

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

Held in the Village Hall, Harbury on Thursday 23 October 2008 Page 558

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

In Attendance: Mrs N Thompson (Clerk to the Council), County Cllr Stevens, Mrs L  
Ridgley (Harbury News), Mr M Clifton (GASS) and 2 members of  
the public.

**08/119 APOLOGIES:** Apologies had been received and were accepted from District  
Cllrs Patrick and Mann as they anticipated joining the meeting late.

**08/120 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 Lockley declared an interest in item 9iii, Harbury Tennis Club, as he is a  
member of the club.

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 Harbury  
Tennis Club.

**08/121 PUBLIC PARTICIPATION**

Mark Clifton spoke on behalf of the Harbury Guides and Scouts Support  
Group. Extensive work on the Scout Hut had now been completed with the  
exception of sound proofing to provide a barrier against noise levels in the  
Hut. The Hut is now very well used by all the uniformed groups and  
attendance levels are extremely high at present with waiting lists for some  
groups. The Hut is also available and used for hire by a number of other  
groups in the village including the Theatre Group and the Appalachian  
Dancers. Cllr Grey pointed out that the Horticultural Society often gives out  
grants to various groups within the village. Mr Clifton was asked if GASS had  
considered asking the various hirers of the Hall for an additional contribution  
towards the necessary work; he replied that this had not been considered as  
these groups already pay for hire of the Hall. It was noted that this item would  
be considered under Finance & General Purposes.

**08/122 MINUTES - 25<sup>th</sup> September 2008**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish  
Council of 25th September 2008 having been circulated be taken as read and  
signed as a true record.

**08/123 ADOPTON OF THE NEW MODEL PUBLICATION SCHEME – FREEDOM OF INFORMATION ACT.**

Full details on the new Model Publication Scheme and the Guide to the Scheme had been circulated to all members. The clerk advised members that adoption needs to take place no later than 31<sup>st</sup> December 2008 and that any authorities wishing to amend the Model will need specific permission to do so from the Information Commissioner. Councils are also obliged to complete and publicize the “Guide” to the scheme which gives details on the type of information available and also the charges which may be applicable to those seeking this information. Following discussion, **it was resolved:** that the Council adopts the Model Scheme unchanged and that the guide should be completed with regard to charges to state that “charges for time and materials necessary in providing the required information will be charged at cost and at the Clerk’s discretion”.

Proposed by Cllr Lockley and seconded by Cllr Mancell.

**08/124 REPORTS FROM OTHER BODIES**

- i Harbury School Governors (AW)  
The Council had received a written report from Mrs Winchester. The building work on the new entranceway and staff room has been almost completed. A remaining outstanding item of work is that the alarm system needs to be updated. There has been issues with the marking of the Key Stage 2 SATS; of those submitted, 8 had been returned for remarking, 2 had been changed but the other 6 scores stood as previously marked. In Key Stages 1 and 2 the school has in most areas maintained or improved on previous results.  
A report to the Council on the school swimming pool was deferred until the November meeting to allow time for the Governing Body to consider it.
- ii Public Safety  
Members were saddened to hear that there had been a further fatal crash on the Chesterton Road leading out of the Village in the direction of the Fosse Way.
- iii Southam College (SH)  
Cllr Hancock reported that a sub-committee of the Governing Body is currently working on the appointment process for a new Head Teacher.
- iv Twinning Association (SH)  
The AGM of the Association will be held on 7.11.08.
- v Village Hall (JP)  
The Village Hall Management Committee is currently awaiting the outcome of the submitted planning application for the extension of the Hall. It was noted that the Rural Cinema Scheme was now the most successful and well supported in the County.
- vi WALC/ NALC  
Correspondence had been received from WALC on the proposed appointment of a permanent secretary for the Southam Area Committee. At present, the clerk of the Council hosting the meeting undertakes to write up the minutes but this is not an ideal situation and other local area committees do employ paid clerks. WALC would propose to charge each member Council an extra £15 per year in order to pay for a permanent Clerk for these meetings and the purpose of this

correspondence is to consult on the opinion of Councils on this proposal. Following discussion, **it was resolved**: that the Council would agree in principle to the payment of an additional £15 per year to support the position of paid clerk to the Area Committee.

#### vii SDC & WCC Reports

**WCC**: Cllr Stevens reported that, at a meeting of the Full Council on the 21<sup>st</sup> October, it had been resolved to make the current temporary weight limit on the Harbury Station Bridge permanent. This had been broadly welcomed by residents as a long term solution to the problems of the bridge and it is now hoped that the signage for the weight limit will be improved. Following the speed limit review the proposed amended speed limits have been approved by Council. With regard to traffic management in the village, Cllr Stevens supports the proposals made by the Environment W/P and agreed by the Parish Council in September. These proposals will be heard by a meeting of the relevant WCC Committee in January. Concern had been expressed following reports in the local press regarding the Library Service. Cllr Stevens emphasized that he felt the reports in the press to be founded largely on misinformation however, there was no doubt that many smaller libraries were not cost effective and the service needs to be modernized. Cllr Lockley asked how extensive the consultation will be on moving libraries into other community buildings and whether the book budget will be adversely affected. Cllr Stevens hoped that the consultation would be extensive but thought that cuts to the book budget would not be reversed. It was also noted that any cutback may affect the status of the many Reading Groups in the area.

### 08\125 DEPPERS BRIDGE

#### A. Matters Arising

##### i Harbury Station Bridge

As reported above the weight limit on the bridge has now been agreed by WCC. It was agreed however, that this item should remain on the agenda until the outstanding situation regarding access for buses has been resolved.

#### B Correspondence -none

#### C Members Items - none

### 08\126 PLANNING

#### A Decisions on Planning Applications

##### i Permission Granted with conditions by SDC:

**15 Manor Road**: Single storey rear extension and erection of detached garage.

##### ii Permission granted with conditions by Warwickshire County Council: **Ufton Landfill Site, Ufton**: New reception compound including materials recovery, in-vessel composting and office facilities.

##### iii East Area Planning Committee: nothing to report.

##### iv Parish Council Made No Representation On The Following:

**8 Pineham Avenue**: Proposed erection of porch to front. Erection of single storey extension to rear.

**Stapenhall Farm, Deppers Bridge:** Single storey rear extension for swimming pool.

**Harbury Croft, Chesterton Road:** Addition of open side front entrance porch to proposed replacement dwelling at Harbury Croft (approval ref: 07/02253/FUL).

**Temple Cottage, Temple End:** T1: Monterey cypress – fell, T2: Monterey cypress – fell, T3: Laburnum – fell, T4: Conifer – fell.

v The PC Made Representations on the Following :

**Harbury Village Hall, South Parade:** Alterations and extension to village hall to extend hall, construct stage with storage over, replace changing facilities, replace toilets, including wheelchair accessible toilets, enlarge entrance lobby, provide parish office and two lettable offices: The Parish Council wishes to register an interest in this application as it owns the land beneath and adjacent to the Village Hall. However, the Council supports this application as it would provide greatly improved facilities for the local community.

vi Permission Refused by SDC:

**Harbury House, Butt Lane:** Proposed boundary wall to part rear/side boundary.

vii Enforcement notices issued - none

viii Appeals: none

ix Tree Preservation Order: none

B Other Planning Matters

i Bush Heath Lane Site

An e-mail had been received from Charles Barlow, WRCC stating that it is now probable that the public consultation event will be in January 2009 at the earliest as the plans for the final layout and elevations will not be ready until the end of the year.

ii Stratford District Council: Rural Housing Enabling Event 8.10.08

Cllrs Thompson and Darlison had attended this event on behalf of the Council and had found it interesting and informative. The event had comprised a presentation by Charles Barlow followed by the opportunity to share experiences with other parishes. Of the 11 sites currently identified as potentially suitable for this type of housing development, the plans for Harbury are the most ambitious.

C Correspondence –none.

D Members Items

i Planning Consultation Times

It was noted that there had been some ongoing correspondence between the Council, the District Authority and the District Cllrs regarding the time given to Parish Councils for consultation and the time taken for SDC to process the applications after receipt. It was agreed this would continue to be monitored.

**District Cllrs Patrick and Mann joined the meeting.**

**08/127 PROPERTIES****A Arising from the Minutes****i BMX Project**

Cllr Thornley reported that she had been successful in obtaining a quotation for the construction of the track and a pathway to it from Sutherpark. It was noted that three quotations are not strictly necessary provided that the Council can demonstrate that it has done all it can to get best value for money. Cllr Thornley said she was hopeful of gaining a second quote for the construction of the track shortly.

**ii Playground Reports**

The following items were discussed:

**Outstanding Items of Work:** Work on the skateboard ramp, the sputnik roundabout, the aerial runway and painting the bench in the children's play area is still outstanding as the contractor has been ill. This work should be carried out this week.

**Playground Reports:** the October inspections have been carried out by Coventry CC although the clerk has not yet received the written reports. However, she has been verbally assured that the only main item of concern is the skateboard park which is in hand. On the 4<sup>th</sup> November, the play area will be given an annual inspection by SDC. The inspector will be on site from 12.00 noon and any cllrs wishing to attend this are welcome to do so.

**iii Harbury Tennis Club – Surround Fencing**

The order has now been placed for this work and work has started on the construction of a gateway leading to the storage/clubhouse.

**iv Village Hall – Boundary Fence**

This work has now been completed. Cllr Thornley queried if the original plan had included a bollard for the centre of the entranceway adjacent to the children's play area, but it was agreed that this would effectively block disabled access and had not been originally planned.

**v Cemetery Risk Assessment**

The clerk had reported that this work has now been completed and that the Council has taken receipt of the full report. 476 monuments were inspected of which 59 required single stakes, 8 required double stakes and 4 were laid flat. The headstones were grouped into three groups: class 3: unsafe: immediate action – this has now been carried out by the contractor whilst on site. Class 2 headstones require action within 6 months and Class 1 passed the assessment with no further action required. It was noted that class 3 monuments need to have relatives contacted where this is possible, class 2 need to be monitored and assessed by the Council as to the level of risk and relatives contacted if possible. It was agreed that the Properties W/P would meet with the clerk in order to assess the next action necessary.

**vi Memorial Garden, Chapel Street**

The Council has been informed that it has been awarded a grant of £730 from the WCC Public Realm Grant Scheme. Both the bench and the litter bin have been ordered and the contractor will be starting work shortly on clearing the

garden. Cllr Hancock reported that she had spoken to a resident living near to the Garden regarding his concerns about noise and nuisance from young people on and around the bench. Although it was agreed this is a problem, members felt that the bench should be sited as originally agreed and that the clerk should contact the Police regarding nuisance around it and also write to the nearest Public House and the Supermarket regarding supplying alcohol to underage drinkers. Cllr Hancock will contact the householder again.

B Correspondence - none.

C Members Items

i Car Park – Lights

Cllr Thompson reported that the lights in the car park are currently not working. This has been reported by the clerk to Streetlighting.

**08\128 ENVIRONMENT**

A Arising from the Minutes

i Street Lighting

The clerk had met with WCC Street Lighting and a local resident regarding the position of a possible new light in Temple End. It was agreed that, given the various factors such as the narrow footpath that the best position would be in front of the stone garage of New Stone House. There would be a small amount of light loss due to the back drop of the garage however. Following this meeting, WCC had provided a quotation which was found to be £2700 – this is nearly £1300 more than previously paid for the Windsor lights. It was agreed that, the clerk should investigate cheaper quotations as this is an unacceptably high cost. The clerk has also queried the possibility of a new light in Butt Lane and a solar light in Bull Ring Farm Road and will forward details of these to the Environment W/P as soon as they are available.

ii Traffic Management

Details of the proposed schemes have been forwarded to Graham Stanley, WCC and now await approval of funding from the relevant committee.

iii Village Improvements

The daffodils purchased by the Council have been planted by volunteers at the sites around the village.

iv WCC Wood Chipping Service

The clerk had been asked to investigate whether it will be possible to hire the WCC home wood chipping service for one Saturday morning in early January in order that residents can use it for disposal of Christmas Trees. The clerk reported however that the service will only visit on a week day and it was felt that this was less convenient for residents. It was agreed that the clerk would ask Mr Sheasby if he would offer a similar service and whether this would be available on a Saturday.

B Correspondence

i Overgrown Shrubbery

Correspondence had been received from a resident thanking the Council for sensitively handling the matter of overgrown shrubbery at the border of their property. This will now be cut back in order to clear the footpath.

## C Members Items

### i Pavement – Mill Street

District Cllr Patrick reported that he continued to have complaints regarding the pavement in Mill Street which is difficult for disabled residents and those with pushchairs to navigate in some places. Cllr Patrick will continue to investigate what can be done to improve this.

## **08\129 FINANCE AND GENERAL PURPOSES**

### A Arising from the Minutes

#### i Budget Monitoring

Following the consideration of the budget monitoring report at the September meeting it was proposed that the Council consider adjusting some budget cost centres to better reflect the spending needs of the Council for the remainder of the financial year. Following consideration and discussion, **it was resolved:** that the following changes should be made:

- £2000 to be transferred from Purchase of New Equipment to Equipment Maintenance and Inspection – due to higher than expected repairs to the equipment this year.
- £600 to be transferred from Purchase of New Equipment to Car Park – Repairs. This is due to unexpected repairs to the car park gratings.
- £3250 to be transferred from S137 to the Parish Office. The costs of the office were not known when the budget was set.
- £1000 from Election Expenses to Burial Maintenance and repair – to cover the costs of the Cemetery Assessment and tree maintenance for this year. This budget item was not spent on election costs as the election was uncontested.

It was also noted that the cost item of Streetlighting Maintenance and New Columns are effectively spent for this year and that the cost of any new columns would need to be funded from reserves.

#### iii Grants to Outside Bodies: Harbury GASS, Harbury RFC, Harbury Junior Football Club, The Royal British Legion.

Cllr Lockley explained that two further grant letters for Harbury RFC and Harbury Albion Football Club had been received in the last two days after the deadline for publishing the agenda. This meant that members had not had sufficient time to read these applications and it was agreed that they should be deferred to the November meeting. The clerk was requested to include information on the agenda deadline on the Council's website. The Council then considered the following applications:

Harbury Junior Football Club: Following discussion, **it was resolved:** that a grant is made of £450 towards the costs of new goalposts for the club.

Harbury Rugby Football Club: Following discussion, **it was resolved:** that a grant be made of £210 for the cost of printing programmes for the Mini Rugby Festival.

Guides & Scouts Support Group: Following discussion, **it was resolved:** that a grant of £600 be made towards the cost of sound proofing the Scout Hut.

Royal British Legion: The clerk had pointed out to members that an amount is agreed at the October meeting to cover the cost of the wreath for the

Remembrance Service. **It was resolved:** that the amount of £75 be given as this year's contribution.

All of the above items to be paid under S137 and noted in the year end accounts as such.

iii Financial Services Compensation Scheme

Cllr Mancell explained that this item had been included on the agenda due to current anxiety in the banking and financial sectors. Although the Government has undertaken to treat Parish and Town Councils in the same way as principle authorities, there are no plans at present for specific guarantees or protection for local authority funds as this would be of potentially massive proportions. Local Authorities are not covered under the Financial Services Compensation Scheme which protects individual savers. However, the Parish Council banks with HSBC which is considered one of the safer and more stable financial institutions. It was agreed that members felt that funds were secure at present and there is currently no need to take any further action.

B Correspondence - none

C Members Items – none

**08\130 ACCOUNTS FOR PAYMENT**

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

**08/131 ANY OTHER BUSINESS**

i Quarterly Report

Cllr Lockley reported that he was currently compiling the quarterly report for inclusion in the Harbury News and that the following items would be included: award of grants, imposition of weight limit on Harbury Station Bridge, traffic calming, cemetery assessment, work on Memorial Garden and repairs to the gratings at the car park.

ii SDC Matters

District Cllr Patrick said that the Head of Planning would continue to monitor the time taken to turn round planning applications by the District. SDC will shortly be able to let the village have a schedule of street cleaning for the next few months and are also monitoring the numbers of people requesting collection and disposal of the old concrete bin stands. The clerk said that over 60 residents had already contacted her regarding this.

iii Allotments

Cllr Darlison said that he had met with Mr Padbury at the allotments to discuss whether a new tap was needed for those plots at the top end. There was a clear need for this and Mr Padbury will investigate the prices for this and report back to the Parish Council

iv Model Code of Conducts – Consultation

Electronic details of this consultation had been circulated by the clerk with a hard copy to follow. The proposals include changes to the Code for members with regard to criminal convictions and a new Code for Council employees. Comments on the consultation should be made by 24.12.08.

**08\132 ADDITIONAL ITEMS FOR NEXT AGENDA**

i Harbury Primary School: School Swimming Pool

**08\133 DATE OF THE NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 27th November 2008 at 7.30pm in the Tom Hauley Rooms, Harbury Church.

The meeting closed at 9.20pm.

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