

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

Held in the Farley Room, Harbury Village Hall, Harbury on Thursday 26 April 2012
at 7.30pm

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

In Attendance: Mrs A Biddle (Clerk to the Council), District Cllr R Hamburger, Mrs
L Ridgley (Harbury News), and 1 member of the public

12/049 APOLOGIES: Apologies had been received and were accepted from
County Cllr Stevens and District Cllr Mann.

12/050 DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

The following interests were declared by members:-

Cllr Hancock declared an interest in item 6v, Village Hall, as she is a member
of the Management Committee.

Cllr Lewis declared an interest in Harbury Pre-School.

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

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

Cllr Thornley declared an interest in item 6i as she is a member of Harbury
Heritage Group which now has a dedicated room at Harbury School and also
item 6v, Village Hall as she is a member of the Management Committee.

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

12/051 PUBLIC PARTICIPATION

No matters were raised

12/052 MINUTES – 22 MARCH 2012

It was **RESOLVED** that the minutes of the ordinary meeting of the Parish
Council of 22 March 2012 having been circulated, be taken as read and were
therefore signed as a true and complete record of that meeting.

12/053 HARBURY LIBRARY

Working Party

It was **RESOLVED** to set up a working party comprising Cllrs Mancell,
Patrick and Lewis, District Cllr Hamburger and the clerk, with powers
delegated to the clerk to liaise with the solicitors and other bodies, in
consultation with other members of the working party. It was agreed that the
working part should meet to consider the questions raised by the PC's solicitor
and report back at the next PC meeting.

Point of Contact

Cllr Lockley volunteered to be the point of contact for Harbury Library Group
for the purpose of receiving letters and documentation. In view of his interest

(already declared), there would need to be a different point of contact with whom the working party could liaise.

Car park

This is not currently part of the lease and is therefore a separate issue. The 50% proposal for maintenance costs is a good one but the council is already considering an extension to the village hall car park and therefore needs to give this careful consideration. The library car park is in a reasonable condition at the moment, but there is one area which needs some attention. If improvements are carried out within the next 12 months, WCC will pay 50 % of the cost and it was noted that the Scouts had also been willing to contribute at one point. It has not been included in the current year's budget, but perhaps the funds could be borrowed from reserves. Cllr Lockley will ascertain the likely costs before the next PC meeting.

Other Matters

The floor has now been installed but isn't dry yet. The decorators are there at the moment. The library will open on 10 May and the café will open on the 16 May. The library group has insurance.

12/054 REPORTS FROM OTHER BODIES

- i Harbury School Governors
A report had been received from Ann Winchester. The Heritage Room has now opened and looks very good. The Heritage Project should be congratulated, with many thanks to Cllr Thornley for her effort. Could their resources be linked via the library?
The school will have a double entry next year with 36 admissions; this is not likely to happen again in the near future.
- ii Public Safety
A complaint has been received about the behaviour of school children waiting in Vicarage Lane for their bus. The clerk was asked to write to Southam College.
- iii Southam College
None received.
- iv Twinning Association (JP)
A trip to France will take place over the bank holiday weekend at the beginning of May.
- v Village Hall
The new kitchen is currently being fitted. There is a wall display showing the use of electricity and how much has been saved.
- vi WALC/ NALC
Training for the new general power of competence will take place in July. It is likely to be the end of the summer before the clerk receives her certificate.
- vii SDC & WCC Reports
Nothing to report.
It was noted that all current members of the parish council had been re-elected unopposed.

12/055 DEPPERS BRIDGE**A Matters Arising**

None

B Correspondence

None

C Members Items

None

12/056 PLANNING**A Decisions on Planning Applications****i Permission Granted with Conditions:**

4 Farley Avenue: Addition of second floor, first floor side extension (granny annex) and enlargement of existing rooms on first floor.

Field House, The Pound: Two storey extension to side, ground floor extension with new pitched roof over existing garage, new dormer windows to first floor and new detached double garage with storage space in roof.

ii The PC made **no representations on the following:**

1 Park Lane: Single storey rear extension

Willow Bank, Vicarage Lane: First floor extension to rear and porch to front

2 Penelope Close: Single storey front extension

Blenheim House, 4 Farm Close: T1 – Ash - Fell

iii The PC made **representations on the following:**

Western House, Station Road: T1 Willow – Fell

COMMENT: There is no evidence attached to the application to support the statement that the tree is causing damage to the property. Please could the Forestry and Landscape Officer visit the site to ascertain whether, in their opinion, it is absolutely necessary to fell this tree? Have alternatives such as pollarding been considered?

iv Permission Refused by SDC: nothing to report**v Applications Withdrawn: nothing to report****vi Appeals: nothing to report****B Other Planning Matters****i Land east of Bush Heath Lane – 12/00750/REM**

It was **RESOLVED** to support this application (reserved matters approval of the details of access, layout, scale and appearance of dwellings and landscaping) for mixed affordable and local market housing. The clerk was delegated to respond accordingly.

ii HS2 Consultation

Cllr Ekins had attended the HS2 community forum meeting at Ladbroke. One of the concerns raised was the diversion of traffic during the construction phase when the road may be closed between Southam and Ufton. Would this

mean that traffic would be redirected via Harbury? It was agreed that Cllr Ekins would draft a leaflet for delivery to Deppers Bridge residents to ask them if they have any concerns which could be raised at the next meeting. It was also noted that the engineers had been unable to answer some of the questions because none of them had ever been involved with a project on this scale or of this type before.

iii Waste Core Strategy

This document is currently in circulation amongst members. It should be returned to the clerk and a response formulated in consultation with Cllr Patrick.

C Correspondence

None

D Members Items

Cllr Thompson reported that a formal meeting had taken place this week in respect of Village with a Vision. Bishop John and Father Grocock had been present and the proposals were discussed. The Bishop had been very impressed and had offered his help. There was lots of commitment and enthusiasm.

Cllr Lockley reported that a complaint had been received regarding a bus which is regularly parked in a residential road. The clerk was asked to write to the person responsible for the bus and ask if it could be parked elsewhere.

12/057 PROPERTIES

A Arising from the Minutes

i BMX Project

The clerk has contacted the contractor but does not have a start date as yet.

ii Playground Reports:

Play Area

Wicksteed has been out on site and will provide a quote for replacing the platforms on the multi-play unit, and also for safety matting beneath the zip wire. The litter bin has been destroyed by fire. One quote has already been obtained from SDC but the clerk was asked to obtain some others. She was authorised to place an order as soon as possible up to a maximum cost of £450.

Signage

It was agreed to place some permanent stickers on the bollards displaying the keyholders' telephone numbers. Cllr Summers volunteered to add her name to the list.

A new "No Fouling" sign is required as the previous one has disappeared. There is an existing pole.

iii Cemetery Assessment

All tests have now been completed and no further action is required at present. It was agreed that the memorials should be inspected on a 2 year rolling programme in future, with informal checks being carried out as and when required. The clerk is to make a note of when the next inspection is due.

iv Playing Fields

The documents have been received from Fields in Trust. It was agreed that this should go ahead.

v Car Park

The proposal for the feasibility study has been received and circulated. It was **RESOLVED** to choose Option One. The clerk was instructed to make the necessary arrangements. It was noted that there is no budget for extending the car park in the current financial year.

B Correspondence

Cllr Thornley has been contacted by a young person re more equipment for the skate park. They have provided 4 options with costings, and possible fund raising ideas. The council was impressed by the initiative being shown and it was agreed that Cllrs Thornley and Hancock should meet the young person to discuss further. There is no money in the current budget to fund this, but Cllr Thornley will research grant funding.

C Members Items

Cllrs Mancell and Patrick raised the problem of all the village notice boards being full which makes it difficult for the clerk to display official notices. These boards are for the use of the parish council and village events and societies only. This needs to be made known to people.

12/058 ENVIRONMENTA Arising from the Minutes

i Street Lighting

The new lights have now been installed. Cllr Lockley had approached a resident about having a sensor activated light placed on their property near the school, but this request had been refused.

ii Village Improvements

The possibility of installing a safety barrier outside the Co-op was discussed. It was agreed that Cllr Lewis would contact County Cllr Stevens, and that the clerk would contact WCC direct. Cllr Thornley will find a contact for the Co-op.

iii Traffic Calming

A further discussion took place on the problem of speeding traffic in Bush Heath Lane. Some other villages in the county have wooden gates on the side of the road at the entrance to the village. It was agreed to take some photographs around the county in evidence.

iv Energy Group

The annual meeting took place last week. The representatives of community buildings were asked to consider what improvements could be made.

v Mill Street Footpath

WCC has not examined the correct stretch of footpath. The clerk was asked to arrange a meeting between WCC and Cllr Hancock so that she can point out the exact area in question.

B Correspondence

None

C Members Items

None

12/059 FINANCE AND GENERAL PURPOSESA Arising from the Minutes

- i Parish Council Photocopier/ Office Equipment
It was agreed that an all-in-one machine at a cost of approximately £50 should be bought for use as a photocopier. The cost of having the annual reports professionally printed was also approved. It was also agreed to purchase a new 4 drawer filing cabinet.
- ii Confidential Waste Disposal
It was agreed that the clerk should make arrangements for the disposal of old documents no longer required. There would be a one off charge of £50 plus vat for an on-site shredding service.
- iii Sinking Fund Signatories
It was agreed to update the signatories following the appointment of the new clerk.
- iv Deposit Bond
This is to be re-invested which is the normal practice.
- v Village Green – Frances Road
This is on-going. It was agreed that a book about the law relating to village greens should be purchased at a cost of £11.00.
- vi Parking on Verge, South Parade
This matter had been raised by a resident. A car is parked regularly on the verge opposite the bus stop and has caused deep ruts and is possibly also damaging the daffodils planted here. The verge is not owned by the parish council. It was agreed to ask WCC to look at the damage. No further action was proposed by the parish council.
- vii The Spinney
The possibility of registering the Spinney as a village green has been raised by a resident. It was agreed to delegate this matter to the Environment Group to investigate further.

B Correspondence

None

C Members Items

Cllr Lockley has written the quarterly report for the Harbury & Ladbroke News.

12/060 ACCOUNTS FOR PAYMENT

It was RESOLVED to pay the accounts as per Appendix B. Full details available on request from the clerk.

The BT direct debit has increased. It was agreed that enquires should be made to BT to see whether a more beneficial payment plan is available.

12/061 ANY OTHER BUSINESS

- i Annual Parish Meeting
Reports from the working parties are required. Cllr Lockley will find a guest speaker.

12/062 ADDITIONAL ITEMS FOR NEXT AGENDA

There were none suggested.

In view of the confidential nature of the business about to be transacted, the public and press were temporarily excluded and they were instructed to withdraw, for if they had been present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the Local Government Act 1972.

12/063 CONFIDENTIAL ITEMS

- i Staffing Matters
It was agreed to offer the burials assistant a salary review in 6 months' time.

12/064 DATE OF THE NEXT MEETING

The Annual Meeting of the Parish Council will take place at 7.30pm on **Thursday, 10 May 2012** in Harbury Village Hall to be immediately followed by the next Ordinary Meeting of the Parish Council.

26 April 2012

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The meeting closed at 9.35pm.

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