

SNITTERFIELD PARISH COUNCIL

Minutes of Snitterfield Parish Council Meeting held Monday March 9th 2026

Snitterfield Village Hall

Present: Cllrs Corinne Elliott (Chair), Andy Brettell, Melanie Muldowney

Attending: Clerk Jane Carter, District Cllr Duncan Parker, County Cllr George Cowcher (from item 5), 8 Members of the Public

Minute	AGENDA ITEMS
260309/1	Apologies: Received and accepted from Cllrs Norris and Smith. Cllrs Ingram and Kelsey absent.
260309/2	Declarations of Interest and Dispensations: Members were reminded to check their registers of interest every six months. No declarations were made and no changes to registers were reported.
260309/3	Approval of Minutes of Meeting held February 9th 2026: APPROVED as a true record and signed by the Chair.
260309/4	Public Forum: Parking at Highfields: Residents presented plans for off-street parking for numbers 5–8 using grasscrete on Orbit Housing land. The scheme would require removal of a streetlight (currently switched off) and a tree, a dropped kerb, and Orbit’s cooperation as landowner. District Cllr Parker advised applying for planning permission before any removals, noting that residents did not need to own the land to apply. Councillors agreed in principle to the removal of the street light to facilitate the scheme. This would be discussed under street lighting item.
260309/5	Report from Warwickshire County Councillor: Written report circulated. Cllr Cowcher provided an update on highways matters under item 7iv
260309/6	Report from Stratford District Councillor: Unitary Authority: No significant change. Discussion continues on one or two unitary authorities and a possible strategic authority with mayor. Agreed the parish council would submit its consultation response by March 26th. Clerk to circulate to all members for views. South Warwickshire Local Plan: A proposed western relief road from Clifford Chambers to the A46/Wellington Road junction has been made public, enabling development at Long Marston Garden Village and potentially reducing pressure on other sites. NOTED. Health Screening: SDC subsidised health screening programme (prostate, diabetes, cholesterol) available at various sites across the district. First session March 21st. Climate Change Grants: £34,000 remaining in Cycle 3. The playing field solar panels and batteries application had been successfully applied for and granted. A further Snitterfield Village Hall application may be possible. Deadline April 13th. Climate Resilience: £10,000 grants available towards five-year resilience action plans covering matters such as flooding. Food Waste Action Week: NOTED. Green Johanna food composters available at £40 from WCC. Town of Culture: Stratford seeking ideas via survey. NOTED.
260309/7i	Village Hall Management Committee Report: The Tracy Neville one-woman show attracted 40 attendees and made a profit of approximately £160. The next event is an afternoon tea on Saturday March 21st, 2–4 p.m., for National Village Halls Week. Free entry; the whole facility will be open with stalls highlighting village activities. Defibrillator: The unit has been collected for repair. The maintenance contractor (Community Heartbeat) is experiencing national delays, with approximately 60 units awaiting repair. The sports club defibrillator remains available in the interim.
260309/7ii	Playing Field Pavilion Project:

	<p>The structural engineer's report has been received. This will allow completion of the final costings. An update is expected at the next meeting.</p>
260309/7iii	<p>Atteys Field:</p> <p>Risk Assessment: A risk assessment is required for public liability insurance. The Clerk will draft the assessment and a monthly inspection pro forma. Inspections will be documented in the minutes, as with the playground.</p> <p>Sheep Grazing: Insurance for grazing sits with the sheep owner. Cllr Smith is pursuing a contact. The Clerk was authorised to reply to WCC with a progress update.</p> <p>Signage: An interpretive sign for the field gate has been quoted at approximately £1,000 with the post to be self-installed. The content (species list, local history, orientation) is still to be finalised</p> <p>WCC Payment A purchase order would be raised for the 2026 Bio Diversity Grant; the Clerk will chase WCC for a response.</p>
260309/7iv	<p>Highways and Village Maintenance:</p> <p>Road safety near sports field: The initial GCC Highways proposal was rejected as inadequate; it addressed only the sports field entrance and not approach speeds into the village. A revised proposal has been requested.</p> <p>Verge opposite pub: A price is awaited for Grasscrete on the verge. Cllr Cowcher indicated budget was likely available.</p> <p>Park Lane / Church Road: Further damage from large vehicles mounting the kerb. The area surveyor has declined to resurface as the damage recurs. Enhanced kerbing is being considered as an alternative.</p> <p>White lining: Order placed for Kings Lane and The Green but not yet on the works schedule.</p> <p>Kings Lane verge: Reinstatement remains outstanding.</p> <p>Hampton Lucy signs: A46 direction signs still point to Hampton Lucy despite the road closure. One sign has been removed; the remainder are to be amended.</p>
260309/7v	<p>Parish Infrastructure Group:</p> <p>The drain cover repair is expected this week. The drains mapping is completed and is uploading data to Parish Online.</p>
260309/7vi	<p>Cemetery Update:</p> <p>Records digitisation is in progress. The Clerk will share the existing cemetery map and records with a volunteer for transfer to Parish Online or another system.</p> <p>Soil from a recent interment has been dumped at the foot of the ash tree, contrary to previous instructions to the grave digger. The Clerk will reinforce the instruction.</p>
260309/7vii	<p>Street Lighting Update:</p> <p>Map: All street lights have been mapped on Parish Online with What3Words references (black = off, orange = on, green = solar). The map is to be uploaded to the parish council website and referenced in the Snipe article.</p> <p>Solar lights: The supplier has agreed, at their own cost, to replace the existing flat solar panels with larger adjustable units oriented due south, and to clean all columns. The work was scheduled for that day.</p> <p>Consultation: Survey Monkey will be used. Options will include: keep the current arrangement, switch on key locations only, switch all on, or reduced operating hours. A free-text question will allow residents to identify specific lights of concern. Non-internet access will be available via the community café or warm hub. All councillors are to email their views to the Chair, and a meeting will be held to agree the questionnaire format before the next PC meeting.</p>

260309/7viii	<p>Allotments — Water Supply:</p> <p>Severn Trent has confirmed the best route for the pipe is via the track. Grant funding is currently exhausted but will be available again from April 1st. A standpipe with trough and ball-cock will be installed at the top of the allotments. The Clerk was authorised to formally contact the track owner for permission.</p>
260309/7ix	<p>Play Areas:</p> <p>i) Playground Inspections: Report circulated. NOTED.</p> <p>ii) Playground Development: Installation has been delayed by wet weather and ground damage caused by the subcontractor’s vehicles. Grass is growing well through the safety surfacing under the zip wire but adjacent areas remain heavily muddy. The installers are retaining fencing and withholding the zip wire seat and swing until the ground is ready, likely mid-April. Turfing the worst areas (£200–£300) is being considered. The split invoice for the grant has been requested but not yet received. A resident has offered to clean the existing play equipment.</p>
260309/8	<p>Finance and Governance:</p> <p>i) Payments and receipts (as circulated): APPROVED</p> <p>ii) Bank reconciliation (as circulated): APPROVED</p> <p>iii) FOI/Subject Access Request Policy: ADOPTED</p> <p>iv) Council Privacy Policy: ADOPTED</p> <p>v) Assets Register: Reviewed. To be updated to add play equipment (approximately £35,000) and revised street light valuations.</p>
260309/9	<p>Planning Matters:</p> <p>i) 26/00328/FUL Rear extension (boot room) and garage extension (home gym) Cobblers Cottage, The Green: No objection. Left to officers.</p> <p>ii) Other matters noted:</p> <p>25/02708 — Jago Green: Planning in principle for 12 houses. REFUSED (inappropriate development in the Green Belt; harm to a listed building).</p> <p>25/02874/FUL — Ingon Bank: Cladding amended from black to brick to match the adjoining property. GRANTED. The parish council withdrew its objection.</p> <p>24/00453/TREE — Shooters House: Reduction of Leylandii by 2.5m. No objection.</p>
260309/10	<p>Observations from Parish Councillors:</p> <p>Rook House cladding: District Cllr Parker confirmed the planning department had acknowledged in writing that the Cedral cladding approval was an error; they had mistaken the brand name for a cedar colour. A copy of the letter was requested to prevent the decision being cited as precedent for bright-coloured cladding in the village.</p> <p>Chapel View: Unauthorised tree removal in the conservation area in the garden of the house next to the Little Dragons Nursery was reported. No further information available. To be monitored.</p> <p>Gospel Oak Lane: Forrest of Hearts have approached Cllr Parker regarding development of land off Gospel Oak Lane. The planning department has directed them to submit a pre-application. Cllr Parker is assisting.</p>
260309/11	<p>Next Meeting: Monday April 13th 2026 at 7.30 p.m.</p>

Approved By _____ Date _____