

## **Harbury Parish Council**

### **Minutes of the Ordinary Parish Council Meeting**

**24 March 2016 at 7.30pm**

**The Farley Room, Harbury Village Hall**

#### **Present**

Cllr Lockley (Chairman)

Cllr Summers

Cllr Ekins

Cllr Allen

Cllr Gibb

Cllr Thompson

Cllr Mancell

Cllr Knowles

Cllr Thornley

**Absent:** Cllr Christou

#### **In Attendance**

Mrs Alison Biddle, Clerk to the Council

County Cllr Stevens

#### **Public**

Mrs Linda Ridgley, Harbury News

**16/129 Apologies:** Cllr Christou; District Cllr Harris

**16/130 Declarations of Interest:** None

#### **16/131 Public Participation**

##### **Proposed Change to Bus Route**

The Harbury Society would like to comment on this. They were advised to respond to the consultation by completing the tear-off in the Harbury & Ladbroke News.

#### **16/132 Minutes**

The typo at minute reference 16/119.9 sub-title was amended to read "WCC". Following this, it was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 25 February 2016 as a true and complete record of that meeting.

#### **16/133 Reports from Other Organisations**

##### **1 Harbury Library**

The AGM took place on 7 March 2016. The existing committee members were re-elected. A new library lead will be appointed from the summer. The Sec 106 payments in respect of the Bishop's Itchington developments have still not been received. The front garden is being prepared for planting. The PC needs to co-ordinate with the library re the re-siting of the notice board and bike racks later in the year.

##### **2 Harbury School Governors**

The school is recruiting a new teacher for Y5. The vacancy is currently being covered by the head teacher. The September 2016 admissions list is now in the mid - 20s. Because of the falling roll numbers, the school is facing a substantial loss of funding over the next couple of years.

##### **3 Public Safety**

Cllrs Lockley and Thornley had attended the most recent community forum. There had been 2 burglaries in Hall Lane but the main focus of attention was on drug issues, mainly in Southam. There were also issues with rogue traders and vehicles exceeding the weight limit at Deppers Bridge. There have been 2 further accidents on the Fosse Way and near misses reported at the Fosse Way/Harbury Lane junction. There had also been a presentation on homelessness. The police are very short-staffed.

4 **Southam College** – nothing to report.

5 **Twining Association**

There will be a skittles evening in April and a supper in May. The visit to Samoia has been timed to coincide with a local jazz festival in June. The constitution has been updated and a copy was provided for the parish council's records.

6 **Village Hall**

The official opening of the new extension is on 16 April 2016.

7 **Harbury Energy Initiative** – nothing to report.

8 **WALC/NALC**

The clerk had attended a presentation on the code of conduct by the monitoring officer at SDC.

9 **SDC & WCC**

**WCC**

- The 2016/17 budget has now been implemented.
- A multi -agency service hub (MASH) has been set up for children's services from next month.
- The HS2 Bill is now going through the Commons. (It was noted by Cllr Gibb that a 4G service had been promised along the route. This should be followed up by the PC).
- The debate about the WMCA continues. Information is still scant.
- Cllr Stevens will follow up the Sec 106 contribution to Harbury Library.

16/134 **Deppers Bridge**

- 1 **Update** – Nothing to report.
- 2 **Correspondence** – None
- 3 **Members' Items** – None

16/135 **Planning**

1 **16/00108/FUL**

Triple garage with storage area above

**Stapenhall Farm, Deppers Bridge**

It was **RESOLVED** to make no representation.

2 **Neighbourhood Development Plan**

The draft plan has been submitted to SDC but no feedback has been received yet. Cllr Summers will follow this up. The quote for printing the plan is approximately £2500.

3 **Gypsies & Travellers Sites Consultations**

i WDC

The clerk had contacted WDC and reported that there is no decision as yet re the final choice of sites. It is confirmed however that the Leamington FC site remains a site which is being given full consideration and therefore could be one of the final site choices should the football club move to new premises. WDC is looking at another potential site that hasn't been considered before, but it will still mean retaining any previously agreed suitable sites to take forward into the final consultation as they have also lost sites along the way. A full update report and request to consult on the new site is to be taken by the WDC Executive on 6 April. The report is in preparation and will be published on their website 5 days before the meeting.

ii SDC – there was nothing new to report.

**4 Other Decisions** – Noted as per appendix A.

**5 Members' Items** - none

## **16/136 Properties**

### **1 Play Areas**

i Climbing Wall – no news yet re the Awards for All grant application.

ii Repairs to Multi-play Equipment

A quote has been received from the original supplier, Wicksteed, for £1770.64. It was **RESOLVED** to place an order for the repairs to be carried out.

iii Junior Swing Seats

Some of the seats at the Harbury play area are showing signs of splitting. It was **RESOLVED** to order 4 new seats at a cost of £40 each.

### **2 Playing Fields**

i Walking Route

The route and the location of the benches have been agreed with the contractor and the work scheduled for July/August. The type of benches and the signage needs to be agreed. The grant has not yet been received from WCC.

ii Remedial Work

The working party met with the contractor to inspect the damaged area. It will cost £175 to level and re-dress. It was agreed to meet with GASS to discuss a different route onto the field for the next bonfire.

iii Meeting with Football Club

No meeting has taken place yet but Cllr Ekins is in communication with the club. The clerk asked about the club's recent request for the pitch markings to be burned in again. Cllr Ekins has agreed with the contractor that this should not be done at this time of the year because of the effect it will have on the ground and the implications for health and safety.

### **3 Sec 106 Developer Contribution**

The contribution in respect of the Hillside development has now been received by SDC and the parish council is required to specify how it will be spent. The clerk was asked to respond that it is to be used to purchase the new climbing wall and upgrading the existing multi-play equipment.

### **4 Car Park**

The locks on the bollards at the entrance to the field had seized up again. Cllr Thompson has cleaned them and they are now working again. The central drainage channel has been repaired.

### **5 Cemetery**

i. Cemetery Hedge

A quote has been received from the grounds maintenance contractor for installing a fence alongside the hedge at Cemetery Corner. This will help to straighten the hedge and improve its appearance. There was general agreement that this would be a good idea but it was decided to

defer making a firm decision until the working party had considered it in context with the other works which are planned for the cemetery this year.

ii Soil Removal

It will be necessary to travel across several graves and therefore the families concerned need to be contacted before work starts. Cllr Ekins and the clerk will organise the necessary signs and notices. Cllr Summers has contacted local businesses to ask for donations of plants and chippings. More volunteers are needed to remove the ivy. Some of the trees may need re-planting within the next 5 to 10 years.

**6 Allotments**

It was agreed to ask the grounds maintenance contractor to quote for strimming the vacant plots to keep the weeds under control.

**7 Correspondence - none**

**8 Members' Items**

Cllr Thompson reported that there had been flooding on the tennis courts which had left silt on the surface. It is hoped that this will wash away but it will be monitored.

**16/137 Environment**

**1 Street Lighting**

A light in Bush Heath Lane which is opposite the junction with Manor Road has a lantern which is pointing downwards. The clerk will ask WCC to check it.

**2 Village Improvements**

Bus Routes Review

The consultation is underway and there has been a good response so far. The comments received will be summarised by Cllr Gibb and presented for discussion at the next PC meeting.

**3 Traffic Calming – nothing to report.**

**4 Correspondence - none**

**5 Members' Items - none**

**16/138 Finance & General Purposes**

**1 Monthly Financial Report**

There were no questions.

**2 Direct Debits Review**

A list of current direct debits and standing orders had been circulated to members. It was **RESOLVED** to approve these.

**3 Review of Process of Internal Audit**

Information regarding what is required in order to review the process had been circulated to members. It was agreed that Cllrs Lockley, Mancell and the clerk would carry out the review and report back to the council with their recommendations at the next PC meeting,

#### **4 Review of Financial Risk Management**

The relevant document had been circulated for review. No new risks were identified. It was **RESOLVED** to approve the document in its current form and to make no amendments.

#### **5 Review of Standing Orders**

Members had reviewed the document. It was **RESOLVED** to make no amendments.

#### **6 Grant Applications**

##### **i Harbury Show Committee**

It was **RESOLVED** to award a grant of £186 to cover the cost of the village hall hire.

##### **ii Victorian Street Fayre**

A letter had been received and the clerk had issued a grant application form in response which had not yet been returned. There was not enough information contained in the letter to make a decision. It was therefore agreed to defer this matter until the formal grant application had been received along with further information.

##### **iii Harbury Village Hall**

It was **RESOLVED** to award a grant of £1131.60 to buy a new screen for the village cinema.

#### **7 WW1 Centenary Project**

The research is almost completed. Another name of someone who had died of war wounds had been discovered in the church and this person had now been added to the list. The next stage is to verify the addresses and talk to the current owners re the installation of the plaques. The design of the plaques also needs to be considered.

#### **8 Correspondence – none**

#### **9 Members Items - none**

#### **16/139 Harbury Emergency Plan**

Cllrs Allen and Thompson volunteered to review and update the plan.

#### **16/140 Accounts for Payment**

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

#### **16/141 Reports & Questions**

- A request had been received to list a new local business on the website. It was agreed that this should be included in the new local businesses section in due course following the planned overhaul of the website.
- The next Councillors' Corner was arranged for Saturday, 30 April 2016 from 10.00am to 11.30am.

#### **16/142 Confidential Matters**

It was **RESOLVED** to exclude the public to discuss the following confidential matters;

##### **1 Cemetery Provision**

Cllr Lockley will be meeting with a local landowner to discuss further details.

**2 Staff Salaries**

- i It was **RESOLVED** to approve the clerk's salary at SCP 32 from 1 April 2016.
- ii It was **RESOLVED** to amend the contract for the cemetery assistant to increase any extra hours worked to £7.20 per hour with effect from 1 April 2016.

**16/143 Date of Next Meeting**

The next ordinary meeting of Harbury Parish Council will be on Thursday, 28 April 2016 at 7.30pm in Harbury Village Hall.

**Meeting closed at 9.02pm**

Signed.....Chairman      Date.....

**APPENDIX A**  
**Planning Applications – Decisions noted**  
**24 March 2016**

**Parish Council Responses** (made since last parish council meeting using officer's delegated powers)

- 1 16/00609/TREE  
T1: Catalpa Erupestens Purpura tree: Fell  
T2: Caldrastis Sinensis Tree: Fell  
**Temple Cottage, Temple End**  
No representation
  
- 2 16/00551/TREE  
T1 and T2: Conifer- Fell  
T3: Willow – Re-pollard  
**8 Farm Street**  
No representation
  
- 3 16/00629/FUL  
Demolition of existing detached outbuilding and attached lean-to. Construction of single storey rear extension to property  
**3 Church Terrace**  
No representation
  
- 4 16/00665/FUL  
Re-modelling of existing dwelling with front and rear extensions  
**Eastfields Farm, Deppers Bridge**  
No representation

**SDC Decisions**

- 1 16/00070/FUL  
Demolition of outbuildings and proposed side extension  
**Old Timbers, 28 Ivy Lane**  
Permission with conditions
  
- 2 16/00169/FUL  
Proposed loft conversion to include rooflights and render  
**The Bungalow, Chapel Street**  
Permission with conditions
  
- 3 16/00005/LDP  
Single storey rear and side flat roof extensions  
**Sharmer House, Fosse Way**  
Certificate of lawful proposed use or development

**Appeals**

- 1 Appeal ref: APP/J3720/W/15/3134539  
Construction of a new dwelling  
**The Barn Spiers Farm, Chesterton Road**  
Appeal in progress

