

## HARBURY PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting Thursday, 27 February 2020 Harbury Village Hall

#### **Present**

Cllr Lockley (chairman)  
Cllr Knowles  
Cllr Thompson

Cllr Allen  
Cllr Mancell  
Cllr Thornley

Cllr Gibb  
Cllr Rutherford

**Absent:** Cllr Ekins, (1 vacant seat)

#### **In Attendance**

Alison Biddle, Clerk to the Council  
Carole Gwillam, Minute Secretary

#### **Public**

Linda Ridgley, Harbury News  
County Cllr Stevens  
District Cllr Harris  
6 members of the public

**20/16 Apologies:** Cllr Ekins

#### **20/17 Declarations of Interest**

- Cllr Thornley – personal interest in agenda item 11.8i as she is a member of the Harbury Heritage Group.
- Cllr Allen – personal interest in agenda item 11.8ii as her child attends Harbury Pre-school.
- Cllr Thompson – personal interest in 11.8i as his wife is a member of the Harbury Heritage Group

**20/18 Dispensations:** None

#### **20/19 Co-option**

It was **RESOLVED** co-opt Julie Balch to fill the casual vacancy. Cllr Balch signed her declaration of acceptance of office and took her seat. It was agreed to appoint Cllr Balch to the properties group.

#### **20/20 Public Participation:**

##### **Speed Limit, Chesterton Road**

A resident had requested the council's support for lowering of the speed limit. This matter is a separate agenda item for discussion later in the meeting.

##### **Tree Application at Chesterton House Farm**

The application to fell the trees was questioned; the impact on the skyline would be disastrous. The council was already aware of the issue.

##### **Playing Field Hedge**

A resident whose property backs on to the playing field boundary hedge was seeking the council's permission, in writing, to make her own arrangements for the hedge to be cut before the bird nesting season begins. The council gave its consent and the clerk was asked to write accordingly.

**It was agreed to bring forward the following agenda items:**

**20/21 Community Grants**

**1 Application from Harbury Heritage Group**

A brief resumé was given on monies obtained so far by active fundraising, donations and many hours of volunteer time to renovate the new location for the collection; there were also various pending events to add further funds.

It was **RESOLVED** to award a grant of £990 for a new carpet.

**2 Application from Harbury Pre-school**

This was discussed, with the clerk confirming that there are sufficient funds for all 3 options to provide a new play kitchen.

It was **RESOLVED** to award a grant of £1,464.00 which would buy all the items required.

**20/22 Minutes**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 23 January 2020 as a true and complete record of that meeting; they were duly signed.

**20/23 Other Organisations:**

**1. Harbury Library**

The AGM is this coming Monday (2 March) at 7.30pm.

**2. Harbury School Governors**

Plans were well underway for substantial building work during the summer, starting at Easter. Numbers were reasonable for September and the school was in a comfortable place with the budget, certainly for the next 2 years.

**3. Southam College**

The new sports hall is progressing well. The school is grossly oversubscribed, and this will create a huge problem in the next 3-4 years. A decision is needed on whether to expand Southam and Kineton or build a new school.

**4. Twinning Association**

No report

**5. Village Hall**

Cllr Rutherford reported that the HS2 grant has now been extended for 12 months. All the doors at the back of the hall had been replaced and are now accessible for wheelchairs.

## 6. Harbury Energy Initiative

Cllr Lockley informed the council that there was nothing further to report at present other than that they were in the process of appointing a consultant for the power generation feasibility study.

## 7. SDC/WCC

**SDC:** Report circulated from Cllr Harris;

- There is a difference of opinion between WCC and SDC regarding planning in Southam on the grounds that the secondary school is full. This adds weight to objections to further housing in Southam.
- Green waste and community composting run locally at allotments. It was hoped to find some money to help with this to find out it was feasible and whether a waste licence was needed - this initiative was supported in principle.
- Cllr Lockley asked Cllr Harris to find out what was happening about the Gladman (Bush Heath Lane) and Old New Inn planning applications.

**WCC:** Report circulated from Cllr Stevens, the main points being:

- **General**  
The 5-year plan and next year's budget have now been approved. The new chancellor's budget next month will hopefully show the future policy of local government funding.
- **The WCC Budget Headlines**
- Allocation of extra money to adult services including the ring fenced 2%.
- Allocation of more resources for SEND children, children in care and early years.
- Increase in home to school transport funding.
- Significant sum allocated to climate change emergency policies.
- Increase in resources for flood alleviation schemes.
- Improved broadband and introduction of 5G into Coventry and Warwickshire.
- £20 million set aside for community schemes enhancing deprived areas
- Staff reorganisation is still underway in all directorates.
- To meet inflation costs and the increase in minimum wage, WCC's element of the council tax will be increased by 1.99% in addition to the 2% ring-fenced for adult care - a total of 3.99% overall.
- **Flooding**
  - WCC is actively bidding for assistance with villages in South Warwickshire as a high priority. WCC has approved additional money from its own budget to increase the jetting of the highway drainage system.
- **HS2** - the road closures and disruption continue.
- **Community Grants**- this scheme will be available again this year. Start date to be advised

- The next community forum is on 25 March 2020 in Southam Primary School. HS2 and the PCC will be there.

## 20/24 Planning:

### 1 **Delegated Responses – as per Appendix A**

Noted.

### 2 **Harbury NDP**

Bishop's Itchington PC has applied to amend the designated area for their NDP following the change to the parish boundary last year which will impact on the area designation for the Harbury NDP. It was **RESOLVED** to make no objection to the application by BIPC and the resulting amendment to the Harbury NDP.

### 3 **Housing Needs Survey – Update on age targeted survey**

Cllr Allen informed council that she had an appointment with WRCC's rural homes enabler within the next few weeks and would report back at the March meeting.

## 20/25 Environment

### 1 **Request to support lowering of speed limit in Chesterton Road**

It was **RESOLVED** to support the lowering of the speed limit from 60mph to 50mph and to write to WCC accordingly.

### 2 **Approval of cost for replacement lighting column and lantern in Mill Street/Binswood End**

It was **RESOLVED** to approve the replacement of this column at a cost of £3,200. The clerk was asked to contact the police to find out if there is any report of this incident which identifies the owner of the vehicle concerned.

### 3 **Request for bus shelter at Binswood End**

The parish council would require more evidence of need before providing a shelter which would incur a lot of expense and effort. It was also noted that a shelter at this location may require planning permission because it is within the conservation area. After some discussion, it was suggested that in the first instance, residents should apply to WCC which is the authority responsible for public transport.

## 20/26 Properties

### 1 **Playing Fields**

#### (i) Youth Shelter

##### (a) Consultation

Only 60 responses were received at the end of the consultation period, despite extensive publicity. Of the responses received, Option A, near the car park, was the preferred location. Only 2 young people had responded and there were lots of negative comments. There was not enough evidence of need from young people and no support from the general community. It was therefore agreed not to go ahead with this project at the current time.

(b) Funding

SDC has advised that they do not consider the youth shelter meets the criteria for using the Sec 106 funds available as this is not equipment/facilities for “active” youth/adults. Perhaps spending the money on new safety surfacing beneath the zip wire and/or table tennis table would be more appropriate.

(ii) CCTV Village Hall /Playing Field Car Park

Cllr Rutherford reported that they missed the grant from the Police & Crime Commissioner Fund; this was only available once a year, mid-December to mid-January. However, more avenues were being explored. Contact with Shipston on Stour TC showed that CCTV was useful in deterring activity but not identifying persons involved. The village hall committee is still interested in a joint scheme with the PC. £5,400 is the cost of the scheme.

(iii) Mitigation of Bonfire Damage to Field

Cllr Lockley reported that he had met with the GASS committee to discuss (notes already circulated). It was agreed that as the event is such a big fund raiser for GASS, and important to the village, the resulting damage to the field must be endured. The event would not be viable without the bonfire. It was agreed that GASS and the parish council are already doing all they can to mitigate the damage and the PC must be prepared to fund the cost of repairs.

(iv) Field Drainage

Cllr Lockley had met with Murphy’s drainage experts; there were 2 options:

- French drain – between gully and Pineham Farm, but it’s not certain where this goes, and it could be complicated.
- Build a soak away.

Realistically, it would be the summer before this could be investigated further. Murphy’s have said they will come back to the council in due course.

(v) Additional Bin

Cllr Lockley had met the Biffa men who explained that the problem bin is the one by the skate park which is the furthest away from the access points where they park their truck. They cannot drive across the field during the winter months so then they must carry the bin across the field to the access point. The bin, which is often full, is very heavy.

It was **RESOLVED** to purchase an additional bin from SDC at a cost of £350, including installation, with a further £111 pa for emptying it, to be installed at a location on the opposite side of the field which is nearer the access so not so far for the men to carry it. The rationale is that providing an additional bin, will spread the load.

## 2 Cemetery

(i) Chapel Repair Works

The clerk reported that she had again emailed the contractors but had received no response. She would ask Cllr Ekins to chase this as he knows the contractor.

(ii) Green Bin Collection from June 2020

There are 5 green bins in the cemetery, but Mrs Summers had asked that only 2 are emptied by Biffa. She and the volunteers will remove the remaining waste. It was **RESOLVED** to pay for the 2 bins at the cemetery to be emptied. Mrs Summers would be asked to review usage in due course.

**20/27 Finance & General Purposes**

**1 Bank Reconciliation Reports**

The reports for the 1 October 2019 to 31 January 2020 still require checking. Cllr Mancell will do this next week. The reports will be presented to the council at the March PC meeting.

**2 Budget Report**

Noted; already circulated. No questions from members.

**3 Internal Audit Report**

The internal auditor's recommendations had been noted and were being acted upon.

**4 Insurance**

(i) Annual Review

The internal audit had found that the council's review of the insurance on renewal had not been formally recorded in the minutes. In fact, full details of the quotes obtained had been circulated to members prior to the May 2019 PC meeting at which the renewal premium had been authorised. Therefore, the council had reviewed the insurance and this fact is now formally recorded in this minute.

(ii) Insurance of Tennis Courts

In accordance with the terms of the new lease, the PC is now responsible for the court surfaces, the perimeter fencing and the floodlights. Should these be included in the council's insurance? It was **RESOLVED** to self-insure on the basis that these items were very low risk but the increase in the premium would be great. The maintenance fund would cover the cost of any repairs.

**5 Appointment of additional councillor to check bank reconciliations**

Cllr Sam Allen volunteered and was duly appointed.

**6 Update of bank mandate**

It was **RESOLVED** to remove former councillor, Mrs Summers, and include Cllr Balch. The clerk will complete the form which had been circulated to members to note the form of resolution. Two councillors will be required to countersign the amendment.

**7 Amendment of Standing Order**

It was **RESOLVED** to amend the standing order for grounds maintenance with effect from 1 April 2020 in line with the annual increase already approved by the council.

The clerk will make the amendment which will then require online authorisation by 2 councillors.

**8 Community Grants**

This item had been dealt with earlier in the meeting. Please see minute ref 20/21.

**9 Website**

The current website does not meet the new accessibility regulations which will apply to existing websites from September 2020. Upgrading the current site is possible but technically difficult to ensure it complies with the new regulations. It was therefore **RESOLVED** to commission a new website at a cost of £900.00

**20/28 Accounts for Payment**

It was **RESOLVED** to approve the accounts for payment as per Appendix B; Cllrs Gibb and Knowles to authorise payment.

**20/29 Reports & Questions**

- Cllr Thornley reminded everyone that Councillors' Corner is now alternate months.
- A speaker is still required for the Annual Parish Meeting.

**20/30 Exclusion of Public & Press**

There were no confidential matters to discuss.

**20/31 Date of Next Meeting**

The next ordinary meeting of the parish council will take place on Thursday 26 March 2020 at 7.30pm in The Farley Room, Harbury Village Hall.

**The meeting closed at 9.15pm.**

Signed ..... Chairman      Date.....

## APPENDIX A

### Planning Applications – Delegated Responses 27 February 2020

1 **20/00211/TREE**

T1 – 6 conifers – reduce in height by 2.5 metres. T7-damson – remove. T8-yew-  
reduce limbs, cutting back from building by 60cm.

**Lullington Lodge, 1 Dovehouse Lane**

No representation

2 **20/00087/FUL**

Proposed demolition of existing garage, erection of new garage with converted loft  
space, kitchen extension with new bay window to lounge and new porch.

**6 Vicarage Lane**

No representation



**APPENDIX B**  
**Accounts Payable**

<b>Accounts for approval 27 February 2020</b>					
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>					
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>	
		-	-	-	
A Knowles (expenses)	200117	7.88	-	7.88	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
	Sub-total	7.88	-	7.88	
<b>Accounts for payment on 27 February 2020</b>					
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>	
Staff costs & PAYE	200201 to 0	1,622.06		1,622.06	
P Summers (councillor allowance)	200203	160.00		160.00	
E.ON (s/lights electricity)	200206	266.18	53.24	319.42	
Greentech Ltd (line marking powder)	200207	163.00	32.60	195.60	
GeoXphere Ltd (digital mapping annual subs)	200208	45.00	9.00	54.00	
Harbury & Ladbroke News (advertising)	200209	94.00		94.00	
Bishop's Itchington PC (shared training costs)	200210	35.00		35.00	
IAC Audit & Consultancy ( internal audit)	200211	361.00	72.20	433.20	
WCC (s/lights annual maintenance contract)	200212	643.62	128.73	772.35	
Colin Sheasby (chestnut tree- The Pound)	200213	360.00	72.00	432.00	
Colin Sheasby (cem lime trees & allots track hed	200214	1,140.00	228.00	1,368.00	
Colin Sheasby (Y2 tree works)	200215	3,840.00	768.00	4,608.00	
WALC (training)	200216	30.00		30.00	
Cash (petty cash top-up)	chq 300010	55.13		55.13	
Adams & Munson (office rent)	s/order	378.50	-	378.50	
Frank Mann Farmers (grds m'nance)	s/order	895.55	179.11	1,074.66	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
	Sub-totals	10,089.04	1,542.88	11,631.92	
	<b>TOTALS</b>	<b>10,096.92</b>	<b>1,542.88</b>	<b>11,639.80</b>	
<b>Transfer</b>					
Current Acct to Tennis Court Fund (annual conts	chq 300009	5,610.00		5,610.00	
		-		-	