**BRAILES PARISH COUNCIL**

**Dear Councilor,**

**I hereby summon you to the Parish Council Meeting that will be held on Tuesday May 26th at 7.30.p.m. in the Village Hall**

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**AGENDA**

**Remind Everyone that the meeting is being recorded.**

1. **Elect a Chair Person and Vice Chair**

***Disclosure of Interests***

***Councilors are minded that they must act solely in public interest and should not improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.***

***To Receive Any Written Request for Discloseable Pecuniary Interests***

1. **Approve and sign the Minutes of the meeting from last May Annual Meeting of the Parish Council.**

***Close the meeting for the Annual Parish Meeting to take place*.**

1. **Resume the meeting and Approve and sign the Minutes of the April 27th Meeting**
2. **Members of the Public –** Any member of the public may bring up a subject that can be discussed and then added to the next agenda for decision if needed
3. **Reports from Committees –** NP Louise Couchman has been on contact to ask for re-imbursement of £135 for the banners that have been made. Update on progress.
4. **Matters Needing Decisions**
* Roles need to be allocated for the following areas.
1. Planning – Cllr in charge and sub-committee
2. Floodwatch – Liaise with Ken Taylor and CC Flood Team
3. Village Hall – 2 monthly meetings
4. Neighbourhood Plan – monthly meetings
5. Feldon News -
6. Maintenance – report to clerk – fix minor repairs
7. Burial Ground – mark out graves – liaise with clerk and Colin Locke
8. Road Signs – A map of defective road signs needs to be produced for maintenance purposes
* Cllr de Maillet would like to propose that the new council offers a vote of thanks to the outgoing councillors for all of their time and hard work.
* Cllr de Maillet would like to propose that the Parish Council writes a letter of thanks to Philip Seccombe for his support during his time as our District councillor.  He said thanks to the PC at the last meeting but did not receive a formal thank you back for everything he has done for the Parish over the years.
* We have received quotes for the processing of the Neighbourhood Development Plan survey data.  The cheapest was Stratford District Council by some margin at £697 plus VAT.  Can I propose that the Parish Council accepts this quote.
* Address at New Houses off Castle Hill – David Jepson from Elm Tree House would like the address changed so that the name Beckett’s Close is dropped. In order to revisit a decision that has been made in the last 6 months, the clerk needs a request in writing from 2 councillors.

**Matters for Discussion**

* Review the annual accounts
1. **Floodwatch Report –** toreceive an update of any flood news from the flood committee.
2. **County and district councilors reports –** Toreceive a brief update from County from Cllr Saint and/or Cllr Gray
3. **Maintenance –**The clerk has been in contact with Jeff Morris regarding several issues of maintenance. The salt bin on Saltway Lane has been reported as broken, this is actually the responsibility of the Parish Council so they need to decide what to do. The clerk has had correspondence from Highways deciding against more deer signs up Brailes Hill. Jeff Morris will look at signage maintenance once a map is produced.
4. **Correspondence**
* The clerk has been contacted Duncan Bailey regarding overhanging branches and the poor state of the footpaths in Upper Brailes
* The Clerk has had an e-mail from David Jepson – see items needing a decision.
1. **Planning applications**

15/01142\FUL – bio-Life International – Alteration to already approved plan – decision needed

14/03040 – Land Off Orchard Close – The Parish Council had a sight meeting and agreed to uphold the decision to object to this application

1. **Finance** –

Receipts – Burial £200

 Plot reservation - £275.00

Payments –

Cheque no 101230 – WALC - Publication £49.99

101231 – A Wasdell – Clerk’s salary £587.60

101232 – WALC – Annual subs £362.00

Next Meeting May 29th 2015 at 7.30pm in the Village Hall