

SNITTERFIELD PARISH COUNCIL



Minutes of the Meeting of Snitterfield Parish Council Held Monday September 8th 2025 at Snitterfield Village Hall

Present: C. Elliott (Chair), A. Brettell, J. Kelsey

Public: 4 SDC Cllr Duncan Parker WCC George Cowcher Clerk: Jane Carter

MINUTE		ACTION
250908/1	Apologies or not present: Cllr Ingram, Cllr Norris, Cllr Smith	
250908/2	Declarations of interest and dispensations: None	
250908/3	Approval of Minutes of Meeting held July 14th, 2025: these were approved and signed by the Chair.	
250908/4	Public Forum: Residents raised concerns about parking around the nursery. Suggestions included facilitating dropped kerbs and considering yellow zig-zag lines outside school.	
250908/5	Warwickshire County Councillor Report: highways matters would be raised with the relevant officers. The discussions around the nursey parking scheme would be revisited. White line repainting was still outstanding.	Cllr Cowcher
250908/6	Report from Stratford District Councillor Duncan Parker: Cllr Parker highlighted the issue of SDC not having a five-year housing supply and the loss of the Borden Hill planning appeal. SDC were now required to build 1250 houses per year. Climate change funding was available.	
250908/7	<p>Matters Arising:</p> <p>Snitterfield Village Hall: The AGM would be held on October 15th. Further grant applications had been submitted for a new stage and insulation. There was no update on the erection of the storage shed.</p> <p>Playing Field Management Committee: Cllr Elliott updated on fund raising. £123,500 had been pledged to date. It was agreed that the £20,000 allocated in current PC budget be moved to the Pavilion Project earmarked reserves account bringing the total to £40,000. This would assist with fund raising pledges. A National Lottery Grant had been awarded for the playground project. Other grant applications were outstanding and once received a decision would be taken on which equipment to purchase.</p> <p>Atteys Field & Small Playing Field: Three quotes had been received. BCT Fox Landscaping were selected as the successful contractor. The clerk would liaise with the contractor for a start date and final scope of the work required.</p> <p>Highways & Village Maintenance (Standing item)</p> <p>Gates: The clerk confirmed that grant application had been made for the purchase of a village gate near the entrance to the sports club. An application for a VAS machine had been refused.</p>	Clerk

	<p>Drain clearing: this had been completed according to the highways officer, but drains had been missed due to cars being parked on the highways. Photos had been sent and further clearing requested.</p> <p>School Hedge: This had been cut but councillors felt it was not sufficient. Clerk to raise with school. There were still issues with other hedges in the village blocking pavements. Councillors would let the clerk know the properties and WCC would be asked to send reminder letters</p> <p>Grit Bins: the grit bin on Kings Lane was damaged. The clerk would raise with highways</p> <p>Bearley Brook: a discussion took place on whether it was the councils' responsibility to keep the brook clear. It was the responsibility of the riparian owners. The clerk would confirm ownership of the various stretches of brook. Cllr Brettell would indicate on a map. It was agreed that after the current clearing, no further work would be carried out by the council to the brook.</p> <p>Infrastructure Group: The trash screen had been purchased. An updated quote was required for installation. Cllr Brettell would raise with the contractor and arrange a site visit if necessary.</p> <p>Cemetery: The clerk presented finding from a benchmark of fees in the district. It was agreed that the fees be revised as recommended and new charges be published on the website. They would come into effect November 1st and be reviewed annually.</p> <p>Street Lighting: Final works were still awaited. Cllr Elliott updated on discussions with EON and Tomato Energy. Following resident feedback, it was agreed to retain 2 lights that had been listed for switching off at Woodwood Court and Duttons Close.</p> <p>Allotments: The clerk noted that allotment fees had not been reviewed for at least two years. It was agreed to raise the annual payment to £12 per plot and to introduce a £50 deposit for new allotment holders. A decision on a water supply was deferred to the next meeting.</p> <p>Play areas inspection: Inspections had taken place. Nothing to report</p>	<p>Clerk</p> <p>All/Clerk</p> <p>Clerk</p> <p>Cllr Brettell</p> <p>Cllr Brettell</p> <p>Clerk</p>
250908/8	<p>Finance:</p> <ol style="list-style-type: none"> I. To note and approve payments and receipts (as circulated)- approved II. To note and approve bank reconciliation (as circulated)- approved III. National Clerk's annual pay award: the increase of 3.2% backdated was noted IV. Appointment of auditor: Per Pro Services was appointed internal auditor for the 2025-26 audit. V. Adoption of IT policy: this had been circulated. Adoption was approved 	

	<p>VI. Financial regulations 2025: these had been circulated. Adoption was approved.</p> <p>VII. Annual insurance: this had been reviewed by the Chair and Clerk and circulated to councillors. It was agreed to approve renewal on the schedule outlined.</p> <p>VIII. Donation of £25 to RBL: the remembrance wreath would be purchased and delivered to the Cllr Elliott. Confirmation of the road closure was awaited,</p>	Clerk
250908/9	<p>Planning Matters:</p> <p>Snitterfield Sports Club Wolverton Road Snitterfield Stratford-upon-Avon CV37 0HB. Change of use to F.2 Use and the installation of two Padel courts, floodlights and paths: Comments of SUPPORT submitted</p> <p>25/00771/FUL Land At Bell Lane Snitterfield Change of use of land from agricultural to land for the enjoyment of a Forest School related to existing children's day nursery: PERMISSION WITH CONDITIONS was noted.</p>	
250908/10	<p>Observations from Parish Councillors: The Chair raised the matter of parking at Highfield Close and installation of a dropped kerb. This would be the responsibility of Orbit Housing. The PC would remove the streetlight.</p>	
250908/11	<p>Next Meeting Date: The meeting was closed at 9.20 p.m. The next meeting would be Monday October 13th 2025</p>	

APPROVED BY _____

DATE _____