

**Harbury Parish Council**

**Minutes of the Ordinary Parish Council Meeting  
27 April 2017 at 7.30pm  
The Farley Room, Harbury Village Hall**

**Present**

Cllr Lockley (Chairman)  
Cllr Thornley

Cllr Thompson  
Cllr Allen

Cllr Gibb  
Cllr Summers

Cllr Mancell

**Absent:** Cllr Christou; Cllr Ekins

**In Attendance**

Mrs Alison Biddle, Clerk to the Council  
District Cllr Harris

**Public**

Mrs Linda Ridgley, Harbury News  
Members of the public: 4

Condolences were expressed to the family of Allen Wilkins, a former parish councillor, who has recently died.

**17/58 Apologies:** Cllr Christou; Cllr Ekins; County Cllr Stevens

**17/59 Declarations of Interest:** None

**17/60 Dispensations:** None.

**17/61 Casual Vacancy**

A vacancy for a parish councillor was formally declared following the resignation of Cllr Alan Knowles. Cllr Knowles has decided that it is time for him to retire from the parish council. The chairman thanked him for his hard work and diligence over a number of years.

**17/62 Public Participation**

**Planning Application, Land adjacent to Walnut Tree Cottage**

The Harbury Society has objected to this application which they believe is too big and incongruous.

**Planning Application, Harbury Cement Works**

The Harbury Society has objected to this reserved matters application because of the reduction in the number of affordable homes and concerns about the road layout and the available parking space.

**Mud in Hall Lane**

A resident has complained that there is still mud on the footpath in Hall Lane which has fallen from heavily laden farm vehicles. The parish council has already written to the farmer concerned to ask them to clean up the road.

**Damage to kerbs, Bush Heath Lane**

This has been caused by the lack of turning space for lorries entering the building site opposite. Residents have contacted WCC Highways who have contacted DWH who have denied responsibility. The clerk will contact the site manager to request a site meeting to discuss further.

**Hillside**

It was pointed out that the new houses being built at Hillside are a blue colour.

### **17/63 Minutes**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 23 March 2017 as a true and complete record of that meeting.

### **17/64 Reports from Other Organisations**

#### **1 Harbury Library**

The front garden has now been re-planted.

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

The school intake next September will be 30. A teacher has resigned and a recruitment process is underway. There are ongoing concerns about the security of the school grounds perimeter and installation of CCTV is being considered. The new greenhouse has been erected.

#### **3 Public Safety – none**

#### **4 Southam College – none**

#### **5 Twinning Association**

The French visitors will arrive on 5 May 2017. Cllr Lockley will meet and greet the visitors in his official role as PC chairman and president of the twinning association.

#### **6 Village Hall**

The AGM took place last Monday. A new member was elected to the committee. The financial situation is very healthy. Insulation and a new heating system along with better lighting are the current projects. The running of the village cinema is to be taken over by the WI.

#### **7 Harbury Energy Initiative**

New members have joined the group.

#### **8 WALC/NALC - Nothing to report.**

#### **9 SDC & WCC - Nothing to report.**

### **17/65 Deppers Bridge**

#### **1 Update - None**

#### **2 Correspondence – None**

#### **3 Members' Items - None**

### **17/66 Planning**

#### **1 17/00663/FUL**

Single storey side extension

##### **1 Margaret Close**

This application has been withdrawn.

#### **2 17/00945/FUL**

Variation of planning condition, single storey extension & minor alterations to approved dwelling.

##### **Site adjacent to Walnut Tree Cottage, Hall Lane**

It was **RESOLVED** to make no representation but to request that the brick is sympathetic to the surrounding buildings and that a sample is submitted to the parish council for approval prior to approval by SDC. The removal of permitted development rights is also requested.

- 3 **16/03406/FUL**  
 Extension and part rebuild of existing cottage  
**Orchard Cottage, Stapenhall Farm, Deppers Bridge**  
 It was **RESOLVED** to make no representation.
- 4 **16/03142/REM**  
 Application for reserved matters (scale, layout, appearance and landscaping) for 195 residential dwellings, following grant of outline planning permission (ref 13/03177/OUT) and alterations to affordable housing provision (Nature reserve subject to a separate reserved matters application)  
**Harbury Cement Works, Bishop's Itchington**  
 It was **RESOLVED** to make no representation but ensure that there is adequate provision for car parking.
- 5 **16/01440/FUL – Appeal Ref APP/J3720/W/17/3171218**  
 Proposed erection of 2 no. dwellings  
**The Spinney, Hall Lane**  
 It was agreed that the factual errors in the appellant's submission relating to misinterpretation of the Core Strategy should be pointed out to the planning inspector. Cllr Lockley volunteered to draft a response.
- 6 **17/01017/S106**  
 Proposed treatment of B4100 Banbury Road relating to development of new settlement and application to discharge S106 Agreement obligations associated with planning applications 15/00976/OUT and 15/04200/OUT  
**Land at Gaydon/Lighthorne Heath**  
 It was agreed not to make any response to this application.
- 7 **15/03618/OUT**  
 Outline application for innovative zero carbon sustainable community of up to 800 dwellings (for full description see link).  
**Lower Farm, Stoneythorpe, Southam**  
 It was agreed not to make any new representation but to maintain the council's previous objection to this application as it does not comply with the Core Strategy.
- 8 **Pre-planning Consultations**  
 i Old New Inn – the latest proposal has now been withdrawn.  
 ii Spitfire Homes – it was agreed that the clerk should arrange a meeting between Spitfire and members of the planning group to hear more about the latest proposal for development of the land at the rear of Vicarage Lane/Wissett Lodge.
- 9 **Neighbourhood Development Plan**  
 SDC's response to the latest consultation has now been received. The planning consultant will now collate all the responses. It was agreed to wait until this had been done and then decide whether to review them during the ordinary PC meeting or call an extraordinary meeting.
- 10 **Harbury Cement Works - New Surgery**  
 There is still no news regarding the CCG's decision.
- 11 **Gypsies & Travellers Sites Consultations**  
 It now looks likely that the Leamington FC site in Harbury Lane will be used for a Gypsy & Traveller site but this has yet to be confirmed.
- 12 **Delegated Responses**  
 Responses were noted. The application for Harbury Supermarket has been withdrawn.

## 13 Members' Items - None

### 17/67 Properties

#### 1 Play Areas

##### i Repairs

The repairs are ongoing. The rocking horse is next and will be painted.

##### ii New Equipment

Two quotes have been received so far for a climbing wall to be installed using Sec 106 funds. The clerk was asked to obtain a third quote and to clarify the dimensions for the wall with the suppliers. It was agreed that the clerk would circulate the final quote when obtained for councillors to state their preference and then arrange a site visit with Cllr Ekins to agree the location for the wall. It was **RESOLVED** to delegate authority to the clerk to spend up to £6653 on the new equipment. She was also asked to find out if there are any similar installations in unsupervised play areas.

#### 2 Playing Fields

##### i New Path

The clerk has requested clarification of the latest quote received for the path extension. It was agreed that the contractor should be asked to install 2 of the 3 benches in the meantime while the quotes are under consideration.

##### ii Skate Park Repairs

The contractor has assured the clerk that he will complete the outstanding work during w/c 8 May 2017. This is the absolute deadline and if it is not met, the clerk will place an order with an alternative company.

Cllr Summers has been approached by someone who uses the skate park who has asked whether it might be possible to acquire some of the old equipment being removed from one of WDC's parks. It was agreed that this would not be feasible for various reasons, not least on health and safety grounds. Cllr Summers will explain this to the young man who made the enquiry.

#### 3 Car Park - Nothing to report

#### 4 Cemetery

##### i New Burial Ground

It was **RESOLVED** to approve the alternative location off Bush Heath Road as the proposed new burial ground.

It was **RESOLVED** to appoint Green Chameleon as the surveyor to draw up a plan for the legal conveyance for a fee of £250.

The next step will be to arrange a site meeting with the land agent and the surveyor.

##### ii Risk Assessment

The risk assessment has been completed but requires a small amendment to include the chapel. All the memorials have been inspected. A number need monitoring and will be inspected again in 12 months. A few have been laid down.

##### iii Cemetery Fence

There was some confusion about the quotes received for new fencing along the front of the cemetery. It was agreed that the clerk and Cllr Summers would meet the contractor on site to discuss.

## 5 Allotments

An enquiry has been received regarding the one remaining vacant plot.

## 6 Correspondence - none

## 7 Members' Items

It was noted that there are now only 4 councillors on the play equipment inspection rota now that Cllr Knowles has left. Perhaps the new councillor will be able to help with this?

The clerk was asked to remind the contractor that a replacement tree is still required for the green at Manor Orchard.

## 17/68 Environment

### 1 Street Lighting

The clerk has obtained updated quotes for the replacement Windsor lanterns. There are 16 still outstanding which will cost £13,600. It was **RESOLVED** to place an order for all 16 lanterns.

### 2 Traffic & Transport - none

### 3 Correspondence- none

### 4 Members' Items

A member of the public has complained about the method used for weed spraying the footpaths. This is carried out by SDC. Cllr Harris will follow it up.

## 17/69 Finance & General Purposes

### 1 Monthly Financial Report

The accounts payable were noted.

### 2 Grant Application – Harbury Show

It was **RESOLVED** to award £180 to cover the cost of hiring the village hall.

### 3 Parish Office

#### i New Laptop

Cllr Mancell has drawn up a spec for a replacement laptop for the parish council office. It was **RESOLVED** to delegate authority to the clerk to spend up to £600 on this new equipment.

#### ii Spare Table

It was **RESOLVED** to purchase a folding table for use in the parish office.

#### iii Upgrade to Superfast Broadband

It was **RESOLVED** to upgrade to superfast broadband via a business account.

#### iv Disposal of Old Equipment

Cllr Lockley volunteered to collect the old equipment from the office and take it to the recycling centre.

### 4 Review of Sports Clubs Licence Arrangements

It was agreed that the clerk and Cllr Mancell should attend this meeting at a date yet to be arranged. The clerk was asked to obtain a template licence from WALC/NALC

## **5 WW1 Centenary Project**

All the plaques have now been installed and all the arrangements are in place for the event next Wednesday. The Lord-Lieutenant has accepted the invitation and Cllr Lockley will meet him and escort him to the church. A village resident who is a serving soldier will meet Lt Colonel Rushen from the Canadian Armed Forces. A buffet lunch has been arranged at the village hall to be followed by a short service of commemoration in church during which wreaths will be laid including one from the parish council. A press release has been issued to the national media and a local resident will take photographs. The great granddaughter of the vicar whose son was killed has been contacted and will be attending.

## **6 Correspondence – none.**

## **7 Members Items – none.**

### **17/70 Parish Boundary Review**

There is no news to report.

### **17/71 Assets of Community Value**

Cllr Christou has started work on this.

### **17/72 Localism Consultation**

It was agreed to make no response.

### **17/73 C4 Village of the Year Competition**

It was **RESOLVED** that Cllr Thornley should register on behalf of the parish council.

### **17/74 Annual Village Meeting**

Cllr Gibb has volunteered to take the minutes in the clerk's absence. An officer from WCC will be attending to speak about cyber crime. Cllr Lockley will organise the refreshments and the clerk will print the reports.

### **17/75 Accounts for Payment**

It was **RESOLVED** (proposed Cllr Gibb, seconded Cllr Allen) to approve the accounts for payment as per Appendix B.

### **17/76 Reports & Questions**

- The annual meeting of the parish council takes place on 25 May 2017. A call was made for anyone who might like to become the chairman.
- Harbury Juniors FC won the Supplementary Cup Final last Sunday 4 to 1.

### **17/77 Confidential Matters**

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

## **1 Staff Matters**

In the absence of any applicants for the role of minute secretary, it was agreed to pay the clerk overtime of 4 hours per month on the Friday morning following the PC meeting in order for her to deal with urgent matters and begin writing up the minutes.

## **2 Damaged Street Light**

A letter had been sent to the insurers by Royal Mail First Class Signed For on 12 April 2017 but the online tracker shows that it has still not been received. It was agreed to wait for the return of the letter and consider re-sending by courier.

**17/78 Date of Next Meeting**

The next meeting will be the annual meeting of the parish council which will be held on Thursday, 25 May 2017 at 7.30pm in Harbury Village Hall and will be immediately followed by the ordinary monthly business meeting.

**Meeting closed at 9.25pm**

Signed.....Chairman      Date.....

## APPENDIX A

### Planning Applications – Delegated Responses 27 April 2017

- 1 17/00627/FUL  
Construction of single storey rear extension  
**21 Mill Street**  
No representation
  
- 2 17/00658/FUL  
Change of use from retail (A1) to create a new dwelling and rear first floor extension with associated building works  
**1 Mill Street (Harbury Supermarket)**  
No representation

