

**MINUTES OF**  
**AN ORDINARY MEETING**  
**OF**  
**HARBURY PARISH COUNCIL**

Held in the Village Hall, Harbury on Thursday 24 April 2008 Page 520

Present: Cllrs Lockley (Chairman), Thompson, Mancell, Grey, Patrick, Thornley, Hancock, Winchester, Knowles & Baldwin.

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, County Cllr Stevens, Mrs L Ridgley (Harbury News) and Mr C Mercer (Harbury Tennis Club).

**08/042 APOLOGIES**

The Council accepted apologies from District Cllr Barton and P C Hill.

**08/043 ADOPTION OF S 12(2) OF THE MODEL CODE OF CONDUCT**

A brief explanation of the reasons for adopting this clause of the Code of Conduct had been circulated to members in the Clerk's Report. The bulk of the Code of Conduct has already been adopted by the Council in June 2007 and the adoption of clause 12(2) would give members greater freedom to speak on items on which they have a personal or prejudicial interest within the Public Participation section. Following discussion, **it was resolved:** that S. 12(2) of the Local Authorities (Model Code of Conduct) Order 2007 be adopted.

**08/044 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA**

The following interests were declared by members:-

Cllr Thornley declared interests in item 6i, Harbury School as she is a member of the Governing Body, in item 6v, Village Hall as she is a member of the Village Hall Management Committee and in item 11iv as she is a member of the Heritage Group.

Cllr Grey declared an interest in item 7 as he is a member of the Deppers Bridge Residents' Group.

Cllr Patrick declared an interest in item 6v, Village Hall, as she is a member of the Village Hall Management Committee.

Cllr Winchester declared an interest in item 6i, Harbury School as she is a member of the Governing Body.

Cllr Thompson declared an interest in item 6v, Village Hall as he is a member of the Management Committee and item 9iii as he is a member of the Harbury Tennis Club.

Cllr Baldwin declared an interest in item 6i, Harbury School as she is a parent and Chairman of the PTA.

Cllr Lockley declared an interest in items 9iii as he is a member of the Tennis Club and in item 11iv as he is a member of the Heritage Group.

**08/045 PUBLIC PARTICIPATION**

**It was resolved** that item 9Aiii – Harbury Tennis Club – Surround Fencing be handled under this item. The Properties W/P had inspected the north facing (adjacent to the sputnik roundabout) fencing and had concluded that it was not currently in need of replacement but could benefit from the tension in the

restraining wires being tightened. Mr Mercer commented that this was not in fact the section of fencing that had been quoted for repair – the section which has been quoted for is the western section which faces out to the playing fields. The fencing had been installed in 1994 and is suffering continual damage from the outside. Fosse Contracts had tightened all the tension wires three years previously and, in 2007, the Club repeated this process with the use of volunteers. The current quotation was to replace the western side of the fence with a coated welded and galvanized mesh which would be better able to withstand balls and individuals bouncing against it. The cost of this was found to be £1440 plus VAT. There followed discussion as to how this cost could best be met; the clerk advised the Council that £5160 had been taken from the Sinking Fund in the financial year 2007-8 in order to tarmac the perimeter of the netball court and also that the Tennis Club could not directly reimburse the Council for the proposed work as this would be a contravention of VAT regulations. **It was resolved:** that the cost be met from the Sinking Fund provisional to the Tennis Club gaining an acceptable further quotation to also include the north side of the fencing. Cllr Mancell and the clerk will liaise with the Clubs in order to assess the impact on the fund and on how much contributions should increase in the future.

**Harbury Heritage Group:** Correspondence had been received from Cllr Thornley on behalf of the Heritage Group. Cllr Thornley explained that the School planned to set up a room with a variety of local history sources which could be used both by children at the school and members of the wider community. The room would be dedicated to Nigel Chapman on his retirement from the School in the summer.

#### **08/046 MINUTES - 27<sup>th</sup> March 2008**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish Council of 27th March 2008 having been circulated be taken as read and signed as a true record.

#### **08/047 REPORTS FROM OTHER BODIES**

- i Harbury School Governors (AW)  
Cllr Winchester reported that two Assistant Heads have been appointed for KS1 and KS2 plus two Curriculum Enrichment Co-ordinators; all of these positions have been filled internally. The School is now advertising externally for one KS2 post.
- ii Public Safety  
Cllrs Grey and Thornley had attended the PACT meeting held in Southam. Cllr Thornley reported that the current top priorities of the SNT team are vandalism and illegal parking. The clerk confirmed that an article about nuisance youths has been forwarded from the Police to the Harbury News.
- iii Southam College (SH)  
The majority of the College had continued with normal working during the recent NUT one day strike but it had been found necessary to close Years 7 and 8 for the day.
- iv Twinning Association (SH)  
The Group will shortly be leaving for the annual visit which will mark the 10<sup>th</sup> Anniversary of the Association.

- v Village Hall (JP)  
The AGM of the Management Committee had been held on the 7<sup>th</sup> April and had re-elected the post holders of Chairman, Secretary and Treasurer.
- vi WALC/ NALC  
Cllr Hancock will attend the WALC Training Seminar “Making the Most of Your Role as a Parish Councillor” to be held on the 10<sup>th</sup> May.
- vii SDC & WCC Reports  
SDC: Cllr Patrick advised the Council of items highlighted at the Councillor’s Surgery: inadequate lighting in Chapel Street, motorbikes riding on the pavement and outstanding Highways repairs at Tryce’s Farm, Mill Street and sunken drain in Mill Street. The Clerk confirmed that the latter two items had been reported to Highways. Follett Property Holdings have recently sent letters to people with land adjoining the Bishop Bowl Lakes, requesting that they remove any gates which lead onto the Lakes and refrain from access onto the Lakes.  
WCC: County Cllr Stevens reported that it had been formally agreed that SDC and WCC will set up Joint Area Committees to administer joint functions and be linked to other bodies such as the PACT forum, the Parish Councils and the Locality Forums. This will be a pilot scheme initially for 1 year and the existing District and Area Committees will now be abandoned. The A & B road Speeding Review has now been adopted by the Council; the B4451 and 4452 will be reduced to a 50mph limit and the 40mph speed limit will be extended in Deppers Bridge to the other side of the Station Road Bridge. There are also a series of measures planned on the Fosse particularly at farm entranceways. With regard to the Landfill Site at Ufton, the County expects to receive a revised application from Biffa in the near future.

**District Cllr Patrick left the meeting.**

#### **08\048 DEPPERS BRIDGE**

##### **A. Matters Arising**

- i Harbury Station Bridge  
Cllr Grey reported that he had recently called the police and requested assistance with a number of lorries using the bridge in contravention of the weight limit. The police had acted promptly and this had resulted in two lorries being stopped from crossing the bridge.

##### **B Correspondence -none**

##### **C Members Items - none**

#### **08\049 PLANNING**

##### A Decisions on Planning Applications

- i Permission Granted with conditions by SDC:  
Playing Fields, South Parade: proposed BMX track.
- ii East Area Planning Committee: nothing to report.
- iii Parish Council Made No Representation On The Following:

10 Constance Drive: Extension to side and rear.

iv The PC Made Representations on the Following :

v Permission Refused by SDC: nothing to report.

vi Enforcement notices issued - none

vii Appeals: -nothing further to report

viii Tree Preservation Order: none

#### B Other Planning Matters

i Bush Heath Lane Site

The Clerk has dealt with some further requests for information from residents living near to the proposed development.

#### C Correspondence – none

#### D Members Items - none

### **08/050 PROPERTIES**

#### A Arising from the Minutes

i BMX Project

The project has now been granted planning permission. It was noted that the permission had stipulated that remedial work on the hedge and trees adjacent to the site should be carried out prior to construction commencing. Cllr Thornley proposed a meeting of the Properties W/P with a contractor in order to get a second quotation for the removing the soil from the cemetery to enhance the mounds.

ii Playground Reports

No further playground reports had been received since the last meeting although an inspection has been carried out. The Clerk had been verbally informed that the report had highlighted the need for an emergency repair of one section of the multi-play unit and although this had now been carried out, it was recommended that the Council consider the eventual replacement of the whole of that section. The Clerk reported that the playground sign has now been moved to a safer position on the railings, that the two overhead branches in the play area have been removed and that the contractor has sanded down the wood on the concrete benches and replaced the nails with screws which are more suitable. The end planks on the aerial runway have also been repaired. An outstanding issue is the repairs to the gratings in the car park; the contractor who repaired these several years ago has now left the area and the clerk will need to find an alternative quotation. The village maintenance contractor had also raised two issues: there is a continuing amount of glass on the skateboard park and the surrounding area and the issue of moles mainly in the Cemetery need to be addressed as a matter of urgency. It was noted that Mr Hall had forwarded a quotation for the moles himself and had also given the clerk the contact details of alternative specialist. **It was resolved:** that this be delegated to the clerk to arrange subject to a satisfactory quotation with the contractor.

## iii Notice Board – South Parade

It was noted that there had been some further correspondence re the notice board expressing two resident's disappointment in the decision not to move it at the present time.

## iv Village Hall – Boundary Fence

It was noted that the Village Hall Committee had requested a meeting with representatives from the Properties Working Party in order to discuss the status of the fencing and hedges around the boundary of the Hall. Cllr Mancell asked to be included this meeting.

B Correspondence

## i Junior Football Club Tournament

Correspondence had been received from the Junior Football Club requesting permission to use the playing fields on the 18<sup>th</sup> May for a mini tournament. This will involve some cars driving onto the field in order to drop off equipment. It was agreed that permission be granted with the provisions that the Club do not drive onto the field if it is very wet and that any damage done to the field is made good.

C Members Items

## i Memorial Garden – Chapel Street

The Properties Working Party reported that the Memorial Garden is currently in poor condition with one large dead shrub, a broken low wall and a large quantity of litter. The clerk has asked Mr Sheasby for a quote to carry out gardening works to improve the garden and it was also agreed that Cllr Hancock will contact the Horticultural Society to ask if they would be prepared to carry out the work on a voluntary basis with the Council paying for the cost of any additional plants needed. The Clerk has requested a quotation for the cost of a new freestanding litter bin from SDC. It was also noted that the bench, formally in the garden, had had to be removed and placed in the chapel for safekeeping as it was being continually vandalized. The status of the bench and whether to replace it in the previous position will need to be considered at a future date.

**08\051 ENVIRONMENT**A Arising from the Minutes

## i Street Lighting

As per the Clerk's report, it was noted that a quotation had been received for the repair of two bollard lights in the footway from Percival Drive to South Parade and also that WCC had offered to fit a 42W CFL lamp to a light in the village at a cost of £75 in order that the Council can compare this type of light to the existing sodium lamps. **It was resolved:** that the quotation for repair of the bollard lights be accepted at a cost of £139.57 plus VAT, also that the CFL lamp be fitted at some point in the future.

## ii Village Improvements

Members were pleased to see that some resurfacing of the footpaths in the Village had been carried out by Highways. The Clerk has also met with the Area Surveyor in order to point out the current outstanding issues.

## iii Traffic Management – nothing to report.

B Correspondence - noneC Members Items

- i Japanese Knotweed – Bull Ring Farm Road  
Cllr Lockley expressed concerns about the re-emergence of Japanese knotweed in Bull Ring Farm Road. Cllr Stevens will check who has responsibility for dealing with this.
- ii Blocked Drains  
Cllr Patrick reported two drains in Mill Street which appeared to have been blocked when the surface was “top-dressed” a few months ago. The Clerk is aware of these and has passed details to the Area Surveyor.
- iii Percival Drive Alleyway  
The Clerk reported that she has asked the village maintenance contractor for a quotation for clearing up the excess of dead leaves, and overgrowth at the edges of the alleyway. There are also issues with vandalism to the footway lighting bollards and to the bollard at the end of the alleyway which has been removed from its position.

**08\052 FINANCE AND GENERAL PURPOSES**A Arising from the Minutes

- i Development of Website & Update of Office Equipment  
The planning feed page is now completed and is working well. **It was resolved:** that this item be DELETED.
- ii Parish Office  
Due to work pressures, progress had been slower than expected on the projected costs for the office in the Village Hall. It was agreed that the Council should also investigate the possibility of renting office space at the Bull Ring Garage as these units have now been refurbished.
- iii Risk Assessment  
The Clerk had circulated the completed risk assessment to the heads of the Working Parties. The Assessment will now be forwarded to the auditor as part of the year end checks. The main outstanding item is that of the cemetery risk assessment of the safety of monuments. Having examined the headstones for safety, the Council had placed two articles in the Harbury News requesting that relatives of unsafe headstones come forward, but this had provoked a limited response. **It was resolved:** that the Clerk ask for further guidance on possible next steps from WALC and that a notice be put up in the cemetery itself.
- iv Grants to Outside Bodies: The Heritage Group  
Correspondence had been received from the Heritage Group outlining their plans to set up a room within the School building dedicated to the history of the Parish and requesting a grant of £500 towards a computer for this room. Cllr Winchester, as a School Governor, expressed concern that this has not yet formally been approved by the Governing Body of the School. Generally it was felt that, whilst the Council supported the idea in principle, the Heritage Group should provide definite quotations for the computer before any grant funding

could be given. **It was resolved:** that the Council would support a grant of £500 for the School subject to firm quotations being presented to the next meeting of the Council

B Correspondence - none

C Members Items

i Quarterly report

Cllr Lockley said that he had compiled the quarterly report for the Harbury News and had circulated this to Cllr Thompson, Mancell and the Clerk.

**08\053 ACCOUNTS FOR PAYMENT As per Appendix B – details on request from the Clerk.**

**08\054 ANY OTHER BUSINESS**

i Annual Parish Meeting

Members were reminded that reports for the Working Parties for the Annual Parish Report should be received by the clerk by the 12<sup>th</sup> May.

ii Opening of Scout Hut

Cllr Patrick had been presented, on behalf of the Council, with a framed photograph of the Scouting Groups to thank the Council for their contribution towards the work on the Scout Hut. The photo was given to the Clerk for safekeeping.

iii Cllr Ann Winchester

The Chairman thanked Cllr Winchester for her hard work and contribution to the Council over the nine years that she has been a member. Cllr Winchester will stand down at the forthcoming election.

**08\055 ADDITIONAL ITEMS FOR NEXT AGENDA –none.**

**08\056 DATE OF THE NEXT MEETING**

The Annual Meeting of the Parish Council will be held on Thursday 15<sup>th</sup> May 2008 at 7.30pm in the Tom Hauley Rooms.

The Annual Parish Meeting will take place on Thursday 22<sup>nd</sup> May at 7.30pm in the Village Hall.

The meeting closed at 9.30pm.

Signed.....Date.....