

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

Held in the Village Hall, Harbury on Thursday 17 July 2008 Page 541

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, County Cllr Stevens, Mrs L Ridgley (Harbury News), Mr B Everiss (Village Buzz), Mr D Morgan (Stratford CVS), Mr G Thorpe (Harbury Village Hall).

**08/092 APOLOGIES:** Parish Cllr Baldwin and District Councillor Mann.

**08/093 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 Lockley declared an interest in item 9iii as he is a member of the Tennis Club and in item 11iii as he is a parent of children at Harbury Primary School.

**08/094 PUBLIC PARTICIPATION**

**David Morgan, Parish Plan Manager & Rural Outreach Manager for Stratford CVS:** Mr Morgan outlined his role which is to promote the success of local Parish Plans, help with volunteering and with potential problems and stumbling blocks. He explained that he will be producing a database of Parish Plans listing action points with a "traffic lights" coding. His main purpose in attending the meeting was to establish contact, to find out how the Council felt the Parish Plan Actions were progressing and also to promote the provision of IT infrastructure in the village and the concept of the "virtual Village/District". Cllr Lockley explained that whilst some good progress had been made on the Parish Plan, some potential actions and projects were still currently pending often due to reasons outside of the Council's control. It was agreed that a meeting would be set up with Cllrs Lockley, the Heads of the Working Parties (in particular Cllr Mancell) and Cllr Thornley for September with Mr Morgan in order to further discuss progress.

**Bruce Everiss: "Village Buzz" website:** Mr Everiss explained the concept of the forum site "Village Buzz". The site aims to be representative of the whole village and allows comments and contributions from all. Mr Everiss requested

that a link be added from the Parish Council website to the Village Buzz and this was agreed.

**Geoff Thorpe, Chairman of Harbury Village Hall:** Mr Thorpe had displayed the final proposed plans for the Hall at the meeting in order that Cllrs have an opportunity to see them. There were no further comments or questions from members on the content of the plans themselves. Mr Thorpe explained that the next stage is to apply formally for planning permission; the VH Committee has been advised that this will cost in the region of £2500. The Hall also faces escalating heating and electricity costs. On a positive note, the Rural Cinema Scheme has proved to be popular and a source of revenue for the Hall. It was noted that the Council has budgeted for a grant to the Village Hall during this financial year and, on successful application from the VH Management Committee, this will be released.

#### **08/095 MINUTES - 26<sup>th</sup> June 2008**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish Council of 26th June 2008 having been circulated be taken as read and signed as a true record.

#### **08/096 REPORTS FROM OTHER BODIES**

- i Harbury School Governors (AW)

A report had been received from Mrs Winchester, the Parish Council's representative on the Governing Body. The school has been continuing to maintain close links with Southam College and a number of pupils in Yrs 5 & 6 have benefited from input from staff at the college. The program of induction for Yr 6 pupils has also continued as usual. There has been a delay in receiving the Stage 2 SATS results although the provisional indications for these are very good. The mini-rugby team has recently won the Leamington RFU schools tournament and the school has also recently successfully participated in a steel pan festival at Myton School after which, four groups were invited to play at the Belgrade Theatre in Coventry. The School's Deputy Head Teacher, Nigel Chapman is retiring this term after spending 29 years working at the school. It was agreed that the clerk should send a card from the PC thanking him for his many years of contribution and hard work.
- ii Public Safety

Cllr Thornley had attended a PACT meeting. A major concern had been the large numbers of lorries travelling through Ladbroke; the Parish Council in Ladbroke has asked for better signage in order to deter HGV traffic. Cllr Thornley also reported that there had been concerns with regard to parking attendants working outside Stratford and also in the level of participation in the PACT meetings from organizations other than the police. It was noted that the parking wardens do visit the village on a regular basis and that the Council receives a report of any action taken against motorists.
- iii Southam College (SH)

Cllr Hancock reported that two long serving members of the Senior Staff are retiring at the end of this school term. Cllr Hancock has attended the end of term Awards Ceremony which was very enjoyable and positive. The School is fully subscribed for the forthcoming Autumn term with 240 students expected to start. SAT results have been delayed but have now been received.

- iv Twinning Association (SH)  
Cllr Hancock confirmed that the date for the next visit of representatives from Samoia has been confirmed as the first weekend in May 2009. The group had recently held a successful “safari supper” to celebrate Bastille Day.
- v Village Hall (JP)  
There was nothing further to report.
- vi WALC/ NALC – nothing to report.
- vii SDC & WCC Reports  
**SDC:** The new refuse collection arrangements are due to start in August and the Harbury News has details of these for inclusion in the July edition. Due to a global shortage of bins, some areas will not have the new bins delivered for several months; Harbury will be unaffected by this but Deppers Bridge will not have the bins delivered until October. Cllr Patrick had received a letter expressing concern about the condition of the footpath in Mill Street and has passed a copy of this to the clerk. The BT payphone in Deppers Bridge has been earmarked for removal due to very low usage. It is understood that the residents of Deppers Bridge have no particular concerns about this.  
**WCC:** Cllr Stevens reported that the Children’s Department has been inspected recently. The formal public consultation on the Speed Review has been sent out; comments on this should be received no later than 1<sup>st</sup> August.

#### **08\097 DEPPERS BRIDGE**

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

- i Harbury Station Bridge – nothing to report.

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

##### **C Members Items**

- i Public Payphone  
Cllr Grey confirmed that, as far as he is aware, there is no public concern regarding the proposed removal of the payphone at Deppers Bridge.

#### **08\098 PLANNING**

##### **A Decisions on Planning Applications**

- i Permission Granted with conditions by SDC:
  - ii East Area Planning Committee: nothing to report.
  - iii Parish Council Made No Representation On The Following:
    - 16 Vicarage Lane:** Retrospective 600mm trellis above existing 2m high boundary fence.
    - Fairview, Dovehouse Lane:** Single storey side extension.
    - 34 South Parade:** Erection of PVCU conservatory to rear of property.
    - Bull Ring Business Centre, Church Terrace:** Change of use of first floor suite from use Class B1 to Use Class A1.
    - Old New Inn, Farm Street:** Retrospective application for the replacement of wooden framed windows with UPVC windows.

- iv The PC Made Representations on the Following :  
**Harbury Depot, Station Road, Bishops Itchington:** Various Tree Works:  
COMMENT: The Parish Council would question the need to remove quite as many trees as this and would request that the SDC Tree Officer look closely at this application. There is a need to maintain habitats for wildlife wherever possible.
- 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  
It was noted that there had been no further information concerning the proposed Public Consultation and this is now unlikely to take place before September. E-mail correspondence has been received from a resident of Manor Road concerning aspects of the proposed development and the defined Housing Needs within the village. This has been circulated to all members.

#### C Correspondence

- i Ufton Landfill Site  
It was noted that the current planning application for the proposed development at Ufton will be considered at a meeting of the Regulatory Committee on Tuesday 22<sup>nd</sup> July. The meeting will be open to the public although any councillors wishing to attend and speak should let the clerk know as soon as possible.

#### D Members Items - none

### **08/099 PROPERTIES**

#### A Arising from the Minutes

- i BMX Project  
Cllr Thornley has met with a contractor with regard to the construction of the track, however it was noted that further quotations should be sought as a comparison.
- ii Playground Reports  
Members of the Properties Working Party had inspected the recent damage to the skateboard park. Cllr Hancock commented that this had been a very deliberate act and that she personally had doubts as to whether the Council should continue to repair damage such as this. Various options for the policing of the ramps were considered including a self-policing scheme by local youths. It was agreed that the clerk should get a quotation for repair and that this along with the Crime No., should be forwarded to the Council's insurers for consideration.

It was noted that current playground reports had been received from the inspectors. These had highlighted some minor matters for attention and it was agreed that copies would be forwarded to the Properties W/P. Repairs to the gratings in the car park are also in hand and should be completed this week.

- iii Harbury Tennis Club – Surround Fencing – nothing to report.
- iv Village Hall – Boundary Fence  
It was noted that the order has been placed for this work and it should be completed by the end of August.
- v Cemetery Risk Assessment  
The clerk had produced some approximate figures based on a figure of 310 memorials to be inspected. These were found to be: IMI Independent Memorial Inspection (Notts) £1380, Memorial Safety (S. Wales) £1232.50. IMI had produced a more comprehensive schedule of proposed work to be carried out and are also more local to Harbury. Following further discussion, **it was resolved:** that IMI be requested to carry out the report only at this stage and that the clerk seeks further details from them regarding work that they have done in this area and a possible meeting with the Properties W/P.
- vi Memorial Garden, Chapel Street
  - i The clerk reported that Mr Tawney had offered to suggest a planting scheme for the garden which will aid the contractor. Members considered the details of a proposed new bench for the site. **It was resolved:** that the clerk orders the “Stanford” seat from Glasdon, cost £717.51 plus concrete-in ground fixing kit.

B Correspondence - none

C Members Items - none

**08\100 ENVIRONMENT**

A Arising from the Minutes

- i Street Lighting  
The clerk confirmed that the replacement streetlights for Manor Orchard, Honiwell Close and Knightlow Way agreed at the June meeting have been ordered.
- ii Village Improvements – nothing to report.
- iii Traffic Management  
Cllr Lockley and Cllr Stevens had had a positive meeting with Graham Stanley, Senior Traffic Engineer at WCC. A number of options for traffic calming at the entrance points of the village had been discussed. Mr Stanley will produce provisional costings and these will be reported back to the Council at the September meeting.

B Correspondence

- i WCC Speed Limit Review Consultation

It was noted that the formal public consultation on the speed limit review had been received. A response had previously been sent to WCC and there were no further comments from the Council on this.

## C Members Items

### i Highways Matters

The following items of concern were reported:

- the road surface in Ivy Lane is still very uneven despite Highways promises to resolve this.
- Bus Stop sign – High Street has been tilted.
- Chevron signs are missing at Five Ways.
- Middle Road sign is missing at the junction with the Fosse Way.

## **08\101 FINANCE AND GENERAL PURPOSES**

### A Arising from the Minutes

#### i Parish Office

The clerk has now moved into the Parish Office. It was agreed that the clerk should investigate the costs of a sign for the window of the office and the possibility of getting a grant from WALC under the Quality Parish Council Scheme to cover this.

#### ii Review of Audit

The Finance & General Purposes W/P had met on the 14<sup>th</sup> July and minutes of this meeting had been circulated to all members. It was noted that members particularly valued the quarterly reports as an aid to budgetary control and that the internal auditor had highlighted some minor amendments to accounting practice that can easily be implemented by the clerk. Generally speaking members were happy with the way in which the internal audit was being conducted and felt that they were receiving sufficient information regarding the accounts. **It was resolved:** that the internal auditor is requested to carry out the audit for the next financial year ending March 2009.

#### iii Review of Allotment Rents & Burial Fees

Increases in allotment rents and in the fees charged for burials and purchases of plots in the cemetery were recommended by the F & GP Working Party following a review of these. Following discussion, **it was resolved:** that the allotment rents are increased to £20 per year from September 2009 (one year's notice to be given) and that the burial fees are increased to £100 for the purchase of one grave space and £75 for interment, both of these to be with immediate effect.

#### iv Grants to Outside Bodies: **Harbury Primary School: Interactive White Boards:**

Correspondence had been received from Harbury Primary School requesting a £500 grant towards the costs of interactive white boards for Yrs 5 and 6. The total cost to the School for these will be £2000. **It was resolved:** that a grant be made of £500 to be paid from the Awards for All grant for IT equipment. This concludes this grant funding.

**Harbury Horticultural Society:** Correspondence had been received from the Horticultural Society requesting grant funding towards the cost of display boards to be used at the Horticultural Show in September. It was noted that, although

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the boards would be used principally for the show, there would also be scope for other organizations to borrow them. **It was resolved:** that a grant of £400 should be given.

**B Correspondence - none**

**C Members Items – none**

**i Quarterly Report**

Cllr Lockley said that he had compiled the quarterly report to include the opening of the Parish Office, the weight limit at Station Bridge, progress on traffic calming and plans to renovate the memorial gardens.

**08\102 ACCOUNTS FOR PAYMENT Proposed by Cllr Patrick and seconded by Cllr Lockley.**

**As per Appendix B – full details on request from the Clerk.**

**08/103 ANY OTHER BUSINESS - none**

**08\104 ADDITIONAL ITEMS FOR NEXT AGENDA**

**i Harbury Primary School: School Swimming Pool**

**08\105 DATE OF THE NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 25<sup>th</sup> September 2008 at 7.30pm in the Village Hall.

The meeting closed at 9.15pm.

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