

MINUTES OF THE ANNUAL MEETING OF HARBURY PARISH COUNCIL
FOLLOWED BY
AN ORDINARY MEETING

Held in the Tom Hauley Rooms, Harbury on Thursday 15 May 2008 Page 526

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, District Cllr Mann, County Cllr Stevens, Mrs L Ridgley (Harbury News), Mrs L MacWhinnie, Mr T Thomas, Mrs K Ellis-Greenway (Parkinson Jones) and Mrs Walsh

08/057 APOLOGIES

The Council accepted apologies from Cllr Hancock and Mr R Darlison.

08/058 SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE BY ALL MEMBERS

Following the recent uncontested election, all Council members signed the Declarations of Acceptance of Office which were then counter-signed by the clerk. The clerk reminded all members that they should inform her immediately if there are any changes to their Registers of Interest; if there are no changes it will be sufficient to send an e-mail to the Monitoring Officer at SDC confirming this.

08/059 ELECTION OF CHAIRMAN

The clerk invited nominations for the position of Chairman. Cllr Lockley was nominated by Cllr Baldwin, seconded by Cllr Mancell. There were no other nominations. **It was resolved:** that Cllr Lockley be elected as Chairman.

08/060 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN

Cllr Lockley signed the Declaration of Acceptance of Office as Chairman.

08/061 ELECTION OF VICE-CHAIRMAN

The Chairman invited nominations for the position of Vice-Chairman. Cllr Thompson was nominated by Cllr Patrick and seconded by Cllr Lockley. There were no other nominations. **It was resolved:** that Cllr Thompson be elected as Vice-Chairman.

08/062 APPOINTMENT OF MEMBERS TO SERVE ON WORKING PARTIES

The following appointments were made:

Planning: Cllr Patrick (Chairman), Cllrs Mancell, Thompson, Knowles and the co-opted Cllr when appointed.

Properties: Cllr Hancock (Chairman), Cllrs Thompson, Thornley, Baldwin and the co-opted Cllr when appointed.

Environment: Cllr Baldwin (Chairman), Cllrs Lockley, Grey, Thornley and Patrick.

Finance & General Purposes: Cllr Mancell (Chairman), Cllrs Lockley, Hancock, Grey and Baldwin.
Deppers Bridge: Cllr Grey.

08/063 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES

The following appointments were made:

Village Hall Management Committee: Cllrs Patrick, Thornley and Thompson
Harbury School: Cllr Thornley and Ann Winchester. Mrs Winchester to send reports to the Council.

WALC: Members to attend meetings on a rotating basis.

The agenda now followed that of an Ordinary Meeting.

08/064 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, and in item 6v, Village Hall as she is a member of the Village Hall Management Committee.

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 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 item 9iii as he is a member of the Tennis Club.

08/065 PUBLIC PARTICIPATION

Mrs Ellis-Greenway (Parkinson Jones) introduced her client, Mrs Walsh who is considering taking out a lease on an office at the Bull Ring Business Centre in order to open a beauty salon. This will involve a planning application being submitted in order to change the use from B1 (office) to A1 (retail and service sector e.g hairdressing). If successful, the business will be open potentially from 9.00am -9pm at night Monday to Saturday with some restricted hours on a Sunday. Mrs Walsh has arranged an informal agreement with the owner of the Dog Inn to allow customers to park in his car park as parking around the units is very restricted. There will be no music on site. There were no questions from members on this application.

08/066 CO-OPTION OF COUNCILLOR

It was resolved: that the press and public be excluded from the meeting for this item. Three written applications had been received for the vacancy which had arisen following Cllr Winchester's decision not to stand at the election. Following discussion, **it was resolved:** that Robert Darlison be co-opted to the Council. Mr Darlison had sent his apologies to the meeting so the clerk will arrange to meet with him in order that he can sign the Declaration of Acceptance of Office.

The Public rejoined the meeting.

08/067 MINUTES - 24th April 2008

It was resolved that the minutes of the **Ordinary Meeting** of the Parish Council of 24th April 2008 having been circulated be taken as read and signed as a true record.

08/068 REPORTS FROM OTHER BODIES

- i Harbury School Governors (AW) – nothing to report.
- ii Public Safety – nothing to report.
- iii Southam College (SH) – nothing to report.
- iv Twinning Association (SH)
The Association had recently enjoyed a very successful 10th Anniversary visit to Samoa. The group in Samoa have planted a commemorative garden using both French and English plants to mark the event.
- v Village Hall (JP)
The Village Hall Committee now has what is hoped to be the final plans for the extension of the Hall. The plans will be on show at the Carnival and it is also hoped to hold an open meeting in the future.
- vi WALC/ NALC
The clerk reminded Cllrs of the forthcoming meeting of the Area Committee which will take place on 28th May at Long Itchington Community Centre. The guest speakers will be Claire Eynon and Roger Thatcher of SDC Planning Enforcement. Cllr Thornley will attend this meeting on behalf of the Council.
- vii SDC & WCC Reports
SDC: Cllr Lockley welcomed Beverley Mann to the meeting as the newly elected District Cllr. Cllr Mann said that she was currently undergoing training on her new role. District Cllr Patrick reported that a survey carried out by the Liberal Democrats had shown a largely positive response to the proposed new arrangements for the collection of refuse.
WCC: Cllr Stevens reported that the Biffa application has been re-submitted and should shortly be circulated to the consultees. WCC has recently held its AGM and Cllr Stevens has been re-elected as Deputy Head of the Council.

08/069 DEPPERS BRIDGE**A. Matters Arising**

- i Harbury Station Bridge
Cllr Grey has recently been sent the results of the WCC traffic census but has not yet had the opportunity to look at these in detail.
- ii Speed Limit Review
The recent conclusions of the WCC Speed Review had not entirely satisfied some residents of Deppers Bridge who had hoped that the 50mph limit would be extended along the B4451 towards Bishops Itchington. It was noted however that the stretch from the Great Western to Harbury will be reduced to 50mph.

B Correspondence -none

C Members Items - none**08\070 PLANNING****A Decisions on Planning Applications**

- i Permission Granted with conditions by SDC:
Stapenhall Farm, Deppers Bridge: Erection of steel framed timber clad vehicle storage building.
Eastfields Farm, Deppers Bridge: Erection of agricultural building and alteration of driveway.
The Old Orchard, Mill Street: Garage Block.
- ii East Area Planning Committee: nothing to report.
- iii Parish Council Made No Representation On The Following:
Cranford, Chesterton Road: erection of a timber summerhouse 10' wide by 8' deep and 2' veranda to the front of property.
Eastfields Farm, Deppers Bridge: Erection of agricultural building and alteration of driveway around farmhouse.
- 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 Ufton Landfill Site: New Reception Compound Including Material Recovery, In-Vessel Composting and Office Facilities.
 Biffa had held a Liaison Meeting, also on the 15th May, which had not been very well attended generally although Parish Councillors Patrick and Thornley and District Cllr Patrick had attended. The current application for the site had been circulated to the Planning Working Party. Following discussion, the following concerns arose:
 - The applicants still need to prove a need for the site from within Warwickshire.
 - Although it was felt that the decision to keep lorries off the surrounding B roads was a welcome one, there were considerable concerns regarding the junction at the A425 as this is already extremely busy. It would be preferred if highway improvements to the junction could be carried out as a condition of the application.
 - Noise of operations, particularly with regard to reversing signals from lorries and the fans needed to operate the facility.
 - It was noted that the applicants intended the site to be open on Bank Holidays and weekends and it was felt that this should be shortened.
 Following further discussion, **it was resolved:** that the clerk be delegated in consultation with the Planning W/P to formulate the response to WCC having regard to the above points.

- ii Bush Heath Lane Site
County Cllr Stevens and District Cllr Mann had received a query regarding the site from a near resident. This had been referred to the Rural Housing Enabler.

C Correspondence – none

D Members Items - none

08/071 PROPERTIES

A Arising from the Minutes

- i BMX Project
A verbal quotation had been received from a contractor for moving the soil from the Cemetery to the site of the mounds for £9752. It was noted that a previous quotation had been £5350 but that this may need to be updated as some time had now lapsed. There were considerable logistical difficulties with the work as it was necessary to avoid damaging graves and the surrounding area at all times. Cllr Thornley agreed that she would investigate the possibility of getting the required topsoil from another source and will also arrange a meeting between the Properties W/P, the construction contractor and the local boys on site. It was also noted that the Council should apply for any grant funding for the work in its own name to avoid complications in claiming back the VAT on work carried out.
- ii Playground Reports
There were no current reports. The clerk reported that the moles in the Cemetery had been dealt with in a conventional way but that Cllr Baldwin had suggested purchasing a sonic mole repellent for future use. It was agreed that this could be tried on a trial basis.
- iii Harbury Tennis Club – Surround Fencing
It was noted that by including the south facing side of the fencing in the quotation from Fosse Contracts, this had doubled the cost to £2880 plus VAT. A factor in this cost is that it includes the gate. The Tennis Club is currently trying to get alternative quotes to compare with this and had received one more for £4040.70 plus VAT. It was agreed that the Finances W/P needed to meet with Mr Mercer in order to discuss financing of the project and also future provision for the Sinking Fund and resurfacing of the courts. An e-mail had also been received from the Tennis Club, informing the Council that there is a proposal to extend the floodlighting to the Netball Court; this would enable the Club to extend the facilities for members during the Winter and also increase the opportunities to extend the Junior Coaching programme. It was noted that nearby residents would be consulted during the planning application process and generally members of the Council had no issues with the proposal in principle although the final planning application will be considered by the Planning W/P in the normal way. Cllr Lockley will report back to the Tennis Club on this matter.
- iv Village Hall – Boundary Fence
A meeting had taken place between the Properties W/P and Mr Thorpe, the Chairman of the Village Hall Committee and it had been agreed that quotations should be got for the following work: to repair the existing fencing adjacent to

the children's play area, leaving a wide enough gap to allow disabled access, to pave this gap to provide a pathway linking up to the existing paving around the Hall, again to be wide enough for wheelchairs and to remove the existing broken fencing adjacent to the car park and replace with either wooden or concrete bollards to prevent vehicle access. The clerk will report back on progress on this at the June meeting.

v Cemetery Risk Assessment

Further advice had been received from WALC on the possible next steps with regard to the Cemetery risk assessment. It was noted that contacting relatives was problematic as was potentially laying down the headstones in order to make them safe. **It was resolved:** that the clerk should get quotations for an independent assessment of the headstones.

B Correspondence

i Harbury Carnival

Correspondence had been received from the Carnival Committee stating that one or both of the bollards at the two entranceways to the field would be replaced during late afternoon in order to stop cars getting access to the field. The clerk had replied to this advising that both should be replaced. It was noted that it would be impossible to stop individuals walking up the field.

ii TUFFS – Summer Activities

Correspondence had been received from SDC requesting permission to use the playing fields for one day between 18-22nd August for a programme of ad hoc sporting activities. Children aged 8 and over will be able to come and go as they please and participate in a range of activities including football, cricket and rounders. **It was resolved:** that permission be granted.

C Members Items - none

08\072 ENVIRONMENT

A Arising from the Minutes

i Street Lighting

An e-mail had been received from a resident requesting that the Council consider installing an additional streetlight in Temple End. This was referred to the Environment W/P.

ii Village Improvements

The following items were reported:

- Japanese knotweed in Bull Ring Farm Road: the clerk is following this up with SDC/WCC
- Potholes at the top of Chapel Street, Ivy Lane, Leicester Close and Bull Ring farm Road Bridge – all of these have been previously reported to WCC.
- Dickens Road streetsign has been damaged by a vehicle – this has been reported to SDC.
- Bus Stop signs in High Street have been damaged – these have been reported.
- Drains in Mill Street: District Cllr Patrick had received a complaint about these being blocked – they have now been cleared out.

iii Traffic Management – nothing to report.

B Correspondence - noneC Members Items- none**08\073 FINANCE AND GENERAL PURPOSES**A Arising from the Minutes

i Parish Office

Cllrs Lockley and Mancell and the clerk had visited the renovated offices at Bull Ring Farm Business Centre and details of the proposal to take out a lease on Unit 2 had been circulated to all members. There were concerns that an office at the Village Hall could have security issues due to its location and it was agreed that the Bull Ring offered a better, more centralized location which would be more accessible to members of the public. Following discussion, **it was resolved:** that the Council enter into discussions with the agents on taking out the lease, subject to the satisfactory agreement of a yearly rental and service charge, delegated to the Clerk, in consultation with Finance & General Purposes W/P.

ii Grants to Outside Bodies – nothing to report.

iii Audit 2008

The clerk reported that the accounts to the year ending March 2008 were now completed and will be forwarded to the internal audit shortly. The date for the return to be sent to the external auditors is 14th July.

B Correspondence - none

i SDC Public Realm Grant Scheme

The clerk had received details of this new grant scheme from SDC and these had been circulated to members. The scheme will allow grants to any local organizations including parish councils for projects that improve external areas which have public access. The funding will subject to 50% match funding and there will be a £1000 limit per parish. It was agreed that the renovation of the Memorial Garden in Chapel Street may be suitable for an application.

ii Harbury & Ladbroke News

A letter thanking the Council for the recent grant to the Harbury News had been received.

C Members Items

08\074 ACCOUNTS FOR PAYMENT As per Appendix B. Details available on request from the clerk.

08\075 ANY OTHER BUSINESS

08\076 ADDITIONAL ITEMS FOR NEXT AGENDA –none.

08\077 DATE OF THE NEXT MEETING

15 May 2008

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

The next Ordinary Meeting of the Parish Council will take place on Thursday 26th June at the Village Hall.

The meeting closed at 9.30pm.

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