road Safety Update</b></p>	<p>Please refer to Annex 4 for Cllr Millard's update on CSWG / Road Safety.</p> <p>Cllr Millard added the following points:</p> <ul style="list-style-type: none"> <li>• There are 3 new volunteers who have joined the CSWG.</li> <li>• Weekly sessions have been set up through to the end of September.</li> <li>• Sessions cannot be done in the winter due to dark evenings and poor weather.</li> <li>• 3 locations have been approved for the speed watch – more locations are needed.</li> <li>• Cllr Millard is keen to consider what other measures can be taken to combat speeding generally in the parish.</li> <li>• In the latest speed watch session, 30 out of 200 drivers were travelling more than 5mph over the speed limit. Some were doing in excess of 40mph.</li> </ul>

<b>5b.</b>	<u>Recreation Ground and defibrillator</u>
<b>a. Park maintenance and repairs</b>	<p>Cllr Bennett has provided an update Report at Annex 5, attached.</p> <p>Cllr Bennett also provided the following information:</p> <ul style="list-style-type: none"> <li>• Cable ties have recently been added to the frame of the double swings to deter pigeons from sitting on top. This is an attempt to prevent pigeon mess on the seats.</li> <li>• The missing fixing on the springer rocker horse has been sorted. A replacement original fixing would be expensive for freight costs, so a temporary fix has been provided until we need to order more parts from the original supplier – which will justify the freight charge.</li> <li>• A repair kit has been ordered to fix the entrance to the toddler play area. Two tubs of ready mixed repair at £190 is significantly cheaper than the cost of a supplier coming to do carry out the repair. We now need a competent volunteer to install the repair mix.</li> </ul>
<b>b. Emergency access- right of way</b>	<p>Cllr Bennett said she had investigated the emergency access points in and out of the recreation ground with a retired fire officer. It would not be feasible for emergency vehicles to access through the driveway on Forever Autumn, but it would be possible for a crew to access through this route – they would park on the hard standing and bring, for example, a hose through. It is important, however, to keep the Forever Autumn access maintained – as per the right of way agreement between the property owners and GAPC. The councillors agreed that the lengthsman, when appointed, could assist the owner with keeping the access way clear to allow access for an emergency services crew.</p>
<b>c. Events planned by the Mother Huff Cap</b>	<p>The Clerk confirmed she has been informed that the planned events by the Mother Huff Cap have been cancelled.</p>
<b>d. Community Planting Plans</b>	<p>Cllr Bennett and lead volunteer Maureen have provided an update on the planting plans at Annex 6.</p> <p>The Clerk said she would endeavour to bring together the Water Tower Team with the Biodiversity/ Planting Team to discuss working together on both projects as they are so closely linked.</p>
<b>e. Defibrillator update</b>	<p>Cllr Bennett provided an update on the defibrillator at Annex 7, including information on the very successful and well-attended 'life saving and how to use the defibrillator' training session held in June.</p>
<b>f. The Circuit</b>	<p>Cllr Bennett confirmed that the kiosk defibrillator has now been registered on The Circuit which means that any ambulance service in the UK can identify the location of the defib.</p>

<p><b>g. Kiosk refurbishment</b></p>	<p>The Clerk and Cllr Bennett have been planning the refurbishment of the kiosk housing the defibrillator on School road (opposite the main entrance to the recreation ground). A local tradesman has been engaged. Cllr Bennett has obtained the red paint free of charge with the voucher provided by British Coatings Federation. Work is due to start over the next couple of weeks.</p>
<p><b>6.</b></p>	<p><b>MAIN BUSINESS</b></p>
<p><b>6a. Councillor portfolios of responsibility</b></p>	<p><i>For Information:</i></p> <p>The Clerk confirmed that the GAPC councillors have now been delegated responsibility for portfolio areas. Each project or area is councillor-led, with one or two key volunteer leads assisting, with additional volunteers supporting.</p>
<p><b>b. Process improvement for project reporting</b></p>	<p>The Clerk confirmed that the councillors had been working on ways to improve planning and reporting for GAPC projects. Councillors will provide monthly update reports that will be annexed to the meeting minutes and circulated amongst the councillors for review before the parish council meetings.</p>
<p><b>c. No Mow May</b></p>	<p>Both SDC and WCC supported No Mow May this year and residents of Great Alne were supportive in their responses to the Making Great Alne Greener survey circulated in October 2023. The parish council are pleased with how it worked – although as this is the first time it has been done – there were always going to be lessons learned. For future years, there will be a more nuanced approach so that for example, the football pitch in the park will be mowed, as will certain areas of highway verges to maximise visibility splay.</p>
<p><b>d. Applications to County Councillors Grant Fund</b></p>	<p>GAPC has made two applications to this fund – one for the smaller fund for £350 for Chatty Café and Huff space and an application to the larger fund to enable an ecological survey to be funded at the same time as the feasibility study for the proposed Greenway between Great Alne and Alcester. Great Alne Primary School has also made an application for its Eco Club for the provision of equipment and materials to get the extra-curricular club fully up and running. Feedback on the applications is due towards the end of August.</p>
<p><b>e. CPBT meeting on workstreams</b></p>	<p>The CPBT has restructured and, moving forward, needs to be self-funding. There are a number of process changes being introduced as a result. Cllr Francis, Bob Larbey and the Clerk met the CPBT supervisor in early July to discuss the changes and how they will impact the work undertaken in Great Alne. All work now needs to be agreed in writing and will form part of a Memorandum of Understanding (MoU) to be signed by the parties. The supervisor also indicated that the CPBT requires tools and equipment to carry out their work and would be grateful for the provision of such items in order to continue their support for parish and town councils. The Clerk asked the supervisor to provide a ‘wish list’ of items needed which would be considered by GAPC, which has now been provided and will be discussed at item 6k below. Workstreams discussed with the supervisor for inclusion in a MoU included;</p> <ul style="list-style-type: none"> <li>• Repairs and signage on the footpaths</li> <li>• Siding out of the path in the park and work on ‘chippings corner’ before the new trees are planted</li> <li>• Strimming of vegetation in various locations</li> </ul>

	<ul style="list-style-type: none"> <li>• Dismantling and erection of a new shed at the church</li> </ul> <p>The supervisor is going to draft the relevant documentation for sharing with the Clerk with a view to the work starting towards the end of summer – subject to having the right teams for the locations. Another change is that beneficiaries of the CPBT work are now entitled to specify whether they would prefer to not have certain individuals on site, based on their conviction. Cllr Francis and the Clerk requested that any individual convicted of sexual offences or offences against children should not be part of the team working in the park.</p> <p>The supervisor and Clerk are going to liaise on the MoU and complete the paperwork together.</p> <p><b>f. Tasks at the Church</b></p> <p>The Clerk confirmed that a meeting had taken place at the Church with the Church Warden, Reverend Kelly, Cllr Francis and the Clerk. The Clerk discussed the donation that can now be made by GAPC to the Church (following clarification of the legislation) and discussed how that money might be spent. Part of the donation is being provided through Community Infrastructure Levy, which comes with certain requirements as to how it is spent. We discussed the criteria and focused on a number of appropriate workstreams; most of which will involve the CPBT. Tasks include the replacement shed, work on the footpaths, repairs to the boundaries and fences/ crossing points and potentially a new handrail at the bottom of Church Walk. The Clerk will take this forward and report back at the next meeting.</p> <p><b>g. Update on Chatty Café and huff space</b></p> <p>The Clerk mentioned that the funding application for £350 had been submitted to the County Councillor’s Grant Fund. Numbers for both groups have been down over the last few sessions. This is likely to be down to summer holidays and better weather. The Clerk has contacted the Chatty Café scheme and they have come up with a few ideas to boost numbers. The Clerk will report back once she has considered these.</p> <p><b>h. Ukrainian family</b></p> <p>The Clerk stated that the Ukrainian family, whose children attend a local school, have now been relocated into permanent accommodation in Alcester. The Clerk has been working with school and local contacts to help the family settle in and provide them with the basics. Hearts &amp; Homes in Bidford are a local charity who are also closely involved.</p> <p><b>i. Hugs2 webinar</b></p> <p>The Chairman and Cllr Bennett attended this session on a home upgrade scheme by SDC and central Government. The Chairman explained that there are various eligibility criteria but it is primarily for areas that do not have mains gas. – upgrades include installation of insulation, solar panels etc. The application deadline is 30 September.</p> <p>The Chair considered it might be worth contacting Act on Energy to see if they would come and talk to us about insulation, solar panels on roofs etc. It would facilitate access for residents to suppliers they can feel confident about. It also contributes towards GAPC’s climate change objectives.</p> <p><b>j. Hedge on Nightingale Close</b></p> <p>The Clerk explained that this hedge at the entrance to Nightingale Close is now so overgrown that it is covering the footway and part of the highway. Vehicles are having to drive in the middle of the road to get past it. Complaints have been received from residents. The Clerk and Cllr Bennett have been working with the resident to ascertain further information about the hedge and will be taking this forward over the coming weeks.</p>
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	<u>FOR DECISION/ APPROVAL/ACTION</u>
<b>k. Approval for purchasing of equipment for footpaths repairs</b>	<p>The Clerk had circulated a list of materials prepared by Bob Larbey before the meeting. The councillors approved all of the materials items for purchasing from the s106 money being held by WCC. <b><i>[The correct list of equipment had not been circulated with the project progress report but was circulated after the meeting. The councillors had no objection to the purchasing of the initial list of items required from the s106 money].</i></b></p> <p>With regard to the items from the 'wish list' of the CPBT to enable them to carry out their work, the councillors discussed the list that had been circulated by the Clerk. Councillors agreed that GAPC would purchase the Honda Bushcutter machine for the CPBT at the quoted cost of £470.39. The CPBT would take possession and make use of this piece of equipment and they would be responsible for necessary storage and maintenance. It will be brought to Great Alne for work that needs doing on our tasks.</p>
<b>l. Subscan works on drains and culverts</b>	<p>It was agreed that Cllr Taylor would contact Subscan in the coming days to ask whether they have recently been engaged by WCC to clear and jet the drains in Great Alne or if they know when we have been scheduled. Subject to this information, the councillors agreed that we need this work undertaken as soon as possible. This would allow us more time to understand and plan repairs and use results from the CCTV investigations.</p>
<b>m. Lengthsman scheme update</b>	<p>The documentation is almost completed for the Lengthsman scheme. The Clerk requires input from the councillors in order to add the final details. The councillors discussed the number of hours for the role and the budget. It had been agreed at the last meeting that the national minimum wage in effect from time to time would be applied to the role (currently £11.44 per hour). The councillors considered that 30 hours would be appropriate. The role will be on a trial basis for 6 months. The Clerk suggested that there is a new tranche of CIL money due in the autumn so this could be allocated to the lengthsman budget – it meets the criteria for expenditure of CIL funds.</p>
<b>n. Approval of new Financial Regulations</b>	<p>The Councillors had reviewed and commented on the draft Financial Regulations circulated by the Clerk and Chairman. There are a couple of aspects to clarify – such as the financial limits inserted and the need to document any diversion from the norm in terms of those financial limits. On this basis, the councillors approved the current draft of the Financial Regulations. They also resolved that the bank reconciliations should be approved by Cllr Millard or Cllr Bennett as the new signatories on the bank accounts.</p>
<b>o. Change of job title for the Clerk</b>	<p>The Councillors agreed to change the job title of the Clerk to Executive Officer, to more accurately reflect the role and responsibilities undertaken.</p>
<b>p. Voting representative at WALC AGM</b>	<p>The Councillors agreed that the Chairman would be GAPC's voting representative at the WALC AGM on 6<sup>th</sup> November. Note this year the AGM will be at the Wellesbourne Campus. Cllr Millard agreed to be the reserve.</p>
<b>q. Accounts package</b>	<p>The Clerk had been given authority to research into accounts packages for GAPC. Information on a couple of different packages had been provided to the councillors for consideration. Based on accessibility, relevance, ease of navigation, support provided and cost, the councillors approved a subscription to Scribe at £36 pcm. The Clerk had also referred to the external auditor for her view on the package and she was very</p>

<p>r. <b>County Councillor's delegated Highways budget</b></p>	<p>complimentary and considered it to be a good investment. It should save the Clerk a significant amount of time both with the monthly accounts and the AGAR.</p> <p>Before signing up, the Clerk was asked to check whether GAPC would be stuck in a 12 month contract, whether there is a probation period and whether we can cancel the subscription at any time. <b>[The Clerk checked these points and the Chairman was satisfied with the feedback].</b></p> <p><u>For discussion:</u></p> <p>The Clerk has contacted Cllr Kerridge to establish what projects could be covered by his delegated highways budget. Cllr Kerridge has allocated £10,000 to Great Alne for highways matters. £3,000 of this has been ringfenced for traffic calming outside the Henley Road entrance to Great Alne Park. The Clerk was keen to discuss other potential projects to ensure we can access the funds allocated to Great Alne.</p> <p>Cllr Kerridge had indicated that a 20mph zone by school would cost in the region of £24,000 to establish. He suggested we contact Sally Rolfe at WCC to see whether the location would be an appropriate zone for 20mph. Although this is unaffordable, Sally might be able to advise on other measures to address traffic calming at school.</p> <p>The Councillors discussed the issues and agreed that a comprehensive review of road safety is required – we need to take the same approach as we did to flooding, and ensure we gather all the information available before making any decisions. It was suggested that a joined-up approach could be taken by involving school (and school parents), WCC's Road Safety Team, the housing associations in Great Alne and Great Alne Park.</p> <p>The Clerk agreed to email Sally Rolfe to set up a meeting, with a view to Cllr Millard undertaking a 'walk round' with her to assess the issues.</p> <p>In the meantime, and as time is running out, it was suggested that we could consider some resurfacing of the footpath between the Memorial Hall and the church.</p> <p>The Clerk will contact both Sally and Cllr Kerridge to take this forward and will report back at the next meeting.</p>
<p>s. <b>Update on work at Coffee Pot Wood</b></p>	<p>The Clerk has been contacted by a resident who was concerned that non-native planting had been done at this location. Bamboo is very invasive and is not the right species to be planted in a native woodland. Cllr Millard confirmed he would follow up again with The Woodland Trust and SDC's Enforcement Team.</p>
<p>t. <b>Henley Road hedge</b></p>	<p>Following recent discussions at PC meetings about the Henley Road hedge (see previous meeting minutes), the Clerk suggested she liaise with our Highways Officer at WCC to see what the options are regarding the grass verge. It is clear that the width of the grass verge in front of other local properties is narrower than the grass verge outside the property in question. It may be that something can be done to reduce the width of the grass verge, in collaboration with the property owner and WCC.</p>
<p>u. <b>Website research</b></p>	<p>Cllr Taylor has been carrying out preliminary research on other local town and parish councils' websites. He has been liaising with Helen Reid at Reid Creative and they have come up with some potential options for consideration. We could build the website</p>

v. Energy supplier switch

ourselves; we could use a company such as Parish Online or we could consider the Wellesbourne model which has been created by Aubergine 262.

The councillors have had a preliminary look at the information circulated by Cllr Taylor and the preference is leaning towards Aubergine 262.

Cllr Taylor will liaise further with Helen and report back at the next PC meeting in September, hopefully with some costing information.

One query for investigating is to check with WALC whether it is permissible for advertising on PC websites as this will help with costs. The Clerk will look into this.

The Clerk is looking into switching energy supplier to one that can supply 100% renewable energy. This is challenging as we have two supply sources into the parish (MPANS) and these need to be merged before we can switch. There seems to be little available information about how the MPANS are merged, who does it and the timeline. There are new regulations coming into force in April next year which will make it compulsory for the MPANS to be merged. The Clerk will report back on progress at the next meeting.

7. Planning applications

**PLANNING**

Between meetings, GAPC has submitted the following responses:

- a response of 'no objection' to planning application 24/01114/TREE – 2 Gunn Court, Park Lane, Great Alne.
- No further representation made in response to appeal in relation to application [23/02421/FUL](#), Alne Park, Park Lane.

The following are the planning applications recently submitted in the parish of Great Alne and their current status.

Reference	Received	Status	Address
<a href="#">24/01114/TREE</a>	3/5/2024	Tree works approved	2 Gunn Court Park Lane Great Alne Warwickshire B49 6HS
<a href="#">24/01076/AMD</a>	29/4/2024	Application Withdrawn	Juniper Henley Road Great Alne Alcester B49 6HX
<a href="#">24/00768/VARY</a>	28/3/2024	Pending Consideration	Alne Wood Park Natural Burial Ground Spernal Lane Great Alne Warwickshire B49 6JG
<a href="#">23/02421/FUL</a> Appeal	27/3/2024	Appeal In Progress	Alne Park Park Lane Great Alne Alcester B49 6HS
<a href="#">24/00559/AMD</a>	5/3/2024	Approval of Non Material Amendment	Great Alne Park Henley Road Great Alne B49 6HS

<a href="#">24/00489/TREE</a>	27/2/2024	Tree Consent with Conditions	The Spinney Henley Road Great Alne Warwickshire B49 6HX
<a href="#">24/00434/TREE</a>	20/2/2024	Tree Consent with Conditions	Woodbine Cottage Henley Road Great Alne Alcester B49 6HX
<a href="#">24/00241/FUL</a>	31/1/2024	Pending Consideration	Alne Cote School Road Great Alne Warwickshire B49 6HG
<a href="#">24/00242/LBC</a>	31/1/2024	Pending Consideration	Alne Cote School Road Great Alne Warwickshire B49 6HG
<a href="#">24/00041/LBC</a>	8/1/2024	Listed Building Consent Approved	The Lodge Henley Road Great Alne Warwickshire B49 6HR
<a href="#">23/03414/TREE</a>	19/12/2023	Tree Works Approved	The Lodge Henley Road Great Alne Warwickshire B49 6HR
<a href="#">23/03299/FUL</a>	7/12/2023	Application Withdrawn	Crocketts Farm Alne Hills Great Alne Warwickshire B49 6JS
<a href="#">23/03066/TEL28</a>	14/11/2023	Comments sent	PCP005 Henley Road Opposite Little Orchard Henley Road Great Alne
<a href="#">23/03039/TREE</a>	13/11/2023	Tree Consent with Conditions	Great Alne And Kinwarton Memorial Hall Henley Road Great Alne Warwickshire B49 6HL
<a href="#">23/02992/FUL</a>	7/11/2023	Pending Consideration	Alne Cote School Road Great Alne Warwickshire B49 6HG
<a href="#">23/02993/LBC</a>	7/11/2023	Pending Consideration	Alne Cote School Road Great Alne Warwickshire B49 6HG
<a href="#">23/02882/FUL</a>	25/10/2023	Permission with conditions	The Lodge Henley Road Great Alne Warwickshire B49 6HR
<a href="#">23/02812/VARY</a>	18/10/2023	Variation Permitted with Conditions	Alne Wood Park Natural Burial Ground Sprenal Lane Great Alne Warwickshire B49 6JG
<a href="#">23/02777/TREE</a>	12/10/2023	Tree Works Approved	Stuart Cottage Park Lane Great Alne Alcester B49 6HS
<a href="#">23/02778/AMD</a>	11/10/2023	Approval of Non Material Amendment	Maudslay Park Great Alne
<a href="#">23/02474/TREE</a>	13/9/2023	Tree Works Approved	Whitts End Park Lane Great Alne Alcester B49 6HS

<a href="#">23/02421/FUL</a>	11/9/2023	Planning Permission Refused	Alne Park Park Lane Great Alne Alcester B49 6HS
<a href="#">23/02292/TREE</a>	29/8/2023	Tree Works Approved	Gunn Court Park Lane Great Alne
<a href="#">23/02079/FUL</a>	4/8/2023	Permission with conditions	7 Linfoot Oaks Great Alne Warwickshire B49 6RG
<a href="#">23/02038/TREE</a>	1/8/2023	Tree Works Approved	The Lodge Henley Road Great Alne Warwickshire B49 6HR
<a href="#">23/01942/TREE</a>	21/7/2023	Tree Works Approved	Coffee Pot Wood Henley Road Great Alne Warwickshire B49 6HR

There are no submissions to be made to SDC following this meeting.

8.

#### ACCOUNTS

a. Progress against budget update

The Clerk noted that there is nothing untoward to report, but there have been additional costs this year so far such as the noticeboards- which were unbudgeted. Staff costs are also high for the period, but this is due to the extra work involved in the SDC CCCF applications, and the large number of projects currently.

The Clerk noted that £3,265 for CIL money had been received which was unexpected. Ther second tranche of the precept is due in September which is £15,000.

b. Payments for approval

The following is a list of invoices and payments presented for authorisation and paid since the last PC meeting on 21<sup>st</sup> May 2024. Any blue cells represent payments currently set up to be authorised by a second bank signatory.

24.5.24	Clerks wages for April 2024	1679.19
24.5.24	Clerks expenses for April 2024	300.75
24.5.24	HMRC payment. NICS - E'ers=£163.77 E'ees=£71.74, KB Inc tax = £193.80. Total for tax period 2 = £429.31	429.31
29.5.24	Clear Insurance - Inv 533815035	793.36
6.6.24	npower Business Solutions (IN10665983) - electricity costs	121.29
6.6.24	Clerks wages for May 2024	1799.97
6.6.24	Clerk's expenses for May 2024	105.39
6.6.24	HMRC payment. NICS - E'ers=£186.92 E'ees=£85.16, KB Inc tax = £227.40. Total for tax period 3 = £499.48	499.48
18.6.24	Greenbarnes Ltd - new noticeboards - Inv 18286	5166.15

18.6.24	Hartwell & Co - wood for gates at recreation ground Inv 375344	727.93
30.6.24	Unity Trust service charge	18.00
30.6.24	Limebridge Rural Services Ltd Grass cutting, Invoice 3067	548.40
3.7.24	Inkberrrow Services Ltd Inv# 11075	670.00
3.7.24	npower Business Solutions (IN10967873) - electricity costs	108.22
9.7.24	Expenses due to Cllr L Bennettt for kiosk paint materials	5.99
9.7.24	Clerks wages for June 2024 (incl holiday pay for Q1)	1860.87
9.7.24	Clerk's expenses for June 2024	142.01
9.7.24	HMRC payment. NICS - E'ers=£198.61 E'ees=£91.94, KB Inc tax = £244.40. Total for tax period 4 = £534.95	534.95

Councillors approved the payment list.

**Bank Account Balances @ 10 July: £52,782.04**

- Unity Trust Current Account T1 ending 0348: **£4,573.21**
- Unity Trust Instant Access Account (reserves) ending 0351: **£48,756.20**

**Money in:**

- **£15,842** from SDC CCCF's fund for the three climate action projects
- **£224.72** credit interest from Unity Trust Bank

**Transfers:**

- **£5,000** from General Reserves to Current Account

**Other information:**

- Separate spreadsheets will be set up to manage each project with funding or CIL/ budget funds listed as restricted. The Chair and Clerk will work together on this.

**9. Correspondence since the last PC Meeting**

The Clerk confirmed the following correspondence had been received:

- a) Liaising with WCC and other groups and organisations re flooding, highways and training of volunteers
- b) Emails re Climate Action Group and 4 climate projects – various
- c) Emails with SDC re SDC Community Climate Change Fund
- d) Emails re various aspects of flooding including session with local parishes
- e) Emails about footpaths project
- f) Liaising with WCC re streetlight upgrade and outstanding tasks
- g) Emails re noticeboards
- h) Emails re various maintenance tasks including church gate, park gate, benches, kiosk
- i) Correspondence re lengthsman scheme documentation

<p><b>10. Date and venue of the next meeting</b></p>	<ul style="list-style-type: none"> <li>j) Emails re hedges – Henley Road and Nightingale Close</li> <li>k) Correspondence regarding the park and defibrillator</li> <li>l) Emails and correspondence regarding footpaths survey and repairs</li> <li>m) Emails re no mow May</li> <li>n) Correspondence with CPBT re tasks</li> <li>o) Emails with church warden re new shed and maintenance issues</li> <li>p) Various correspondence dealing with residents' queries</li> <li>q) Correspondence re huff space and Chatty Café.</li> <li>r) Various training sessions</li> <li>s) Alcester SNT Team: weekly police report</li> </ul> <p><b>Tues 17<sup>th</sup> September – venue TBC</b></p> <p style="text-align: center;">*****</p> <p><i>Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat, and other best practice when making decisions at the meeting.</i></p>
	<p style="text-align: center;"><b>The Meeting ended at 10.30pm.</b></p> <p style="text-align: center;">*****</p>