

HARBURY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting Thursday 23 July 2020 at 7.30pm Remote Meeting

Present

Cllr Lockley (chairman)	Cllr Allen (from 7.34pm)
Cllr Knowles	Cllr Gibb
Cllr Thompson	Cllr Rutherford
Cllr Balch	Cllr Ekins
Cllr J Thornley	

Absent

Cllr Mancell

In Attendance

Alison Biddle, Clerk to the Council
County Cllr Stevens
Carole Gwillam, Minute Secretary (from 7.46pm)

Public

Linda Ridgley, Harbury News
PC Matt Simms, Southam SNT
7 members of the public

20/81 Apologies

Cllr Mancell; District Cllr Harris

20/82 Declarations of Interest

- Cllr Thornley declared a personal interest in agenda item 6.1 re grant application by Harbury Village Club as she is a member of the club.
- Cllr Lockley declared a personal interest in agenda item 6.1 re grant application by Harbury Village Club as he is a member of the club.
- Cllr Lockley declared a personal interest in agenda items 8.4 and 8.5 in respect of planning applications for tree works adjacent to his property.

Cllr Allen joined the meeting during this last item.

20/83 Dispensations

None.

20/84 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 25 June 2020 as a true and complete record of that meeting; they were duly signed.

20/85 Public Participation

1 Traffic Enforcement – PC Matt Simms, Southam SNT

Southam SNT has received reports of speeding in and around Harbury. They would like to do more traffic enforcement but their team covers 18 villages and towns across 100 square miles so this is difficult. However, people should continue to report incidents to the police.

The PCC has funded 2 new speed guns for Warwickshire. Only 1 officer in the Southam team is trained on the new equipment. They are aware of the long history of speeding traffic in Deppers Bridge and they carried out speed checks a couple of weeks ago but no one was caught

speeding. PC Simms explained that there are conditions for using the speed gun so they can't check the speed of every car that comes past. They have also flagged up Butt Lane and Chesterton Road. Recently, traffic in Butt Lane was monitored by camera and nearly every vehicle was exceeding the 40 mph limit. They will be looking to set up more community speed watch groups over the next few months.

Cllr Ekins raised the problem of the weight limit on the rail bridge which is constantly ignored. PC Simms is aware of this but just doesn't have enough officers to monitor it. There are no short term solutions. More permanent measures need to be considered.

PC Simms was asked to include Bush Heath Road, and Bush Heath Lane as cause for concern.

2 Public Session

Planning Application – Ty Ni, Hall Lane

Residents were concerned that this proposal was over development of the site and would spoil the appearance of the cottages. They also pointed out that the cottages have no foundations. Other concerns included noise and parking during construction.

Harbury Library – Live & Local Living Room Project

Richard Fowler, on behalf of the library committee, expressed thanks to the WI for pointing out the Live & Local Living Room Project "Experiences of Lockdown". This would include a selection of factual accounts, plus poetry, etc. and provide an insight into Covid-19 and how it affected people. WCC is sponsoring this initiative and it is hoped to have a book published. Cllr Balch was already involved with the volunteer network and she agreed to be the point of contact on behalf of the PC. Visual and hard-of-hearing would also be joining.

20/86 Community Grant Applications

1 Harbury Village Club

Covid-19 has had a financial impact on the village club; they were requesting £500 towards the costs of essential PPE, screens, etc. It was **RESOLVED** to award a grant of £500.

20/87 Other Organisations

1 Harbury Library

Biblio's re-opened on 8 July for takeaway coffee & cake each Wednesday and Saturday, with outside seating provided on the grassed area outside the scout hut. As this had been well supported, they were looking for more volunteers to enable more opening times. The library had now formally re-opened (remote lending) Monday mornings and Thursday afternoons, for lending their own blue book collection only at present.

2 Harbury School Governors

Cllr Gibb reported that the school had now closed for the holidays, although the Before & After Club was being run throughout the holidays. There was a comprehensive plan for the whole school starting back in September. The PTA were organising a market this coming Saturday.

3 Southam College

The biggest problem appeared to be getting students to behave with social distancing, home school transport and use of buses. Finances were good for next year, but the long term is unsure. The school is at full capacity and the sports hall should be finished for Christmas. Cllr Allen queried the additional housing in the area and the reported available space at the college. County Cllr Stevens replied that available space would be met by changing the boundary from Northamptonshire to only within Warwickshire. It was agreed that Cllr Lockley, on behalf of the council, would write to both schools, thanking them for all their efforts during this pandemic.

4 **Twinning Association**

Activities have been suspended during the pandemic.

5 **Village Hall**

Cllr Rutherford reported that the hall will be re-opening on 1 August, although there can be no indoor sports or performances yet. Sanitisers would be provided on entry and exit of the hall, and all user groups were to be consulted.

6 **Harbury Energy Initiative**

Nothing to report at present.

20/88 SDC & WCC

SDC

Cllr Harris had sent a written report. She was pleased to see that the police have been out in the ward, especially in Harbury itself, and pleased that they were going to focus on Deppers Bridge. It was hoped that the message gets through and safety improves as quite a few drivers have been caught speeding. She also praised the collective efforts of everyone involved to secure the planning permission for Churchlands Caravan site, resulting in improved road safety along that stretch with the new path that will be created and support for local business.

WCC

Cllr Stevens reported that:

- Lockdown has seen a changed county council; all offices shut, staff working from home, meetings virtual, slower communication between officers (no office politics). Priorities have concentrated on the effects of Covid-19, lower priorities are now being rectified and this situation will continue until government guidelines reduce social distancing restrictions. They have also set up 4 Covid recovery groups to establish what the New Normal will look like as the council resumes its role in the community and will report to cabinet in September.
- Warwickshire continues to have a reduction in cases, but spikes are not far away so obeying social distancing is still paramount. PPE supplies are plentiful, and testing is easier as Coventry, Warwickshire and Solihull have been selected as a beacon Authority for test and trace rollout once details are finalised. Parishes who set up help lines are to be congratulated, and assistance given by the army to planning and distribution has been invaluable
- This one-off cost to WCC, after government grants, is around £28 million which will be met from reserves. However, future costs will affect the budget calculations over the next few years, particularly with care homes and children safeguarding
- HS2 sub-contractors and archaeologists have continued work during lockdown. The first train is still scheduled for 2030 but the Prime Minister would like it sooner. Protests and traffic disruption continue as HS2 continue to push their interpretation of the Hybrid Bill to its limits. Locally, preparation is underway for the tunnel boring machine (TBM) and the massive upheaval as the utility supplies are installed. Major works are planned in and around Wormleighton and Ladbroke as plant depots etc are established and the bed for the track is prepared. Planning and communication continue to be a major problem for HS2; regular liaison meetings will continue including those with the MP and Southam Town Council's forum for all local parishes
- Highways: There are numerous road closures, traffic lights and diversions, often with confusing signage. HS2 is the main culprit, but emergency repairs, a disrupted resurfacing programme, Severn Trent emergency repairs and some forestry work have contributed. During lockdown, there have been significantly less cars, less

accidents but more speeding (the police handled over 3000 fines last month) and 10 of the 12 parishes in Feldon have asked for speed restrictions/measures. Permanent signs entail a costly legal process and extensive consultation. Schemes along the Fosse are still being progressed and there is a call for more cycle ways.

- Community grants will again be available; the clerk will be informed when. The highway grant scheme has been modified, no more available until next year's budget.

20/89 Planning

1 [Ty Ni, Hall Lane](#)

Planning ref: 20/01549/FUL

Two storey rear and side extensions

It was **RESOLVED** to uphold the delegated response of objection on grounds of scale of development, loss of privacy to neighbouring properties, poor design and concerns about traffic and parking.

2 [Sycamore House, Butt Lane](#)

Planning ref 20/01558/TREE

T1 and T2 – sycamore – thin to 20% on heavy side of tree. No change to height or spread.

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

3 [6 Chapel Street](#)

Planning ref 20/01749/TREE

T1 – willow - Fell

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

4 [Hurstleigh, 25 Farm Street](#)

Planning ref 20/01751/TREE

G1 - Conifers – reduce the overhang to property boundary

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

5 [Blenheim House, 4 Farm Close](#)

Planning ref 20/01750/TREE

T1 – ash – Crown lift to height of 5 metres over drive. Crown clean – 15% crown thin

T2 – elder – Fell

T3 – ash – Remove secondary growth to previous pruning points and crown clean

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

6 [Mill Lodge, Mill Lane](#)

Planning ref 20/01724/FUL

Extend the existing externally attached office into a bedroom and family bathroom accessible from within the bungalow

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

7 **Delegated Responses**

Delegated responses as per Appendix A noted.

8 **Housing Needs Survey**

No further progress on age targeted survey.

20/90 Environment

- 1 Traffic Enforcement – consideration of issues raised in discussion with Southam SNT**
Nothing further to discuss.
- 2 Parking at Binswood End – consideration of possible overnight parking at bus stop and costs**
The cost of the sign would be £80.00, and a reply was awaited from WCC's passenger transport officer on whether permission is given for this to be installed. The actual wording needed some thought as, for example, the first bus to Leamington was at 6.30am.

20/91 Properties

1 **Playing Fields**

- a) Update on meeting with Murphy's re field drainage
Unfortunately, there was no update despite various emails and text messages.
- b) Consideration of any issues arising from the re-opening of play areas, etc.
Cllr Ekins reported that this had been a popular decision with residents and was a positive move forward. The inspections had been done, signs had been erected and full risk assessments undertaken – there were no issues at present. Cllr Thompson thanked Cllr Ekins for getting this underway, and thanked Cllr Balch for shadowing the weekly inspection routine. Cllr Allen queried whether there was going to be any wet pour under the zip wire; the clerk would obtain some quotes.

2 **Cemetery – removal of water tank, new ramp for chapel and general tidying**

Cllr Ekins reported that the water tank, which was the biggest problem, had been offered to a resident some six months ago but it had not been collected; he would chase this up – if the resident had changed their mind, then it would go for scrap. Cllr Allen mentioned having a ramp made to replace the step; however, the clerk suggested a removable ramp only for when it is needed and stored in the chapel otherwise; the step was an attractive feature and it would be a shame to lose it. The clerk also reported that there were bits of masonry, ends of benches, etc. and wondered whether a skip would be the best way to tackle all the mess, including allotment rubbish. A permit would be required which the skip company would organise. This task was delegated to Cllr Ekins and the clerk to organise.

20/92 Finance & General Purposes

1 **Bank Reconciliation**

The bank reconciliation for June 2020 had been completed by the clerk and checked by Cllr Allen. Everything was in order.

2 **Budget Report**

The budget report to date was noted.

3 **Policy on Cash Receipts**

It was **RESOLVED** that the council would not accept any further cash receipts with a caveat to be flexible should there be a sensitive case.

4 **Installation of AED in Old Phone Box, Deppers Bridge**

The clerk reported that she had researched this and had feedback on the best type of AED. The cost would be around £2,000. Although this was an unbudgeted cost, there was some surplus funds to accommodate this. It was agreed that the clerk would clarify the electricity supply to the phone box and obtain a quote to include a cabinet and installation. When installed, the AED could be included for a weekly check along with the play equipment. It was also noted that the ambulance service would run a training session on its use.

5 Local Council Awards Registration Fees

It was **RESOLVED** to approve payment of the appropriate fees to register for re-accreditation. It was agreed that the council should aim for the “Gold” level of award. The clerk requested help with preparing a business plan. Cllr Lockley volunteered.

20/93 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B; Cllrs Lockley and Ekins to authorise payment. They will confirm that they have checked the invoices (circulated prior to the meeting) by email.

20/94 Reports & Questions

- Cllr Ekins reported that, from investigation, the person wishing to start a mobile coffee shop on the playing field needed to apply for a Street Trading Licence and a Street Trading Consent form. The clerk reported that the applicant had not yet decided if he wanted to go ahead, so this matter was put on hold for the time being.
- Cllr Thornley informed councillors that Councillors’ Corner had not happened since the start of the pandemic and that it was now abandoned for the rest of the year; a decision would be made at the November meeting as to whether it would resume.

20/95 Exclusion of Public & Press

There were no confidential matters to discuss.

20/96 Date of Next Meeting

The next ordinary meeting of the parish council will take place on Thursday 24 September 2020 at 7.30pm. The venue is yet to be confirmed but it may be a remote meeting again.

The meeting closed at 8.57pm

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 23 July 2020

- 1 [Planning ref 20/01460/FUL - 24 South Parade](#)
Proposed single storey rear extension to dwelling
No representation

- 2 [Planning ref 20/01637/TREE - Yew Trees, Bull Ring Farm Road](#)
T1 – conifer - Remove
No representation

- 3 [Planning ref 20/01449/TREE - 8 Farm Street](#)
T1 – Willow – Fell
No representation

DRAFT

APPENDIX B

Accounts Payable 23 July 2020

Accounts for approval 23 July 2020					
Urgent accounts paid since the last meeting and requiring formal approval of the council					
Payee	Payment ref	Net	Vat	Gross	
		-	-	-	
Harbury Pre-school (grant)	200609	2,679.00	-	2,679.00	
BT (phone & broadband)	d/debit	163.97	32.79	196.76	
Badges Plus Ltd (volunteer badges)	200700	303.00	60.60	363.60	
		-		-	
		-		-	
	Sub-total	3,145.97	93.39	3,239.36	
Accounts for payment on 23 July 2020					
Payee	Payment ref	Net	Vat	Gross	
Staff costs	200701 to 0	1,618.40		1,618.40	
E.ON (s/lights electricity)	200706	256.96	51.39	308.35	
F M Farmers (field mowing)	200707	271.00	54.20	325.20	
A Biddle (watering cans)	200708	39.92	-	39.92	
SLCC (training - C Gwillam)	200709	35.00	7.00	42.00	
WCC (steel column testing)	200710	551.00	110.20	661.20	
S Ekins (bird spikes)	200711	29.99		29.99	
PIRMS (1/4ly play area inspection)	200712	91.00		91.00	
Adams & Munson (office rent)	s/order	378.50	-	378.50	
Frank Mann Farmers (grds m'nance)	s/order	953.47	190.69	1,144.16	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
	Sub-totals	4,225.24	413.48	4,638.72	
	TOTALS	7,371.21	506.87	7,878.08	