

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

Held in the Tom Hauley Rooms, Harbury on Thursday 28 May 2009 Page 526

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, District Cllr Mann, County Cllr Stevens, Mrs L Ridgley (Harbury News).

09/059 APOLOGIES

The Council accepted apologies from Cllrs Patrick, Mancell and the Rev Craig Grocock.

09/060 ELECTION OF CHAIRMAN

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

09/061 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN

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

09/062 ELECTION OF VICE-CHAIRMAN

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

09/063 APPOINTMENT OF MEMBERS TO SERVE ON WORKING PARTIES

The following appointments were made:

Planning: Cllr Patrick (Chairman), Cllrs Mancell, Thompson, Knowles and Darlison.

Properties: Cllr Hancock (Chairman), Cllrs Thompson, Knowles, Thornley, Baldwin and Darlison.

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.

09/064 APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES

The following appointments were made:

Village Hall Management Committee: Cllrs Patrick, Thornley and Thompson

Harbury School: Ann Winchester. Mrs Winchester will continue to send reports to the Council as per the previous year.

WALC: Members to attend meetings on a rotating basis.

The agenda now followed that of an Ordinary Meeting.

09/065 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

The following interests were declared by members:-

Cllr Thornley declared interests 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 Thompson declared an interest in item 6v, Village Hall as he is a member of the Management Committee.

Cllr Hancock declared an interest in the planning application for Chesterton House Farm, Mill Street.

09/066 PUBLIC PARTICIPATION – there were no members of the public wishing to speak.

09/067 MINUTES - 23rd April 2009

It was resolved that the minutes of the **Ordinary Meeting** of the Parish Council of 23rd April 2009 having been circulated be taken as read and signed as a true record.

09/068 REPORTS FROM OTHER BODIES

- i Harbury School Governors (AW)
Mrs Winchester had sent a brief report saying that she had missed the last meeting due to work commitments. Cllr Darlison reported that the school now expected to submit a planning application to SDC for the work on the swimming pool during June.
- ii Public Safety
The clerk reminded members that the next community forum will be held at Harbury Village Hall on the 16th June commencing at 7.15pm.
- iii Southam College (SH) – nothing to report.
- iv Twinning Association (SH)
The visit from representatives from Samoia will take place this weekend and a full program of events has been planned. Cllr Lockley, as President of the Association and Chairman of the Parish Council will attend the Medieval banquet planned for Sunday evening.
- v Village Hall (JP)
Cllr Thornley reported that a fundraising bid in excess of £8000 to the 20/20 Vision for Southam group had been provisionally agreed. Due to this award, work will now commence on improving the public toilets.
- vi WALC/ NALC
The clerk had included details of two forthcoming training events, one on Chairmanship and one for new councillors, in the clerk's report. Anyone wishing to attend either of these events should contact the clerk.

vii SDC & WCC Reports

SDC: Following the election of council members to specific committees, Councillor Patrick has been elected to Planning and Cllr Mann to Licensing both as per the previous year. Councillor Patrick reported back on the following items which were raised at the Annual Parish Meeting:

- "Days Out on your Doorstep" – it had been confirmed that this had been discontinued this year due to lack of take up.
- A question had been asked regarding the competitiveness of the Verdant contract for bin collection and whether this related to paying lower wages to their staff. Councillor Patrick said that details such as this were not shared with SDC and as such the information was not available. Councillor Patrick will further pursue information on what level of contract monitoring is carried out by the District.
- The cost of renovating the Bancroft Gardens in Stratford town centre is currently expected to be in excess of £3million.
- Cllr Patrick confirmed that unfortunately, the District had decided to offer the Conservation Architect voluntary redundancy and had been taken up on this offer.

WCC: Councillor Stevens said that he had nothing to report at present as the County Council is awaiting the results of the elections to be held on 4th June.

09\069 DEPPERS BRIDGE**A. Matters Arising**

i Harbury Station Bridge

Cllr Grey, Lockley, Mancell and the clerk had held an informal meeting to try to find solutions for those residents left without a viable bus service after the imposition of the weight limit. It was agreed that it would not be feasible to reinstate the voucher scheme and that a solution may be possible if the Council adopts the Power of Well Being in the future. It was agreed therefore that this issue be deferred until after the Power has been adopted.

B Correspondence -none**C Members Items - none****09\070 PLANNING****A Decisions on Planning Applications**

i Permission Granted with conditions by SDC: nothing to report.

ii East Area Planning Committee: nothing to report.

iii Parish Council Made No Representation On The Following:

Eastfields Farm, Deppers Bridge: Demolition of existing farmhouse and farm outbuildings and construction of a detached house and garage.

Stickle Rise, Temple End: Proposed two storey side extension.

The Bungalow, Mill Street: Proposed conversion of garage to dining room and replacement of rooflight with a dormer window to first floor bedroom.

iv The PC Made Representations on the Following :

Bishop Bowl Lakes: Engineering Operations to Level Part of the Site

(Additional Representation): The PC originally had two main areas of concern regarding this

application:

- Safe removal and control of asbestos on the site: The walk over survey for asbestos clearly states: "given the confirmed presence of ACMs scattered randomly across the site, any planned activity will require a risk assessment that takes this into account and provides suitable control measures to prevent both personal exposure to airbourne asbestos fibres and the spread of asbestos contamination". In addition the Design and Access Statement says that "when the site works start, it has been recommended that a specialist surveyor be on site to monitor the work" - there is then a reference to the STATS report Appendix C.

The applicants are obviously aware of the presence of asbestos and may well have well thought out plans to deal with it but Appendix C is missing from our copy of the SATS report and the "Method Statement" included in the documents makes no reference at all to a process to deal with asbestos. From the documents supplied to us therefore, it cannot be said that the applicants have demonstrated a thorough approach to the safe removal of asbestos from the site. The District Authority must be sure from the documents and information supplied to it that the applicants have a clear method for the safe removal of asbestos.

- Flooding: The PC would agree with District Cllr Patrick's comments on this that the Environment Agency conditions should be included in and form part of any Certificate of Approval and that this application should prepare the site only for activities that do not require a positive drainage system. We have noted your comments on this and understand that the Environment Agency would be involved in the supervision of work carried out on the site.

Cllr Patrick also makes a comment on the "large quantity of additional information" that has been supplied by the applicants. Should this additional information not have been copied to the consultees (in hard copy form) to be included in the original application? The PC would also wish to object to the very short time frame that it has been given in order to reconsider its original comments - given that those original comments were made on the 26th January, to be requested to reconsider in the light of "additional information" in 2 days is not satisfactory.

The Council would be grateful if the above additional comments could be noted on the file. If the District Authority is satisfied however, that the applicants have addressed the issues of flooding and removal of asbestos then the Parish Council would agree to the application being granted consent without reference to committee.

v Permission Refused by SDC: nothing to report.

vi Applications Withdrawn: none.

vii Enforcement notices issued - none

viii Appeals: none.

ix Tree Preservation Order:

Tree Preservation Order 651, Harbury Village Hall, South Parade:
confirmed without modification.

B Other Planning Matters

i Bush Heath Lane Site

The Public consultation had been held on the 21st May. The initial informal feedback received by the clerk was that the developers, WRHA and WRCC were generally pleased with the turnout at the event; roughly 250 people attended of which 61 provided written comments. The final analysis of these is not yet complete but approximately 28 comments were broadly supportive, 13 were broadly opposed and 20 raised specific points of concern. It is expected that the full report will be available in approximately one week. The clerk had also circulated brief minutes on a meeting held on the 11th May between Cllr Lockley, District Cllr Patrick, County Cllr Stevens and the developer. Two main points of concern had been raised; the expected level of 106 contribution indicated by WCC and the possibility of including a small children's play area in the completed development. Cllr Lockley explained that he had expressed the view that, given the close proximity of the play area in the park, such an area would not be necessary. Members were in agreement with this response. Regarding the 106 agreement, District Cllr Patrick had contacted SDC Planning to query the formula being used for the development. It was also noted that the Council had been copied into e-mail correspondence between WRCC and a resident of Manor Road who had not as yet had an opportunity to see the plans. It is hoped that special arrangements may be made for this shortly.

ii The Dog Inn

The enforcement officer had contacted the clerk to explain that, whilst informal pressure on the owners of the Dog is continuing, the District is not minded at the present time to continue with enforcement action due to limited resources and the inability of the Conservation team to take on any more work at the present time. It was agreed that the Council would send a letter objecting to the redundancy of the Conservation Architect specifically and the limitations of the department in general.

C Correspondence – none

D Members Items - none

09/071 PROPERTIES

A Arising from the Minutes

i BMX Project

Cllr Thornley reported that she had attended a meeting with David Morgan the CVS Outreach Officer, along with other interested groups in order to discuss a possible district bid to Sport England. It is hoped that this can also incorporate plans to further upgrade the tennis courts. Cllr Thornley has prepared a profile of the village and surrounding area to support the bid which should be submitted by the middle of June.

ii Playground Reports

The clerk's report detailed several items of work that had been carried out, some in response to the latest play area report from Coventry CC. It was confirmed that the agreed work on the picnic table and the paving near to the children's play area had been ordered and will be carried out as soon as possible. Cllr Hancock reported that she had received complaints that the children's rocking horse should not be replaced as this is one of the best used pieces of equipment. The clerk had circulated details of a quotation from AGD Playground

Contractors for £1390. The previous quotation from Coventry CC was for £2950 and was to rebuild the whole runway. The clerk had spoken to both play inspectors in order to ensure that the proposed work will comply with the necessary standards. Digley Associates (SDC – Yearly inspection) had indicated that they will be happy with the work to be carried out providing the surfacing is monitored and remedial action to replace the grass as necessary is taken. Coventry CC (Quarterly inspections) would be satisfied with the work provided the contractor copies the specification of the size of timber used etc exactly so that there is no material change to the equipment. The clerk pointed out that this quotation was for the far end of the runway only and will not prevent possible work needing to be carried out to the platform end in the future. Following discussion, **it was resolved:** that the quotation from AGD for £1390 is accepted.

v Cemetery Risk Assessment

Cllr Hancock reported that she had read through the latest guidance on memorial inspection and felt that this fell some way short of providing clear and definitive guidance on managing the risks involved. It was agreed that the Properties W/P needs to further consider what action should be taken on the staked memorials for which relatives cannot be traced. This may involve the laying down of the memorials. Properties will meet to discuss this during the next month.

B Correspondence

i All Saints Church – Permission to Use Crown Green

Correspondence had been received from the PCC requesting permission to use part of Crown Green for the positioning of skips during work on the floor of the Church. It was agreed that permission should be given subject to any damage to the Green being repaired. The clerk was also asked to bring the possible location of the old capped well to the attention of the Church Council.

C Members Items

i Replacement of Bench Plaques

It was agreed that the clerk should order two plaques, one previously agreed for the bench in the Memorial Garden and one to replace the plaque commemorating Tim Percival in the children's play area.

09\072 ENVIRONMENT

A Arising from the Minutes

i Street Lighting

Since the April meeting, the clerk had queried the very large increase in the Council's unmetered street lighting charge with E-on. This has resulted in a revised invoice for 2008/09 which is roughly £1200 cheaper than before. Due to E-on being unable to prove that they sent a notification of the price increase the council will continue to be charged the old rate for the foreseeable future.

ii Village Improvements – nothing to report.

iii Traffic Management – nothing to report.

B Correspondence

i Re-surfacing – Plough Lane

The clerk informed members of a temporary traffic regulation order for Plough Lane. Part of the lane will be closed for resurfacing works for 5 days between 1st – 5th June.

C Members Items

i Climate Change

Cllr Baldwin requested that local “green” initiatives be made a higher priority in the Council’s agenda particularly following the talk given by the WCC Climate Change Partnership at the Annual Parish Meeting. Mrs Rdgley pointed out a WALC conference in October which members may be interested in attending. Further details will be available nearer the time.

ii Farmer’s Market Sign

It had been noted that the Farmer’s Market sign was still in place in front of the Village Hall. Cllr Darlison agreed to return this to its storage place at Hilltop Farm.

09\073 FINANCE AND GENERAL PURPOSES

A Arising from the Minutes

i Budget Monitoring

The clerk had circulated copies of the budget monitoring sheets for April and May to members. There were no questions on these.

ii Audit 2009

The clerk reported that the accounts to the year ending March 2009 were now completed and had been sent to the internal auditor. The F & GP group should undertake a review of the audit before the next meeting in order to allow the Council to sign off the accounts.

iii Grants to Outside Bodies: All Saints’ Church Youth Group

Following on from last month’s meeting, further details had been submitted on the equipment required by Church in order to launch the new Youth Group.

This is as follows:

1 x pool table @ £149.99, 1 x X-Box console @ 127.19, 1 x table football game @ £34.29, 4 x table tennis bats @ £5.99 each, 12 pack of table tennis balls @ £2.89 and 1 x CD player @ £17.99, **total cost £338.34**. Training for leaders (through Coventry Diocese) £100.

Following discussion, **it was resolved**: that a grant payment be made to the Youth Group for £338.34 under the power of S137.

iv Training – Power of Well Being

Nine members had attended the training held on the 30th April. In order to complete the eligibility criteria, the clerk now needs to pass section 7 of the CILCA portfolio on the power and its uses and the Council needs to approve a Statement of Intent on Community Engagement. It was agreed that Cllr Lockley would draft this for approval at the next meeting.

B Correspondence - none

i Harbury & Ladbroke News

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

ii Quality Parish Status

It was noted that the Council needs to renew its Quality Parish Status in October 2009. It was agreed that the clerk and Cllr Lockley in the first instance should review the necessary criteria and then report back.

C Members Items - none.

09\074 ACCOUNTS FOR PAYMENT Proposed by Cllr Thornley and seconded by Cllr Baldwin.

As per Appendix B, full details on request from the clerk.

09\075 ANY OTHER BUSINESS – none.

09\076 ADDITIONAL ITEMS FOR NEXT AGENDA

i Presentation by Carol Roberts, SDC Empty Homes Officer.

09\077 DATE OF THE NEXT MEETING

The next Ordinary Meeting of the Parish Council will take place on Thursday 25th June at the Village Hall.

The meeting closed at 8.40pm.

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