

**MINUTES OF THE MEETING OF KINWARTON PARISH COUNCIL  
VIRTUAL ZOOM MEETING, MONDAY 7th SEPTEMBER 2020**

**Present:**

Cllr M Moore MM (Chair)  
Cllr K Rees KR (Vice Chair)  
Cllr N Loomes NL  
Cllr M Giddings MG

Cllr Gill Foreman (Alcester Town Councillor, District Councillor)  
Cllr M Cargill MC (Alcester Town Councillor, District Councillor, County Councillor)

Mrs. Z Illés-Cody (clerk and rfo)

**Update from Cllr Mark Cargill, County Councillor**

Stratford District Council have been hit particularly hard by the effects of Covid-19, with an estimated deficit of £4.3 million. This is significant for a council with a £17 million turnover and so there is going to be a large impact upon capital expenditure and the projects planned. Planning White Paper from government reforming the planning process. This would allow the “presumption of development” on zones allocated, effectively shortening the planning process. Unclear yet how much this would potentially affect Kinwarton or Alcester.

**Update from Cllr Gill Foreman, District Councillor**

So far in Stratford District there have been 550 positive Covid tests and 168 deaths. Recycling centres are now fully open and there is lots of availability now, after the initially flurry.

Stratford District Council are the 4<sup>th</sup> worst economically hit council in the country, with tourism and the automotive industry particularly affected. This said, visitor numbers in Stratford are increasing now, with car park revenue up to 70% of this time last year.

Elizabeth House is now open from 10am-2pm.

Virtual sub-committees have been meeting regularly and effectively. First full council will take place next week.

**1. Apologies**

Cllr M O'Rourke MOR, Cllr C Armstrong CA, Cllr J Vining JV

**2. Disclosure of interests**

None disclosed.

**3. Confirmation of the Minutes**

Minutes confirmed from July 2020 and signed as a true record. Proposed KR and seconded MG.

**4. Matters arising from the Minutes**

**5. Ongoing matters.**

a) Parish Action Plans.

Repair of footpath to Coughton Fields Lane. Awaiting response from ACJ. ZIC to follow up.

b) Kinwarton Farm Shops forecourt

Awaiting response from landowner regarding state of the shops forecourt. ZIC to follow up.

c) St Mary's Park

**Fallen tree** –follow up required on tree in river. ZIC to contact environment agency.

**Dog bin** – new bin installed.

**Tree pollarding** – Wait for leaves to come off the trees before more pollarding. Consider finances and consider options next meeting.

**Hedging near concrete bridge entrance** – ZIC to get quotation from John Stedman at Limebridge for cutting hedge back and removing branch on the outside of park.

d) KPC noticeboards

Awaiting delivery w/c 14/09/2020. ZIC to contact John Clarke to arrange board erection.

e) Captain's Hill service road verge

Awaiting quotation from Alan Caldwell-Jones for wooden bollards. ZIC to follow up.

f) Community speed checks/signage on Kinwarton Farm Road

MC received documentation from police and testing the locations. Hoping for 6-8 volunteers to be trained. Cllr Mike Giddings volunteered and has sent through his details to MC.

g) Pastures Residents Association dog bin request.

Streetscene was contacted for advice. Biffa currently empty the bins on behalf of Redrow Homes and Streetscene invoice them. There are 5 bins and each bin costs £111.86/year for emptying. Pastures RA have provided Bates management contractor with KPC contact details. ZIC to await contact.

h) Lowering pavement on Seymour rd to enable w'chair access

Traffic and Safety to advise ACJ. Awaiting update from ACJ. It was pointed out that especially now schools are back, the need for this issue to be resolved is even more urgent, for pushchairs and wheelchairs.

i) Tree in Haselor Close

ZIC unable to contact Alcester Estates on behalf of MOP. KPC to pay for Limebridge to remove broken branch. ZIC to inform MOP and contact Limebridge.

j) Extension in Haselor Close

ZIC reported concerns online to SDC Building Control portal. Building regs came to inspect but building has been completed.

k) Overgrown Hedge in Devonish Close.

Second letter has been sent to residents requesting again hedge is cut back. Near miss reported where lady with pushchair nearly hit by car as she couldn't be on the pavement due to the hedging. Councillors agreed this hedge among others around Kinwarton to be cut back and paid for by KPC as they are now dangerous and impacting significantly upon pedestrians. ZIC to contact Limebridge.

l) Concrete extension to St Mary's Park bridge

ZIC to get quotation from John Clarke to extend the concrete to 1 metre into the park to avoid muddy puddle.

## 6. Planning applications

- Application(s) reference: 20/00619/FUL - Withdrawn

Proposed: Change of use of land for the siting and occupation of a mobile home (retrospective)  
At : Hoo Mill, Alcester, B49 6LS

- Application reference No: 20/01012/FUL – Permission granted  
17 Rufford Close, Alcester B49 6EE

Conversion of existing garage at the side of the property to include a raise of the brickwork by 300mm and alteration of the pitch of the roof. The ridge will remain the same height. Addition of window to front and back of garage (new kitchen).

- Planning Application Consultation 20/01392/COUO Alcester Business Centre

Change of use of office space in 4 Kinwarton Road to 21 apartments.

The proposal includes 17 1B2P apartments, 2 2B4P apartments and 2 Studio Apartments

## 7. Financial Matters

a) Accounts for payment

ZIC salary	£324.90
ZIC remuneration for shredder	£119.99
ZIC filing/shredding 5 hours	£52.85
ZIC hourly increase from April 2020 (backdated pay)	£46.80
JM Roberts (PAID)	£650.00
Npower (PAID)	£907.54
1&1 internet (PAID)	£10.79
Roots to Shoots (PAID)	£720.00
Limebridge Ltd (PAID)	£258.00
HAGS Inspection August 2020	£72.00
Limebridge Ltd	£258.00
Alcester Academy room hire Jan and Feb 2020	£54.00
JM Roberts	£400.00

All payments were approved. Proposed KR and seconded NL.  
Councillors agree to the 2020-2021 payscale from April 2020 for ZIC.

### 8. Correspondence

### 9. AOB

- a) The AGAR form  
Accounts submitted to external auditor (PKF Littlejohn). Monday September 14<sup>th</sup> period for public to examine accounts ends and conclusion of audit forms sent to ZIC.
- b) HAGS inspection report August 2020  
kwik links need to be replaced. ZIC to get quotation.
- c) Play area quotations for swing replacements  
ZIC to get further quotations to compare with HAGS quote.
- d) Filing for KPC and documentation retention policy  
ZIC to send policy by email for councillors to review.
- e) ZIC contract and salary  
Councillors approved contract and increase in salary to £10.83/hour. Proposed KR, seconded MG.
- f) Bank for KPC  
HSBC customer service has been poor in the past 6 months and still failed to change the address for KPC to new clerk. ZIC requesting councillors consider switching banks. ZIC to research possible bank options and liaise with ATC clerk.
- g) Npower increase in pricing.  
ZIC to contact Npower to discuss contract prices.
- h) Hedging Kinwarton Farm road  
ZIC to contact Betts to raise the issue that the far section of hedgerow has not been trimmed.
- i) Newsletter  
It was raised that a newsletter should be produced to update parishioners on progress over the past months.

Signed.....

Date.....

