

HARBURY PARISH COUNCIL

**Minutes of the Ordinary Parish Council Meeting
Thursday 26 July 2018
The Farley Room, Harbury Village Hall**

Present:

Cllr T Lockley (Chairman)
Cllr C Gibb
Cllr P Summers

Cllr S Allen
Cllr A Mancell
Cllr K Thompson

Cllr C Christou
Cllr A Rutherford
Cllr J Thornley

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

Public:

Mrs L Ridgley, Harbury News

18/119 **Apologies:** Cllr S Ekins

18/120 **Declarations of Interest:**

- Cllr Thornley declared a personal interest in the grant application by Harbury Village Club as she is a member of the club's committee.
- Cllr Thompson declared a personal interest in the sports clubs' licence review as he is a member of the tennis club.
- Cllr Lockley declared a personal interest in the Harbury Village Club grant application and the sports clubs' licence review as he is a member of both clubs.

18/121 **Dispensations:** None

18/122 **Public Participation:**

Mrs Ridgley commented on the amendments to the Dovehouse Autos site planning application which she thought were unclear.

18/123 **Minutes:**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 28 June 2018 as a true and complete record of that meeting; noting a spelling amendment on 18/109 Environment 1.1 'principle' not principal; they were duly signed.

18/124 **Other Organisations:**

1. Harbury Library

The summer reading challenge is up and running.

2. Harbury School Governors

It was reported that the chair had unexpectedly stepped down; a new appointment would be made in September. It was disappointing that no building work would be done over the summer despite everyone's best efforts.

3. Public Safety - None.

4. Southam College - None.

5. Twinning Association

Bastille Day was celebrated on 14 July 2018.

6. Village Hall

Beer Festival takes place on the weekend of 31 August / 1 September 2018.

7. Harbury Energy Initiative - None.

8. WALC/NALC - None.

9. SDC/WCC

SDC:

Cllr Harris organised a meeting in Harbury with HS2, the Chair of Chesterton, the transport group and Cllr Lockley; 6 months behind schedule so no traffic management can be decided.

Cllr Harris will take the lead in a parish meeting in October with a HS2 rep; chairs of parish councils to attend by invitation.

Liaison with contractors is again re phrase 1 of the new settlement at Gaydon/Lighthorne Heath.

WCC:

Cllr Stevens had circulated his written report; the main points being:

- The effects of staff reductions, as a consequence of the budget reductions, are beginning to have an adverse effect on the county council's response times. The uncertainties of Brexit and changes to top government ministerial positions are also adding to uncertainty and a reluctance to make long term policy decisions.
- The imminent full council meeting includes draft minerals plan for public consultation, annual reports from auditors and a revised schools' policy with the large number of houses being built and the effects of academisation (80% of secondary schools and 30% of primary schools are already academies or free schools).
- Progress, or the lack of it, from HS2 continues to be monitored as the company carries out site and soil investigation, often without landowners' consent. They are at least 6 months behind schedule, are no further forward with their detailed plans for the construction or the final cost. Until they publish their scheme of works, detailed road closures cannot be planned. The trial pit near

Wormleighton is expected to start soon but final lorry routing has not yet been finalised.

- The county only has a limited number of jetting machines for both the north and south of the county; all of which are at full stretch. They were recently in Fenny Compton where major flooding occurred. Speeding continues to be a problem across the county and the country as a whole. The footpath around the playing field should be completed next month. Improvements for the primary school have finally been approved and should now be programmed into the overall plan. Cllr Stevens supports the PC's request for kerbs to be installed around the edge of The Pound and this is presently being costed.
- Earlier this month, the county again celebrated Armed Forces Week. Later this year, we shall be commemorating the 100th Anniversary of the end of the First World War. Galanos House in Southam is starting a major project of expansion. Kineton barracks is planned to expand as other bases across the country are closing.

18/125 Deppers Bridge

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

18/126 Planning:

1 18/02140/TPO

T1 – Corsican Pine - Fell

Station Road Farm, Station Road

It was **RESOLVED** to make no representation; however, a suitable tree replacement was requested.

2 18/01576/FUL

Proposed side and rear two storey extension and replacement front porch

15 Ivy Lane

It was **RESOLVED** to uphold the previously submitted delegated response of objection made on the following grounds:

- Overdevelopment of the site
- Lack of off road parking in a very narrow one way street
- Detrimental impact on the street scene in a conservation area

3 18/01987/TPO

T54 – ash and T55 – yew to be removed and replaced with 2 yew trees within the proposed development

Harbury Cement Works, Station Road

It was **RESOLVED** to withdraw the previously submitted delegated objection as the council now agreed that they had no representation to make as the trees will be replaced.

4 17/03216/REM

Application for approval of reserved matters relating to appearance, landscaping, layout and scale for 80 dwellings (52 market, 28 affordable), pursuant to outline planning permission 15/04532/OUT (Erection of up to 80 dwellings with associated public open space and play facilities, access, drainage, infrastructure and parking)

Former Harbury Cement Works, Station Road

It was **RESOLVED** to uphold the previously submitted delegated objection made on the grounds that there is still no provision for public transport.

5 Harbury Neighbourhood Development Plan

The clerk reported that she had received some positive feedback from the examiner in that there were no significant comments and only minor amendments. Once these have been incorporated into the draft NDP it can go to Stratford District Council for their approval and then the referendum process can take place. This is likely to be the autumn at the earliest. Thanks were expressed to everyone involved for their hard work.

6 Harbury Cement Works – New Surgery

The clerk had received some information from a councillor at Bishops Itchington who is a member of the local patients participatory group that the CCG were showing signs of being more supportive of the proposal for a new surgery in Bishop's Itchington.

7 Gypsies & travellers' Sites Consultation – None

8 Delegated Responses – Appendix A

Noted.

9 Correspondence - None.

10 Members' items - None

18/127 Properties

1 Play areas

The painting work is continuing. The slide was nearly finished, and the climbing equipment would be next.

Cllr Thompson referred to the replacement of the broken pane in the telephone box which had previously been agreed (the clerk had all the details). Before this work takes place, it felt that it needed a thorough

clean inside and out and this required the removal of all the old books. Cllr Lockley offered his help.

2 Playing Fields

(i) Perimeter Path Installation

This work is now scheduled for 13 August and should take approximately 10 days. As the clerk would be on leave, Cllr Ekins and Cllr Summers had offered to meet the contractor on site, arrange access and liaise with them throughout the construction period. They would check with the clerk before her leave to get the keys and check on any last-minute queries. The clerk reported that, because of the long delay in starting this job, the price had increased by £3,500, although the parish council had not been asked for this difference. Cllr Stevens confirmed that WCC were covering this. A note about the scheduled work would be put on the Facebook page and in the Harbury News.

Cllr Christou asked if anyone knew if the gym equipment was being used; he was pleased to learn that the consensus was that it was being used a lot.

3 Car Park

(Quotes to be discussed later in meeting after exclusion of public)

4 Cemetery

i Friends of Harbury Cemetery: Update

A notice had been put in the Harbury News about people taking their own water because of the adverse weather conditions and everywhere being dry and parched.

Consideration had been given to moving the water butt in the past, but because it was always full, this would prove difficult. However, as it was empty at present, thought would be given to this. The surface moss was coming away from the path which had been posing a problem for some time.

ii Chapel Repairs:

No update; Cllr Ekins to organise a meeting.

iii Burial of non-residents – to clarify the council's policy

The clerk requested some clarification from the council as she is receiving more frequent requests from people who do not live in Harbury.

A lengthy discussion took place. The cost of maintaining the cemetery is paid for by current parishioners through the parish precept. The fees schedule states that non-residents are required to pay double the fee, although this has never been implemented.

It was **RESOLVED** that
(i) to be eligible for burial in Harbury cemetery a person must have been resident in Harbury for a minimum period of 10 years at some point during their life;
(ii) where the deceased was not resident in the village immediately prior to their death, the fees payable will be doubled with the exception of people who have moved away to enter residential care or live with relatives because they require care;
(iii) that each case be dealt with on a discretionary basis and sensitivity shown.

5 Allotments

i Management of allotments

The clerk reported that the implementation of the new inspection regime had received mixed results. As Cllr Ekins was not present, it was agreed to defer this for discussion at a later date.

6 Correspondence - None.

7 Members' items

Cllr Summers reported that the memorial bench in Crown Close was in need to repair but, on investigation, was found to be rotten and Orbit had removed it. This was an ideal spot for a replacement; she would put a note in the Harbury News asking if anyone would be interested in donating a bench.

It was noted that the WI are keen to donate a bench commemorating the centenary of Harbury WI for Old New Inn Green when their funds allow.

18/128 Environment

1 Street lighting

The clerk reported that all LED lights had now been installed, apart from 2 which were obscured by overgrown hedges. One hedge has since been cut back, but the owner of the other hedge is reluctant to cut it before September.

It was **RESOLVED** that the clerk write to the resident, requesting that this work be carried out as soon as possible or the council would instruct its contractor to cut the hedge.

2 Traffic & transport

The clerk reported that she had been in touch with WCC Highways re traffic surveys on behalf of both BIPC and Harbury; it was suggested that if the parish councils worked together and had the surveys carried out at the same time, there could be some savings in cost for both councils.

However, BIPC particularly want to carry out their surveys in January of next year.

A lengthy discussion followed, with varying viewpoints, reinforcements and second thoughts. However, the clerk respectfully reminded councillors that the council had agreed in principle at the last PC meeting to carry out a traffic survey and a resolution had been passed to this effect.

It was **RESOLVED** to obtain accurate costs for surveys at 2 sites in Deppers Bridge (located between each set of chicanes) on the basis of sharing costs with BIPC and to discuss further at the September PC meeting.

3 Condition of roads & greens/verges

(i) Repairs to The Pound

The repairs have still not been carried out. The builders have previously said that they would carry out the repairs to the green when the utilities works had been completed. If this does not happen within the next few weeks, this will be discussed further at the September council meeting when a decision would be made on how to move it forward.

(ii) Installation of kerbs at junction of The Pound & Dovehouse Lane

The clerk reported that she is waiting for some costings from WCC Highways. Cllr Stevens confirmed that the matter was in hand.

4 Bins

i Installation of additional bin outside Co-op

After some further discussion, It was **RESOLVED** that

(i) a bin be installed at Thwaites and a second bin for mixed recycling be installed, subject to a twice weekly collection, at the Co-op at a cost of £1028 and

(ii) that Michael Mann install these at an approximate cost of £150.

The clerk was thanked for all her hard work and patience on this very difficult and drawn-out matter which, at last, was agreed.

5 Correspondence - None.

6 Members' items

Cllr Thornley commented that the library had no new bus timetables; Cllr Gibb said that he would sort this as soon as convenient.

1 Monthly Financial Report

Financial report had been circulated– on target as expected. Bank reconciliation noted.

2 Electronic banking arrangements

The clerk reported that this matter was still on-going and that she was investigating how HSBC could accommodate the council's requirements. Cllr Gibb would give the clerk a contact name at HSBC and then she and Cllr Mancell could pursue this together.

3 Official email addresses

Some discussion took place and councillors were mixed in their views on whether this was necessary or not. The clerk again emphasized its importance for professionalism and being GDPR compliant.

It was **RESOLVED** that the clerk arrange for a pilot scheme to be undertaken by those councillors who wished to pursue this from now until next May. Elections were due at that time and it was unclear now whether all councillors would be re-elected; a final decision would then be made whether to organise email addresses for all councillors.

4 Grant application from Harbury Village Club

It was **RESOLVED** to approve the grant application for £371.20 for the installation of LED panels above pool table area; all agreed.

5 Review of licence arrangements with sports clubs

The clerk had issued the council with a brief resumé of the meeting which she and Cllr Mancell had recently attended with the solicitors. The simplest way is for the draft lease to emulate current arrangements. The clerk would let representatives from the clubs have a copy of the new proposal from HPC. Both the tennis club and the netball club have committee meetings next week, so timing is ideal. If, for some reason, they are not happy, then they should put forward a counter proposal and/or take legal advice of their own.

The fee proposal and scoping document from the council's solicitor had been circulated to members. It was **RESOLVED** to accept the fee proposal subject to the sports clubs' agreement to the proposed lease arrangements.

6 Correspondence

None.

7 Members' items

Cllr Lockley reported that the people who had been running the post office for some time were now moving on; they were retaining ownership, but new tenants would be moving in. He felt that a letter of thanks was appropriate as they had greatly contributed to village over the years; a

letter of welcome would also be sent to the new people; Cllr Gibb would deliver them on behalf of the council.

18/130 Assets of Community Value

Cllr Christou reported that work to include the Crown was continuing.

18/131 Centenary Activities

1. Women's Suffrage Centenary Project

The census work is coming on well but is not yet finished. There is another meeting arranged for September. Harbury Heritage Room is having a 'themed' coffee morning on 8 September, and it was suggested that perhaps this could be incorporated in some way.

2. WW1 Centenary November 2018

Unfortunately, progress has been slow due to Mr Quinney's accident; it was also proving difficult to agree on the precise location.

18/132 Surplus Produce Market

A monthly event is taking place at the Shakespeare Inn, this was proving to be a popular and thriving event. The village hall has been booked for Saturday 29 September and provisionally for 20 October. Advertising would start soon. Exact costings and arrangements would be discussed at the next meeting.

18/133 Accounts for Payment

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

18/134 Reports & Questions

- Three councillors had attended the "Cllrs' Corner" last month and had received some very positive feedback. Cllr Stevens (WCC) had expressed a wish to participate later in the year. The next sessions were schedule for 10.00-11.00am on Saturday 28 July (Cllrs Thornley and Christou) and Saturday 25 August (Cllrs Thornley and Lockley).
- Cllr Summers reported there was a dead conifer in the cemetery. The clerk has spoken to the tree surgeon about this. He will provide a quote for removing the dead tree. All the conifers in the cemetery are infected with the same bug.

18/135 Exclusion of Public & Press

1. **Allotments - termination of tenancy**

Since the last meeting, two people have been given notice to quit. However, one tenant has appealed. Following a further inspection and taking into account mitigating circumstances, it was **RESOLVED** to cancel the notice to quit and allow the tenant more time to get the allotment in order. There has been no communication from the other person; it is thought that they may have left the village.

2. Deppers Bridge – Play Area Roadside Hedge

It was **RESOLVED** (i) to accept the quote received (ii) that Cllr Thompson inform the resident concerned that this work would be undertaken later in the year.

3. Car Park

The only quote for cleaning received to date appeared unduly expensive. After some discussion, the clerk would query this cost and obtain further quotes. It was suggested that only the area immediately surrounding the white lines needed to be cleaned.

18/136

Date of Next Meeting

The next ordinary meeting of the parish council will take place on Thursday 27 September 2018 at 7.30pm in Harbury Village Hall.

The meeting closed at 9.10pm.

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 26 July 2018

- 1 **18/00671/LBC**
Reinstating the existing loft space into habitable rooms, within existing family home
Western House, Station Road
No representation

- 2 18/01788/TREE
T1 – Cherry – fell
Honeysuckle Cottage, Hall Lane
No representation

