

SNITTERFIELD PARISH COUNCIL



Minutes of the Meeting of Snitterfield Parish Council Held Monday January 13th 2025 at Snitterfield Village Hall

Present: Cllr C. Elliott (Chair); P. Smith, A. Brettell, G. Norris, J. Kelsey

Public: 3 SDC: Duncan Parker WCC: Penny Anne O'Donnell Clerk: Jane Carter

MINUTE		ACTION
250113/1	Apologies or not present: P. Ingram (accepted), D. Brown	
250113/2	Declarations of interest and dispensations: None	
250113/3	Approval of Minutes of Meeting held December 9th, 2024: these were approved and signed by the Chair	
250113/4	Public Forum: A resident asked about the works carried out to a property within the village and whether planning permission had been obtained. It was confirmed that the matter had been reported to enforcement. There had been complaints about the behaviour of dogs in a property adjoining a public pathway. The clerk would investigate.	
250113/5	Warwickshire County Councillor Report: Cllr O'Donnell reported she had received complaints about the parking outside the Dragon's Nursery. There was a discussion around what actions had been previously discussed with the owner. Cllr O'Donnell would raise the issue with highways to understand what measures they could recommend. She updated the meeting on the Devolution Proposal announced by government. Warwickshire had applied to be in the first wave of councils opting to become unitary authorities. A decision would be made by the end of the month. She reiterated that council had no choice and that the leader of WCC believed it was better to be in the initial wave of councils rather than delay. She outlined the progress of various initiatives including campaigns around measles vaccination programme, flu vaccinations and that 2000 people had been supported through a numeracy scheme within the county.	
250113/6	Report from Stratford District Councillor: Cllr Parker would circulate his report. He was still chasing a reply from the Post Office about bringing their mobile van to the village once a week. The Indigo on demand Bus Service (previously U Bus) was now up and running. Online bookings had been an issue, but these were being resolved. SDC had accepted that devolution would happen, but he hoped there would be full engagement with councillors and Stratford for residents to achieve the best outcome for the area.	
250113/7	Snitterfield Village Hall: The community cafe raised £155 for the replacement of the Telephone Box Seed/Books exchange door. A grant for £700 had been received from County Councillor Penny Anne O'Donnell. The parish council approved	

	a donation of £208 to complete the funding required. More road closure signs for events were needed. It was agreed to add the cutting of the village hall grass to the village maintenance contract. 16 cuts were required. The maintenance contractor had given a verbal quote of £20 per cut.	
250113/8	Playing Field Management Committee: The Architect was liaising with the quantity surveyor to produce detailed costings. Julie Crawshaw (Project Consultant) would incorporate these costs in her Project Plan which would be used when ready to submit Grant Applications. A Structural Engineer was recommended by the Architect and a quote for £1,200 was approved by the Parish Council to engage the Structural Engineer.	
250113/9	Attey's Field: The biodiversity agreement with Warwickshire County Council was witnessed and signed. This was a major achievement securing long term funding to actively improve and protect the biodiversity of the field over the next 30 years. It was agreed that STAG plant more trees and hedging outside the wild meadow boundary area at the bottom right of the field	
250113/10	Infrastructure Group: There had been several flooding incidents during the recent bad weather. It was clear the gullies could not always cope. It was felt that this was exacerbated by leaves blocking the drains, particularly down Smiths Lane. The council would review with the maintenance contractor if leaves could be regularly cleared along Smiths Lane in the Autumn as this would also make the pavements less slippery. The additional trash screen which was proposed at the top of Bearley Brook was definitely needed together with the possible removal of the trash screen in Graham Barker's Garden along the Green. The infrastructure group would meet to discuss.	Cllr Parker
250113/11	Cemetery: The gravel path had been re-laid and the mole problem dealt with by the Mole Contractor.	
250113/12	Street lighting: Installation of the solar lights had been delayed due to supply issues. Eon planned to carry out the work in January 25 but no firm date had been given. National Grid had agreed to reduce their cost of removing the light on the transformer in Bell Lane.	
250113/13	Play areas inspection: The base of the rocking horse spring was awaiting removal. Cllr Brettell would ask Thomas from Thom Garden if he could safely remove it.	Cllr Brettell
250113/14	Allotments: a tenant had confirmed she no longer required her plot and would empty and remove the shed. Cllr Smith would liaise with Thom Garden to urgently clear the allotments following the recent storms.	Cllr Smith
250113/15	SWLP Consultation: there was little impact on Snitterfield. No further response was required	
250113/16	Parish domain and email address: the new .gov.uk domain name and clerk email address had been created. These would be transferred following the clerk's holiday.	Clerk

250113/17	Parish maintenance contractor: the successful and unsuccessful tender applicants had been informed. The clerk would produce a management contract.	Clerk
250113/18	Data Management Policy: this had been circulated for review. The parish council agreed to adopt	Clerk
250113/19	Finance: To note and approve payments and receipts: these were noted and approved To note and approve bank reconciliation: noted and approved To note budget report third quarter October-December; this was approved Risk assessment review: the clerk and councillor Brettell would complete the risk assessment. General Reserves Policy: the clerk had circulated a proposed general reserves policy. It was agreed the council would keep 25% of its annual revenue as reserve	Clerk, Cllr Brettell
250113/20	24/03044/FUL Treetops Cedar Drive Snitterfield Stratford-upon-Avon CV37 0LJ. Proposed single storey side link extension. No concerns. Cllr Elliott would draft a comment of support	Cllr Elliott
250113/21	Observations from Parish Councillors: None	
250113/12	Next Meeting Date: The meeting was closed at 9.30 pm. The next meeting would be on Monday February 10 th , 2025, at 7.30 p.m.	

APPROVED BY _____

DATE _____