

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

Held in the Farley Room, Harbury Village Hall, Harbury on Thursday 26<sup>th</sup> January 2012 Page 812

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

In Attendance: Mrs N Thompson (Clerk to the Council), District Cllr R Hamburger, County Cllr B Stevens, Mrs L Ridgley (Harbury News), P C J Butler, Mr J Ward (Warwickshire Rural Housing Association), Ms C Linfoot (Linfoot Homes), Mr N Gilliver (Warwickshire Rural Housing Association) Mr A Lawrence (Harbury Games), Mrs V Hall (PCC and Wight School Trustees) & approximately twenty members of the public.

**12/001 APOLOGIES:** Apologies had been received and were accepted from Parish Cllr Thompson and District Cllr Bev Mann

**12/002 MINUTES - 24<sup>th</sup> November 2011**

**It was resolved** that the minutes of the **Ordinary Meeting** of the Parish Council of 24<sup>th</sup> November 2011 having been circulated be taken as read and signed as a true record.

**12/003 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA**

The following interests were declared by members:-

Cllr Hancock declared an interest in item 7v, Village Hall as her husband is a member of the Fundraising Committee.

Cllr Patrick declared an interest in item 7v, Village Hall as she is a member of the Management Committee.

Cllr Lockley declared an interest in item 6, Harbury Library as he is a member of the Library Steering Group and in item 12i, Precept & Budget Setting.

Cllr Thornley declared an interest in item 7v, Village Hall as she is a member of the Management Committee.

**Cllr Lockley proposed and it was resolved that item numbered 7ii - Public Safety should be taken next on the agenda**

**12/004 PUBLIC SAFETY**

Members of the public present voiced their concern about a large number of recent burglaries from out-houses, garages and houses. It was noted that a majority of those present had experienced some form of break-in in recent weeks but that some incidents were considered so petty that residents did not wish to call the police. P C Jim Butler said that he shared their concerns and would be doing everything in his power to arrest those responsible. Use of the new 101 number was explained; this is for reporting non-emergency incidents. It was also noted that the Neighbourhood Watch Co-ordinator for the village had not been receiving regular updates from the police but that contact with the local SNT team and NW had now been resumed. Following discussion, it

**was resolved:** that the Parish Council would write to the Member of Parliament and the Chief Constable about the level of rural policing. It was also agreed that residents would carry out a leaflet drop around the village alerting residents to take every reasonable precaution in protecting their property.

### **12/005 HOUSING NEEDS SURVEY 2011**

Mr Ward (WRHA) summarized the results of the survey, copies of which had been circulated to the Council in advance. The response rate had been 32% which is considered good and a housing need of 61 homes had been established, 38 of which should be local market and 23 affordable. Claire Linfoot circulated a first draft plan of the second phase of housing at Bush Heath Lane; given the housing need indicated by the survey it is proposed that phases 2 and 3, a total of 27 units be combined into one. Outline planning permission has previously been granted for this number. The suggested breakdown of these is for 10 affordable (for rent) and 17 local market units. WRHA and Linfoot Homes have organized a consultation event to be held on 3<sup>rd</sup> March in the Village Hall. The following items were noted:

- There are no bungalows currently included on the draft plans although it was noted that there was some demand for them indicated in the survey.
- An area of open space is included in the plans for phases 2/3 – it was noted that the Parish Council would not necessarily be required to adopt responsibility for this once the development is completed.
- A S106 payment has been agreed in advance to cover all phases of the development.
- The arrangements for disposal of sewerage made for phase 1 is considered adequate to cope with phases 2/3 and there have been no problems to date with the pumping station.
- It may be appropriate to consider installing an additional streetlight in Bush Heath Lane as part of further development.
- The impact on numbers of children attending Harbury School was questioned; it was noted that whilst the school is full this does not necessarily mean that all children attending are from the village.

Following further discussion, **it was resolved:** that the Planning W/P would consider the draft layout of the site and report back to the February meeting of the Council.

### **12/006 PUBLIC PARTICIPATION**

**Harbury Games:** Mr Lawrence spoke in support of a grant application from the group organizing a second “Harbury Olympics”. The event, which was held for the first time last year, had been very successful and had raised around £1300 for Village Hall funds. All except one of the teams that took part last time are expected to participate again. It was noted that this item had been included on the agenda under Grants to Outside Bodies and it was agreed that it would be further discussed at that point.

**Harbury Library:** Cllr Lockley had previously declared an interest in this item and stood down from the Chair in order to participate in the discussion as a member of the public.

**Cllr Hancock proposed that Cllr Patrick be elected to take the chair for this item and for the following one item 6 (Harbury Library). This was seconded by Cllr Summers and resolved.**

A number of documents including a WCC Dilapidations Schedule and draft Heads of Terms for a proposed lease between the Parish Council and the Wight School Trustees had been circulated to members in advance. It was proposed that the PC take out a 35 year full repair lease with the Trustees. The following items were noted:

- It is proposed that the lease will include the Harbury Pre-school section of the building but not the Scout Hut. GASS has a separate lease agreement with the Trustees.
- The previous lease with WCC was initially for 3 years and was then rolled forward on a yearly basis. It was noted that a long term lease would give the Parish Council security of tenure and better access to grant funding.
- It is proposed that a community café be run alongside the library with the aim of generating enough funds to cover the running costs of the building. However, should the café not generate enough funds, the Parish Council would be responsible for the running costs in addition to the maintenance of the building. The running costs are currently estimated as being £5000 per annum.
- It is also proposed that the Parish Council will sub-let to the Harbury Village Library group and also to the Harbury Pre-school. Whilst the rent for the Library group would be peppercorn i.e. £1 per annum, it is understood that the Pre-school would continue to pay their current rent of £576 to the Parish Council.
- It is understood that WCC will pay a 50% cash contribution towards any necessary repairs to the car park and that GASS may also make a contribution although this would be voluntary. The Parish Council would be responsible for repairs to the car park.
- The PCC has not carried out its own survey of the site but has had a surveyor to consider the Dilapidations Schedule prepared by WCC.

## **12/007 HARBURY LIBRARY**

**Cllr Lockley left the room for discussion of this item.**

Following further discussion, **it was resolved:** “ that the proposal that the Parish Council enter into a lease agreement with the Wight School Trustees as set out in the draft Heads of Terms be accepted subject to the following conditions:

- The recommendations of appropriate legal advice.
- The detailed recommendations of a Library Working Party to be set up and consisting of Parish Council members and District Cllr Richard Hamburger. The Working Party will make detailed recommendations on the proposals and the PC will further consider these proposals before a final decision on the lease is made.”

**The above was proposed by Cllr Hancock, seconded by Cllr Summers and carried unanimously.**

**It was resolved:** that the Working Party should consist of the following: Cllr Mancell, Cllr Lewis, Cllr Patrick, Cllr Thompson, Richard Hamburger.

**It was resolved:** that the Clerk be delegated to instruct Mark Miller of Wight Hassall, solicitors to act on the Council’s behalf and that a provisional budget of £1000 should be set aside for legal fees.

**Cllr Lockley resumed the Chair.**

## **12/008 REPORTS FROM OTHER BODIES**

- i Harbury School Governors (AW)  
There was no report. The Clerk was instructed to request a report for the February Meeting.
- ii Southam College – nothing to report.
- iv Twinning Association (SH)  
Cllr Hancock reported that the next two events would be the annual Quiz Night on 26<sup>th</sup> February and the Jazz Evening on 24<sup>th</sup> March. The group has experienced some difficulty in making travel arrangements to visit France this year due to a major tour operator going into liquidation.
- v Village Hall (JP)  
New serving hatches will shortly be fitted between the kitchen and the Farley Room. It was noted that this year will be the golden jubilee of the Hall's opening.
- vi WALC/ NALC  
The Clerk had attended a training event on Accounts Practice on 19<sup>th</sup> March and had circulated details of the annual Training Day on 3<sup>rd</sup> March to all members.
- vii SDC & WCC Reports  
**SDC:** District Cllr Hamburger reported that SDC had agreed a -1% decrease in the budget. The draft Core Strategy will be released for consultation shortly.  
**WCC:** Cllr Stevens reported that he will continue giving updates on HS2 as they become available. The WCC budget will be announced this week; this will show a zero rise as the 2.5% actual rise is being subsidized by central government.

## **12/009 DEPPERS BRIDGE**

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

### **B Correspondence**

Cllr Ekins reported that he had been contacted by residents living in Station Cottages, Deppers Bridge who are having problems with the disposal of their sewerage due to damaged pipework on a section of piping running across the railway bridge on the B4451. It had been suggested that the pipe had been damaged due to heavy vehicles using the bridge in the past. The Clerk had passed on the details of a member of the regulatory body for water and it is hoped that this will assist the residents in reaching a solution.

### **C Members Items – nothing to report.**

## **12/010 PLANNING**

### **A Decisions on Planning Applications**

- i Permission Granted with Conditions:
  - 6 Chapel Street:** Construction of a first floor and single storey rear extension
  - The Dog Inn, Bull Ring:** T1 Sycamore – fell
  - 36 Temple End:** Convert pitched roof to raised roof and add railings, add 2 x windows to side elevation
  - All Saints' Church:** The fitting of metal guards to eight plain glass "leaded

light” windows

**Telephone Exchange, Mill Street:** Replacement of two sections of glazing with aluminium louvres

**39 Farm Street:** T3: sycamore - fell

- ii The PC made no Representation on the Following:
  - All Saints’ Church, Church Street:** The fitting of metal guards to eight plain “leaded light” windows
  - Pool Yard, Temple End:** T1, willow – fell
  - 11 Neales Close:** Proposed sun lounge, porch and first floor en-suite extension
  - 44 Farley Avenue:** Conversion of garage into habitable living space
- iii The PC Made Representations on the Following: nothing to report.

**B Other Planning Matters**

- i Jones Lang LaSalle  
Correspondence had been received from Jones Lang LaSalle, a planning consultancy firm employed by the owners of several pieces of land within the village requesting a meeting to discuss future possible development of this land. It was agreed that the Clerk will arrange a meeting on behalf of the Planning Working Party.
- ii Historic Environment Record – Warwickshire County Council  
The Clerk has passed details of an initiative by the Archeology Department of WCC which encourages local residents to photograph buildings and landscapes of local importance to all members and to the Harbury Society. It is hoped that a these photographs, once uploaded onto the WCC site can be used to form “Local Lists” of important buildings and landscapes which could be taken into account in the planning process.

**C Correspondence** - none

**D Members Items** – nothing to report

**12/011 PROPERTIES**

**A Arising from the Minutes**

- i BMX Project  
Cllr Thornley will meet be meeting shortly with a contractor who could make suggestions for improving the track. A local BMX track enthusiast and expert will also attend the meeting.
- ii Playground Reports  
The quarterly inspections of both sites had been carried out during January but the written reports had not yet been received. The Clerk had been assured verbally however that there were no major issues. The anti-bird spikes had been fitted to the swings at Deppers Bridge and consequently the swing seats are now free of excrement. It was queried when the new dog bin would be installed on the playing fields. The Clerk explained that there were problems with the supply of a red bin and it was agreed that a green one would be acceptable if this speeded up the installation.

- iii Grass Mowing – Playing Fields 2012  
A quotation had been received from MFM Services for the mowing of the playing fields during 2012. **This was resolved.**
- iv Horticultural Society – Notice Boards  
Correspondence had been received from the Horticultural Society requesting that the Council consider taking ownership and responsibility for a set of five noticeboards and storing them in a suitable place. **It was resolved:** that the Council should add the boards to its Asset Register and that they should be stored in the Village Hall in the first instance and made available for village groups to borrow if required. The Clerk will check with the Chairman of the Village Hall if this is acceptable.
- v Bench at Bush Heath Lane  
Linfoot Homes had purchased a new bench to replace the damaged one at Bush Heath Lane but had requested that the Council pay for and organize the installation of this. Two quotations had been received; £75 for installation on the existing concrete and £220 approximately for a new pad of concrete to include removal of the existing bench. **It was resolved:** that the quotation for £220 for installation on fresh concrete be accepted.

## B Correspondence

- i Elisabeth II Playing Fields  
Correspondence had been received requesting that Councils consider nominating playing fields as Queen Elisabeth II playing fields in honour of the Diamond Jubilee. Grant funding opportunities may be available for those organisations successfully registering a playing field or open space. It was agreed that the Properties Working Party should research this further.

## C Members Items - none

## **12/012 ENVIRONMENT**

### A Arising from the Minutes

- i Street Lighting  
There are currently three further LED lights on order and the Clerk is awaiting confirmation of when these will be installed.
- ii Village Improvements  
The Clerk was requested to check with Highways whether residents can protect grass verges by placing large stones or ornamental “mushrooms” on them.
- iii Traffic Management – nothing to report.
- iv Update of Parish Plan  
A proof copy of the Parish Plan update report had been received along with quotation for printing. These were found to be (approximate prices) £500 for 12 pages, full colour outer cover and two colour interior, £698 for 12 pages full colour and £840 or 16 pages full colour. **It was resolved:** that the option of 16 pages full colour should be ordered, payable from the Parish Plan grant held by SDC. **It was further resolved:** that a distribution contribution of £500 should be paid to the Harbury News, subject to this being acceptable to

SDC. It is proposed that the report should be distributed to every household in the village with the March edition of the Harbury & Ladbroke News.

- v Harbury Energy Initiative  
The Group had been successful in obtaining grant funding of approximately £47,000 from the LEAF fund part of which will be used for dry lining in the Wight School and the remainder for professional fees, feasibility studies and thermal imaging of the whole village.

#### B Correspondence

- i Tree Survey – Update  
An updated tree survey had been received from Mr Sheasby covering all the Parish Council owned trees in the village. Trees within the perimeter of and owned by the Village Hall had been included in the survey and full details of these had been passed to the Chairman of the Village Hall. It was noted that Year 1 work contained in the report was estimated to be in excess of £2,000; the Clerk was instructed to request that this is further prioritized into the most urgent work.

#### C Members Items

- i Ash Tree – Fiveways, Bush Heath Lane  
The ash tree at “Fiveways” had been removed by WCC for safety purposes as it had succumbed to a virus. Cllr Lewis said that the Environment W/P had looked at various species which might be suitable to replace the tree and would like to suggest an oak. This was agreed as being acceptable; the Clerk will check whether WCC will be prepared to pay for this replacement.
- ii Flooding  
The Clerk was asked to report the flooding from blocked drains at the corner of Park Lane and South Parade and also at the corner of Bush Heath Lane and Temple End.

### **12/013 FINANCE AND GENERAL PURPOSES**

**Cllr Lockley had declared an interest in this item and it was resolved that Cllr Patrick should act as Chairman for the item Precept & Budget Setting. Cllr Lockley left the room and took no part in the discussion.**

#### A Arising from the Minutes

- i Precept & Budget Setting  
Copies of the draft budget for 2012/13 had been circulated to all members. It was proposed that the precept should be increased to £71625.00, a rise of 6.5% resulting in a Band D increase of £4 per year. The reason for this increase would be to allow for an additional £5000 being included for possible financial support for the Wight School. **It was resolved:** that the budget as set out in draft should be accepted, proposed by Cllr Hancock and seconded by Cllr Summers.
- ii Grant Application: Community Links Transport Scheme

It was proposed by Cllr Patrick and seconded by Cllr Lewis that the Council should give grant funding of £324 to be included in the budget for 2012/13.

**This was resolved.**

iii Harbury Games

**Cllr Thornley declared an interest in this item.**

Following the presentation by Mr Lawrence of the Harbury Games group, it was proposed that grant funding of £500 be given to the group from this year's budget. **This was resolved.**

iv Harbury Emergency Plan

The Clerk explained that whilst WCC no longer prompted parishes to update their Emergency Plans, it might be best to do so to keep the plan as current as possible. Up to date details could then be sent to WCC. Cllr Hancock agreed to look at the draft in the first instance.

v Staff Appraisal

It was confirmed that all staff appraisals had been successfully concluded for this year.

vi Parish Council Elections 2012

It was agreed that a general article on becoming a Parish Councillor should be included in the March edition of the Harbury News.

B Correspondence - none

C Members Items

i Quarterly Report

It was agreed that the following items should be included in the quarterly report for the Harbury News:

- Precept request and budget
- Grants to the Pre-school, Harbury Games and Community Links
- Facilitated new activity from Neighbourhood Watch
- Ordered three new LED lights
- Established Books in the Box in Deppers Bridge
- Consulted regarding the next stage of the Bush Lane development

ii Parish Council Meeting Dates

The Clerk was requested to send out a list of meeting dates for 2012.

**12/014 ACCOUNTS FOR PAYMENT Proposed by Cllr Patrick and seconded by Cllr Lewis. As per Appendix A – full details on request from the Clerk.**

**12/015 ANY OTHER BUSINESS - none**

**12/016 ADDITIONAL ITEMS FOR NEXT AGENDA**

**12/017 DATE OF THE NEXT MEETING**

The next Ordinary Meeting of the Parish Council will take place on **Thursday 23<sup>rd</sup> February 2012 in Harbury Village Hall.**

26 January 2012  
The meeting closed at 10.05pm.

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