

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

Held in the Tom Hauley Rooms, Harbury on Thursday 27 November 2008 Page 567

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

In Attendance: Mrs N Thompson (Clerk to the Council), County Cllr Stevens, Mrs L  
Ridgley (Harbury News) and 4 members of the public.

**08/134 APOLOGIES:** Apologies had been received and were accepted from Cllr  
Baldwin and County Cllr Stevens.

**08/135 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA**

The following interests were declared by members:-

Cllr Darlison declared an interest in item 10i Harbury Rugby Football Club as  
his sons are members of the club.

Cllr Mancell declared an interest in item 10i harbury Rugby Football Club as  
his grandchildren are members of the club.

Cllr Thornley declared interests in item 5i, Harbury School as she is a member  
of the Governing Body, and in item 5v, Village Hall as she is a member of the  
Village Hall Management Committee.

Cllr Hancock declared an interest in item 10i as she is a member of the  
Twinning Association.

Cllr Lockley declared an interest in item 8iii, Harbury Tennis Club, as he is a  
member of the club and in item 10i as he is honorary chairman of the  
Twinning Association.

Cllr Grey declared an interest in item 6 as he is a member of the Deppers  
Bridge Residents' Group.

Cllr Patrick declared an interest in item 5v, Village Hall, as she is a member  
of the Village Hall Management Committee and in item 10i as she is a  
member of the Twinning Association.

Cllr Thompson declared an interest in item 5v, Village Hall as he is a member  
of the Management Committee and item 8iii as he is a member of Harbury  
Tennis Club.

**08/136 PUBLIC PARTICIPATION**

Mr Cleaver, the manager of Harbury Albion Football Club explained that the  
Club is currently experiencing many financial pressures and may need to close  
in the future if outside funding cannot be found. To help with this, members  
are organizing a "Race Night" fundraising event and have written to the Parish  
Council and the Harbury Co-operative Society for possible grant funding. It  
was noted that this item would be discussed under 10i – Grants to Outside  
Bodies.

Mrs Jones explained that she was representing the Harbury Youth Project.  
Since the closure of the Youth Group in the Village Hall over a year ago, there  
has been nowhere in the village for young people to meet in the evenings. The  
Project has now been able to gain access to a van, formally a library van which  
they can use on one evening a week. Parish Council permission had already

been given for the group to use the car park to park the van for a trial period and the van has visited the village for two weeks so far with reasonable success. The group needs to pay for petrol to run the vehicle however, and it is estimated that this will cost approximately £440 up to April 2009. The Council agreed to discuss this item further under 10i – Grants to Outside Bodies.

Cllr Thompson had previously declared an interest in the Tennis Club application for funding for Junior Coaches and spoke within Public Participation in favour of the application. The club has had reasonable success with its coaching program in the past but always found it difficult to recruit and keep good coaches.

#### **08/137 MINUTES - 23<sup>rd</sup> October 2008**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish Council of 23<sup>rd</sup> October 2008 having been circulated be taken as read and signed as a true record.

#### **08/138 REPORTS FROM OTHER BODIES**

- i Harbury School Governors (AW)  
The Council had received a written report from Mrs Winchester. Plans have now been drawn up for the proposed improvements to the School Pool and these should be shown to the Governing Body hopefully at the December meeting after which the next stage will be consultation with the wider community through the Parish Council. There is also a working party looking at developing the school library into a Heritage Centre and this will also be discussed at the Governor's meeting in December.
- ii Public Safety  
The police were not present, however it was noted that P C Hill had warned a motorist for driving dangerously within the village and that there had been the theft of some money from the Co-op.
- 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 and, encouragingly, there had been a large number of applicants for the position.
- iv Twinning Association (SH)  
The AGM of the Association had been held on 7.11.08 and had been well attended. A new Chairman had been elected and there were 2 new committee members.
- v Village Hall (JP)  
Due to the imposition of a Tree Preservation Order on three trees at the side of the Hall, the current planning application had been withdrawn in order for revisions to be made. Cllr Thompson commented that the Rural Cinema scheme continued to go from strength to strength and that the recent showing of "Mama Mia" had been a memorable village event.
- vi WALC/ NALC

The clerk had informed members of two forthcoming training events which may be of interest:

Tues. 27<sup>th</sup> January 2009: End of Year Accounts and Preparing for Audit  
 Sat, 21<sup>st</sup> February 2009: Visionary Leadership and Community Engagement.  
 Details of both of these were included in the WALC newsletter mailing circulated to all members. The next Southam Area Committee meeting will be held on the 19.1.08 at Napton Village Hall. Cllr Thompson commented that he had recently attended Part One of the WALC training course on Chairmanship and had found it to be useful and informative. Part two of the course, as previously mentioned will be held in February and Cllr Thompson will also attend this on behalf of the Council. It was noted that attendance at training events will play a part in the re-accreditation process for Quality Parish Status.

vii SDC & WCC Reports

Cllr Patrick reported that the Green Bin collection had now been discontinued for the winter months.

### 08\139 DEPPERS BRIDGE

#### A. Matters Arising

##### i Harbury Station Bridge

Members of the Residents' Association have now started the process of drawing up a "wish list" for signage for the permanent weight limit. Cllr Grey is also enquiring about how problems with the bus service caused by the weight limit can be improved.

#### B Correspondence -none

#### C Members Items - none

### 08\140 PLANNING

#### A Decisions on Planning Matters

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

**Temple Cottage, Temple End:** T1 monterey cypress – fell, T2 monterey cypress – fell, T3 laburnum – fell, T4 conifer – minor pruning to retaining fastigiated form.

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

**Land South of Sharmer Farm, Fosse Way:** Proposed new glasshouse – for reduction of food miles, carbon footprint and bad weather/winter protection.

**Crown Inn, Crown Street:** Installation of 2no. brass lanterns and 2 no. brass menu cases, replacement signage and replacement down lighters to the front elevation of the public house.

**Harbury Library, High Street:** G1 group of Leyland cypress: fell.

**1 Mill Street:** Proposed new toilet/facilities with internal alterations to retail store.

**Harbury Croft, Chesterton Road:** Addition of open sided front entrance porch to proposed replacement dwelling at Harbury Croft (App. Ref: 07/02253)

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

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

**Wissett Lodge, Church Street:** Closeboard fence to form boundary.

**The Lymes, Church Street:** T1 birch – fell, T2 holly – reduce by 20% and prune to tidy, T3 fir- reduce by 20% and remove deadwood, T4 – prune back by 1m.

**1 Mill Street:** Proposed new toilet/facilities and with internal alterations to retail store.

**11 The Beeches:** Demolition of existing building and construction of replacement 5 bedroomed oak framed house on the same site.

**Crown Inn, Crown Street:** T1 sycamore: crown reduce by 25% and remove deadwood.

iv The PC Made Representations on the Following :

**Harbury Library, High Street:** COMMENT: The application states that the trees are being felled due to the ongoing maintenance of the building, however it also states that there are no concerns regarding the condition of the trees nor any potential damage to the adjacent building caused by the trees. The PC opposes the felling of healthy trees without good reason and would wish to question what plans if any the Authority has for replacing them once the maintenance issues of the Library have been addressed.

v Permission Refused by SDC: nothing to report.

vi Applications Withdrawn:

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

**Village Hall, South Parade:** Alterations and extensions 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.

vii Enforcement notices issued - none

viii Appeals: none.

ix Tree Preservation Order:

**Harbury Village Hall, South Parade:** T1: horse chestnut – located on the northern boundary of Village Hall adjacent to South Parade.

T2: Silver Birch: Located adjacent to the frontage of the Village Hall, South Parade.

G1: Groups consisting of 5no. sweet chestnut and 1no. horse chestnut: located to the western boundary adjacent to Constance Drive.

B Other Planning Matters

i Harbury Library, High Street – G1 group of Cypress, fell

There had been some concerns and confusion as to which trees this applications relates to, however it had been confirmed that it is the group of three small conifers against the front wall of the library building. However, it was noted that the application was poorly presented. The clerk reported that Cllr Stevens will be speaking to the WCC arboriculturist prior to any work taking place.

C Correspondence

- i SDC Local Development Framework – Draft Core Strategy  
This planning consultation is currently being circulated through the Planning W/P. The Core Strategy is the first and most critical part of the Local Development Framework which will eventually replace the District Local Plan. Once adopted it will have a major bearing on how and where development takes place in the Stratford District over the next 20 years. Comments on the consultation are due back by the 9<sup>th</sup> January.
- ii Harbury Tennis Club: Floodlighting  
It was noted that the Council had received notification that the Tennis Club has put in the planning application for the extension to the floodlighting.
- iii Proposed Tesco - Southam  
The clerk had circulated by e-mail some initial details of the proposed Tesco store on the outskirts of Southam. There will be a public consultation on this in Southam on December 5<sup>th</sup> and 6<sup>th</sup>.

#### D Members Items

Cllr Thompson along with District Cllrs Patrick and Mann had attended the SDC run “Planning Basics” led by Pat Reid, Head of Planning. This had proved to be useful and informative.

### **08/141 PROPERTIES**

#### A Arising from the Minutes

- i BMX Project  
Cllr Thornley reported that she is still trying to get a second quotation for comparison for the construction of the track and is also researching funding options for the project as a whole.
- ii Playground Reports  
The following items were discussed:  
The clerk had met on the 4<sup>th</sup> November with the play inspector from Digley Associates who is employed by SDC to carry out an annual free inspection of play areas in the District for those parishes requiring it. It was noted that this is in addition to the quarterly inspections carried out by Coventry City Council. During the course of the inspection it came to light that an item requiring immediate attention was the aerial runway which the inspector recommended is taken out of action with immediate effect due to concerns about the structure and safety of the posts at one end. A previous report from Coventry CC had not advised this course of action although it did point out the condition of one of posts which has recently been replaced. It was agreed that this placed the Council in a difficult position; specific advice that a piece of equipment is taken out of action could not be ignored, however, the aerial runway was one of the best used pieces of equipment especially for older children. Following discussion, it was agreed that the clerk should try to gain some quotations for the repair of the runway to prevent it being taken out of use on a permanent basis. The SDC inspector had also made some comments on the expected life span of the remaining equipment in the play area. The small slide and rocking horse have a future life span of only about 5 years whilst the multi-play unit with some careful maintenance (mainly the replacement of the platforms) could last about 10 years. The other equipment is relatively new. It was noted that the clerk has

not yet received the hard copy of the full report but, as soon as it is received, she will circulate to the Properties W/P.

Skateboard Park: The clerk had obtained a quotation for £480 for work to the hedge which would improve visibility of the skateboard area and perhaps could be incorporated into work necessary for the BMX track. Following consideration of the quotation, the clerk was instructed to find out further details on when would be the best time of year to carry out the work.

iii Harbury Tennis Club – Surround Fencing

The work to repair the fencing has now been satisfactorily completed and the contractor paid from the Sinking Fund. **It was resolved:** that this item be DELETED.

v Cemetery Risk Assessment

Cllr Hancock reported that she had met with the clerk and other members of Properties W/P earlier in the month and had successfully identified potential contacts for a number of the memorials which have been identified as being unsafe. It was also agreed that the clerk would circulate a list of those headstones that have been staked around the Council which may lead to more potential contacts. The only option long-term for those memorials for which living relatives cannot be identified and are considered unsafe is to lay them flat but it is hoped that this will be necessary in only a minority. A further quantity of headstones had been identified as needing to be re-assessed in 6 months –this will take place next year. It was also noted that a quotation for tree works to the copper beech tree on the corner of Cemetery had been received; this work is to lift the canopy of the tree so that it does not overhang the road. **It was resolved:** that this work should be carried out, cost £180 plus VAT.

vi Memorial Garden, Chapel Street

The work on the Memorial Garden has now been almost completed – the remaining outstanding item is the new litter bin which should be installed in the next few days. Cllr Hancock had spoken to concerned residents living near to garden and was satisfied that they felt that their concerns had been adequately addressed by the Council for the time being. The clerk was instructed to thank the contractor for his work on the garden.

B Correspondence - none.

C Members Items – none.

**08\142 ENVIRONMENT**

A Arising from the Minutes

i Street Lighting

The clerk is currently researching alternative quotes for a possible new Windsor streetlight in Temple End

ii Traffic Management

The proposed traffic management solutions had been forwarded to WCC and the Parish Council now needs to wait to hear the decision on funding from the Joint Area Committee.

iii Village Improvements – nothing to report.

iv The Pound, Hall Lane

Cllrs Baldwin and Thompson had inspected damage to the top corner of the Pound adjacent to Lovers Lane which had been caused by vehicles driving over it. **It was resolved:** that the clerk request that posts be installed by the Village Maintenance contractor in order to help solve this problem and that the clerk should write to Mr Wilkinson of Field House to thank him for his continued support in maintaining the Pound.

## B Correspondence

i Harbury WI: Sustainable Communities Act

Correspondence had been received from Harbury WI requesting that the Council resolve to “opt in” to the Sustainable Communities Act when invited to do so by the Government in the near future. The Act will aspire to deal with the major problems of the ongoing decline of local shops, services, economic activities and communities. The clerk was requested to respond to the WI saying that the Council is interested in seeing the Act and will consider what course of action to take when further details are available.

## C Members Items

i Pavement – Mill Street

District Cllr Patrick requested that the clerk remind the Area Surveyor about the pavement surface of Mill Street from roughly opposite the Shakespeare to the Doctor’s surgery as this is very uneven in places and difficult for wheelchair and pushchair users to access.

ii Flooding

Cllr Thornley reported that the following areas had been temporarily flooded during recent heavy rain: South Parade at the front of the Village Hall, Hall Lane opposite the Pound and Park Lane/Temple End at the corner with Bush Heath Lane. Of these, South Parade is the most worrying as WCC recently spent some time in remedial work on the drains there. The clerk confirmed that she will report these to WCC.

## **08\143 FINANCE AND GENERAL PURPOSES**

### A Arising from the Minutes

i Grants to Outside Bodies:

The Council had received a number of requests for grant funding. Cllr Mancell said that there is £750 remaining in the S137 budget for such requests; he also suggested that the Council should prioritize requests from inside the Parish, as stated in the Council’s grant criteria, those that had not received grant funding during the current financial year and those projects which promote facilities for young people. The Chairman requested that the grant requests be dealt with in the following order:

**Butterfly Conservation:** grant requested to support match funding for a project to bring back to small blue butterfly to Harbury spoil bank. It was noted that, although this is a worthwhile project, the spoil bank is outside of the parish in Bishops Itchington parish. **It was resolved:** that no grant funding be given at the

present time but that the clerk should suggest that Bishops Itchington PC may be able to offer some funding.

**Harbury Tennis Club:** grant requested to support the training of three teenage coaches. It was noted that the Tennis Club does receive ongoing funding from the Parish Council in the form of Sinking Fund contributions. Following further discussion, **it was resolved:** that no grant funding should be given on this occasion.

**Harbury Albion Football Club:** grant funding requested to help towards a fundraising effort to sustain the future of the Club. Following discussion, **it was resolved:** that a grant of £150 be made under the power of S137.

**Harbury Twinning Association:** grant requested to help with the costs of hosting the forthcoming visit from Samoa. As the Association has recently applied to the EU for funding, **it was resolved:** that no funding be awarded at the present time, however, the clerk should invite the Twinning Association to apply again in the Spring if it is found that they have a shortfall for the visit.

**Christmas Lights 2008:** An estimate of costs for getting the lights ready for operation this year plus estimated electricity costs had been received from the volunteers group who oversee the lights; this was found to be £210. Following discussion, **it was resolved:** that the clerk is delegated to spend up to £200 on the lights expenses under the power of S137.

**Harbury Rugby Football Club:** grant requested to help with the costs of four of the mini groups going on tour. It was noted that, whilst the Council is sympathetic to the Club's aims, that a previous grant had been awarded in October 2008. **It was resolved:** that no funding should be given at the present time.

**Harbury Youth Project:** Funding requested towards the costs of petrol for the van; it was noted that a figure of approximately £440 had been given as the running cost up to April 2009. **It was resolved:** that 50% funding of this figure should be given, £220 from the power of S137.

ii Budget Setting 2009/10

Cllr Mancell said that the Council needed to start the process of setting its budget and consequently its precept for the next financial year 2009/10. To this end a meeting of Finance & General Purposes has been organized for 8.12.08 and all heads of the Working Parties are invited to submit spending proposals for this which will then be fed into the main budget.

iii Staffing Matters

Cllr Mancell reported that the clerk had been awarded a cost of living increase to her relevant pay scale following negotiations between Government and the National Association of Local Councils.

B Correspondence

i Warwickshire Best Village Competition 2008

The Council was pleased to hear that they had been awarded a Silver Certificate in the Warks Best Village Competition for the area of Communication.

C Members Items

i Rates – Parish Office

District Cllr Patrick asked if the Council had had a successful resolution to its application for Small Business Rate Relief. It was explained that, at present,



27 November 2008

- 575 -

SDC would not be able to offer this as the property had not been registered as being available for letting until after the 1<sup>st</sup> April 2008. Cllr Patrick agreed to look into this on the Council's behalf.

**08/144 ACCOUNTS FOR PAYMENT As per Appendix B – details on request from the Clerk.**

**08/145 ANY OTHER BUSINESS**

i Barrier – Car Park

The clerk informed the Council that Mr Winchester, who has been responsible for opening and closing the barrier at the car park for a number of years has stepped down from this role. This has now been taken over, on a voluntary basis by Mr Mills of Margaret Close.

**08/146 ADDITIONAL ITEMS FOR NEXT AGENDA**

**08/147 DATE OF THE NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 22<sup>nd</sup> January 2008 at 7.30pm in the Farley Rooms, Harbury Village Hall.

The meeting closed at 9.25pm.

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