

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

Held in Harbury Village Hall, on Thursday 22<sup>nd</sup> April 2010

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr Patrick, County Cllr Stevens, Mr R Tonge, Mrs L Ridgley (Harbury News), Mr C Christou, Mr A Sampson, Mr D Iles and two members of the public

**10/43 APOLOGIES:** Apologies had been received and were accepted from Cllr Lewis

**10/44 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA**

The following personal interests were declared by members:-

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

Cllr Hancock declared an interest in item 5v Village Hall as her husband is Chairman of the Village Hall Fundraising Committee and in item 5iv Twinning Association – member of the Association.

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

Cllr Lockley declared an interest in item 10i, Harbury Choir School as his daughter has attended a session at the school and in the Tennis Club.

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

Cllr Thompson declared an interest in the Tennis Club.

**10/45 PUBLIC PARTICIPATION:**

There were three members of the public wishing to speak.

Mr Christou explained that his reason for attending the meeting was to gain the Council's initial views on his plans to build an "eco" style house in the village on land lying behind the cottages in Ivy Lane. The plans are at a very early stage as the land is currently owned by a third party and there are no definite plans for the house available. Mr Christou has been living with his family in the village for approximately six months and would very much like to remain here if possible. If planning permission were granted for the house, it would take only four months to construct and would be a predominately wooden building. Reference would be made in drawing up the plans to the Village Design Statement and the Parish Plan. In reply, members pointed out that the land in question is in the Conservation Area so special consideration would need to be given to any development on it. There is a current moratorium on building within villages but this may be subject to change during 2011.

Members also felt that a house with considerable energy saving features may be of interest however the views of neighbours would be considered to be important and Mr Christou was advised to seek these before progressing very much further. It was agreed that the Council would be interested to see the detailed plans if and when they are drawn up and would make further comments at that stage.

Mr Sampson spoke with regard to his application (Ref 10/0566/FUL) for The Lodge, Hall Lane which is for change of use from agricultural land to domestic curtilage and construction of a tennis court (retrospective). Mr Sampson accepted that an application should have been made prior to the court being constructed but said that he had not considered that he would need planning permission for this project and had sought near neighbours' views on it before starting. It was his belief that no immediate neighbours had objected to the plans. The site on which the court is constructed was previously partly the site of an old barn and partly covered in rubble and had originally been owned by a third party who had applied for permission to construct a light industrial building on it. The chairman invited Mrs Sharpe who is a resident of Harbury Hall to speak. Mrs Sharpe explained that she had raised the original objection to play equipment on another section of Mr Sampson's land in 2002 and that her reasons for objecting to this current application were that, although it may not affect residents directly, it will set a precedent for development onto and beyond the village boundary and into agricultural land. It was agreed that the Council's response to this application would be decided under item 7, Planning.

Mr Iles spoke regarding his application on behalf of the Harbury Choir School for a Parish Council grant. The school is run entirely by volunteers and is a non-profit making organization. It has been in existence for 18 months and currently has approximately 40 members, a third of which are boys. To date the school has participated in 15 public performances and will soon be organizing a trip to the opera for all the children. The grant money, should it be obtained would be used to buy a data projector and screen which would save a considerable amount of time and effort currently spent on copying sheet music for use in the sessions. **It was resolved:** to move the discussion on this item from item 10 to Public Participation. Following discussion, **it was resolved:** to award a grant of £400 to the Choir School.

#### 10/46 MINUTES - 25<sup>th</sup> March 2010

**It was resolved** that the minutes of the **Ordinary Meeting** of 25<sup>th</sup> March 2010 having been circulated, be taken as read and signed as a true record.

#### 10/47 REPORTS FROM OTHER BODIES

- i Harbury School Governors (AW) – nothing to report.
- ii Public Safety  
Cllr Patrick reported that she had been contacted by the Leamington Courier regarding the fatal accident at the Bendigo Mitchell crossroads and that she had given a short statement saying that, whilst the causes of this accident were not clear at present, the Council felt that safety at the junction had been compromised both by the road widening and the installation of a barrier to protect the speed sign.
- iii Southam College (SH)  
Cllr Hancock reported that she will be meeting with the Head Teacher shortly to discuss the possible updating of the College's Medical Room.
- iv Twinning Association (SH)  
The Association is currently finalizing plans for its trip to France in May. A fund raising skittles event will be held at Wootton Wawen next week.
- v Village Hall (JP)

The AGM of the Hall had been held on 15.4.10.

- vi WALC/ NALC – nothing to report.
- vii **SDC & WCC Reports**  
**SDC:** On behalf of the Parish Council, the Chairman thanked District Cllr Patrick for his considerable hard work over a period of eight years representing the village at district level. Cllr Patrick replied that it had been a pleasure and an experience that more people should participate in. The Liberal Democrat candidate for the Harbury Ward is Mr Richard Tonge. Mr Tonge explained that he had lived in the village for two and a half years and felt that there was a fantastic sense of community within it and that he would try to preserve and enhance this should he be elected.  
**Tourism in Market Towns:** Cllr Lockley said that SDC are currently consulting on this issue following the closure of the current tourist information service in Stratford on Avon. The consultation questionnaire had been circulated and it was agreed that it should be returned as per the amended version circulated by Cllr Lockley.  
**WCC:** Cllr Stevens reported that the debate on the proposed high speed rail link is still continuing but that no definite further decisions on this will be taken under after the election. Exceptional hardship and need to move applications should be submitted no later than 19.5.10.  
 The County Council grants scheme has re-opened and applications for up to £7000 should be received no later than 5<sup>th</sup> July 2010.  
 Cllr Hancock commented that, at long last, the Harbury sign has been replaced on the Fosse Way at the junction with Middle Road.

## 10\48 DEPPERS BRIDGE

**A. Matters Arising – nothing to report.**

**B Correspondence – none.**

**C Members Items**

i Cllr R Grey

Cllr Grey explained that, due to personal reasons, he would forward his letter of resignation to the Chairman at the end of the meeting. On behalf of the Council, Cllr Lockley thanked Cllr Grey for his service over a number of years. Following the statutory process of asking if residents require an election, the position may be available to be filled by co-option.

## 10\49 PLANNING

### APPENDIX A

#### A Decisions on Planning Applications

i Permission Granted with conditions by SDC:

**The Old Orchard, Mill Street:** Extension to roof of existing garage with external staircase (amendment to 08/00377/FUL), retrospective permission for pitched roofs over flat roof dormers approved under ref 08/01373/FUL

**Harbury House, Butt Lane:** Erection of greenhouse

**7 Chapel Street:** Construction of first floor extension above existing ground floor extension

**7 – 8 Church Street:** Change of use from A1 shop to C3 single dwelling house with external alterations

ii Parish Council Made No Representation on The Following:

**Westfield House, Middle Road:** Erection of field shelter

**Lawston House, Chesterton Rd:** Removal of condition 2 of planning permission 09/02023/FUL to allow construction of new access.

- iii The PC Made Representations on the Following :
  - Harbury House, Butt Lane:** T1 cedar: 20% crown thin: COMMENT: In section 7 of the application form, it is stated that the work is "...20% thinning to avoid damage to property", however in section 8, the work is described as necessary due to the condition of the tree NOT due to damage to property. Furthermore, the applicant is requested under section 8 to supply diagnostic information from an arboriculturist – this does not appear to be included in the application. The Parish Council would wish to be assured that these inconsistencies have been explained and that a tree report has been seen by the officer before permission is granted.
  - 15 Binswood End:** Erection of two storey and single storey extension to rear. Proposed garage to side of dwelling and new pitched roof canopy above the front door: COMMENT: The extension is quite large given the size of the site and will protrude beyond the building line of the other cottages at the rear, especially at first floor level. The garden also rises and this extension, unless sunken to a lower level, might take light from neighbours. From the street the roof level of the extension will be visible.
- iv Permission Refused by SDC:
- v Applications Withdrawn: none
- vi Enforcement notices issued - none
- vii Appeals: none.
- viii Tree Preservation Order: none.

## B Other Planning Matters

- i Draft Core Strategy
 

The Clerk reported that the Council has made the following representation on the Draft Core Strategy: "Harbury Parish Council would like to respond to the following specific points in the Stratford on Avon District Council Core Strategy Consultation:

### **Pg 15 – 21, Housing Development Options and Local Service Villages:**

It is noted that the strategy rejects a focus on Stratford upon Avon as providing the majority of new housing in the next 15 years and also that option D, extensive dispersal of housing is also rejected. Option C, moderate dispersal is seen within the strategy as the preferred option which would lead to the "Local Service Villages", of which Harbury is one, needing to accommodate 20% of housing need (approximately 959 houses throughout the District) within the next 15 years. This would allow for small scale development in villages. Harbury PC would broadly welcome this approach but would wish to emphasize that any development within villages should not compromise the essential character of the village i.e. it should be in keeping in terms of size and nature of houses built, and care should also be taken to ensure that undue pressure is not put on local facilities such as primary schools. The Harbury Village Design Statement and Parish Plan both form part of the supplementary planning guidance and should be referred to when considering any new development. Harbury has embarked on phase 1 of a development of part affordable and part private housing for the needs of the village and it is

envisaged that this will supply the great majority of housing need in Harbury until 2026.

**Pg 87, Proposal RBS.4: Former Harbury Cement Works, Bishops Itchington:**

A large part of this site falls within the parish of Harbury and development of the site as a whole has the potential to impact significantly on the parish. For these reasons, members of the Parish Council and selected residents spent some time in conjunction with SDC and the owners of the site in formulating the Masterplan for whole site which was adopted into the Local Development Framework of Stratford District in December 2007. The PC is therefore surprised to see no reference to the completed Masterplan in the Core Strategy and would wish to insist that it is included as a supplementary planning document. The Masterplan was an accurate record of local aspirations for the site and should not be disregarded by the development framework going into the future.”

ii Bush Heath Lane Development

It was noted that there will be a short ceremony, organized by WRHA, to mark the start of the project in early June. The clerk will circulate the date for this once it has been decided.

iii The Lodge, Hall Lane

The plans of the application were available for members to see.

Members felt that perhaps, given the previous planning history of the site which includes an enforcement notice for removal of children’s play equipment from agricultural land, that the need for planning permission should have been known. It was noted that the agricultural land behind the Lodge covers a much larger area than that included in this application so concerns were raised as to what setting a precedent with this application could mean for the remainder of the field and also the boundary line running along Hall Lane. Following discussion, **it was resolved:** that the Council should OBJECT to the application on the grounds that the application constitutes encroachment outside of the village envelope and is contrary to the Village Design Statement and the Parish Plan. There is also no demonstrated need for an additional tennis court in the village.

C Correspondence -none

D Members Items

i Harbury Primary School – Swimming Pool

Cllr Darlison explained that this application is still pending due to information being sought from Environmental Health. Following resolution of these queries, the application should be referred to committee but this is not likely to happen now until June.

**10/50 PROPERTIES**

A Arising from the Minutes

i BMX Project

It was noted that a revised quotation for a phased construction of the track had now been received. **It was resolved:** that the quotation from Sutherpark Ltd for £2790 net of VAT be accepted. The clerk will now liaise with the contractor regarding a start date.

ii Playground Reports

Coventry CC will carry out the April play inspection in the next few days and the inspectors will also carry out some minor repairs on the site. Further to the March meeting, the see-saw has been ordered and has a lead time of roughly 6 weeks which will lead to the installation being mid-May.

The Council had received a revised quotation, from Sutherpark for the resurfacing of the basketball court – this was found to be for £11010 net of VAT. It was agreed that further research including whether the Council would be eligible for a grant to cover part of the work is needed before a final decision on this can be made. Some funds have been carried forward from last year's budget and these could be used for the resurfacing work.

iii Cemetery Risk Assessment

Further to last month's meeting, the re-assessment of the memorials was successfully carried out on 1<sup>st</sup> April. The assessment concentrated on those memorials previously found to be unsafe and staked and, of these, approximately 27 were found to be unsafe and were re-staked, 13 had the stakes removed as they were judged to be of medium or low risk and 5 memorials were found to be extremely dangerous and were laid flat. The next stage in the assessment is to attempt once more to contact relatives of the memorials that remain staked. Cllr Hancock also emphasized that the Council will need to decide what to do with those memorials for which relatives cannot be traced.

B Correspondence - none

C Members Items

i Harbury Tennis & Netball Club

Cllr Thompson reported that, at the recent AGM of the Tennis Club, a resolution had been passed to increase the hiring charges for the courts as these had not been increased since 1997. The charge will now be £4 per hour; children can still use the courts for no charge. Members agreed that this was acceptable.

**10\51 ENVIRONMENT**

A Arising from the Minutes

i Street Lighting

A recent meeting of the Environment W/P had recommended that the clerk arrange for a representative from E-on to attend a W/P meeting in order to discuss and demonstrate LED lights. Cllr Mancell queried if any progress had been made on proposals to turn off some street lights during the night. Cllr Lockley replied that this plan was now on hold for the time being whilst other options were investigated.

ii Traffic Management

The road markings in Binswood End and Temple End have now been completed; the speed sign for Mill Street and the bollards for Binswood End should be installed in the near future. Cllr Lockley requested that the clerk contact Graham Stanley at WCC to ask that a PC representative be present at any future meeting with the police regarding the consultation on the 40mph speed sign at Butt Lane.

iii Village Improvements – nothing to report.

v Update of Parish Plan

The Council has been successful in gaining a £3000 grant towards the costs of updating the Parish Plan. The Environment group discussed the process for this, which must take place over the next year and before March 2011 in order to

satisfy the grant criteria, at their recent meeting and recommended that a working party should be formed with Cllr Lockley and Patrick as PC representatives. This was agreed. The first meeting of the group will take place during June.

## B Correspondence

- i Warwickshire County Council: Rights of Way Improvement Plan  
Details of the WC Rights of Way Improvement Plan consultation had been previously circulated to all members and to the Footpaths Group. Comments on this should be forwarded to WCC no later than 3<sup>rd</sup> May.

## C Members Items

- i OWL Monitors  
Cllr Patrick reported that she had obtained an OWL monitor, which can be used for checking energy consumption, at the library. It was noted that the Warwickshire Climate Change Partnership can provide a discount for people wishing to purchase these monitors.
- ii Accident at Bendigo Mitchell  
Cllr Hancock raised the issue of safety at the Bendigo Mitchell crossroads following the recent fatal accident. It was agreed that County Cllr Stevens would raise the parish's concerns regarding this at County level.
- iii Environment General Issues  
The following issues were raised:
  - Hedges: it was noted that some hedges are becoming overgrown and obscuring visibility as some junctions. It was agreed that Cllr Lockley would include a request to trim hedges as a footnote to the quarterly report.
  - Mill Street: it was noted that the street cleansing service had not been able to adequately carry out the gutter clean in Mill Street due to parked cars.
  - Windsor Lights: Cllr Thornley requested that the Windsor light in Church Street is cleaned as it is exceptionally dirty.

## **10\52 FINANCE AND GENERAL PURPOSES**

### A Arising from the Minutes

- i Donations to Outside Bodies: Harbury Choir School  
It was noted that this item had been dealt with under Public Participation.
- ii Audit 2010-04-29  
The internal audit will take place in the week commencing 26<sup>th</sup> April and, following this, the internal audit report should be available for the May meeting. Following this, F & GP will need to undertake a review of the audit process followed by the Council signing off the end of year accounts at the June meeting. The deadline date for completing the return for the external auditor is 28<sup>th</sup> June.
- iii Clerk's Appraisal  
**It was resolved:** that this item should be dealt with in private session at the end of the meeting.

### B Correspondence – none.

### C Members Items

- i Quarterly Report

Cllr Lockley proposed to include the following in his quarterly report for the Harbury & Ladbroke News: award of grants to the Parish Council for BMX track and for the update of Parish Plan, response on Core Strategy, Save Energy Day, award of grants from the PC to the Duke of Edinburgh Group and the Choir School.

ii Election Notices

Cllr Mancell queried whether the Clerk had received a response on the query put to WCC as to whether Parish Clerks could recover costs/expenses for putting up election notices on behalf of the District and the County. The Clerk replied that WCC had said there was no precedent for claiming such expenses.

**10/53 ACCOUNTS FOR PAYMENT Proposed by Cllr Hancock and seconded by Cllr Patrick. Full details available on request from the clerk.**

**10/54 ANY OTHER BUSINESS**

i Annual Parish Meeting 2010

The clerk reminded members that the Annual Parish Meeting will take place on Tuesday 25<sup>th</sup> May and that reports from the Working Party heads should be sent to her no later than **17<sup>th</sup> May**. The guest speaker for this year will be John Hancock on behalf of the Village Hall fundraising committee.

**10/55 ADDITIONAL ITEMS FOR NEXT AGENDA - none**

**10/56 DATE OF THE NEXT MEETING**

The Annual Parish Meeting will be held on **Tuesday 25<sup>th</sup> May 2010**, 7.30pm in Harbury Village Hall. The Annual Meeting of the Parish Council will be held on **Thursday 27<sup>th</sup> May 2010**, 7.30pm in Harbury Village Hall.

**The meeting then went into closed session with press and public excluded.**

The meeting closed at 9.20pm.

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