

# CLAVERDON PARISH COUNCIL

## MINUTES OF THE MEETING HELD MONDAY 21<sup>st</sup> JULY 2025

CHURCH CENTRE @ 7.00PM

Present: Cllr. Hazel Spiers (Chair) Cllr. Paul Myerscough Cllr. Martin Fairlie Cllr. Sam Evans Cllr. Jon Abbott & Ken Flood (RFO & Clerk).	Apologies: Cllr Nick Dargan	Parishioners  12		
			Chairperson Cllr. Hazel Spiers opened the meeting at 07.00pm by welcoming everyone	
<b>Agenda Item No.</b>	<b>Agenda Item</b>	<b>Reference</b>	<b>Status</b>	<b>Outcome &amp;/or Action- by Whom/Timescale</b>
1	Apologies	25.07.0.0	The Chair explained that Cllr Dargan was recovering from sepsis contracted following a minor surgical procedure. He had been seriously ill and fortunately his fitness helped him through.	Cllr. Dargan should be back in August '25.
2	Declaration of Interests	25.07.1.0	The Chairperson made the specified statement asking for members to declare any interest regarding items to be discussed and voted on.	There were no declarations of interest relating to items on the agenda to be discussed and decided upon.
3	Minutes of 20 <sup>th</sup> May 2025's public meeting	25.07.2.0	There being no issues raised with the record of the minutes of 20 <sup>th</sup> May 2025 meeting, the Chair signed and dated them as a true record of proceedings.	Approved minutes to be posted to the website by the Cllr Evans.  Also, Cllr Evans to upload <b>these</b> minutes to website as draft.

4	Co-option of a new councillor	25.07.3.0	Nigel Canning signed a Declaration of Acceptance of Office form and was duly co-opted as a new Claverdon councillor. The Traffic Order and work associated with the 30-mph speed extension towards Claverdon Station has applied for a HCTA Grant of £11,000 to meet the phase 1 costs of £27,000 – parish funds of £10,000 and a £6,000 contribution from WCC funds make up the balance.	<p>Cllr Canning will complete an induction period under Cllr Spiers wing as he is taking responsibility for Traffic Calming – which has been part of the Health &amp; Safety Portfolio. The team includes Steve Lister who has been heavily involved with Shire Hall and Graham Stanley’s small works team.</p> <p>Cllr Spiers will organise an inaugural meeting of the newly extended team.</p> <p>Cllr Fairlie advised that he understood from Kim James (WALC) that SDC determine how many parish councillors we can have. Currently 7. So, we now have a full contingent. Cllr Evans said councillors are already extremely busy and perhaps we should ask Macer Nash, the appropriate person at SDC, if we could increase the number of Councillors, possibly to 8 in the short term. Clerk to make enquiries.</p> <p>This may all change in due course with the Unitary Authority changes.</p>
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5	Clerk’s report on open items from previous meetings	25.07.4.0	See Attached report for items that are not a separate agenda item	<p>Subscription paid – matter closed.</p> <p>Head Dan Powell has written to parents – matter closed</p>
		25.07.4.1	<b>Phone Box:</b> Cllr Evans is putting together a small team of 3 parishioners to decide what to do about the box and pull together a cost for the project. She has recruited 2 parishioners so far.	
		25.07.4.2	<b>Breach Lane Bridleway:</b> Mark Foulerton has submitted a grant request to Severn Trent – awaiting outcome.	
		25.07.4.3	<b>WALC Subscription:</b> Kim James (WALC director) visited on 7 <sup>th</sup> July to resolve the issues.	
		25.07.4.4	<b>Housing Needs Survey</b> to be undertaken in September by Sarah Green Taylor.	
		25.07.4.5		

			<b>School pick-up pollution</b> – car engines left running during wait.	
<b>6</b>	<b>Financial Report</b>	25.07.5.0  25.07.5.1  25.07.5.2  25.07.5.3  25.07.5.4	RFO said bank accounts as of 20/5/25 are as follows: Treasury £40,232.27. Yarningale £1,869.65 and deposit £38,190.47  <b>Motion 1</b> to approve Training Needs Analysis and training plan by September 2025  <b>Motion 2</b> to approve £1,800 for Yarningale fence  <b>Motion 3</b> to approve Peter Kinselley – Risk consultant Cardinus to work with clerk and Cllr Fairlie.  June’s Cash Book report.	Approved unanimously.  Members asked for another 2 quotes in line with Financial Regulations. Cllr Fairlie to action and report back. Approved unanimously.  Approved
<b>7</b>	<b>To receive Cllr Abbott’s Recommendation regarding Charging for Recreation Area</b>	25.08.6.0	A previous clerk/RFO spoke to state that the parish cannot charge for use of the pavilion as there would be VAT reclaim implications.	Councillors decided to defer a decision to give time to consult with Kim James – WALC who advised otherwise when he visited on the 7/7/25. WALC’s advice is required in writing.  Decision September 2025
<b>8</b>	<b>To receive Cllr Fairlie’s report regarding planning applications and the new Executive Planning Team</b>	25.07.7.0	See Cllr Fairlie’s report - available on the Parish Council Website'  Cllr Fairlie stated that he had chaired the first executive planning team meeting at Ardencote on 14 <sup>th</sup> July. He explained that all Parish Council decisions need to be taken at meeting that are “In Public” and open to the press and that includes planning consultation decisions.  It is quite challenging having to set up and advertise these meetings with 3 clear days notice given that the consultation period is just 3 days.	The application considered and decided upon was 10 St Michael’s Road – the planning team objected to the application.
<b>9</b>	<b>To receive Cllr Duncan Parker’s</b>	25.07.8.0	Please refer to Cllr Parker’s report available on the Parish Council Website' – which covers the Warm Homes Grant, a replacement for HUBS.	

	<b>Report - District Matters</b>		Clerk thanked Cllr Parker for his presentation to members at the development session on 7 <sup>th</sup> July. Clerk has discussed boundary changes with Macer Nash on 21 <sup>st</sup> July which related in large part to the briefing given by Cllr Parker.	
<b>10</b>	<b>To receive Cllr James Crocker's Report – County Matters</b>	25.07.9.0	<p>Cllr James Crocker of Reform introduced himself and explained that in May's election, his party won 21 seats in Warwickshire. He is new to the role and still finding his feet, nevertheless, he looks forward to working with Claverdon PC. He will be taking matters up concerning Traffic Calming and Home Meadow during his meetings at Shire Hall later this week.</p> <p>Clerk shared members concern about the potential loss of appreciation of local issues in the move to a Unitary Authority</p>	Chair welcomed him explaining the important of the relationship with the representative county councillor. Also stating that she looked forward to his practical attendance and support.
11	<b>To receive a report from Chair regarding Home Meadow</b>	25.07.10.0	<p>Chair had met with and spoken to Andrew Fathers of Orbit on 21<sup>st</sup> July.</p> <p>Cllr Evans asked if Chair had involved Warwick Safeguarding team.</p> <p>Cllr Fairlie ask if children were involved in safeguarding.</p> <p>Clerk said that the Parish Council had letters ready to go which would escalate the matter to Safeguarding and Housing Ombudsman.</p>	<p>Mr Fathers was dismissive; however, he agreed to meet with the residents who have experiences the anti social behaviours and safeguarding issues.</p> <p>Chair had spoken to the team who specified that residents needed to contact her directly.</p> <p>Chair confirmed that there were children involved.</p> <p>Councillors expressed wish that the matter be escalated.</p> <p>Cllr Crocker remarked that Claverdon is not the only PC that is having difficulties with Orbit.</p>
12	<b>To receive items from the public</b>	25.07.11.0	Maggie Falmer, a resident from Lye Green spoke about reducing the mowing schedule on the triangle to encourage wildflowers. She suggests it was a small matter but important.	<p>Cllr Evans encouraged her that her matter was as important and thanked her for raising it.</p> <p>Clerk explained that several emails had been received from Lye Green residents on that and also Tree Preservation Orders (TPOs) at Lye Green.</p> <p>The matter is a full agenda item on September's agenda.</p>

		25.07.11.1	Residents from Yarningale spoke about their experience with mowing at Yarningale.	Clear opportunity to share knowledge and understanding.
13	<b>Portfolio Reports</b>  <b>Health &amp; Safety</b>       <b>Communication &amp; Engagement</b>       <b>Yarningale</b>       <b>Recreation Area</b>	25.07.12.0  25.07.12.1  25.07.12.2  25.07.12.3  25.07.12.4  25.07.12.5  25.07.12.6	See individual reports available on the Parish Council Website'  Chair Cllr Spiers spoke about a reduction in reported crime and a hornet's nest in a tree on Langley Road near the school.  Cllr Evans reported that some hedges and verges on Henley Road from the Crown to Kington Road have not been cut by residents – pedestrians are necessarily having to move into the road which causes a safety problem.  Cllr Evans had held the Portfolio for 6 months – website is work in progress – in particular she wants to develop links on the site with schools and businesses.  Cllr Evans spoke about working on a budget replacing noticeboards – both the boards themselves and some locations. Cllr Fairlie spoke of a meeting with David Cole WCC environmental who would provide clerk with a PO for £1,600.  He spoke about the need to cutback hedges on the track to his and his neighbours house – oil delivery driver was refusing to deliver because of damage to his vehicle.  Dealt with earlier on this agenda.	It was agreed that the Parish Council should write to each resident. The simplest way of doing this is to print a number of letters to the occupier and post them through the letter box. Cllr Evans to advise clerk of numbers RFO reminded members that they had committed to spend £89,000 on a £42,000 precept this year. All non-essential work would need to be budgeted for 26/27
14	<b>To notify members of items for</b>	25.07.13.0	Lye Green mowing and TPO and Training Needs Analysis	

	<b>September 22, 2025's agenda</b>			
15	<b>Confidential Item</b>	25.07.14.0	Chair resolved under Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the business to be transacted, the public and press would be excluded from the meeting during this item.	Councillors Agreed and members of the public withdrew.
	Present: in addition to parish councillors, the meeting was joined by Stephen Burman John Davy Francis Hilton	25.07.15.0	The discussions were about Claverdon Community Solar and the steering group representing the Parish Council and CHARGE.	The discussions involved items that are currently commercially sensitive and may involve signing Non-Disclosure Agreements. At present the reporting on this item is redacted.
<b>Next Meetings</b>			Planning Monday 22 <sup>nd</sup> September 2025 at Church Centre	