

MINUTES OF
AN ORDINARY MEETING
OF
HARBURY PARISH COUNCIL

Held in the Village Hall, Harbury on Thursday 28 June 2007 Page 452

Present: Cllrs Lockley (Chairman), Patrick, Thompson, Mancell, Hancock & Thornley.

Apologies: Parish Cllrs Biddle, Winchester Mr H Merchant and District Cllr Barton

In Attendance: Mrs N Thompson (Clerk), District Cllr Patrick, County Cllr Stevens, Dr J Hancock (Harbury News), PCSO Reading, Mr R Grey and six members of the public.

07/075 PUBLIC PARTICIPATION

Mrs Harvey spoke with regard to the Planning Application for 28 Binswood End. The application is seeking to add a kitchen and certain other amendments to the ancillary accommodation at that address and it was noted that the Council had objected to the inclusion of the kitchen under delegated powers. Mrs Harvey pointed out that a kitchen was for the use of members of her family only when they were staying at the extension. Members discussed the possibility of the District Authority including a clause in the permission or in the deeds to state specifically that the ancillary accommodation cannot be sold separately to the main house. It was agreed that this should be discussed further under Planning. The Chairman thanked Mrs Harvey for her comments.

07/076 MINUTES - 24th May 2007

It was resolved that the minutes of the **Annual Meeting and Ordinary Meeting** of the Parish Council of 24th May 2007 having been circulated be taken as read and signed as a true record.

07/077 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

The following interests were declared by members:-

Cllr Thornley declared interests in item 7i, Harbury School as she is a member of the Governing Body and in item 7vi, Village Hall as she is a member of the Village Hall Management Committee.

Cllr Patrick declared an interest in item 7vi, Village Hall as she is a member of the Village Hall Management Committee.

Cllr Thompson declared an interest in item 7vi, Village Hall, as he is a member of the Village Hall Management Committee.

07/078 ADOPTION OF THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007

The clerk had previously circulated the papers relating to the Revised Code. **It was resolved;** to adopt the Standards Board Model Code of Conduct with effect from 28th June 2007. **It was further resolved:** to adopt the 10 “General Principles” as an annex to the Code. The Chairman reminded members that they should complete the revised Register of Interests within 28 days of the date of adoption and return this to the clerk.

Cllr Ellis joined the meeting.**07/0079 CO-OPTION OF COUNCILLOR – DEPPERS BRIDGE WARD**

It was resolved; to exclude the public from this item. The clerk had circulated letters from the two candidates wishing to be considered. Following discussion, **it was resolved:** that Ron Grey be co-opted as the Councillor for Deppers Bridge proposed by Cllr Lockley and seconded by Cllr Thompson. Following consultation with Mr Grey, **it was further resolved** that he should join the Working Party for the Bishop Bowl Lakes Masterplan. His inclusion in any further Working Parties will be decided at a later date.

07/0080 REPORTS FROM OTHER BODIES

- i Harbury School Governors (AW) – nothing to report.
- ii Public Safety-
PCSO Reading reported that there had been a number of problems within the Parish with thefts of number plates from cars. A pack of anti-theft screws had been passed to the clerk and anyone wishing to purchase a set of these should contact Southam Police Station. A disturbing burglary involving an elderly resident had taken place in Deppers Bridge; police are currently following up new information on this. Cllr Lockley said that an e-mail sent to PC Nigel Hill with regard to Harbury Carnival had not been received by the Police at the appropriate time because PC Hill was on leave. PCSO Reading gave the Council details of the Southam Safer Neighbourhoods Team e-mail and website for future reference.
- iii Smartwater (JP)
Cllr Patrick requested that the Harbury News correspondent highlight the Smartwater scheme in the Council report to be included in the June edition. Take up of the Smartwater was currently lower than had been expected and there remained a number of roads still to be covered.
- iv Southam College (SH) – nothing to report.
- v Twinning Association (SH) – nothing to report.
- vi Village Hall (JP)
The clerk had researched some details of possible new notice boards and passed these to Cllr Hancock for consideration by the Properties Working Party.
- vii WALC/ NALC
The clerk informed the Council of a forthcoming training seminar organized by WALC entitled “Being a Good Councillor and Clerk” to be held on Saturday 15th September.. Cllr Thornley indicated that she might be interested in attending this.

07\081 DEPPERS BRIDGE**A. Matters Arising**

- i Harbury Station Bridge
Following a question from a member of the public, it was noted that the proposed weight limit on the bridge needs to be approved by a meeting of the Cabinet (WCC) and, following this, the limit is likely to be in place by

September at the very earliest. It is not clear at this stage how the limit will affect public transport for Deppers in particular the school buses but it is a possibility that a mini-bus will be provided.

B Correspondence – none.

C Members Items

i Councillor's Surgery

The next Councillor's surgery will take place at Deppers Bridge at the Great Western Public House on Saturday 14th July between 11.30am and 12.30pm

07\082 PLANNING

A Decisions on Planning Applications

i Permission Granted with conditions by SDC:

1 Deppers Bridge: Extension to side of existing house.

Kingston House, 4 Mill Street: Erection of single storey and two storey extension together with repositioned conservatory to rear of Kingston House.

Stapenhall Farm, Deppers Bridge: Demolition of existing house and erection of replacement dwelling.

Laurel Cottage, Hall Lane: Relocation of east timber garage unit 6m from back of pavement.

ii East Area Planning Committee: nothing to report.

iii Parish Council Made No Representation On The Following:

Lower Westfields Farm, Middle Lane: Extension to existing garage block to form new agricultural store and car port.

Stapenhall Farm, Deppers Bridge: Demolition of the existing house and the erection of a replacement dwelling 07/01269/FUL

Bull Ring Cottage, The Bull Ring: Renovation of windows at front of house and gable end. Replacement of wooden crossbars and hinged casements to match other.

Harbury House, Butt Lane: to fell 10 ash, to remove deadwood and crown thin by 10% 5 ash.

iv The PC Made Representations on the Following :

9 Knightlow Way: Single storey front and side extensions: COMMENT: The Parish Council would prefer to not to see an application which uses two flat roofs as this design is unattractive and prone to problems. This extension will result in the bungalow being developed in a way that is not sympathetic to its original compact design. However, given the layout of the building as a whole, it is clear this is the applicant's most pragmatic solution to extending the building.

28 Binswood End: Amendments to the Planning Permission ref 04/00853/FUL to ancillary residential unit. Amendments are the inclusion of a kitchen, relocation of stairs, new front door, windows in place of French doors in side elevation, omission of balconies on rear elevation and changes to fenestration on rear: OBJECT: The Council objects specifically to the inclusion of the kitchen. Condition 3 of the permission granted for 04/00853/FUL states that "the development permitted shall not be occupied or used at any time as a separate residential unit". Condition 4 states that "the development....shall only be used for purposes ancillary to the residential use of the dwelling 28 Binswood End.

The inclusion of a kitchen would move the development away from these two conditions and enable it to be used as a separate dwelling to the main house.

- v Permission Refused by SDC:
Stapenhall Farm, Deppers Bridge: Renovation of existing listed dwelling and conversion of barns to dwelling accommodation 07/00408/FUL & 07/00402/LBC – this application has been WITHDRAWN.
Lower Westfields Farm, Middle Road: Extension to existing garage block to form new agricultural store and car port – this application has been WITHDRAWN.
- vi Enforcement notices issued - none
- vii Appeals: Pending: Bishop Bowl Lakes, appeal by Follett Property Holdings, use of land as a distribution centre and depot: the appeal was GRANTED.
- viii Tree Preservation Order: none

B Other Planning Matters

- i Bishop Bowl Lakes: Planning Appeal, Use of Lane as Distribution Centre
 It was noted that the Appeal had been allowed, however no buildings for distribution purposes are permitted on the site as the applicants are permitted to use it for open storage only.
- ii Bishop Bowl Lakes: Recreation & Leisure Purposes
 A draft response to the correspondence received from RPS Planning Consultants on behalf of the owners of the site had been circulated to members. Cllr Thornley queried whether the Bowling Green could be reinstated as part of these suggestions but it was agreed that this would not be possible as the section of land that had formally been the Green was not included in this part of the plans. Following further discussion, **it was resolved:** that, with a small amendment to delete the reference specifically referring to “younger people”, the letter should be forwarded as representative of the Council’s views to RPS and to Ernest Amoako (SDC).
- iii 28 Binswood End
It was resolved: that the clerk should add an additional comment to the original objection as follows: “The Parish Council would support the inclusion of a clause in the title deeds of the property which states that the extension in question cannot be sold separately or used as a separate dwelling by future owners”.

C Correspondence

- i Bush Heath Lane Development
Cllr Ellis declared an interest in this matter.
 Correspondence had been received from Mr & Mrs Walker expressing concern over the proposed development and querying whether a more suitable site in the village could be found. A draft response to this letter, which detailed the necessary procedure for the development to go ahead including the proposed Public Consultation had been circulated to all members. It was noted that, of phase 1 of the development, seven houses would be available for rent, 4 would be offered on the open market and the remainder would be shared ownership.

All the houses would be limited to those people who have a strong connection with Harbury. It was agreed that the clerk should contact Charles Barlow (WRCC) to see if any date had yet been set for the Consultation and also to ask for a breakdown of the Housing Needs Survey results. It was also agreed that the clerk should forward the draft letter as seen as a reply to Mr & Mrs Walker, letter also to be copied to Ms Taylor.

ii Rural Housing Enabling Event

The clerk informed members that representatives from Harbury had been invited to attend the Rural Housing Enabling Event on 19th July at Ettington Village Community Centre. The aim of the event is to share experiences on identifying housing need and potential development sites.

D Members Items none.

07/083 PROPERTIES

A Arising from the Minutes

i BMX Project

Cllr Thornley reported that she was hoping to meet on site with a designer in the next few days. Cllr Patrick reported that a quantity of plastic had been dumped with the soil from the netball court surround on the mounds. It is likely that it is a membrane from the base of the court.

ii Playground Reports

The contractor will visit the playground again in the near future in order to replace the broken slabs around the entrance to the children's play area and also to oil the small roundabout. It was noted that the graffiti was due to be removed from the play wall by SDC although this work had not been carried out yet. The chain on the entrance to the playing fields has been replaced. Properties had carried out some research into the number of new dog bins required. Following discussion, **it was resolved:** that three new bins should be purchased, one for the lamppost on the corner of Vicarage and Francis Rd, one at the top of Bull Ring Farm Road and one further in Mill Street, the exact position to be determined by the Properties W/P.

iii Public Footpath SM59

The Clerk and Cllr Hancock had met with Colin Sheasby at the footpath. Colin had made some helpful suggestions with regard to replanting the damaged sections of hedge and had submitted a quotation for doing this work. **It was resolved:** that this quotation be accepted, cost £330 plus VAT. With regard to vehicles using the footpath, advice had been received from the Footpaths Officer at WCC. The County could close the foot path to vehicles if necessary but would prefer only to use this as a last resort. It could cause problems with the overgrowth on the footpath and would also be unpopular with the allotment holders, many of whom use vehicles for deliveries etc. It was agreed that no further action should be taken at present, but that the clerk should write to the allotment holders individually to remind them that they should not be driving at excessive speed on the footpath and that vehicles movements must be kept to a minimum.

iv Harbury Carnival

The Carnival had been successful during the day as usual however, during the evening a large quantity of youths had used the field for an unofficial “rave” which had finished, after persuasion from the police, after midnight. A large number of vehicles had driven onto the field and a large quantity of litter had been left. This had been cleared up afterwards by some of the youths involved. Problems with contacting the police had already been raised under Public Safety. **It was resolved:** that the clerk should write to the person identified by the police as the organizer in order to point out that permission should always be sought from the Council before any events can be held on the field. A small group of councillors will meet with the Carnival Committee in order to discuss some of the issues raised and will report back to the Council.

v Harbury Cemetery – Risk Assessment

The Properties W/P had carried out a risk assessment of the Cemetery which had identified a number of unsafe headstones. This report had been passed to the clerk for further action.

vi Hedge at Playing Fields

Following a complaint from a member of the public, Cllr Hancock had checked the hedge which backs onto Margaret Close. It was agreed that the clerk should request that Mr Hall cuts this.

B Correspondence

i Bus Shelter

An e-mail had been received from WCC stating that all bus shelters need to display “no smoking” signs from 1st July as they are enclosed spaces. However members felt that the shelter in Harbury is not an enclosed space and the clerk was instructed to respond to WCC to inform them of this.

C Members Items

i Bench at Fiveways

Cllr Patrick requested that the Council should consider placing a bench at the junction at “Fiveways”. It was agreed that there should be no further action on this at present.

07\084 ENVIRONMENT

A Arising from the Minutes

i Street Lighting – nothing to report at present.

ii Village Improvements –

It had previously been agreed that bulbs should be planted at the entranceways to the village. Cllr Lockley had checked the WCC Bio-Diversity Plan and it was agreed that native species of daffodils would be most suitable. Cllr Ellis will liaise with the WI and the Horticultural Society on this project.

iii Traffic Management –

Cllr Lockley has had no further feedback from WCC regarding the proposed traffic management. County Cllr Stevens agreed to speak to the officer. Further to Cllr Lockley’s enquiry regarding making Church Street one-way, a reply had been received from the Traffic Projects Engineer. This response stated that, taking into account the cost and effect on the streetscene of the necessary signage, the collision record for the street (no recorded collisions since 1990)

and the loss of the traffic calming effect of two- way traffic there is no justification of making the road one-way at this time. The Council agreed to accept this recommendation.

B Correspondence

i Church Street

Correspondence had been received from two residents expressing concerns about the possibility of Church Street becoming one-way. The clerk was instructed to write to them passing on the comments of WCC on this matter.

C Members Items -none

07\085 FINANCE AND GENERAL PURPOSES

A Arising from the Minutes

i Upgrade of Office Equipment & Awards for All Grant

The clerk had circulated minutes of the Finance & General W/P meeting for all members. Cllr Mancell further outlined the position with the Awards for All grant and the promised website from SDC. An end of grant return had been sent to Awards for All but it was not clear at this time whether this will be accepted. Meanwhile, although the template is now ready to view at SDC the recommendation of the W/P was that the costs involved in accepting the SDC quote for design and hosting were prohibitive. It was further recommended that the remainder of the grant be spent on a new projector and screen (previously agreed by the Council), updated software for councillors as required, accounts software and further improvements to the website. **It was resolved:** that the W/P's recommendations be accepted in full, the clerk to inform SDC that the PC does not wish to proceed with the proposed website.

ii Parish Office

Cllr Lockley outlined proposals to move the Parish Office from the clerk's house to a designated office within the village, the most probable location being at the Village Hall. This would give the Council a more visible presence within the village, end the need for storage of large numbers of documents at the clerk's house and provide a more accessible point of contact for members of the public. **It was resolved;** that the clerk, Cllr Mancell and Cllr Lockley should research this option further and report back to the Council.

iii End of Year Account 2006/07

The Statement of Assurance had been circulated to all members. **It was resolved:** that the Council should answer "yes" to all sections on the form with the exception of "Risk Assessment" which is currently in progress. The clerk will add a covering letter to the Statement explaining the Council's progress on this area.

iv Internal Audit

The F & GP group had considered the effectiveness of the internal audit as part of its meeting and a copy of the internal audit report had been circulated for all members. The recommendation of the W/P was that the audit this year had worked well, had highlighted some valid points for improvement and had made suggestions as to how the audit could be better timed next year. **It was resolved:** that the current arrangements for the internal audit are satisfactory and should be continued for the financial year 2007/08.

B Correspondence

- i Harbury Pre-School
Correspondence had been received from the Pre-School thanking the Council for their grant. It was also noted that the Pre-School had sent an e-mail (received in December 2006) thanking the Council for their previous grant made in November 2006
- ii Harbury & Ladbroke News
Correspondence had been received from the Harbury & Ladbroke News thanking the Council for their grant.
- iii Harbury Girl Guides
Correspondence had been received from the Harbury Girl Guides Group thanking the Council for their grant. This will enable a Girl Guide Group to be set up in the Village for the first time in a number of years.
- iv Harbury Steel Pan Academy
A letter had been received from the Steel Pan Academy requesting that the Council consider making grant to help with some of the group's forthcoming visit to Barcelona. The members of the group were all former pupils of Harbury School, now at Secondary School and had raised a significant proportion of the money themselves by doing "odd jobs", car washing and playing steel pan concerts for money. Following discussion, **it was resolved:** that a grant of £180 be made and that the clerk advise the Group that further donations could possibly be sought by applying to the Wagstaffe Trust and the Youth Bank.

C Members Items –nothing to report

07\086 ACCOUNTS FOR PAYMENT Proposed by Cllr Hancock and seconded by Cllr Thompson

As per Appendix B – full details available on request from the clerk.

07\087 ANY OTHER BUSINESS

- i District & County Council News
Cllr Stevens reported that progress had been made on the new Partnership Working arrangements and that this may avoid duplication between County and District Authorities in the future. The Education Authority Appeals had allowed all the outstanding appeals for Southam College resulting in an admission number for September 2007 of 231.

07\088 ADDITIONAL ITEMS FOR NEXT AGENDA – none.**007\089 DATE OF THE NEXT MEETING**

The next Meeting of the Parish Council will be held on Thursday 26th July 2007 at 7.30pm in the Village Hall.

The meeting closed at 10.15pm.

Chairman.....Date.....

