



Coughton Parish Council

**Minutes of the Annual Parish Council Meeting held in
Coughton Primary School, Coughton Lane, Coughton on Monday the 9th of May 2016
commencing at 7.30 p.m.**

Present: Councillor John Gittins (in the Chair)
Councillors Len Carter and Maureen McTavish

Clerk: Karen Parnell

In attendance: District Councillor Mike Gittus

Plus two members of the public

Apologies: Cllrs Roy Piddington, Sophie Bayliss and County Councillor Clive Rickhards

1. To Elect a Chairman for the ensuing Municipal Year.

Cllr John Gittins was elected as Chairman for the ensuing Municipal Year.

Proposed: Cllr McTavish Seconded: Cllr Carter

2. To Elect a Vice-Chairman for the ensuing Municipal Year.

Item deferred to July PC meeting.

3. Disclosure of Interests. Councillors are asked to declare personal interests in any items on the agenda. Councillors are reminded that the Code of Conduct that takes effect from September 2012 provides that should they have a prejudicial interest in any matter under discussion they should withdraw from the room and not seek to influence a decision about the matter.

There were no disclosures of interests.

4. Minutes of the Parish Council Meeting held on 7th March 2016 were agreed by the Council to be an accurate record of the meeting, and were duly signed off by the Chairman as such.

5. Matters arising therefrom:

To note PC meeting dates for 2016/17:

July 11th, September 5th, November 7th 2016

16th January, 6th March, 15th May 2017

To consider the start time of PC meetings to be moved to 6.30pm

It was agreed to PC will meet at 7.00pm henceforth.

Adoption Housing Needs Survey

After some discussion on the content the PC decided unanimously to adopt the Housing Needs Survey.

Queen's 90th Birthday Celebrations

Tug of War will take place.

Leaflets will be delivered to all residents along with the PC newsletter promoting an event involving Sambourne and Coughton in the celebrations.

Future of Rick Yard site

No new information is available.

Village Group Reports:

Traffic and Transport Group

Car Park

- Displaying a notice at the 4 narrow/problem parts of the lane - subject to agreeing with the occupants of the land where they would be sited. e.g. "Please do not park here" will be progressed. The PC and school's logos may be incorporated.
- an extension of the zig zag markings is a possibility. (Cllr Clive Rickhards is following this up with Graham Stanley)

A planning application is imminent for the car park but is governed by when the transfer of land will take place.

Friends of the ford

Grass has been cut and the footpath is being looked into with WCC.
A meeting of the group will take place in the near future.

Community group

A beacon was lit at Coughton Court for the Queen's Birthday.
Cemetery tidy up has taken place with soil moved and daffodils planted.
The website has been updated.
The Village Fete will take place on 9th July at Coughton Court – Volunteers are sought.
Sambourne and Coughton will be organizing an event for the Queen's 90th Birthday.

Flood Group

No new matters. All previous issues reported for action.
Run-off from fields remains an issue.

6. Comments from the public relating to items on this Agenda.

None

7. Finance:

The internal audit was completed by Kenneth Dunn on the 9th of April 2016 with no highlighted issues.

To complete the Annual Financial Return for the year ending 31st March, 2016:-

a) Chairman to sign The Statement of Accounts;

This was done and the RFO countersigned.

b) Councillors to complete the Statement of Assurance;

This was universally agreed by the Council.

c) Chairman to sign the Bank Reconciliation as at 31st March, 2016.

This was done by both Chairman and RFO with the consent of the Council.

8. Planning:

None

9. School Report:

Adam Walsh reported that the pupils will be performing one of Shakespeare's plays at Coughton Court in July. They will also be singing at Sambourne Fete.

The Bishop of Coventry visited the school today.
A Rocket Science experiment is taking place.

10. Accounts for payment.

Cheque No 305 Clerks Salary/Expenses £ 290.00
Cheque No 306 WCC School Hire £ 90.00
Cheque No 307 Kenneth Dunn (Internal Audit) £ 20.00
Cheque No 308 WALC £ 94.00
Cheque No 309 Aon UK Limited (Insurance) £ 338.27

Receipt: SDC 50% Precept £ 2250.00

Signed: Cllr Gittins – Cllr Carter

11. To deal with any correspondence.

A resident expressed concern at speeding by the ford. Speed limit and signage options are not available so a solution is unclear.

12. District Councillor's report: Cllr Mike Gittus

SDC has been in purdah for six weeks which slows down progress.
Police and Crime Commissioner Elections have taken place. Philip Seccombe was elected locally and will take up office on 12/05/16.
A structure at the green burial site in Great Alne looks innovative and planning was supported. Education and forestry will be enabled at the site.
A commercial site is likely to be developed in Alcester.
Cllr Gittus term as Chairman of SDC is coming to an end.
The recent celebrations for Shakespeare's Birthday were discussed and it was noted Shakespeare represents a £ 1 million industry.

County Councillor's report: Cllr Clive Rickards

There isn't a great deal of direct relevance to Coughton this time.
However I am pleased that Graham Stanley of Traffic section has agreed to include the extension of the zig zag lines in Coughton Lane as part of some general 'lining' work he is undertaking.
At the moment County are resisting a reduction to 30mph on the A435 although no doubt you would want to pursue this further.
I have tried to be your advocate and back up the excellent work by Karen Gazey in pursuit of improved drainage and anti-flooding measures in Coughton.

13. Questions from the public:

None

Meeting closed: 8.50 pm

.....Chairman 11th July 2016