

# HARBURY PARISH COUNCIL

## Minutes of the Ordinary Parish Council Meeting

Thursday 24 September 2020 at 7.30pm

### Remote Meeting

#### **Present**

Cllr Lockley (chairman)  
Cllr Knowles  
Cllr Thompson  
Cllr Balch  
Cllr J Thornley

Cllr Allen  
Cllr Gibb  
Cllr Rutherford  
Cllr Ekins  
Cllr Mancell

#### **Absent**

None

#### **In Attendance**

Alison Biddle, Clerk to the Council  
County Cllr Crump  
District Cllr Harris  
Carole Gwillam, Minute Secretary

#### **Public**

Linda Ridgley, Harbury News  
11 members of the public

#### **20/97 Apologies**

There were none.

#### **20/98 Declarations of Interest**

- Cllr Balch declared an interest in 10.1b as her son is a member, and her husband a coach, at Harbury Junior Rugby Club.
- Cllr Thompson declared an interest in 6.1 Rugby Club application as the applicant is a personal friend and 11.4 Tennis Club of which he is a member.
- Cllr Allen declared a personal interest in self-build plots with reference to the 8.1 Bush Heath Lane planning application.
- Cllr Lockley declared an interest in 11.4 Tennis Club of which he is a member.

#### **20/99 Dispensations**

There were none.

#### **20/100 Minutes**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 23 July 2020 (no minutes for August - in recess) as a true and complete record of that meeting; they were duly signed.

#### **20/101 Public Participation**

##### **1 Update from Philip Meyer re: Harbury Future Energy Project**

A summary report had been circulated to councillors. It was pointed out that Harbury will be the first one in the country to go this far – a fully costed business plan for the bid will be put in by the deadline of 4 October. It is proposed to have a public consultation this coming Saturday on the school playing fields; there will be questionnaires and also

a visit from the local MP at 10.00am, whose photo will be taken in front of the display board. It is expected that the result will be known by the end of October and that the bid for Phase 2 to the Rural Community Energy Fund will be completed by December.

## 2 **Matters Raised by Members of the Public**

- **Land off Bush Heath Lane - planning application**

The owner of the paddock in Bush Heath Lane, the site of the proposed self-builds, briefly justified his application by stating that he had owned the paddock for some 20 years, resisting many offers to sell. Due to the increase in new homes, the land was now surrounded by development and is a natural in-fill. Self-builds are added in to SDC's site location plan and there have been no objections from two rounds of consultation. There has also been a pre-application meeting with WCC Highways and the planning officer. The proposal exceeds minimum requirements, will be sympathetically landscaped, the detailed design code will be strictly adhered to and each plot will have its own passport and specific information pertaining to that plot. He hopes that the parish council will support this application.

A resident new to the village expressed his objection to the proposed self-builds on an area of land off Bush Heath Lane which is outside the village BUAB as approved in the Harbury NDP. The chairman explained that land used for self-build is an exception to the rule and that district and national planning policy overrides the NDP.

- **Land adjacent 41 Farm Street - planning application**

Concern was raised over the proposed removal of an important ash tree at 41 Farm Street and the impact this would have on a neighbouring tree. The Harbury NDP supports the retention of trees and the protection of the character of the conservation area. Therefore, they hope the PC will object to this planning application.

## **20/102 Community Grant Applications**

### **1 Harbury Mini & Junior RFC**

An application has been received for £600 for the 9 coaches to update their first aid qualifications. The club's income has been impacted by Covid-19. Council were very supportive of children's activities and this club involves around 250 children.

It was **RESOLVED** to award a grant of £600. Cllr Gibb proposed, Cllr Mancell seconded (Cllr Thompson abstained as he had declared an interest).

## **20/103 Other Organisations**

### **1 Harbury Library**

The re-opening of Biblio's was going well, despite Covid-19 restrictions; unfortunately, the roof had been damaged by the storms in August and would be costly to repair. Thanks were expressed to everyone involved with the library for their help during and since the lockdown. Cllr Thompson informed council that Janice Montague was leaving after many years and asked that HPC formally write a letter of thanks; the clerk would deal with this.

### **2 Harbury School Governors**

Cllr Gibb had circulated his report which was a comprehensive overview of the recent past, present, and future plans for the school. Basically, the school was doing well, despite the challenges of Covid-19. The re-development during the summer of KS2

area was finished and is a credit to all involved. The PTA continue to be active (donations on website) and plans for improvements for disabled access under way.

**3 Southam College**

Good GCSE and A level results were announced. The new sports hall is progressing well, and it was hoped to have an update on its completion soon. The college had been awarded the International Award for Bringing the World into the Classroom.

**4 Twinning Association**

Nothing to report.

**5 Village Hall**

Cllr Rutherford reported that the hall has been very busy complying with changing Covid-19 regulations. The NHS QR recognition was in place, user groups had returned and income, although reduced, was starting to come in. The CCTV installation starts tomorrow. Cllr Balch asked if it would cover the area for proposed car chargers (Harbury Future Energy Project)? Cllr Rutherford pointed out that this was not a consideration at the time of ordering the CCTV but that perhaps an additional camera could be added at a later date.

**6 Harbury Energy Initiative**

Nothing further to add to the report received at 20/101.1 of these minutes.

**20/104 SDC & WCC**

**SDC**

Cllr Harris firstly welcomed Cllr Crump, but added that everyone was shocked by the recent death of Cllr Bob Stevens, who would be sorely missed.

Main points were:

- The Covid situation seemed to have stabilised; hospital admissions were not increasing and there were few deaths. Localised problem areas, such as Rugby, were being monitored. There was some apprehension, however, with the flu season imminent.
- There is to be a briefing on the boundary review later this week.
- Changes to SDC's planning system had taken place and there is now just one planning committee. Cllr Harris will continue to monitor the situation.
- The proposed changes to national planning policy are a concern. The shortfall in Birmingham could impact on the numbers for Stratford district.
- It was worrying that Covid numbers were up in universities, although most young people recover quickly.

**WCC**

Cllr Andy Crump also paid his respects to Cllr Stevens who, as well as a colleague for many years, had also been a personal friend.

Main points were:

- Shoddy repair patches along the B4452 which had been reported to WCC; after agreement with the HS2 contractors, they will return and repair these to a satisfactory standard, although no date yet been fixed for these works.
- Stockton tip is due to re-open on 26 September, appointment only and in the safest way possible.
- County councillor grants still available.
- Changes to the planning system – a copy of the recent presentation has been forwarded to the clerk.

- Safer routes to school – particularly interesting, hoping to eventually link a cycle route through Ladbroke, via Southam, to Long Itchington (eventually through to Leamington) - partly funded by HS2.
- Local government reform – probably best to leave parish and town councils as they are but to give them more powers. Two models under consideration; one unitary authority or one for the north and one for the south.
- Inappropriate parking around all schools is a major problem; there is to be an initiative throughout October to walk or cycle to school.
- Current Covid infection pattern is totally different to March. Credit to the NHS, the army and the many volunteers who helped. Hospitals are now well prepared with plenty of PPE. Social distancing still vital, along with washing hands and keeping space.
- Discussions with the police have resulted in several local residents being caught speeding in Deppers Bridge. Cllr Ekins would like to discuss traffic calming with Cllr Crump at some point, This is on Cllr Crump's list.

## 20/105 Planning

### 1 [Planning ref: 20/02112/OUT - Land off Bush Heath Lane](#)

Construction of 6 self-build dwellings, with access from Bush Heath Lane, new roadway, attenuation pond and structural landscaping (outline planning application with all matters reserved except site access and structural landscaping)

Cllr Lockley reminded the council that a holding objection had been put in, although SDC's planning policy gives preference for self-build. The delegated objection was with regard to the road layout and the fact that the houses were all in one line. After some discussion, it was agreed to remove this objection.

It was **RESOLVED** to remove the delegated objection previously submitted and make no representation, but to request that a local connection is included to ensure preference is given to local people and also to request a planning condition that a connecting footpath is installed.

### 2 [Planning ref: 20/02434/FUL - Land adjacent 41 Farm Street](#)

Construction of one dwelling and associated works

It was **RESOLVED** to object on the same grounds as for the previous planning application for this site with the exception of the comment about the capacity of Southam College.

### 3 [Planning ref: 20/02147/LDE - Churchlands Business Park, Ufton Road](#)

Retention of concrete hard standing

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

### 4 [Planning ref: 20/02143/TREE - Spinney Cottage, Hall Lane](#)

G1, hornbeam x 5 no. – Reduce height of trees in the northwest corner of the plot from approximately 9 metres to 2 metres.

It was noted that a delegated response of objection had been submitted and that the planning officer had subsequently agreed a modified programme of work with the applicant, which they considered more appropriate for the management of these trees. Planning consent has now been given on this basis.

- 5 [Planning ref: 20/02256/FUL & 20/02257/LBC - 7 Binswood End](#)  
Partial demolition and rebuilding of boundary wall which has been undermined by trees  
It was noted that the LBC application has now been withdrawn.  
It was **RESOLVED** to make no representation on the FUL application.
- 6 [Planning ref: 20/02441/FUL & 20/02442/LBC - 7 Binswood End](#)  
Installation of rooflight  
It was noted that the LBC application has now been withdrawn. It was **RESOLVED** to make no representation on the FUL application.
- 7 [Planning ref: 20/02583/TREE - Merryfields, Bush Heath Lane](#)  
T1 – conifer – fell  
It was **RESOLVED** to make no representations.
- 8 **Old New Inn**  
It was noted that a recent pre-application meeting had taken place between members of the PC's planning group and Grevayne Properties. Councillors had raised various issues, including the access off Farm Street, and there would be a follow up meeting and a further report submitted in due course. The developer had been encouraged to run a public consultation pre-application.
- 9 **Delegated Responses**  
Delegated responses as per Appendix A noted.
- 10 **Housing Needs Survey**  
The draft letter and questionnaire had been circulated to members prior to the PC meeting. The survey is aimed at over 55s who make up 44% of the population in Harbury. The drafts were approved and it was agreed that the survey should take place in November. The rural housing enabler at WRCC will organise this.
- 11 **Government Consultation – Planning for the Future**  
There were deep concerns about the proposed new policy. Cllr Lockley would try and speak to the MP about this when he was in the village at the weekend.  
It was **RESOLVED** that Cllrs Lockley and Allen would draft a response.

## 20/106 Environment

- 1 **Parking at Binswood End – consideration of response from WCC re overnight parking at bus stop**  
After much discussion, it was **RESOLVED** to put this matter on hold and monitor the situation for a while longer

## 20/107 Properties

- 1 **Playing Fields**
- a) Update on meeting with Murphy's re field drainage  
Unfortunately, there was still no response for Murphy despite various emails. Cllr Gibb pointed out that Murphy's had been working hard elsewhere around the village. The clerk will continue to follow this up.
- b) Consideration of quotes for new safety surfacing for zip wire and table tennis  
A lengthy discussion took place; the clerk felt that a site survey was essential before placing an order to avoid any errors but all quotes received to date had

been submitted without a site visit having taken place. Views were divided as to the best quote.

It was **RESOLVED** that the clerk, along with Cllr Ekins, were delegated to arrange site visits and come back with a detailed proposal.

- c) Consideration of proposal from Harbury Juniors FC for storage shed  
The proposal to install a single door 16' x 7' shed (to house the goal posts and other equipment) behind the tennis courts was discussed; it was useful, unobtrusive in its siting, did not encroach on the short cut through the hedge and did not require any felling of trees. The security was an issue, but the club understood the risks and would make it as secure as possible, perhaps adding appropriate signage to deter thieves.

It was **RESOLVED** to grant permission for the shed to be erected. The clerk will forward details of the county councillor grant fund to the football club.

## **2 Cemetery – update on tidy up and roof repairs**

The clerk and Cllr Ekins would be meeting next week to discuss a plan for removing the unwanted items around the chapel, purchasing an entrance ramp, and agreeing a specification for the outstanding roof repairs.

## **3 Allotments – allocation of plot for people with dementia**

A long-term tenant has given notice on a full-size plot, effective from January 2021, and asked that it be used for the dementia project. However, with the uncertain circumstances we are in at present and there being no volunteers, it was agreed to defer the dementia project for 12 months. It was suggested that vacant plots could be split into two to help meet the current high demand for allotments.

## **20/108 Finance & General Purposes**

### **1 Bank Reconciliation**

The bank reconciliation for July and August 2020 had been circulated to members; it had been completed by the clerk and checked by Cllr Allen. There were no problems.

### **2 Budget Report**

Cllr Mancell reported that we were six months into the budget and half the money spent, so well on track as expected.

### **3 Conclusion of Annual Audit**

It was **RESOLVED** to formally record the conclusion of the annual audit. No issues had been raised. Thanks were expressed to the clerk for an excellent job done.

### **4 Maintenance Contributions from Tennis and Netball Clubs**

It was **RESOLVED** to waive the maintenance contributions from the sports clubs for this year, to help with the financial impact of Covid-19 on the clubs' income. The council's own contribution of £1870 would be used to cover additional expenditure elsewhere.

### **5 Approval of Implementation of National Pay Awards (clerk's salary)**

It was **RESOLVED** to approve the clerk's pay award backdated to 1 April 2020; Cllr Mancell proposed, Cllr Lockley seconded and all agreed.

**6 Update of AED for old phone box at Deppers Bridge**

The clerk informed that this matter was on-going; she was having a Zoom meeting next week with someone from the Community Heartbeat Trust. Cllr Ekins offered to join the meeting.

**20/109 Accounts for Payment**

It was **RESOLVED** to approve the accounts for payment as per Appendix B (to include August & September 2020); Cllrs Thompson and Allen to authorise payment. They will confirm that they have checked the invoices (circulated prior to the meeting) by email.

**20/110 Reports & Questions**

- A new copper beech tree for The Pound has been sourced. An update on the planting was requested next month.
- Cllr Balch asked for an update on the Church renovations fund and the licensing of the new vicar. Cllr Lockley added that he was to attend (remotely) this event, scheduled for October. Details regarding the fund raising are in the Harbury News.
- The clerk reported that the council is now registered for re-accreditation with the Local Council Award Scheme. She will be reviewing existing policies and drafting some new ones. Cllr Lockley was reminded that he had offered to help prepare the business plan.

**20/111 Exclusion of Public & Press**

There were no confidential matters to discuss.

**20/112 Date of Next Meeting**

The next ordinary meeting of the parish council will take place on Thursday 22 October 2020 at 7.30pm via Zoom - joining details will be published with the agenda in due course.

**The meeting closed at 9.53pm**

Signed ..... Chairman      Date.....

## **APPENDIX A**

### Planning Applications – Delegated Responses

24 September 2020

- 1 [Planning ref: 20/02233/TREE - Hall Lane House, Hall Lane](#)  
T1 chestnut – Crown lift to 5 metres above lawned area, tip reduction of branches reaching towards house and crown clean. T2 hazel – Coppice. T3 hazel – Coppice.  
**No representation**
  
- 2 [Planning ref: 20/02108/TREE - Juxta Pacem, Temple End](#)  
T1 – laburnum – fell because it has further collapsed/fallen despite earlier attempts to prop it up.  
**No representation**
  
- 3 [Planning ref: 20/02184/COUQ - The Barn Spiers Farm, Chesterton Road](#)  
Proposed change of use of agricultural building to 1 no. dwelling and associated operational development under parts Class Q(a) and Class Q(b).  
**No representation**
  
- 4 [Planning ref: 20/02237/TREE- 3 Park Lane Terrace](#)  
T1 prunus – fell.  
**No representation**
  
- 5 [Planning ref: 20/01549/FUL \(amended\) - Ty Ni, Hall Lane](#)  
Amendment to original application – increased set down and set back, omission of terrace.  
**Previous objections upheld.**

**APPENDIX B**

Accounts for Payment

<b>Accounts for approval 24 September 2020</b>				
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
		-	-	-
S Sidaway (mole catching)	200900	50.00	-	50.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	50.00	-	50.00
<b>Accounts for payment on 24 September 2020</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Staff costs	200901 to 9	2,349.64		2,349.64
Arrowscape (new website)	200905	900.00		900.00
E.ON (s/lights electricity)	200906	265.53	53.11	318.64
WCC (Allotments rent)	200907	325.00		325.00
F M Farmers (field mowing & pitch marking)	200908	422.00	84.40	506.40
WALC (training)	200909	50.00	10.00	60.00
Harbury News (annual subscription)	200910	5.00	-	5.00
Edge IT (cyber security annual licence)	200911	36.12	7.22	43.34
F M Farmers (concrete removal playing field)	200912	175.00	35.00	210.00
A Biddle (shredding confidential waste)	200913	39.05		39.05
Viking (office supplies)	200914	29.70	5.94	35.64
Harbury Village Library (volunteers café vouchers)	200915	187.50		187.50
NALC (Local Councils Award Scheme reg fee)	200916	50.00	10.00	60.00
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
BT (phone & broadband)	d/debit	147.10	29.41	176.51
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-totals	6,313.61	425.77	6,739.38
	<b>TOTALS</b>	<b>6,363.61</b>	<b>425.77</b>	<b>6,789.38</b>

<b>Accounts for approval 24 August 2020</b>				
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
		-	-	-
Harbury Village Club (grant)	200713	500.00	-	500.00
H Sheridan (photo competition prize)	200800	50.00	-	50.00
J Balch (volunteer thank you cards)	200801	150.25	-	150.25
		-	-	-
		-	-	-
	Sub-total	700.25	-	700.25
<b>Accounts for payment on 24 August 2020</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Staff costs	200802 to (	2,062.90		2,062.90
E.ON (s/lights electricity)	200806	265.53	53.11	318.64
F M Farmers (field mowing)	200807	327.00	65.40	392.40
Edge IT (finance software annual fee)	200808	361.00	72.20	433.20
F M Farmers (rut repairs at DB)	200809	175.00	35.00	210.00
PKF Littlejohn (audit fees)	200810	400.00	80.00	480.00
Edge IT (Office 365 & email annual fees)	200811	464.40	92.88	557.28
A Biddle (allotments prizes)	200812	30.00		30.00
Harbury Village Library (volunteer café vouchers)	200813	375.00		375.00
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	5,792.80	589.28	6,382.08
	<b>TOTALS</b>	<b>6,493.05</b>	<b>589.28</b>	<b>7,082.33</b>