

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

Held in the Village Hall, Harbury on Thursday 26<sup>th</sup> February 2009 Page 585

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, District Cllr Mann, County Cllr Stevens, PC Hill, Mrs L Ridgley (Harbury News) and 1 member of the public.

**09/016 APOLOGIES:** Apologies had been received and were accepted from Cllrs Mancell, Baldwin and Grey.

**09/017 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA**

The following interests were declared by members:-

Cllr Thornley declared an interest in item 5v, Village Hall – member of the Management Committee

Cllr Patrick declared an interest in item 5v, Village Hall, -member of the Village Hall Management Committee and in item 5iv -member of the Twinning Association.

Cllr Hancock declared an interest in item 5iv – member of the Twinning Association.

Cllr Thompson declared an interest in item 5v, Village Hall – member of the Management Committee.

**09/018 PUBLIC PARTICIPATION**

A tenant of the allotments was present and raised the issue of a large number of chickens being kept on one allotment. This is causing a nuisance to other allotment holders. The clerk explained that she had written previously to the tenant concerned and had received a reply explaining that most of the chickens were elderly and kept as pets. It was agreed that the clerk should write again to the person concerned and request that the numbers of chickens being kept be gradually reduced to an acceptable number for domestic purposes.

**09/019 MINUTES - 22<sup>nd</sup> January 2009**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish Council of 22<sup>nd</sup> January 2009 having been circulated be taken as read and signed as a true record.

**09/020 REPORTS FROM OTHER BODIES**

i Harbury School Governors (AW)

The Clerk had received a written report from Mrs Winchester. On 25<sup>th</sup> February the school had had an OFSTED visit which had lasted for one day. The report on this will be available in approximately two weeks. The swimming pool committee had made a presentation to the Governing Body and the design for the new pool has been agreed. The next step will be to present these plans to neighbours, the Parish Council and then to an open meeting for the public.

Cllr Thornley informed the Council that she has resigned as a member of the Governing Body of the School.

- ii Public Safety  
P C Hill reported that the team has dealt with approximately 85 incidents in Harbury and Bishops Itchington over the past few weeks including vehicle break ins to cars in Neale's Close and Pineham Avenue.
- iii Southam College (SH) – nothing to report.
- iv Twinning Association (SH)  
Cllr Hancock reported that a long standing member of the Association has sadly died. The original charter of the Association signed by the Parish Council chairman, has now been passed to the clerk and the Association will meet within the next week in order to decide where this should be best kept. It is proposed that, to coincide with the next visit of representatives from Samoa, a car boot sale could be organized in the car park of the Village Hall to demonstrate “recycling” of household items. It was agreed that permission for this be granted subject to there being no sports fixtures that weekend.
- v Village Hall (JP)  
A fund raising sub-committee has been formed and has held one meeting. The committee is currently awaiting the decision on the planning application. It is proposed that the changing rooms will be painted this weekend using free paint from Dulux and volunteers from Warwick University.
- vi WALC/ NALC  
Cllr Thompson had attended the second part of the seminar on Chairmanship and had found this very useful and informative.
- vii SDC & WCC Reports  
WCC: County Cllr Stevens gave the following report: WCC is currently preparing for the elections in two months time and also for the next four year cycle within the Council. The budget for the forthcoming year has been agreed resulting in a 3.79% increase in the County Council's share of Council Tax. A decision on the Cemex application for a climafuel plant has now been delayed until June/July and the Council is currently consulting on the future of libraries within the County. It was confirmed that, although the consultation form is designed for individual users, the Parish Council may respond in its own right and there will not be a separate consultation for Parish Councils. The consultation on the catchment area for grammar schools in Rugby also continues.  
SDC: Cllr Mann reported that the budget has now been set for 2009/10 and will result in a 3.5% increase, the equivalent of 8.3p per month on a Band D property. Refuse collection arrangements will change again in April with the recommencement of the green bin collection and there will be road shows in different areas in order to advertise this. Due to budgetary constraints this year, the proposed introduction of smaller bins for households requesting this will not now happen. It was queried whether the collection of the old style “concrete” bins will now happen and Cllr Patrick agreed to query this with SDC.

**09\021 DEPPERS BRIDGE****A. Matters Arising****i Harbury Station Bridge**

Cllr Hancock queried if any progress had been made with the reinstatement of the bus service for Deppers Bridge. Cllr Grey is currently working on this and it was agreed to wait for his report at the next meeting.

**B Correspondence -none****C Members Items - none****09\022 PLANNING****A Decisions on Planning Applications****i Permission Granted with conditions by SDC:**

**4 Percival Drive:** Proposed two storey side extension.

**19 Pineham Avenue:** Proposed porch to front of property.

**Unit 1, Bull Ring Business Centre, Church Terrace:** Change of use from B1 office to A1 shop.

**Cranford, Chesterton Road:** Single storey extension, demolition of existing garage block and erection of new ancillary accommodation.

**Harbury Tennis Courts, Playing Fields:** Extend provision of floodlighting to a third court (dual purpose, netball and tennis court) by erection of 6 x 6 metre high lighting columns.

**ii East Area Planning Committee: nothing to report.****iii Parish Council Made No Representation On The Following:**

**Stapenhall Farm, Deppers Bridge:** Demolition of a steel framed dutch barn and construction of a swimming pool

**iv The PC Made Representations on the Following :**

**Harbury Cement Work, Bishop Bowl Lakes:** Part change of use of previously developed land to vehicle storage. Siting of portable buildings for office use, security rest room and WCs. Erection of a handover building and two buildings for the preparation of cars. Erection of 38 x 6m high lamp posts and 21m x 10m high lighting columns: Harbury Parish Council OBJECTS to this proposal in the strongest terms on the following grounds: Members of Harbury Parish Council, along with representatives of neighbouring Parish Councils, the District and County Councils, the site owners, RPS planning, and various other local interested parties spent a great deal of time in 2006/7 drawing up a master plan for the Harbury Cement Works. This master plan was adopted as a supplementary planning document on December 17, 2007. The current application is contrary to the master plan in several ways.

**Employment:** the master plan states clearly that industrial development to provide employment “can be promoted only after an employment needs survey has been carried out in accordance with the provision of policy Com.1 and a local need for jobs as been proven” (p.47). At several places in this application the claim is made that this development will provide local jobs, yet there is absolutely no evidence, aside from aspiration, that this what is needed for Harbury or Bishop’s Itchington. No employment needs survey has been conducted, or at least this application shows no evidence of it.

The master plan also states in categorical terms that any employment on the site would be “mostly related to the reinstatement of the rail infrastructure, to

facilitate the movement of goods to and from the site by rail.” (p44). Indeed the master plan goes so far as to state “the reinstatement of the railway line and its active use will be a pre-requisite to the development coming forward.” (p47) There are no plans in the current application to make use of the railway, and indeed the recent related application to level the site (08/03080/FUL) actually involves burying the remaining rail lines under hardcore. Since the storage and distribution uses of the site would be more suited to using the railway than others, failure to use the railway is clearly a serious flaw in this current application.

**Landscape and Design:** these sections of the application show no evidence at all of being familiar with the master plan and are as such virtually meaningless. Just one example will suffice to suggest the incompatibility of these sections with the master plan. The master plan states that any buildings on the site should have a ‘contextual choice of material’ and mentions ‘timber cladding’ and ‘brick’ (p44) and specifically states that ‘large single expanses of any materials should be avoided.’ Yet the proposal is for buildings constructed of large UPC sheets, which would be completely out-of-keeping with the landscape.

**Transport:** We would like transport experts to examine the impact of this proposal since we believe the entrance to the site is not well situated and there is a potential for accidents. We also have serious concerns about the number of HGV vehicle transporters which would be travelling through Bishop’s Itchington to access the site.

**Summary:** We believe this to be an ill-conceived planning application of the type that was specifically warned against in the master plan (‘one-off actions that are out of context from the overall vision for the site could therefore be damaging’ p46). Had it not been for the fact that Brian Chilcott and Nigel Moor of RPS were involved in the master plan process from the start we would have thought that the problems with this application were due to insufficient research into the planning history. As the master plan is referred to but fairly readily dismissed in the Planning Supporting Statement (p9 & p15) it seems that this was a deliberate strategy to try to circumvent the master plan’s status as a supplementary planning document.

We urge Stratford District Council to refuse this planning application.

**Village Hall, South Parade:** Alterations and extensions to village hall to extend hall. Construct stage with semi-basement under. Replace changing facilities. Replace toilets including wheelchair accessible toilets. Enlarge entrance lobby. Provide Parish Office and two lettable offices: The Parish Council would like to register an interest in this application as it owns the land both on and around the Village Hall. However, the Council would like to support this application as it will provide improved facilities for the village community.

v Permission Refused by SDC: nothing to report.

vi Applications Withdrawn: none.

vii Enforcement notices issued - none

viii Appeals: none.

ix Tree Preservation Order: none.

**B Other Planning Matters**

i Bush Heath Lane Development

Members were informed that the date for the consultation day on the proposed development will be Thursday 30<sup>th</sup> April between 2.00pm and 9.00pm in the Village Hall. Arrangements have been made with the Harbury News to distribute flyers produced by WRCC to all households in the village (not just those receiving the Harbury News) and the event will also be publicized on notice boards and the Parish Council website.

ii Tesco Stores Ltd

The large planning application for the proposed Tesco store has arrived in the office and members were invited to call in to see this if they wished; the documents are also available online. It was agreed that the clerk be delegated in the normal way to respond to this application after consultation with the Planning W/P.

iii Responses to Planning Applications

Cllr Patrick reminded members of the Planning W/P that, if no response is received from them to planning applications, the clerk will assume that this means “no representation”.

C Correspondence - none

D Members Items

**09/023 PROPERTIES**

A Arising from the Minutes

i BMX Project – nothing to report.

ii Playground Reports

It was noted that there had been some confusion regarding the cost of the quoted inspections from Rospa and that these are now quoted as being in excess of £300 per inspection. It was agreed that the contract should remain with the current contractor for the immediate future. Other outstanding items were as follows:

- Aerial runway: a quotation for repair has been received for this for £2950 from Coventry CC. The clerk is currently trying to get alternatives to this.
- Picnic bench: The clerk had researched some alternative styles of bench and passed the details of these to Properties. Following discussion, the best design was agreed on and the clerk instructed to get a firm quotation for this bench fitted to include removal of the old bench.
- Skateboard Park: The Council had been advised that the repaired section of the skateboard park has warped slightly. The clerk has instructed the contractor who carried out the repair to look at this again.
- Paved Area adjacent to children’s play area: The Properties W/P will look at this area and decide how many of the paving slabs are in need of replacement.

iii Cemetery Risk Assessment

The clerk had provided an update to the Properties W/P on progress to date that had been made on contacting those responsible for unsafe memorials. Although some relatives had been contacted and of those a number had indicated that they will make their memorial safe, there still remained a significant number for whom there are currently no contact details. It was also noted that those memorials classed as Grade 2 and not in need of staking also need to be reviewed in the spring. Since the inspection has been carried out,

new guidance on memorial safety recommends a “lighter touch” approach but the clerk pointed out that this is disputed within the memorial safety profession.

B Correspondence - none.

C Members Items

i Bench – Memorial Garden

The clerk was requested to have the plaque from the old bench transferred to the new one at the Memorial Garden.

ii Completed Work

It was noted that three items of work had been successfully completed during the last month: the hedge at the front of the skateboard park has been cut back, bollards have been installed on the Pound and an extra bollard put in the line adjacent to the car park in order to prevent cars from accessing the car park at night.

**09\024 ENVIRONMENT**

A Arising from the Minutes

i Street Lighting

The clerk had obtained two quotations for street lighting maintenance for the year 2009/10; these were found to be £2966.85 (based on £21.31 per lamp plus £5 surcharge for CDO lamps) from Warwickshire County Council and £2602.44 (based on £15.50 per lamp plus £26.08 surcharge) from ABB. Although the quote from ABB is cheaper, it was noted that it does not include many of the items quoted as standard in the WCC quote. For this reason, **it was resolved:** that Warwickshire County Council is retained as the contractor for street lighting maintenance for the year 2009/10.

ii Traffic Management

It was noted that the proposals for traffic calming in the village have been referred to the Joint Area Committee to be held on the 10.3.09

iii Village Improvements – nothing to report.

B Correspondence

i Village of the Year Competitions

The clerk drew member’s attention to this year’s Village of the Year Competition which will be held in the same format as last year with sections on Community Projects, Buildings, Communication, Business, Environment and History & Heritage. Applications are welcome from any part of the community.

ii Warwickshire’s one Tonne Challenge/Zero Footprint Project

It was noted that Snitterfield have been nominated as the village from Warwickshire taking part in this project.

C Members Items

i Visibility at Bendigo Mitchell Crossroads – Fosse Way

Members reported that visibility at this crossroads had been impaired due to the introduction of a section of steel bollards. District Cllr Mann had had some correspondence with WCC on this and agreed to pass the details to the clerk.

The clerk was requested to arrange a meeting with representatives from WCC in order to discuss this matter.

- ii Sewerage Overflow – Mill Street Pumping Station  
District Cllr Patrick reported that a meeting will take place on Monday 2<sup>nd</sup> March between himself, Severn Trent, Mr Ridgley and Mr Wurr (Consumer Complaints Council) regarding the outstanding issues regarding the ditch. The original document allowing Severn Trent to use the ditch as an overflow has now been found and Cllr Patrick will pass a copy of this to the clerk.
- iii Biffa Liaison Meeting  
Cllr Patrick reported that there will be a Biffa Liaison Meeting on 19.3.09 in Ufton in order to report on current progress on the Recycling Plant. Cllr Patrick, Thornley and District Cllr Patrick will attend this.

## **09\025 FINANCE AND GENERAL PURPOSES**

### A Arising from the Minutes

- i Grants to Outside Bodies: nothing to report.
- ii End of Year Accounts and Audit 2009  
The clerk had attended a training seminar during January on the preparation of accounts in general and the year end accounts. The following items were flagged as in need of attention:
  - Bank statements check to balances in cash book – there is a need for this to be done monthly and signed by the member checking the balances. It was agreed that Cllr Mancell, the Chairman or the Vice-Chairman would carry out this action and that the clerk should liaise with them in order to arrange this.
  - Direct debits to be reported at the same time as cheques for payment – it was noted that these had been included in Appendix B, cheques for payment for this month.
  - The internal audit can now be carried out during the financial year rather than just at the end of it.
  - Clerk should have an annual appraisal – this has been in place previously and has now been carried out for this year.
- iii Staffing Matters  
It was noted that the clerk's annual appraisal had been carried out by members of the Staffing W/P and notes on this had been circulated to all members.
- iv Website Maintenance  
A quotation had been received from the web designer, Arrowscape for the continuation of web hosting and maintenance for 2009/10. This was found to be £450 for maintenance based on £37.50 per month and £120 for hosting. The Council had also been advised that it has been awarded a grant for £500 from SDC for Communications which can be added to the budget for the website and other methods of communication for this year. **It was resolved:** that the quotation from Arrowscape is accepted.
- v Power of Well Being  
Notes on the new Power of Well Being for Parish Councils had been circulated to all members. If a Council is awarded the power it can spend money on anything that it considers to be for the improvement of the economic, social and environmental well being for its area including help for individuals and local

businesses. The usual budgetary constraints still apply. In order to be able to use the new power however the Council must have:

- a minimum of two thirds of vacancies on the Council filled at the last ordinary elections i.e. not “co-opted”.
- A qualified clerk trained in the Power of Well Being.
- A minimum of 80% of councillors trained in the Power.
- A published statement of community involvement.

WALC is currently considering how best to deliver the training; Harbury has provisionally requested this and will wait to hear further from them.

vi Annual Parish Meeting

It was noted that, although the Annual Parish Meeting is normally held on the second Thursday in May, this year both the Village Hall and the Tom Hauley Rooms are booked on that date (14<sup>th</sup>). The clerk was requested to check the availability of the school hall for that night or alternatively to arrange the meeting for Tuesday 19<sup>th</sup> May.

B Correspondence

i Letters of Thanks for Donations Received

It was noted that a letter of thanks and a card made by the children had been received from Windmills Nursery School thanking the Council for the grant for the new door.

C Members Items

i Emergency Planning Seminar

Cllr Thompson reported that he and Cllr Grey had attended the recent seminar organized by SDC on Emergency Planning. It is proposed that a new format will be introduced this year for the recording of contact and information details and it was agreed that, when the new form is available, Cllrs Thompson, Grey and Hancock should have input in completing this with the clerk.

**09/026 ACCOUNTS FOR PAYMENT Proposed by Cllr Patrick and seconded by Cllr Hancock. As per Appendix B, full details available on request from the clerk.**

**09/027 ANY OTHER BUSINESS – none.**

**09/028 ADDITIONAL ITEMS FOR NEXT AGENDA**

- i Harbury School – Presentation by the Swimming Pool Committee

**09/029 DATE OF THE NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 26<sup>th</sup> March 2009 at 7.30pm in the Tom Hauley Rooms.

The meeting closed at 8.40pm.

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