

**HARBURY PARISH COUNCIL**

**Minutes of the Ordinary Parish Council Meeting  
Thursday 22 March 2018  
The Farley Room, Harbury Village Hall**

**Present:**

Cllr T Lockley (Chairman)	Cllr A Rutherford
Cllr S Allen	Cllr P Summers
Cllr C Christou	Cllr K Thompson (from 8.05pm)
Cllr C Gibb	Cllr J Thornley
Cllr A Mancell	

**Absent:**

Cllr S Ekins

**In Attendance:**

Mrs A Biddle, Clerk to the Council  
Mrs C Gwillam, Minute Secretary  
District Cllr J Harris  
County Cllr R Stevens (from 7.45pm)

**Public:**

Mrs L Ridgley, Harbury News  
Members of the Public: 2

**18/035**

**Apologies:**

Cllr S Ekins; Cllr K Thompson will be late having attended another meeting at SDC first; County Cllr Stevens will be late having attended another meeting first.

**18/036**

**Declarations of Interest:** None.

**18/037**

**Dispensations:** None.

**18/038**

**Public Participation:**

- (i) A complaint was received on the state of the roads and verges, as well as blocked drains, due to ongoing work by developers; nothing had changed in that an assurance had been given that these works would be rectified upon completion.
- (ii) The path and kerb in Bush Heath Lane had been damaged by contractors, and – again - reassurance had been given that these would be rectified upon completion. WCC Highways has enforcement powers and would be inspecting the site upon completion to ensure that all was put right.
- (iii) It was reported that one of the new residents near the corner of Manor Road/Bush Heath Lane was parking two works vehicles in a dangerous place. It was suggested that the registration numbers of the offending vehicles be sent to the clerk so that she could report it to the PCSOs in Southam.
- (iv) The revised Spitfire planning application includes the removal of the ash tree which is not necessary as there is nothing wrong with the tree.
- (v) There has been significant damage to the copper beech in the cemetery.

18/039

**Minutes**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 22 February 2018 as a true and complete record of that meeting; duly signed.

18/040

**Parish Satisfaction Survey**

Following last month's council meeting, Cllrs Summers and Thornley were both concerned about the public criticism of the parish council on Facebook and through the Harbury Parish News; they were anxious for feedback to dispel this negativity. It was suggested having a flyer in next month's Harbury News at no cost to the council. The 'Councillor's Corner' had not proved successful, but maybe having someone in the library once a month might prove more useful. Many people are unaware of how to contact the council, although the presence of an office in the centre of the village should be a useful starting point. The clerk reminded the council that it already has a community engagement policy which she will circulate. Some discussion followed on how relevant the suggested flyer was.

It was **RESOLVED** to (i) reword the flyer and advertise it in the May edition of the Harbury Village News (ii) to note any comments from councillors emailed to Cllr Summers or Thornley within the week (iii) check with the library that they would be happy to have a councillor there once a month (iii) do a follow-up article once results are known.

18/041

**Other Organisations:**

**1. Harbury Library**

The AGM was held recently; no changes to the committee.

**2. Harbury School Governors**

- (i) Cllr Gibb reiterated the slow progress being made with the S106 monies due to be approved by WCC's cabinet in June 2018 and the over-subscribed intake for September 2018. Interviews have been taking place for a new teacher. Judging a science project had been particularly joyful owing to the high calibre of entries.
- (ii) The chair of the pre-school was in talks with the governors about unlocking S106 monies.
- (iii) The Government has now changed the formula for funding in rural areas; this was good news as it meant an extra £30,000 for Harbury School.

**3. Public Safety**

None.

**4. Southam College**

The new intake applications were 270. The budget, August to August, is on target.

**5. Twinning Association**

Social events still taking place. The trip to France at the Spring Bank Holiday at the end of May had been extended to 5 days.

**6. Village Hall**

Bookings were good, the cinema was again successful, and the jazz evening broke even.

## 7. Harbury Energy Initiative

It was reported that a meeting with an outside body fixing solar panels had resulted in them being able to fit batteries too. There was now one electric car in the village.

## 8. WALC/NALC

None.

## 9. SDC/WCC

### SDC:

Cllr Harris attended the recent community forum where anti-social behaviour and crime prevention was paramount, particularly regarding the vulnerable in society who are often overlooked - local support is vital. Thanks were expressed to Cllrs Summers and Rutherford for their help in supporting the Orbit residents in Crown Close resolve recent issues, and to Cllr Harris for all her work behind the scenes.

### WCC: Cllr Stevens' reported:

- WCC were one of the first Shire Counties to set their budget for next year as well as the council tax. Other neighbouring authorities have since set comparable rises. Use of reserves are a short-term measure as these will eventually diminish, but savings are being made at the expense of staff redundancies and early retirement; obviously this has an impact on creating a lack of continuity.
- Last month's announcement of a 'memorandum of understanding' being agreed between the West Midland's Fire Service and Warwickshire Fire Service will see little effect on our fire service; however, it will undoubtedly improve cross border co-operation and could streamline response time. Having already combined the ambulance service and signed a co-operation agreement with the West Mercia police, is this the beginning of a West Midlands combined blue light authority? However, it seemed apparent to Cllr Stevens that the 'powers that be' are not in favour of the scheme. Time will tell! Warwickshire Fire Service is due a government inspection later this year.
- Secondary school places were announced on 1<sup>st</sup> March, with Southam college once again taking its maximum number (270). Many local primary schools are opting to become academies and part of a multi-academy trust, although I have not heard that Harbury Primary have applied.
- Recent adverse weather conditions again proved challenging, although the gritting team and people in the community all rallied. One of the consequences, however, will be a deterioration in some of the roads and an increase in potholes – please continue to report these but expect a delay as these will be prioritised.
- The community grant scheme will once again be available for any community group who would like to apply - also, a highway maintenance grant for small projects not normally included in the County's programme. The recent Feldon/Southam community forum was well attended with presentations on village security HS2 and speed awareness schemes. It is hoped to have a presentation on road maintenance at the next one in June.
- Cllr Stevens informed the council that Harbury Lane was due to re-open the following day; the problem has arisen by a burst pipe which could only be repaired by digging up the road.

- Traffic on the Fosseway was constantly at a standstill; Cllr Harris would raise this issue at the next JLR Liaison meeting.

18/042

**Deppers Bridge**

1. Ward Councillor Update  
None.
2. Correspondence received  
None.
3. Members' items  
None.

18/043

**Planning:**

1

**18/00686/LBC**

Removal of oil tank, trellis and canopy  
**Wissett Lodge, 10 Church Street**

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

2

**18/00489/VARY**

Variation of conditions for application reference number 16/02535/FUL  
**Energy Reservoirs Ltd, Walworth Farm, Station Road**

It was **RESOLVED** to support Bishop's Itchington Parish Council and make objections on the grounds of loss of amenity to the cemetery and lack of proper screening by the removal of the acoustic fence.

3

**18/00492/COUQ**

Prior approval for the change of use of an existing agricultural building to 1 no dwelling, under Class Q(a) and Q(b) of the General Permitted Development Order. Development to include partial demolition.

**Water Tower Holding, Ufton Road**

The clerk had already submitted an objection to SDC; further discussion took place.

It was **RESOLVED** to make no representation but to comment that the parish council is unclear whether this application meets the criteria because of the partial demolition.

4

**Development Requirements SPD Consultation**

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

5

**Draft Revised National Planning Policy Framework Consultation**

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

6

**Harbury Cement Works**

It was **RESOLVED** to decline adoption of the water attenuation features.

7

**Harbury Neighbourhood Development Plan**

(i) Impact of parish boundary change

Cllr Summers and Lockley along with the clerk and members of Bishops Itchington PC had met with officers from SDC recently to discuss this issue

and it was decided that Harbury should continue with proceeding to the examination stage. This was due to the fact that Bishops Itchington are a year behind with their plan and the new boundary comes into effect in April 2019, by which time Bishops Itchington can apply to change their designated NDP area, then SDC will have the power to change the NDP area for Harbury.

(ii) Progress of NDP to examination stage

The plan is now waiting to be submitted to the planning inspector for examination. A summary of the responses from the recent SDC consultation has been circulated to all members.

**8 Harbury Cement Works**

Update on new surgery: None.

**9 Gypsies & travellers' Sites Consultation**

Update: None.

**10 Members' items**

The planning group had met with the potential purchaser of the former "Country Fayre" premises to hear their proposal for conversion to 4 x 1 bedroom flats. Councillors had raised the major issue of lack of parking. A planning application will be submitted soon.

18/044

**Properties**

Updates were reported on the following:

**1 Play areas**

i Quote for mini goals replacement

It was **RESOLVED** to place an order for a pair of heavy duty goals at a cost of £389 plus vat to include delivery, with one goal to be installed on Manor Orchard Green. The clerk advised that this extra goal would need to be included in the weekly inspection schedule. The grounds maintenance contractor will be asked to install them.

**2 Playing Fields**

It is hoped that the perimeter path will be re-surfaced and extended within the next few weeks, weather permitting.

**3 Car Park**

JMT will be returning the crocodile teeth plates tomorrow. There was a report of possible anti-social behaviour in the car park which the clerk will report to the police.

**4 Cemetery**

i Friends of Harbury Cemetery: Update

Due to the recent unpredictable weather, only 4 people turned up to plant 1,000 bulbs. It was hoped that more people would come forward next week to help finish the planting.

The chapel repairs should be starting at the beginning of April. According to the tree surgeon there had been serious damage to the copper beech tree but there was no action which could be taken at present. The clerk has reported the damage to the contractor responsible.

It was hoped to replant some of the daffodils spoilt when a contractor drove over some graves.

ii New Cemetery:

The exact cost of developing the new cemetery is not yet known and therefore there is not enough information available to consult the public at this stage.

It was **RESOLVED** that the clerk should submit the T1 survey report to the EA for pre-planning advice. If technical questions are raised by the EA, then the council would employ CDS to pursue; all agreed.

It was agreed to wait for the EA response before proceeding with legal business of the land transfer.

**5 Allotments**

The first inspection was imminent.

**6 Correspondence**

There was none.

**7 Members' items**

The adult play equipment was proving very popular, although the recent bad weather had made the surroundings very muddy. A member of the public had suggested that hardstanding around the equipment would alleviate this problem, but this would not meet safety standards. A safety surfacing (grass mats) has already been installed.

18/045

**Environment**

Updates were reported on the following:

**1 Street lighting: maintenance contract 2018/19**

It was **RESOLVED** to renew the maintenance contract for the coming year.

**2 Traffic & transport**

None.

**3 Condition of roads & greens/verges**

Already covered earlier in meeting. A resident has complained about the tree stumps in Crown Close. This is Orbit property.

**4 Correspondence**

SDC were not going to provide any additional litter bins. Therefore, catalogues had been looked at and two bins chosen, 1 for outside the Co-Op and 1 at Thwaites. It was suggested that a sticker be put on each bin 'Provided by Harbury Parish Council'. The clerk will order these in due course.

**5 Members' items**

None.

18/046

## **Finance & General Purposes**

### **1 Monthly Financial Report**

This was duly noted.

### **2 To review internal audit report**

Everything was manageable – the auditor did not like the accounting software being used, but it was adequate for the purpose; he had also asked that bank reconciliations be presented to the council after they have been checked. All other items are already in hand.

### **3 Review of licence arrangements with sports clubs**

The clerk is waiting for a response from the sports clubs.

### **4. Correspondence** - There were none.

### **5. Members' items** - None.

18/047

## **Parish Council Policies/Legal Matters**

### **1 Document Retention Policy**

It was **RESOLVED** to adopt this policy as per the draft without amendment.

### **2 Designated Email Addresses for Members**

Discussion took place on the pros and cons of having designated emails addresses; one company very expensive, the other very cheap. The only stipulation, from the clerk's point of view, is that they should be gov.uk.

It was **RESOLVED** that Cllr Mancell investigate this further and that it be an agenda item for the next meeting.

18/048

## **Assets of Community Value**

The clerk had submitted an application for the village club to SDC; a decision is expected within the next week or two.

18/049

## **Annual Parish Meeting 2018**

The annual parish meeting was to be held in Harbury Village Hall on Thursday 10 May at 7.30pm; Sarah Richardson had agreed to be the guest speaker on "Women's Suffrage".

It was **RESOLVED** that (i) Cllr Lockley would organise wine, fruit and nibbles (ii) all councillors submit their annual reports to the clerk as soon as convenient so that these can be included in the papers.

18/050

## **Centenary of Women's Suffrage**

Cllr Lockley met initially with the Women's Institute; there was going to be another liaison meeting in April, followed by a public meeting. Grant funding would be available shortly. Cllr Lockley asked for approval of the cost of the Tom Hauley room for meetings.

It was **RESOLVED** to authorise this; all agreed.

18/051

**Accounts for Payment**

It was **RESOLVED** to approve the accounts for payment as per Appendix B (Cllrs Summers and Allen to sign).

18/052

**Reports & Questions**

- (i) Chesterton had expressed interest in working jointly with HPC on the national scheme for beacons to commemorate 100 years of the end of WW1.
- (ii) Harbury Primary school had an inspection from the Coventry Diocese, rated 'Good'; it was considered a good rehearsal for Ofsted.  
The inspectors particularly highlighted the involvement of the school in the WW1 commemoration activities last year.
- (iii) A speed quiz was being held by the pre-school and the parish council were asked to enter; unfortunately, no-one was available.
- (iv) Cllr Thompson was late because he had been attending a Code of Conduct Meeting; there was too much information to relay verbally, but members would be able to view the webcast. Cllr Thompson would produce a summary to circulate to all councillors.

18/053

**Exclusion of Public & Press**

1 **Staff Matters**

It was **RESOLVED** to approve the clerk's incremental pay award from 1 April 2018. Cllr Mancell proposed, Cllr Lockley seconded.

2 **Pitch Hire**

It was agreed not to pursue the outstanding payment if it was not forthcoming.

3 **Street Lighting**

24 mercury lanterns are to be replaced. There was a difference of £1,000 in the quotes received. It was agreed that the service provided by the company with the cheapest quote had not been satisfactory in the past. It was **RESOLVED** to accept the quote from Warwickshire County Council.

18/054

**Date of Next Meeting**

The next ordinary meeting of the parish council will take place on Thursday 26 April 2018 at 7.30pm in Harbury Village Hall.

**The meeting closed at 9.45pm**

Signed ..... Chairman      Date.....

**APPENDIX A**

**Planning Applications – Delegated Responses  
22 March 2018**

- 1**     **18/00370/FUL**  
Demolition of existing garage and replacement with new garage  
**Portland Lodge, Station Road**  
No representation

DRAFT

