

# HARBURY PARISH COUNCIL

## Minutes of the Ordinary Parish Council Meeting Thursday 22 October 2020 at 7.30pm Remote Meeting

### Present

Cllr Lockley (chairman)	Cllr Allen
Cllr Knowles	Cllr Gibb
Cllr Thompson	Cllr Rutherford
Cllr Balch	Cllr Ekins
Cllr J Thornley	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  
PC Matt Simms  
5 members of the public

### 20/113 Apologies

There were none.

### 20/114 Declarations of Interest

- Cllr Gibb declared in interest in agenda items: Planning 7.2 as owner of the property in question and in Environment 8, as he works for HS2.

### 20/115 Dispensations

There were none.

### 20/116 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 24 September 2020 as a true and complete record of that meeting; they were duly signed.

### 20/117 Public Participation

- A resident expressed continuing concern about the speeding in Deppers Bridge and the number of HGVs using the route. Diversion routes and road closures around the area will only exacerbate the problem. The Severn Trent roadworks are currently causing problems with drivers ignoring signage and driving onto the verge to get round the roadworks. She has taken registrations numbers, photographs, videos and sent them to the police and WCC, but has only received the standard response. Cllr Lockley suggested referring this to County Cllr Andry Crump and PC Matt Simms to see if they could do anything.
- These comments were reinforced by another resident. She is concerned about the heavy traffic driving over the weak rail bridge, and with the impending closure of the

Southam to Leamington Road, which route will these HGVs take? Again, this would be passed to County Cllr Andy Crump for comment.

- PC Matt Simms joined the meeting from his car whilst on duty. The moving of signs is a traffic offence, and it is difficult to catch speeding motorists and HGVs which exceed the weight limit on the bridge. He would try and change some of his shifts to coincide with the peak problem times, i.e. early morning and possibly mid-afternoon. Although PCSOs do not have any powers to enforce, they could host a type of education event by pulling drivers over to speak to them, reinforcing the rules. He suggested that concerned residents use the Operation Snap website to register their concerns and send photos; he would send the link to the clerk.

## **20/118 Other Organisations**

### **1 Harbury Library**

Unfortunately, there had been more roof leaks in the pre-school section. Hopefully, these will be repaired over half term. He referred members to a report on community libraries which has just been published and features Harbury as a case study. There were new opening times for the library and café: Library now opens Monday, Wednesday, Friday, and Saturday 10.00-12.00noon and Thursdays 2.00-4.00pm. The café opens Wednesday and Friday 9.45-12.00noon and Saturday mornings.

### **2 Harbury School Governors**

Nothing to report.

### **3 Southam College**

Nothing to report.

### **4 Twinning Association**

Nothing to report.

### **5 Village Hall**

Cllr Rutherford reported that everything was quiet at present, although bookings up a little and still waiting for others to return. However, times are difficult with ever-changing Covid regulations, so looking forward to improvements in 2021.

### **6 Harbury Energy Initiative**

Nothing to report, apart from the recent successful public consultation in the school grounds.

## **20/119 SDC & WCC**

### **SDC**

- Cllr Harris had reviewed the Site Allocation Plan; the general feeling was that this side of the district has taken its fair share of housing.
- Covid-19, there was no strain on the local hospitals at present with minimal admissions; Coventry will move to Tier 2 at the weekend due, in the main, to the university students, although this was stabilising.

### **WCC**

- Cllr Crump pointed out that the Stratford district had gone from the highest rate of infection in Warwickshire to the lowest; this was because of an anomaly in recording university students home addresses, giving a false impression.
- There continues to be limited access to care homes (Galanos House, for example, has erected an outside tent for visitors). PPE supplies remain good.
- Cllr Crump will pursue the residents' concerns about the weak bridge at Deppers. He pointed out that WCC is aware of the problems and all the photographic evidence has been sent to the police.

- A recent speed check by the police had shown that most culprits were local people. A traffic survey will take place in Deppers Bridge after half term.
- The problem with updating signage had been raised with HS2, but they continue to have a negative attitude. Cllr Crump informed council that he had tried to postpone the road closure from Southam to Leamington until the New Year, when residents would have time to find alternative routes and the daylight period is longer, but to no avail. Some residents have expressed concern about Covid security around the various compounds and workforce in the community. Emergency access during the A425 closure has been guaranteed. He also pointed out that the plan to close off the Welsh Road West from 2-9 November would make the situation worse – this was necessary for repairs and cabling.
- Cllr Crump finished his report by announcing the following grant awards from the county councillor scheme: Harbury Village Club £500, Harbury Junior Football Club £740, Heritage Centre £160, and Harbury Pre-school £500.

## 20/120 **Planning**

### 1 [Yew Trees, Bull Ring Farm Road](#)

Planning ref: 20/02476/FUL

Side and rear single storey extensions and conversion of integral garage accommodating modified and new window openings

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

### 2 [Phoenix House, High Street](#)

Planning ref 20/02621/LBC

Install vehicle charge point to side elevation of lean-to rear

It was **RESOLVED** to make no representations. Cllr Gibb, having declared an interest, did not take part in this discussion.

### 3 **Delegated Responses**

Noted as per Appendix A.

### 4 **Housing Needs Survey**

The clerk's report highlighted problems with completing the online survey form; some were user error but there were undoubtedly some issues with the system – the rural housing enabler at WRCC has been informed. Several people requested paper copies, and a few misunderstood the purpose of the survey. According to WRCC, only 15 online and 3 postal responses had been received. Cllr Allen asked that a formal letter of thanks be sent to the Scouts who helped to deliver all the letters; Cllr Lockley would write to them. Thanks were also expressed to Cllrs Gibb and Thompson for all their help.

### 5 **Monitoring of Key Planning Conditions**

Delegation to planning group: It was agreed that the council's planning group would monitor the conditions attached to some planning applications where they cover key issues and, in some cases, are time critical. A prime example is the recent planning decision regarding the caravan site at Churchlands – some conditions are time related such as the installation of the new footpath. Any non-compliance would then be referred to the enforcement officer at SDC for appropriate action.

### 6 **Long Itchington NDP Consultation**

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

## 20/121 Environment

### 1 **HS2 Road Closures**

The road closure had been discussed earlier in the meeting. The revised bus timetable is displayed in the bus shelter and is mostly unchanged; school buses also continue unchanged. The new route will be along Welsh Road and through Bascote Heath and will be monitored for any impact over the coming weeks.

## 20/122 Properties

### 1 **Playing Fields**

#### a) Update on meeting with Murphy's re field drainage

Unfortunately, there was still no reply from Murphy despite further emails and text messages; it was agreed to defer this until early next year.

#### b) Update on new safety surfacing for zip wire and table tennis

Cllr Ekins and the clerk had reviewed all four quotes in depth and after consulting with the properties group, it was recommended that the quote from Novasport is accepted. It was therefore **RESOLVED** to accept the quote of £7012 plus VAT. The clerk pointed out that £5,250 of this would come from S106 monies, leaving the balance of £1,762 to be paid from PC funds.

#### c) Parking problems and re-lining of car park

This has been on-going since 2018. A quote had been obtained for the relining of the car park, subject to the car park being cleaned before the line marking took place. There was a problem finding someone to do the cleaning. The lines have almost disappeared now which has caused an inefficient use of the space leading to more people parking on the surrounding roads and footpaths. It was agreed that the properties group would look again at finding a contractor to do the cleaning prior to the relining work.

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

The clerk will be discussing the re-pointing with the stonemason next week and will ask for his advice on the order in which to do the outstanding works, i.e. roof first or stonework. Cllr Mancell referred to the surveyor's report, which documented the order in which all these jobs should be done but the clerk explained that the roof work in question has only been identified recently during the course of other roof repairs.

### 3 **AED for Deppers Bridge**

A proposal from the Community Heartbeat Trust had been circulated to members prior to the meeting. The installation of an AED in the old phone box would mean that the lending library would have to be removed. It was agreed that Cllr Ekins would canvas Deppers Bridge residents to find out their thoughts, prior to the PC making a decision, and this would be discussed further at the next PC meeting. It was suggested that perhaps the old bus shelter, at the entrance of the play area, could be used for the library instead.

### 4 **Memorial Bench**

A resident has offered to donate a bench to the parish, in memory of her late husband. Two locations are suggested: The Pound and overlooking the tennis courts and playing field. The council's preference was the playing field. Cllr Ekins was delegated to find a suitable location and make a recommendation.

## **20/123 Finance & General Purposes**

### **1 Bank Reconciliation**

The bank reconciliation for September 2020 had been checked and agreed and was noted.

### **2 Budget Report**

Cllr Mancell highlighted some monies not spent. For example, there is £7,500 set aside in the grants budget for the heritage room, but this was no longer required so could be reallocated.

### **3 Closure of HSBC Accounts & Opening of Deposit Account**

It was **RESOLVED** to:

- a) Transfer the remaining funds from HSBC to Unity Trust and open a new deposit account for the reserve fund.
- b) Close the HSBC accounts.

### **4 Appointment of Internal Auditor for 2020/21**

It was **RESOLVED** to formally confirm IAC as internal auditor for 2020/21.

### **5 Budget Meetings**

Cllr Mancell will send out a list of suggested dates to members of the F&GP group for the December and January budget meetings.

### **6 Donation to Royal British Legion Poppy Appeal**

Cllr Lockley confirmed that there were no details yet on what type of Remembrance Service there would be under the Covid-19 restrictions. The £75.00 donation included in this month's accounts payable was confirmed, but Cllr Mancell suggested doubling this in view of the difficult times that the Royal British Legion have found themselves in this year. It was **RESOLVED** to increase this year's donation to £150. The clerk will arrange the additional payment of £75 as soon as possible.

### **7 Proposal for New Christmas/Winter Lights**

Cllr Lockley had already put an item in the Harbury Parish News and explained to council that, when the Christmas lights come down early January, everything looks dull. Together with the dismal year that everyone has had because of the pandemic, with no socialising and no parties, things are even grimmer. Therefore, he thought that new seasonal lighting, running into March, would cheer everyone up and help with people's mental health and wellbeing. He further explained that the proposed festoon lighting is more durable and better value than rope lights. He also hoped that, by opening it up to the village, residents themselves would independently buy into the scheme to enhance the effect. He considered it an investment for the future. The cost for permanent fixtures, including labour, would be £4,562.20. Councillors thought that this was an excellent idea; it was **RESOLVED** to approve this expenditure and the clerk was asked to place the order as soon as possible

## **20/124 Accounts for Payment**

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

## **20/125 Reports & Questions**

- Cllr Balch referred to the many complaints there had been about mud on the road from Chesterton House Farm; she pointed out how conscientious the farmer had been in tidying up, even late at night. She felt it was important to support local

business ventures and felt that they deserved an official letter of thanks from the council; Cllr Lockley would write accordingly.

- Cllr Ekins thanked councillors who had volunteered to host a ghost in their windows for Harbury School's PTA.
- Cllr Knowles reported that the road repair in Hall Lane, just by the new houses in the spinney paddock, had sunk again. The clerk has already reported this to WCC and they are following it up.
- Thanks were received from Harbury Pre-school for the PC's help with funding this year.
- Cllr Allen reported that the Ty Ni planning application had been approved by the planning committee. She felt that neither her nor the neighbours' comments were taken into account. She had suggested to the neighbours that they keep a diary of working hours etc. and had taken photographs of The Pound in anticipation that there may be some damage caused to the ground during the construction works.

**20/126 Exclusion of Public & Press**

There were no confidential matters to discuss.

**20/127 Date of Next Meeting**

The next ordinary meeting of the parish council will take place on Thursday 26 November 2020 at 7.30pm via Zoom. Details to be published in due course.

**The meeting closed at 9.17pm**

Signed ..... Chairman      Date.....

## APPENDIX A

### Planning Applications – Delegated Responses 22 October 2020

- 1 [Planning ref 20/02668/TREE - Bury Barn, Butt Lane](#)  
T1- spruce - fell  
**No representation**
  
- 2 [Planning ref 20/02491/FUL - Meadow View, Church Street](#)  
Change of use of first floor flat to ancillary office space for existing ground floor children's day nursery.  
**No representation**
  
- 3 [Planning ref 20/02648/TREE - Harbury House, Butt Lane](#)  
T1, T2, T3, T4, T5, T7, T8, T11, T14 and T16 – Leylandii – Reduce overhang to property boundary. Reduce height to a minimum of 7.6 metres. T6 - cherry – Reduce overhang to property boundary. T9, T10, T12 and T13 – maple – Reduce overhang to property boundary.  
**No representation**

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**APPENDIX B**  
Accounts for Payment

<b>Accounts for approval 22 October 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 RFC Mini & Juniors (grant)	200917	600.00	-	600.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	600.00	-	600.00
<b>Accounts for payment on 22 October 2020</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Staff costs	201001 to 05	2,189.88		2,189.88
Frank Mann Farmers (field mowing)	201006	177.00	35.40	212.40
E.ON (s/lights electricity)	201007	256.96	51.39	308.35
Viking (desk top speakers)	201008	10.27	2.05	12.32
Outdoor Play People ( new zip wire seat)	201009	225.00	45.00	270.00
John Warner (wall repair)	201010	157.50	-	157.50
K Thompson (cable ties)	201011	3.49	-	3.49
WALC (new edition of Local Council Admin)	201012	120.00	-	120.00
Frank Mann Farmers (extra hedge cutting)	201013	455.00	91.00	546.00
WALC (t/course)	201014	30.00	6.00	36.00
RBL Poppy Appeal (donation)	201015	75.00		75.00
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
Information Commissioner (data reg renewal)	d/debit	35.00	-	35.00
	Sub-totals	5,067.07	421.53	5,488.60
	<b>TOTALS</b>	<b>5,667.07</b>	<b>421.53</b>	<b>6,088.60</b>
		-	-	-
<b>Transfer</b>				
From HSBC to Unity Trust	chq no 102745	52,468.88		