

## **Harbury Parish Council**

### **Minutes of the Parish Council Meeting 28 February 2013 at 7.30pm The Farley Room, Harbury Village Hall**

#### **Present**

Cllr Lockley (Chairman)  
Cllr Patrick  
Cllr Knowles

Cllr Hancock  
Cllr Summers  
Cllr Mancell

Cllr Thornley  
Cllr Lewis

#### **In Attendance**

County Cllr Stevens  
District Cllr Mann  
Mrs Alison Biddle, Clerk to the Council  
Mrs Linda Ridgley, Harbury News  
Members of the public: 8

**13/017 Apologies:** Cllr Thompson; Cllr Ekins; District Cllr Hamburger

**13/018 Declarations of Interest:** None declared

#### **13/019 Public Participation**

##### **First Aid Courses**

A need for basic first aid training within the community has been identified. It is proposed initially to run 2 courses for 15 people during April and May at a charge of £25.00 per person. The organisers would like to encourage pensioners and unemployed people to take part by offering a concessionary rate of £15.00 per person. In order to do this, a grant of £200 is requested from the parish council. The council agreed in principle to support this proposal. The matter will be formally considered at the next PC meeting in March.

##### **Solar Farm**

A resident from Deppers Bridge expressed her, and her neighbours', deep concerns about the proposed solar farm. They feel sure that a planning application will come forward in due course and want to make sure that their opinions are known. They object to this proposal which they feel is an inappropriate use of agricultural land, is too large for such a small hamlet and too visible. They believe that there are other alternative sites in the area, such as the former cement works which is derelict and out of sight. In response, the chairman of the PC explained that if and when a planning application is submitted, the parish council hopes to run a public consultation with local residents.

##### **8 Dovehouse Lane, Planning Application**

Following the recent refusal of this planning application by the area planning committee, the applicant was present to seek the views of the parish council on how to proceed. Having presented detailed information about the ridge heights in relation to surrounding buildings, and the fact that stone work was to be incorporated into the building, does this make the application more acceptable to the parish council?.

It was explained to the applicant that the council can only comment on the application as it currently stands. There are two options for the applicant: he can either appeal against the decision by SDC to refuse permission for the existing application, or he can submit an amended application which the parish council can then comment on. However, the applicant is seeking the parish council's opinions on the ridge heights as it has a direct bearing on any amended planning application which may be put forward. The applicant was advised that if he would like to present this information to the parish council as a whole (previously he had presented this information to the planning group only), the council would be happy to look again at the ridge heights.

It was noted that the ridge heights were not the only grounds for refusal of the application.

### **13/020 Minutes**

Item 7, WCC, 6<sup>th</sup> bullet point, was amended to read “....J12 of the M40....”. Following this, it was **RESOLVED** to approve the minutes of the parish council meeting which took place on Thursday, 24 January 2013 as a true and complete record of that meeting.

### **13/021 Parish Paths Partnership**

1. **New Agreement:** It was agreed that the chairman should sign the new agreement.
2. **Repairs/Problems:** Members were asked to call at the office if they were aware of any problems so that the relevant paths could be identified on the footpaths' map.

### **13/022 Library**

#### **1. Lease Update**

The lease is still not ready for signing. The trustees' solicitor currently has a problem with the Land Registry.

#### **2. PC Representative to Harbury Library Group**

Cllr Lockley was nominated as the parish council's representative on the library group.

#### **3. Update Report from Cllr Lockley**

The AGM takes place on 6 March 2013. It is hoped that there will be a bigger committee next year of 8 to 10 people and a more regular meeting schedule. Volunteers are still needed, especially for the café. There are some exciting events going on. The new coffee machine is now in place and a new kitchen is being installed. The library continues to meet its running costs. It was agreed to add a link for the library website to the parish council's website and Cllr Lockley will also put the library's website address in the Harbury News.

#### **4. Central Heating Pump Repairs**

One of the pumps had broken and the other was struggling to keep going which meant that they both needed to be replaced urgently. It has been difficult to find a contractor to take this on but the repairs have been carried out today. Cllr Lockley, who is chairman of the library group as well as the parish council, had consulted with both the clerk and Cllr Mancell (chair of the finance group) and the clerk had authorised the order for the repairs. There was a concern about the fact that the council has not yet signed the lease for the library building although the council has already resolved in principle to take responsibility for maintenance of the building, including the central heating boiler etc. The clerk had taken advice from WALC which had confirmed that the parish council could legally cover this cost using the general power of competence even though it currently has no legal obligation to do so. The cost of the repair work will be approximately £1500 plus vat. The council approved the action which had been taken and agreed to pay for this work.

### **13/023 Reports from Other Organisations**

1. **Harbury School Governors** – a short report had been circulated by email.
2. **Public Safety** – Cllr Ekins had reported that the terminal signs in Bush Heath Road are not at the required distance and need to be moved. This may incur a fee if a traffic regulation order has to be amended. The clerk will investigate.
3. **Southam College** – the clerk had circulated the link for the latest news letter
4. **Twinning Association** – there is a coffee morning this weekend with proceeds to the village hall. Visitors from Samoa will be here over the weekend of 17 to 19 May. All kinds of activities have been organised.
5. **Village Hall** – the planning application has been approved. Tenders for the building work are being invited. There are lots of fund raising events organised.
6. **WALC/NALC**  
There was nothing to report.

## 7. SDC & WCC

The following reports were received from county and district councillors:

### SDC

- Council tax remains the same as last year
- A new deal has been negotiated for street cleaning and waste service, saving £400,000 a year
- There is a new grounds maintenance contract from April which should provide a better service at a reduced cost
- Planning fees have been increased which will help to strengthen the planning and development control teams
- There is a consultation on the number of district councillors required in future. It has been suggested that they should be reduced by 17 to a total of 36.

### WCC

- Council tax will remain the same next year
- More detail is emerging about the impact of HS2. It will be very disruptive for local people for a number of years, including road closures and workers' encampments.
- Plans are underway for the improvements to J12 of the M40
- There is a City Deal partnership with Coventry which will hopefully improve the local economy.
- WCC met with local residents about the grass verge in South Parade which has been damaged by parked vehicles. It is hoped that the situation will now improve.

## 13/024 Deppers Bridge

### 1. Proposed Solar Farm

Cllr Ekins recently attended a residents' meeting. No planning application has yet been received.

### 2. Correspondence – none received.

### 3. Members Items – none.

## 13/025 Planning

### 1. 13/00232/FUL

Proposed amendments to design of previously approved detached garage including change from hipped to gable roof, insertion of dormer windows to front and other fenestration alterations.

Field House

The Pound

It was **RESOLVED** to make no representation but comment that the building should not be used as a separate dwelling.

### 2. 12/01500/FUL

Erection of 9 wind turbines and other ancillary development

Land running from A423, Wormleighton and Stoneton

It was **RESOLVED** to object to this application. The clerk will prepare a draft response for circulation and approval.

### 3. Other Decisions Noted – see Appendix A.

### 4. Correspondence

Correspondence had been received relating to the planning application for 8, Dovehouse Lane, from both the applicant and a representative of the residents' group. The chairman will draft a response for circulation to members.

## **5. Members Items**

It was suggested that it might be useful to hold a meeting between the parish councils of Harbury and Bishops' Itchington, head teachers and the doctors' surgery to consider the impact of local housing development on shared services. The clerk was asked to liaise with the chairman of Bishop's Itchington PC to see if this could be arranged.

## **13/026 Properties**

- 1. BMX Track** – nothing to report
- 2. Skate Park** – the clerk is currently preparing a grant application
- 3. Play Areas** – nothing to report
- 4. Playing Fields**

### **i. Drainage Problem**

Cllr Knowles provided a report and diagram of his findings. There is no evidence of flooding in the corner by the manhole but the ditch has been filled with bonfire debris and needs to be cleaned out. The clerk was asked to find a contractor to examine the ditch further.

### **ii. Dog Waste Bag Dispenser**

The clerk had provided 2 quotes but it was agreed that they were too expensive and that therefore this proposal would not be pursued any further.

## **5. Car Park**

Cllr Summers and her husband had spent some time tidying the borders around the car park and it now looks much improved. The council thanked Cllr Summers for her efforts. Parking is much neater since the white lines were painted. The signage for emergency access contacts is now in place.

## **6. Cemetery**

The overgrown hedge which was causing a problem for a property in South Parade has now been trimmed back.

## **7. Correspondence**

A further email has been received asking when the ground repairs to the field will be carried out. The problem re the locking parts for the new goals is still ongoing.

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

## **13/027 Environment**

### **1. Street Lighting**

#### **i. Extra Light , Bush Heath Lane**

Details of quotations had been circulated and were explained. WCC has advised that it will not be possible to fix a new light to a wooden pole. This will increase the cost considerably and it was agreed to approach Linfoot Homes for a further contribution towards this. It was suggested that the cost could be shared 50/50 between the council and Linfoot.

#### **ii. Maintenance Contract 2013/14**

The quotation from WCC had been circulated. It was agreed to accept it. However, it was noted that the Windsor lamps do not appear to have been cleaned for a long time, although cleaning is part of the maintenance contract. The clerk will check when they were last cleaned and how often they are supposed to be cleaned within the terms of the contract.

The paint on some of the Windsor lamps is peeling. It was noted that painting will need to be included in a future budget.

iii. **Light Cover, Heber Drive**

A resident in Heber Drive had requested that the light opposite their property is covered as it is preventing them from sleeping at night. The council had previously refused this request but had been asked by the resident to reconsider. It was agreed that Cllr Lockley would visit the resident to discuss further.

2. **Village Improvements** – nothing to report

3. **Traffic Calming**

i. **VAS Installation, Bush Heath Road**

The terms and conditions for hire and installation were approved.

ii. **Shared Purchase of VAS**

This is not included in the budget for the coming year and was not discussed further.

4. **Energy Group**

HEI has requested a grant of £480 to fund a competition they are organising in which the prize is an energy assessment worth £120. The council decided to refuse this request.

5. **Correspondence** – none received

6. **Members Items**

**Additional Grit Bin, Bull Ring Farm Road**

There is an empty grit bin in this area which appears to belong to Network Rail and which appears to be disused. The clerk was asked to find out whether the parish council would be allowed to “adopt” it.

**13/028 Finance & General Purposes**

1. **Appointment of Internal Auditor**

It was agreed to appoint Lyn Edwards to conduct the internal audit for 2012/13. Terms of reference had been circulated to members and were also agreed.

2. **Review of Internal Audit Process**

Members were satisfied that the processes already in place are adequate and it was agreed that there was no need to make any changes.

3. **Risk Management Assessment**

A draft risk management assessment had been circulated to members. It was agreed to adopt this document without further amendment.

4. **Review of Financial Regulations**

The clerk had updated the document to remove spare brackets etc. and a draft had been circulated prior to the meeting. The following further amendments were agreed:

- i. The limit on the amount that the clerk is authorised to spend between meetings is increased from £200 to £300 (Financial Regulation 3.4).
- ii. The amount above which estimates should be sought is raised from £100 to £500 (Financial Regulation 11.1.i).

5. **Grant Request from HEI** –already dealt with under 13/027.4 above.

7. **Members Items** – none received

**13/029 Accounts for Payment**

It was **RESOLVED** (proposed Cllr Patrick, seconded Cllr Summers) to approve the accounts payable as per Appendix B.

**13/030 Reports & Questions** – none received

**13/031 Next Meeting**

The next ordinary meeting of Harbury Parish Council will be held on Thursday, 28 March 2013 at 7.30pm in Harbury Village Hall.

**Meeting closed at 9.15pm.**

Signed.....Chairman

Date.....

## APPENDIX A

### Planning Applications – Decisions to be noted 28 February 2013

#### Parish Council Responses

The following applications required a response before the next scheduled parish council meeting and have therefore been dealt with using delegated powers, in consultation with the parish council's planning group.

1. 13/00008/FUL  
Proposed erection of conservatory to side  
The Stables, Harbury Hall  
Bull Ring Farm Road  
**No representation**
2. 12/02228/FUL  
Construction of access road and 32 dwellings  
Land at Station Road, Bishop's Itchington  
**No representation.** The following comment was made: The parish council is concerned about the impact of further development on shared local services and would expect consideration to be given to the following:
  - The doctors' surgery which is a joint practice covering both Bishop's Itchington and Harbury
  - Local schools; are there enough places at Bishop's Itchington Primary? If not, people will be looking at Harbury (which was full last year) and Southam
3. 13/00205/FUL  
Change of use of agricultural land to private recreational equestrian including the creation of a ménage for the occupiers of the dwelling house.  
The Ranch House, Chesterton Road  
**No representation**

#### SDC Decisions

1. 12/02832/FUL  
Proposed erection of two storey and single storey rear extensions  
Four Acres, 10 Greenhill Farm  
**Permission with conditions**
2. 13/00013/HRN  
Remove one section of hedging, H1 approximately 353m in length  
Flax Hill, Ufton Fields, Harbury, O.S. grid refs. SP 3764 6054  
**Permission granted**
3. 13/00008/FUL  
Proposed erection of conservatory to side  
The Stables, Harbury Hall  
Bull Ring Farm Road  
**Permission with conditions**
4. 12/02753/FUL  
Demolition of single storey car lot office/ garage building and erection of an apartment building consisting of 4 no. residential apartments together with amenity space and car parking provision  
8, Dovehouse Lane  
**Refusal**

#### Other

None received.

## APPENDIX B

Accounts for payment 28 February 2013								
Urgent accounts paid since the last meeting and requiring formal approval of the council								
Payee					Cheque no	Net	Vat	Gross
							-	-
								-
					Sub-totals	-	-	-
Accounts for payment this week								-
Payee					Cheque no	Net	Vat	Gross
								-
							-	-
Salaries					101675	670.44	-	670.44
HMRC (PAYE)					101676	238.10	-	238.10
Getmapping PLC (digital mapping subscription)					101677	50.00	10.00	60.00
Safety Signs & Notices (car park sign)					101678	14.05	2.81	16.86
Harbury & Ladbroke News (advert subs)					101679	94.00	-	94.00
E.ON (street light electricity)					101680	329.82	65.96	395.78
A Biddle (expenses)					101681	38.89	-	38.89
Harbury RFC (grant)					101682	1,010.00	-	1,010.00
N S & I (contributions to tennis club sink fund)					101683	5,610.00	-	5,610.00
Harbury Village Hall (grant)					101684	5,000.00	-	5,000.00
S Dorgan (bus shelter cleaning)					101685	90.00	-	90.00
WCC (VAS hire)					101686	200.00	-	200.00
W Hawkes (cemetery hedge trim)					101687	40.00	-	40.00
Adams & Munson (office rent payable 01.02.13)					s/order	305.00	-	305.00
PAC Grounds Maintenance (payable 28.02.13)					s/order	849.66	169.93	1,019.59
								-
					Sub-totals	14,539.96	248.70	14,788.66
					TOTALS	14,539.96	248.70	14,788.66