

## Harbury Parish Council

### **Minutes of the Ordinary Parish Council Meeting 25 September 2014 at 7.30pm The Farley Room, Harbury Village Hall**

#### **Present**

Cllr Lockley (Chairman)	Cllr Mancell	Cllr Summers	Cllr Hancock
Cllr Lewis (from 7.32pm)	Cllr Knowles	Cllr Allen	

**Absent:** Cllr Ekins; Cllr Thompson; Cllr Thornley

#### **In Attendance**

Mrs Alison Biddle, Clerk to the Council  
County Cllr Stevens  
Mrs Linda Ridgley, Harbury News  
Members of the public: 9

**14/129 Apologies:** Cllr Ekins; Cllr Thompson; Cllr Thornley

**14/130 Declarations of Interest:** None

**14/131 Dispensations:** None

#### **14/132 Standing Orders**

It was **RESOLVED** to delete Standing Order 8I in order to comply with the Openness of Local Government Bodies Regulations 2014.

#### **14/133 Public Participation**

##### **Planning Application, Land adjacent to the Spinney, Hall Lane**

A concern was raised that the drawings submitted in the planning application are not quite accurate. The resident was advised to contact SDC about this.

The occupants of the neighbouring property to the application site had not received any notification from SDC about this latest application. The clerk will raise this with SDC.

Why are there now to be two dwellings? The original application was for just one. This is very disappointing. Why didn't the parish council object to the first application?

##### **SDC Site Allocations Consultation**

The Harbury Society thinks that on balance, Bush Heath Lane is the best option for any further development. However, they would like to see it phased, with no more than 25 dwellings being built at a time and towards the end of the period covered by SDC's Local Plan. They don't want them to be 100% affordable. They think the best area for business/employment units would be where the current network rail site is located, on the outskirts of the village (just off the B4452).

#### **14/134 Minutes**

1. It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 24 July 2014 as a true and complete record of that meeting.

2. Following an amendment to include Cllr Lewis on the list of councillors present, it was **RESOLVED** to approve the minutes of the extraordinary meeting held on Monday, 15 September 2014 as a true and complete record of that meeting.

#### **14/135 Library**

##### **1 Lease**

The final lease has now been received and will be scrutinised by the clerk in consultation with Cllrs Thompson and Mancell to ensure that everything is in order. It was **RESOLVED** to appoint Cllrs Thompson and Mancell to sign the lease on behalf of the council.

##### **2 Update from Cllr Lockley**

There has been some physical internal reorganisation. A year long trial of ancestry.com has just begun.

#### **14/136 Reports from Other Organisations**

- 1 **Harbury School Governors** - Cllr Lockley reported that the play equipment is now installed and that he has been asked to officially open it next week. He also reported that the swimming pool is now a paved area with seating.
- 2 **Public Safety** – There is a new community beat officer.
- 3 **Southam College** - The new classroom block opens next week.
- 4 **Twinning Association** – The date for the visit from Samoia next May has been confirmed and plans are being made. The AGM is on 21 November 2014 in the Tom Hauley Room.
- 5 **Village Hall** – Grant applications have been made.
- 6 **Harbury Energy Initiative** – It was **RESOLVED** to apply for a grant to carry out a scoping report on a community renewable energy scheme on behalf of HEI. The exact nature of the scheme has yet to be agreed by HEI.
- 7 **WALC/NALC** – The WALC AGM is on 4 November 2014 at Shire Hall, Warwick.
- 8 **SDC & WCC**

##### **WCC**

- There is a consultation on the WCC electoral boundary review and also the health and well-being strategy.
- The planning application for a new village at Stoneythorpe has been submitted to SDC.
- The HS2 Select Committee will be visiting Warwickshire.
- There is a pothole grant of 1.5 million so there could be some resurfacing of local roads.
- The next community forum takes place on 29 September 2014.

#### **14/137 Deppers Bridge**

- 1 **Update** - Cllr Ekins was not present and there was no report.

- 2 **Correspondence** – An email had been received from a resident who was concerned about the fact that Deppers Bridge will not receive upgraded broadband under the current plans. The parish council agreed to offer its support but felt there was very little it could do in practical terms.
- 3 **Members' Items** - None.

## 14/138 Planning

1. **Planning Application 14/02402/FUL**  
Single and two storey extension to rear  
**6 Percival Drive**  
It was **RESOLVED** to make no representation.
2. **Planning Application 14/02492/FUL**  
Erection of one dwelling and repositioning of garage approved under 14/01559/FUL.  
Amendments to site access.  
**The Spinney, Hall Lane**  
It was **RESOLVED** to object to this application on the following grounds:
  - It is infill within the conservation area
  - It is outside the settlement boundary as defined by SDC
  - It does not meet an identified local need
  - Old Tom Barn is a converted old agricultural building, not a new build
  - This is incremental planning to avoid proper community engagement and consultation
3. **Planning Application 14/02341/FUL**  
Construction and 25 year operation of a solar farm and associated infrastructure  
**The Elms Farm, Plough Lane**  
It was **RESOLVED** to support the views of Bishop's Itchington Parish Council. The clerk was delegated to respond accordingly.
4. **Appeal APP/J3720/A/14/2224287 (Planning Application 13/02374/FUL)**  
Construction of two semi-detached cottages and conversion of existing public house to A2 Use (Permitted Change)  
**Land adjacent to car park at Old New Inn, Farm Street**  
It was **RESOLVED** to make no further comments.
5. **Bush Heath Lane Proposed Residential Development**  
A small group of councillors had met informally with Gladman and without prejudice. They had discussed various aspects of the proposals including the pre-application public consultation, the design and layout of the site and possible community benefits. The discussion had been constructive and Gladman seemed receptive to councillors' comments.
- 6 **WDC Local Plan – Gypsies & Travellers Sites Allocations**  
The next public consultation is due to begin in mid-October.
- 7 **SDC Consultations**
  - i **Site Allocations Plan**  
It was agreed that the settlement boundaries should be enforced by the planning authority. The policy of resisting development on the eastern and western edges of the village should also be enforced along with the policy against infill. Any new development should be on the southern edge of the village. The allotments should not be used for development. The clerk and Cllr Summers will draft a full response for submission to SDC.

ii **Community Infrastructure Levy**

It was agreed to make no comment.

8 **Harbury Cement Works Development** – there was nothing new to report.

9 **Other Decisions** – There were no new decisions to note.

10 **Neighbourhood Development Plan**

There is disappointment at the lack of support from residents. There are 6 to 8 people in the NDP group. They will be visiting other groups and organisations in the village as part of a community wide consultation. The next meeting is on 4 November 2014 at 7.30pm in the village club.

11 **Correspondence**

An email had been received by Cllr Summers concerning a number of matters which included street lighting at Hereburgh Way, street signage and the proposals for new development in Bush Heath Lane. The clerk was asked to respond.

12 **Members' Items** – none

14/139 **Properties**

1 **Play Areas**

i Replacement of bark pits

A site meeting took place with Wicksted. Grass mats and Eco Tumble are possible replacements for the bark. Two quotes have been received and a third is awaited. The clerk will find out how much it would cost just for the area beneath the swings and the multi-play. She will also confirm the cost for Eco Tumble. It is going to be very expensive to replace all the bark pits at the same time. It may be possible to obtain some grant funding. Consideration could also be given to borrowing from the council's reserves if necessary.

ii Replacement of swing seats

All the swing seats at Deppers Bridge, both cradle swings and juniors, have been removed following a complaint about staining to skin and clothing caused by the rubber which has degraded. It was **RESOLVED** to place an order for new seats as per the quote obtained from Wicksted.

2 **Playing Fields**

i Drainage on paddock

It was agreed that the clerk should ask Linfoot's if they are able to help as it is proving difficult to find a contractor.

ii Bonfire Night 2014

The chair of GASS has asked for clarification about the arrangements for bonfire night. It was agreed that they should be advised as follows:

- No rubbish is to be put in the ditch
- Vehicles must be driven very slowly across the grass.
- Vehicles must keep to the extreme edge of the field, avoiding the football pitches.
- There is to be no vehicle turning on the top football pitch
- Children must not be allowed to hang on to the back of the trailers

iii Tennis Court Cleaning

It was **RESOLVED** to use the tennis court sink fund to cover the cost of cleaning.

### 3 Car Park

It was **RESOLVED** to replace the missing wooden bollard between the car park and the grassed area at the rear of the village hall, and opposite the entrance to the car park.

### 4 Cemetery

#### i Memorial Application

An application has been received for a memorial which the family would like to install themselves. The memorial is an 8" x 10" stone block as opposed to a traditional headstone so there is no risk of it toppling over. However, for safety reasons, it was agreed that the stone should be fixed to a plinth/slab by a professional with public liability insurance. This doesn't need to be a stonemason – it could be a local builder for example.

#### ii Location of Benches

It had been noted that one family has placed flower tubs around their bench which are encroaching on neighbouring plots. The clerk was asked to write to the family and ask for the tubs to be removed.

#### iii Cemetery Survey

Cllrs Mancell and Thompson had carried out a survey to review the remaining burial space. They had written a report which recommended removing the spoil at the edges of the burial ground to create extra plots. A designated area is also required for cremation plots which would provide a more economical use of the ground. Cllrs Mancell and Thompson will follow this up.

### 5 Allotments

#### i Gate

Following recent thefts from allotment sheds, a request has been received for a locked gate to be installed at the entrance to the access track. Councillors felt that this would be difficult to manage and did not support the installation of a gate.

#### ii Rents Waivers

It was **RESOLVED** that the first year's rent for new tenants could be waived at the clerk's discretion if the plot was very overgrown.

#### iii Bee Keeping

It was **RESOLVED** to allow Mr G Robbins to place a hive on his allotment plot providing he follows the BBKA's guidelines for keeping hives on allotments.

#### iv Turning Circle

A request had been received to use a vacant half plot at the far end of the track as a turning circle/drop off area. The council refused this request as it does not want to encourage people to take vehicles along the track.

### 6 Correspondence – none received.

### 7 Members' Items - none

## 14/140 Environment

### 1 **Street Lighting**

Further difficulties have been identified with replacing the remaining pole mounted lights. The clerk is still in the process of obtaining alternative quotes.

### 2 **Village Improvements** – nothing to discuss

### 3 Traffic Calming

A request had been received to reinstate the bollards at Binswood End. The council decided not to pursue this any further.

### 4 Correspondence - none received.

### 5 Members' Items

The wall surrounding the paddock is bowing outwards and looks dangerous. The clerk was asked to write to the Price Trust to advise them of the council's concern. The clerk was also asked to contact SDC Building Control and ask them to carry out an inspection. The tree by the streetlight in Church Street also needs to be trimmed.

The clerk reported that she had received a complaint from a resident in Penelope Close about the large lime tree in the cemetery at the rear of their garden. The clerk has asked Colin Sheasby to check whether this is the same tree that someone complained about last year and if so, to provide an updated quote for proposed work.

## 14/141 Finance & General Purposes

### 1 Monthly Financial Report – there were no questions

### 2 Conclusion of Audit

The audit for the year ending 31 March 2014 has now been completed. No problems were reported.

### 3 WW1 Centenary

#### i War Memorial Cleaning

It was **RESOLVED** to make a grant application based on the latest quote received.

#### ii Commemorative Booklet

Cllr Lockley reported that a volunteer has come forward to help with this. Cllr Hancock is planning to visit the regimental museum.

### 4 Correspondence

A letter of thanks has been received from the Harbury Show Committee for the grant received and the allotments prizes.

### 5 Members' Items – none

## 14/142 Disciplinary & Grievance Policy

It was **RESOLVED** to adopt the draft NALC model.

## 14/143 Consultations

#### i WCC Warwickshire Health and Wellbeing Strategy 2014 – 2019

It was agreed to make no comment.

#### ii Local Government Boundary Commission Electoral Review of Warwickshire

It was agreed to make no comment.

## 14/144 Accounts for Payment

It was **RESOLVED** (proposed Cllr Lewis, seconded Cllr Knowles) to approve the accounts payable as per Appendix A.

**14/145 Reports & Questions** - None

**14/146 Exclusion of Public & Press**

- 1 It was **RESOLVED** to exclude the public and press under Sec 100A of the Local Government Act 1972, in view of the confidential nature of the business to be discussed which relates to staff matters.
  
- 2 Termination of Allotment Tenancy  
Specific details had been circulated to members prior to the meeting. It was **RESOLVED** to terminate the current tenancy of two allotment plots on the grounds of non-cultivation.
  
- 3 Staff Contract  
It was **RESOLVED** to approve the draft contract for the cemetery assistant subject to the reference to extra hours being replaced by extra tasks and the hourly rate being set at £7.00.
  
4. Cradle Swings Complaint  
It was agreed that this matter has been satisfactorily dealt with by the removal of the swing seats.

**14/147 Date of Next Meeting**

The next meeting of Harbury Parish Council will be held on Thursday, 23 October 2014 at 7.30pm in the Farley Room, Harbury Village Hall.

**Meeting closed at 9.50pm**

Signed.....Chairman      Date.....

**APPENDIX A**

<b>Accounts for payment 25 September 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>
Outdoor Play People (aerial runway)	101920	5,082.00	1,016.40	6,098.40
Grant Thornton (audit)	101921	400.00	80.00	480.00
see attached list for August		-	-	-
		-	-	-
		-	-	-
	Sub-totals	5,482.00	1,096.40	6,578.40
<b>Accounts for payment this week</b>				
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Staff costs	101922 to 92	1,030.74		1,030.74
WCC (allotments rent)	101925	325.00		325.00
E.ON (s/lights electricity)	101926	331.03	66.21	397.24
Harbury Church (room hire)	101927	14.00	-	14.00
MFM Services (invoiced works)	101928	481.00	-	481.00
Warwicks Training P'ship (t/course)	101929	30.00	-	30.00
A Biddle (expenses)	101930	17.70		17.70
BT (Phone & internet payable 26.09.14)	d/debit	99.71	18.33	118.04
Adams & Munson (office rent payable 01.09.14)	s/order	305.00	-	305.00
MFM Services (Grds m'nance payable 30.09.14)	s/order	772.34	-	772.34
		-	-	-
	Sub-totals	3,406.52	84.54	3,491.06
	<b>TOTALS</b>	<b>8,888.52</b>	<b>1,180.94</b>	<b>10,069.46</b>
<b>N.B.</b>				
Cheque no 101923 spoiled				



**APPENDIX A**

<b>Accounts for payment 28 August 2014</b>				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-totals	-	-	-
<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	101909 -910	1,004.11		1,004.11
Fleet (Line Markers) Ltd (line marking powder)	101911	294.06	58.81	352.87
MFM Services (field mowing & invoiced work)	101912	331.00		331.00
E.ON (s/lights electricity)	101913	331.03	66.21	397.24
PIRMS (Play equip inspection)	101914	91.00	-	91.00
A J Block Paving (car park repairs)	101915	2,625.00	525.00	3,150.00
A Biddle (expenses)	101916	89.56	-	89.56
B Jones (expenses)	101917	27.96		27.96
Viking (laminating pouches)	101918	33.26	6.65	39.91
Cash (petty cash)	101919	98.10		98.10
Adams & Munson (office rent payable 01.08.14)	s/order	305.00	-	305.00
MFM Services (Grds m'nance payable 29.08.14)	s/order	772.34	-	772.34
		-	-	-
	Sub-totals	6,002.42	656.67	6,659.09
	<b>TOTALS</b>	<b>6,002.42</b>	<b>656.67</b>	<b>6,659.09</b>
<b>Petty Cash Analysis</b>				
<b>Item</b>	<b>Amount</b>			
Hazard tape	10.85			
APM refreshments	3.54			
Gravel car park	14.98			
2 x new padlocks	22.80			
Postage	0.93			
Allotment prizes	45.00			
	<b>98.10</b>			