

## Harbury Parish Council

### Minutes of the Ordinary Parish Council Meeting 23 January 2014 at 7.30pm Harbury Village Hall

#### **Present**

Cllr Lockley (Chairman)	Cllr Hancock	Cllr Mancell	Cllr Patrick
Cllr Summers	Cllr Knowles	Cllr Ekins	Cllr Thompson
Cllr Lewis	Cllr Thornley		

#### **In Attendance**

Mrs Alison Biddle, Clerk to the Council  
District Cllr Hamburger  
County Cllr Stevens

Mrs Linda Ridgley, Harbury News  
Andy Wilkins (St Francis Group)

Members of the public: 4

**14/001 Apologies:** District Cllr Mann

**14/002 Declarations of Interest:**

- Cllr Summers declared a personal interest in item 12.4.i, which was a request by Flip-in Flyers for grant funding, owing to the fact that a family member is involved with this club.
- No other declarations of interest were made at this point but please see minute 14/003 below.

**14/003 Dispensations**

The clerk reminded members of the impact of large and significant planning applications on all residents and asked them to consider whether, in accordance with legal advice from NALC and SDC's monitoring officer, they may be considered to have a pecuniary interest in the planning application for Harbury Cement Works. If so, they should request a dispensation to enable them to take part in any debate or vote on this matter. All members present, as listed above, duly made dispensation requests.

The council **RESOLVED** to grant all requests for dispensation in respect of the planning application for Harbury Cement Works for a period of two years from the date of this meeting.

**14/004 Public Participation**

#### **Harbury Games 2014**

This is a unique event which also raises money for the village hall refurbishment project. A request was made for continued support from the parish council. The council agreed in principle to award a grant of £500. This matter will be included on the agenda for the February PC meeting, to receive the formal approval of the council.

**14/005 Minutes**

It was **RESOLVED** to approve the minutes of the parish council meeting held on Thursday, 28 November 2013 as a true and complete record of that meeting.

## **14/006 Library**

### **1 Lease Update**

An outstanding land charge is causing a delay. However, it appears to apply to land which is within the pre-school's play area and therefore does not affect the library building. It was therefore agreed to advise the PC's solicitor to ignore the charge. A side letter is required to allow the parish council to sub-let the premises to the library group.

### **2 Update Report**

The AGM will probably take place in early March. The railings on the disabled access at the front of the building are to be replaced next week. HEI has obtained a grant for roof insulation but previous advice received was that roof insulation would not be feasible. Cllr Lockley will find out more about this.

## **14/007 Reports from Other Organisations**

**1 Harbury School Governors** – a report had been circulated to members prior to the meeting. The school is doing very well.

**2 Public Safety** – no issues were raised.

**3 Southam College** - County Cllr Stevens reported that the school was very popular and was currently over-subscribed. There are plans to build another classroom block and improve the tennis courts.

### **4 Twinning Association**

There were social events at Christmas. The cyclists are in training for the visit to Samois later in the year and the transport has been booked.

**5 Village Hall** – nothing to report.

### **6 Harbury Energy Initiative**

A grant has been obtained for the library roof insulation – see minute 14/006.2 above

### **7 WALC/NALC**

i Review of Local Councils Charter

This had been circulated to all members. It was agreed not to submit any comments.

ii Royal Garden Party 2014

It was agreed to nominate Cllr Lockley.

### **8 SDC & WCC**

The following reports were received from county and district councillors:

#### **SDC**

- The core strategy is still under consideration. A figure of 10,500 new homes has now been suggested but this is still at the consultation stage.

#### **WCC**

- The budget is still being negotiated
- There is a discussion about the amalgamation of the fire service.
- The police merger is complete.

- The HS2 EIA consultation has been extended for another month until the end of February 2014.

#### **14/008 Deppers Bridge**

- 1 Update** – District Cllr Hamburger reported that the solar farm planning application may possibly be considered by the area planning committee in early March. The residents' group has appointed a planning consultant who would like to discuss the application with a representative of the parish council's planning group. It was agreed that this should be arranged.
- 2 Correspondence** – none received.
- 3 Members' Items** - none.

#### **14/009 Planning**

*Please see 13/152 and 13/154 above for planning matters dealt with earlier in the meeting.*

##### **1 13/03177/OUT**

Outline planning application for a mixed use development comprising erection of up to 200 dwellings (use class C3), extra care unit (use class C2 – 40 beds), employment uses (use class B1/B2 – 6050sqm floor space), doctors surgery (use class D1) and creation of new country park with associated access and infrastructure.

##### **Harbury Cement Works, Station Road**

It was **RESOLVED** (proposed Cllr Patrick, seconded Cllr Ekins) to support this application on the grounds that it is a sustainable development on a brownfield site which will help to meet the housing need. However, it was noted that as the development will straddle the parish boundary with Bishop's Itchington, there will be some issues to resolve. The need for a land management plan for the country park area and who would be responsible for its implementation, was also highlighted. The clerk was asked to draft a response.

##### **2 13/00002/TREE**

G1: Leylandii (on boundary of property on all four sides) – reduce height by 30%

G2: Leylandii hedge – remove

##### **Binswood End**

It was **RESOLVED** to support this application on the grounds that Leylandii block the light and damage the environment.

##### **3 13/03331/FUL**

Re-instatement of The Old Farmhouse as a dwelling. Demolition of redundant hay barn and existing single storey extensions and erection of one replacement single storey extension to north west elevation.

##### **Bull Ring Farm, Bull Ring Farm Road**

It was **RESOLVED** to support this application on the grounds that it would bring a derelict building back into use as a family home. It is sustainable development and is not a greenfield site.

- 4 Other Decisions** – noted as per Appendix A.

## 5 Neighbourhood Development Plan

The Farley Room has been provisionally booked for a meeting of the volunteers on 20 February 2014 with a view to drawing up an action plan. There will probably be monthly meetings after this.

## 6 Correspondence

Letters had been received regarding the proposal by Village with a Vision and the redevelopment of the former dwelling at Bull Ring Farm. Both of these had been circulated to members for their consideration prior to the meeting.

## 7 Members' Items – none

### 14/010 Properties

#### 1 Play Areas

Aerial Runway – Quotations had been received and circulated to all members. It was agreed to select the quote from Outdoor Play People as the first choice, followed by Monster Play, for the purpose of the grant application to SDC's new homes bonus scheme. District Cllr Hamburger agreed to support the application which must be submitted by the end of this month.

Repairs – The repairs to the play equipment have now been completed and have transformed the play area.

#### 2 Playing Fields

Commemorative Oak Sapling – Cllr Hancock reported that she had still not been able to discuss this with Colin Sheasby.

#### 3 Car Park - The damage to the drainage channel is still causing problems. The clerk will ask the grounds maintenance contractor to keep topping it up with gravel until it can be permanently filled when the weather improves.

#### 4 Cemetery - nothing to report

#### 5 Allotments

i Hedge Along Track – It was agreed to implement a 3 year improvement plan for this hedgerow at a cost of £1200 per annum. This has been provisionally included in the draft budget for the next financial year.

ii Nominated Councillor – It was agreed to nominate Cllr Ekins to take on the role of acting as a point of contact for tenants and assisting the clerk with the management of the allotments.

#### 6 Village Hall Railings –It was agreed to ask the probation service to rub down and paint the railings at the front of the hall. The clerk will organise this.

#### 7 Correspondence – none received.

#### 8 Members' Items

- The bin in South Parade just outside the play area has been replaced.
- There have been no responses to the letters sent to residents who had requested tree works.
- The playing field repairs are still to be carried out.
- The tennis club roof has suffered storm damage and is being re-felted today. It is hoped that the cost will be covered by the club's insurance.

## 14/011 Environment

### 1. **Street Lighting – corner of the former Dog Inn, Church Street**

The clerk has been advised that Western Power Distribution will not allow a street light to be fixed to a private property. Cllr Lockley volunteered to discuss the matter further with the owner of the former Dog Inn.

### 2. **Village Improvements – double yellow lines, Church Street**

The clerk reported that WCC has confirmed that there is no current TRO so the double yellow lines at the junction with The Bull Ring cannot be reinstated. However, this request has been added to WCC's "list" and will be considered by the relevant committee in January 2015.

### 3. **Traffic Calming**

There have been complaints about speeding in Temple End. Previous discussions with WCC about traffic calming in this location have been unsuccessful. It was therefore agreed not to pursue this matter at the current time.

### 4. **Correspondence**

#### Street Lights Maintenance Contract

A letter had been received from WCC advising that the maintenance fee from April 2014 will be £942 per annum. This is an increase of £24.00 on the current year. It was agreed that this would be acceptable. This matter will be included on next month's agenda for formal approval. The option of including the LEDs at an extra cost of £22.50 was declined.

### 5. **Members' Items - none**

## 14/012 Finance & General Purposes

### 1. **Budget & Precept 2014/15**

#### i. New Cemetery Fees

It was **RESOLVED** to set the new cemetery fees as proposed at Appendix C, to take effect from 1 April 2014.

#### ii. Review of Draft Budget

The draft budget had been circulated to all members. Although there would be a slight overall increase in the precept, there would actually be a small decrease in the Band D rate because there are more dwellings in the village. The budget includes car park repairs, a contribution towards the replacement zip wire, the library fund, extra costs for replacing the mercury street lights and grants for local organisations. The biggest saving on last year's budget was in administration following a switch to a more competitive insurance company.

#### iii. Precept 2014/15

It was **RESOLVED** (proposed Cllr Hancock, seconded Cllr Summers) to approve the draft budget without amendment and set the **precept for 2014/15 at £78,966.00**.

### 2. **Monthly Financial Report**

This had been circulated to all members. There were no questions.

### 3. **Internal Audit**

Cllr Mancell and the clerk are meeting a potential candidate for the role of internal auditor next week. The previous auditor, Lyn Edwards, was commended for the excellent work he has done in the past.

**4. Grants**

i Flip-in Flyers Cheerleading Club

It was **RESOLVED** to award a grant of £500 to the club towards the cost of taking part in a national competition.

ii Harbury Village Show

A request had been received for a grant towards the costs of holding this year's show at the village hall which is a more expensive venue than the village club where the event has been held in recent years. The council was minded to support the request but wanted to know the exact costs involved. The clerk was asked to write to the committee accordingly and put this item on the agenda again next month for further consideration.

**5. Tennis Club Clubhouse Roof**

Already discussed as per minute 14/010.8

**6. Correspondence - none**

**7. Members' Items**

- It was noted that the owner of the Dovehouse Autos site is holding a public consultation on his latest planning proposals for the site at the Tom Hauley Room tomorrow evening.
- Cllr Lockley will provide a quarterly report for the Harbury News.

**14/013 Accounts for Payment**

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

**14/014 Reports & Questions - none**

**14/015 Confidential Items**

It was **RESOLVED** to exclude the public and press in view of the confidential nature of the business to be transacted, i.e. staff salaries, in accordance with Sec 100A of the Local Government Act 1972.

Members of the public left the meeting.

**Staff Salaries**

It was **RESOLVED** (proposed Cllr Lockley, seconded Cllr Mancell) that with effect from 1 April 2014, the appropriate incremental salary scale for the clerk's job would be points 30 to 34 of the national salary scale. Annual increments would be automatically payable subject to satisfactory performance by the job holder.

**14/016 Date of Next Meeting**

The next ordinary meeting of Harbury Parish Council will be held on Thursday, 27 February 2014 at 7.30pm in the Farley Room, Harbury Village Hall.

**Meeting closed at 9.16pm**

Signed.....Chairman      Date.....

## APPENDIX A

### Planning Applications – Decisions to be noted 23 January 2014

#### Parish Council Responses (made since last parish council meeting using delegated powers)

- 1 13/02779/LBC  
Proposed linking of construction housing an indoor swimming pool to dwelling  
**Stapenhall Farm, Deppers Bridge**  
No representation
- 2 13/02968/FUL  
Proposed single storey rear extension, two storey side extension, additional roof dormers and external alterations  
**11, Constance Drive**  
No representation

#### SDC Decisions

- 1 13/02141/FUL  
Proposed indoor swimming pool, in separate construction to rear, linked to the main dwelling.  
**Stapenhall Farm, Deppers Bridge**  
Refusal
- 2 13/02159/FUL  
Change of use of land to market garden and erection of a timber lean-to extension for the manufacture of sheds and fencing (part retrospective)  
**Land at Station Road, Deppers Bridge**  
Refusal
- 3 13/02594/FUL  
Proposed two storey side extension  
**11 Hereburgh Way**  
Permission with conditions
- 4 13/02747/TREE  
Lime hedge: remove several multi-stemmed self-set trees  
**Land adjacent to 1, Crown Close**  
Deemed consent
- 5 13/02138/FUL  
Construction of replacement dwelling house and garage  
**Eastfields Farm, Deppers Bridge**  
Permission with conditions
- 6 13/02786/TREE  
Tree works – leylandii  
**7 Binswood End**  
Deemed consent
- 7 13/02777/FUL  
Proposed single storey side extension  
**44 Farley Avenue**  
Permission with conditions
- 8 13/02968/FUL  
Proposed single storey rear extension, two storey side extension, additional roof dormers and external alterations  
**11, Constance Drive**  
Permission with conditions

- 9 13/02483/FUL  
Extension of the caravan site to provide 25 additional serviced caravan pitches, site one twin-unit 'lodge style' caravan for use as reception and tourist information office; construct a gravel road and widen part of the private access road, associated landscaping and provision of services.  
**Harbury Fields Farm, Middle Road**  
Permission with conditions
- 10 13/02372/FUL  
Change of use of public house (ground floor) to children's nursery and erection of single detached dwelling  
**The Dog Inn, The Bull Ring**  
Permission with conditions

### Appeals

- 1 Appeal Ref: APP/J3720/A/13/2202961  
Proposed construction of 81 residential dwellings  
Land at junction of Gaydon Road & Plough Lane, Bishop's Itchington  
**Appeal in progress – public inquiry took place in December**
- 2 Appeal ref: APP/J3720/A/13/2193579/NWF  
Proposed wind farm on land between Knightcote and Bishop's Itchington  
Local Inquiry took place in September.  
**This appeal has been recovered by the Secretary of State who will now make the decision in place of the Planning Inspector. Decision expected in April 2014.**
- 3 Appeal ref: APP/J3720/A/13/2206024  
Land adjacent to Shenley, Deppers Bridge  
Outline application in respect of the construction of 2 detached dwellings, associated detached garages and creation of shared vehicular access.  
**Appeal in progress**



## APPENDIX B

<b>Accounts for payment 23 January 2014</b>					
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>					
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>	
Staff payments	101806- 07	899.03	-	899.03	
Viking (office chair)	101808	101.97	20.39	122.36	
WALC (Local Councils Explained)	101809	55.99	-	55.99	
E.ON (s/light electricity)	101810	319.72	63.94	383.66	
Bishops Itchington PC (SLCC subs - share cos)	101811	122.85	-	122.85	
Harbury Village Hall (room hire)	101812	44.00	-	44.00	
Wicksteed Leisure Ltd (play area repairs)	101813	4,979.24	995.85	5,975.09	
Euroclay Tennis (EU) Ltd (netball fencing)	101814	6,743.33	396.67	7,140.00	
M McBride (re-order Christmas lights)	101815	301.38	-	301.38	
Euroclay Tennis (EU) Ltd (double court fencing)	101816	7,298.66	429.34	7,728.00	
Euroclay Tennis (EU) Ltd (completion of works)	101817	1,756.65	103.35	1,860.00	
Severn Trent Water Ltd (allotments)	101818	164.37	-	164.37	
Adams & Munson (office rent payable 02.12.13)	s/order	305.00	-	305.00	
MFM Services (Grds m'nance payable 31.12.13)	s/order	729.17	-	729.17	
		-	-	-	
		-	-	-	
	Sub-totals	23,821.36	2,009.54	25,830.90	
<b>Accounts for payment this week</b>					
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>	
Staff payments	101819-20	717.43	-	717.43	
Cllrs' allowances	101821- 26	1,100.00	-	1,100.00	
HMRC (PAYE)	101827	644.10	-	644.10	
E.ON (s/lights electricity)	101828	330.39	66.08	396.47	
MFM Services (repairs)	101829	105.00	-	105.00	
Village Green Tree Surgeons (fallen tree)	101830	50.00	-	50.00	
Warwickshire Training P'ship (t/course)	101831	35.00	-	35.00	
BT (phone & internet services - payable 02.01.14)	d/debit	94.85	16.75	111.60	
Adams & Munson (office rent payable 02.01.14)	s/order	305.00	-	305.00	
MFM Services (Grds m'nance payable 31.01.14)	s/order	729.17	-	729.17	
		-	-	-	
	Sub-totals	4,110.94	82.83	4,193.77	
	<b>TOTALS</b>	<b>27,932.30</b>	<b>2,092.37</b>	<b>30,024.67</b>	
N.B. Cheque no 101825 spoiled.					

## APPENDIX C

### Cemetery Fees Payable from 1 April 2014

Fees fixed under Article 15 of the Local Authorities' Cemeteries Order 1977. The fees set out below apply where the person to be interred or in respect of whom the right is granted is, or immediately before death was, an inhabitant or parishioner of the Parish of Harbury.

In all other cases the fees will be **doubled**, except where the exclusive right of burial in the grave in question was acquired by a parishioner who no longer lives in the Parish.

#### **PART 1 INTERMENTS – The fees indicated for the various items.**

- a. Do not include the digging of the grave.
- b. Apply only where the interment is made within the times specified in the current rules and regulations the burial ground, or on the certificate of a coroner or registered medical practitioner that immediate interment is necessary. In any other case an additional fee of £15.00 is payable.
- c. Apply provided that the interment is made within fifteen minutes of time arranged with the Clerk of the Council. If not so made an additional fee of £15.00 is payable

#### **For the Interment of:**

- a. The body of a stillborn child, or a child whose age at the time of death did not exceed 5 years  
£15.00
- b. The body of a person whose age at the time of death exceeded 5 years £125.00
- c. Cremated remains in a grave £100.00
- d. Scattering of ashes £15.00

#### **PART 2 – EXCLUSIVE RIGHTS**

- a. Per plot 8ft X 4ft (including Deed of Grant) £150.00
- b. Per plot 4ft X 4ft for the interment of cremated remains £50.00

#### **PART 3 – MONUMENTS, GRAVESTONES & INSCRIPTIONS**

For the right to erect or place on a grave in respect of which the Exclusive Right of Burial has been granted:

- a. A flat stone (where permitted)**
  - i Not exceeding 1ft x 1ft £50.00
  - ii Exceeding those dimensions but not exceeding 7ft x 3ft 6ins £125.00
- a. A headstone & plinth**
  - i Not exceeding 3ft 6ins high x 3ft 6ins wide and 18ins thick £100.00
  - ii Exceeding those dimensions where permitted £225.00
- c. A vase not exceeding 15ins in height** £20.00
- d. Inscriptions**
  - i The fees indicated for the various heads of this part include the first inscription.
  - ii For each additional inscription after the first £15.00

Search of the burial register by council staff on behalf of a member of the public – no charge.