

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

Held in the Farley Room, Harbury Village Hall, Harbury on Thursday 23rd June 2011

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Present: Cllrs Lockley (Chairman), Thompson, Ekins, Knowles, Lewis, Mancell, Patrick, Summers & Thornley

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr R Hamburger, District Cllr Bev Mann, County Cllr Bob Stevens Mr R Wright, Mr D Chiles, Mrs C Finch, Mrs L Ridgley (Harbury News) and three members of the public

11/083 APOLOGIES

The Council had received and accepted apologies from Cllr Hancock, Mr D Andrews and Mr G Thorpe.

011/084 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 Thompson declared an interest in item 6v, Village Hall as he is a member of the Management Committee.

Cllr Patrick declared an interest in item 6v, Village Hall as she is a member of the Management Committee and item 10v Energy Group as she is a member of the Group.

Cllr Lockley declared an interest in item 5, Harbury Library as he is a member of the Steering Group.

011/085 PUBLIC PARTICIPATION: Harbury Village Hall

Mrs Finch outlined the current planning application made by Harbury Village Hall for the proposed extension and improvements to the building. The plans have been scaled down from the original application due to funding difficulties and it is now believed that the proposals could be achieved within a budget of £185,000. Changes have also been made to the proposed roof structure at the front as the original plans would have resulted in the roof structures not being fully supported. Cllr Knowles queried the design of the front sections of the proposed extension which incorporates a pointed roof structure on both the north and south elevations; it was suggested that this could lead to maintenance problems, is visually not in keeping with the rest of the building and could also encourage vandalism. Mrs Finch said that, although members of the Village Hall Committee had expressed similar concerns, these had been answered by the architect and the Committee is satisfied that this is an acceptable design.

8 Dovehouse Lane – Proposed Development: Mr Wright and Mr Chiles were in attendance at the meeting in order to request feedback on the draft plans submitted to the Council at the May meeting for proposed development of the former site of Dovehouse Autos. He commented that he was mindful that four properties are perhaps too many for the site but scope does exist for

amendment to the plans. Cllr Patrick said that the Planning W/P had taken a preliminary look at the plans and would welcome a meeting with the owners of the site in order to clarify some issues.

011/086 MINUTES - 24th May 2011

It was pointed out, that on item 11/066 of the minutes, Cllr Summers should be included in the Environment and Properties Working Parties. With the addition of this amendment, **it was resolved** that the minutes of the **Annual Meeting of the Parish Council and the Ordinary Meeting** of the Parish Council of 24th May 2011 having been circulated be taken as read and signed as a true record.

011/087 HARBURY LIBRARY

Cllr Lockley reported that, in common with all sixteen of the libraries threatened with closure in Warwickshire, Harbury has submitted a business plan for its proposed future. Warwickshire County Council may request clarification on the plan over the next two weeks and the proposals will be considered by the Full Council on 14th July.

011/088 REPORTS FROM OTHER BODIES

- i Harbury School Governors (AW)
A report from Mrs Winchester stated that the School's Governing Body has appointed an external consultant to carry out a feasibility study on how the costs of building the proposed school swimming pool can be met. The School's pupil numbers will remain constant in September at 195 and next week the School is hosting a visit from three teachers and eight children from Spain.
- ii Public Safety – nothing to report
- iii Southam College (SH) – nothing to report
- iv Twinning Association (SH)
The Clerk read out a brief report from Cllr Hancock which stated that the previous weekend's visit by representatives from Samoia had been a great success. The trip to Broughton Castle with a reception from Lord Saye had been a particular highlight and the visitors had also enjoyed participating in the Wheelbarrow Race, visiting open gardens and a dinner organized by the Association.
- v Village Hall (JP)
Members felt that the recent fundraising event, the Heart of Harbury Games had been very successful and the clerk was instructed to write to the organizer, Andrew Lawrence, congratulating and thanking him for introducing the event to the village. Cllr Hancock had also submitted a report to the Council regarding the success of the event. The event raised approximately £1200 for Village Hall funds. Future maintenance at the Hall will include washing down all the paintwork.
- vi WALC/ NALC – nothing to report.
- vii SDC & WCC Reports

SDC: District Cllr Mann reported that this week is Recycling Week and that the District Council is introducing recycling bins in public places. Cllr Mann had recently visited Ettington recycling plant which takes all recycled material from Harbury and at which, a new visitors' centre is planned. Cllr Mann also highlighted the opening ceremony of the 500th affordable home by WRHA at Hereburgh Way. A number of Parish Councillors will be attending this event. Cllr Hamburger reported that he had attended the recent Community Forum meeting. There are concerns that a WCC proposal to remove grant funding decision making from the Area Committee and allocate to the Community Forums may not be appropriate for this area.

WCC: Cllr Stevens reported that WCC will consider two important papers in the immediate future; the rationalization of Council property which may result in some buildings being sold or leased out and the impact of Academy and Federation status in schools on Council budgets. The reorganization of Youth Services will result in five hub centres for youth clubs remaining. Cllr Stevens had met with Cllr Thompson and agreed the position for the Harbury sign and extension of the speed limit following the completion of Hereburgh Way. It was also noted that the Parish Council wishes to make an application for the extension of the footpath from the new development to link with Manor Rd and also for a dropped kerb at the junction with Manor Road.

011\089 DEPPERS BRIDGE

A. Matters Arising

- i It was noted that the noticeboard has now been removed from Deppers Bridge and that the telephone kiosk should be used for all notices.

B Correspondence - none

C Members Items

011\090 PLANNING

A Decisions on Planning Applications

i Permission Granted with Conditions:

Stapenhall Farm, Deppers Bridge: Extension of time to previously approved application (ref 08/01795/FUL) for substitution of house type (minor amendments to previous approved proposal 07/01269/FUL)

Land east of Bush Heath Lane: Amended house type for plot 19 – previously approved under 09/02049/FUL

ii The PC Made no Representation on the Following:

Dennys Close, Temple End: T1 holly – reduce height by approx. 1.0m, T2: thuja – reduce height by approximately 2.0m, T3: willow – 30% crown reduction, T4: conifers – trim

Land east of Bush Heath Lane: Amended house type for plot 19

14 Constance Drive: Proposed erection of single storey flat roof extension to side

iii The PC Made Representations on the Following:

Bull Ring Farm, Bull Ring Farm Road: Continued use of former agricultural building for Class B1, business use and Class B2, general industrial use:

COMMENT:

- As highlighted by WCC Highways, the applicant should submit vehicle trip information regarding the proposals giving information on the proposed number of vehicle movements to and from the site. This information is

necessary to assess the impact on the highway and also on neighbouring properties. The property in question is accessed via a relatively narrow lane (Bull Ring Farm Rd) which is in a predominantly rural/residential area and is not suitable for a large number of vehicle movements. The entrance to Bull Ring Farm Rd is also narrow and exits onto a one-way system which is not suitable for large and/or frequent vehicle movements.

- Should the application be granted, this should be subject to conditions regarding hours of use which should be between 9.00 and 5.30pm Monday to Friday only in order to minimize the effects of noise and disruption to neighbouring properties.
- An engineering weight check should be carried out on the bridge which crosses the railway line and links to the property in order to ensure that it is suitable for the proposed usage. It may be that a weight restriction may be necessary in order to safeguard the structure of the bridge.

B Other Planning Matters

i Hereburgh Way, Bush Heath Lane

Cllr Lockley reported that the Housing Needs Enabler, Phil Ward, will attend the July meeting of the Parish Council in order to discuss the next update to the Housing Needs Survey which will be carried out over the next few months. It was noted that WRCC will organize the survey which will be posted to all residents.

ii High Speed Rail Link – Response to Consultation

Following discussion, **it was resolved:** that the response circulated to all members should be submitted as the Council's response to the consultation.

iii 8 Dovehouse Lane – Proposed Development

It was agreed that members of the Planning W/P should meet with the owners of the site on 1.7.11 to further discuss the proposals.

iv Harbury Village Hall – Proposed Extension & Alterations 11/01163/FUL

It was resolved: that the response to this application should be delegated to the Clerk in consultation with Cllrs Mancell, Knowles and Ekins. The response should comment on the proposed design but should also emphasize the Council's support for this application.

v Response to Consultation on Relaxation of Planning Rules for Change of Use from Commercial to Residential

It was agreed that the Council's response to this application should be as follows: "Whilst Harbury Parish Council recognises that there may be scope for the productive use of commercial sites for residential purposes, caution should be exercised in the choice of these sites and the impact on the surrounding area of medium or large scale housing developments in particular, should always be carefully considered. The decision to allow change of use in these cases should always be supported by local residents, who should be consulted from the very early stages and the impact on environmental and infrastructure factors thoroughly considered."

C Correspondence – none

D Members Items

- i Planning Seminar
Cllr Patrick had attended planning training organized by Stratford District Council. This had been informative and it was to be noted that there is now more emphasis on developers being proactive in consulting with parish councils and residents before submission of a planning application.
- ii Noticeboard at Library
Members queried when the noticeboard at the front of the Library will be replaced. This was removed as part of the building work carried out to the Pre-School section of the building. It was agreed that Cllr Lockley would raise this issue with members of the Pre-School committee.

011/091 PROPERTIES

A Arising from the Minutes

- i BMX Project
Cllr Thornley had been in contact with a specialist BMX track constructor who had given an estimate of £20,000 to extend and improve the track and eliminate crossover sections which may be problematic. It was agreed that the Properties W/P should meet at the track and consider what future improvements could be made to it.
- ii Playground Reports
Progress on a number of items of work had been reported to members in the Clerk's Report. A quotation for £145 for leveling the surface as far as possible in the children's play area had been circulated and was agreed. It was noted that the Clerk is continuing to research quotations for the surfacing underneath the large swings.
- v Cemetery Risk Assessment
The Clerk had received a quotation for the laying down of the memorials; this was found to be £15 per hour, based on an estimate of no longer than no longer than eight hours to complete. The Clerk had also visited the cemetery and had updated the details of the staked memorials which can then be put together in a short report on each one which can be shown to the Diocese and any concerned relatives if necessary. An article has also been put in the Harbury News. **It was resolved:** that the quotation for re-assessment and possible laying down of some memorials should be accepted.

B Correspondence - none

C Members Items

011\092 ENVIRONMENT

A Arising from the Minutes

- i Street Lighting
Four of the five installed LED lights are working well but the fifth is not at the present time and it was noted that the Clerk will follow this up with the contractor. Cllr Lewis reported that a recent Environment W/P meeting had considered the options for this year's budget on purchasing new lights. The two options were to either continue to replace the concrete columns or to consider fitting the 35 Windsor lanterns with an induction solution 80w lantern. The cost for this latter option would be £152 pre lamp based on doing all 35 lamps at once

and the energy savings were estimated to be approximately 60%. It was also noted that, in addition to the concrete columns there are also 6 pole mounted lanterns which will eventually need to be replaced by metal poles. Following discussion, **it was resolved:** that the priority should be to replace the concrete columns in the first instance followed by the pole mounted lanterns.

ii Village Improvements

Cllr Lewis said that members of the Environment W/P will be undertaking a Footpath survey over the next month and reporting back to the Council at the July meeting. Cllr Ekins will carry out a survey on the footpath running through Deppers Bridge.

iii Traffic Management

It was agreed that Cllr Patrick will contact Biffa regarding adherence to the agreed routes by lorries visiting the landfill site.

iv Update of Parish Plan

The report and full analysis of the questionnaire has now been received and circulated to all members. It was agreed that Cllrs Lockley, Summers and Patrick would look at this in more detail and report back to the Council on necessary next actions at the September meeting.

v Harbury Energy Group

Cllr Lewis said that a meeting had been held between the Energy Group and representatives from the School in order to plan the “Green Memories, Green Future” event which will take place on 8.10.11 and will be opened by Jeremy Wright, MP. The Energy Group has also reviewed the points on the original Action Plan and wishes to request that the Council consider adopting points 1-3 which are: affirm its support for the village to save money and energy, and set an example by carrying out an audit of its own energy use, revise the village design statement to encourage the use of energy efficiency measures and use its influence on planning applications to ensure energy efficiency is taken seriously in all new building, and in other developments and refurbishments. Following discussion, **it was resolved:** that Point 3, “to use its influence on planning applications to ensure energy efficiency is taken seriously in all new building and in other developments and refurbishments”, should be adopted at the present time.

B Correspondence -none

C Members Items

i Highways

It was noted that lorries visiting a property in the village are dropping large amounts of mud and silage on the road. It was agreed that Cllr Patrick would speak to the residents concerned.

011\093 FINANCE AND GENERAL PURPOSES

A Arising from the Minutes

i End of Year Accounts 2010/11

The Financial Statement and Statement of Internal Control had been circulated to all members in advance of the meeting. **It was resolved:** that the Council should answer “Yes” to all questions on the Statement of Internal Control and

that both documents should be signed by the Chairman and the Clerk as being correct. The Clerk will now forward this to the external auditor for completion.

ii Budget Monitoring

The budget monitoring report including items to date for June 2011 had been circulated to all members. There were no questions arising from this.

iii Grants to Outside Bodies

Correspondence requesting a grant of £1000 from the Council towards the cost of providing a new equipment store had been circulated to all members of the Council together with supporting letters from the Cricket Club and the Senior Football Club. It was noted that the Cricket Club and the Football Club pay rent for the use of the facilities at the Rugby Club. Whilst it was agreed that the RFC do a great deal of good work for the village with the provision of rugby, members felt that a contribution of £1000 as requested may reduce the option to help other groups given that the Power of Wellbeing budget has been reduced for this year. Following further discussion, **it was resolved:** that a grant of £500 is made to Rugby Club under the Power of Wellbeing with the provision for the Club to apply again for further funding later in the year if necessary. It was noted that with reference to the SDC Sustainable Community Strategy, the grant will increase activities for children and young people, improve young people's physical health and encourage and support a healthier lifestyle.

iv Office Equipment

Cllr Mancell reported that the office printer has broken and will need to be replaced. A suitable colour laser printer has been researched at a cost £265.20 including an extended 3 year warranty. **It was resolved:** that this should be purchased and that the Clerk should be authorized to use her credit card to do this.

B Correspondence - none

C Members Items

011\094 ACCOUNTS FOR PAYMENT Proposed by Cllr Ekins and seconded by Cllr Patrick – as per Appendix B; full details available on request from the Clerk.

011\095 ANY OTHER BUSINESS

i Beavers' Sponsored Water Carry

Permission had been requested from the Beavers Group to use the playing fields for a "sponsored water carry" on 7.7.11. This was agreed.

011\096 ADDITIONAL ITEMS FOR NEXT AGENDA

i Housing Needs Survey 2011

011\097 DATE OF THE NEXT MEETING

The next Ordinary Meeting of the Parish Council will take place on **Thursday 21st July 2011** at the Village Hall.

The meeting closed at 9.15pm.

23 June 2011

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