

Harbury Parish Council
Minutes of the Ordinary Parish Council Meeting
Thursday 6 May 2021 at 7.50pm
Remote Meeting

Present

Cllr T Lockley (chairman)	Cllr S Allen
Cllr A Knowles	Cllr C Gibb
Cllr K Thompson	Cllr A Rutherford
Cllr J Balch	Cllr S Ekins
Cllr J Thornley	Cllr S Boyd

Absent

None

In Attendance

Alison Biddle, Clerk to the Council

Public

Linda Ridgley, Harbury News
3 Members of the public

21/53 Apologies

District Cllr Jacqui Harris.

21/54 Declarations of Interest

- Cllr Gibb declared a personal interest in agenda item 9.2 as he works for HS2.
- Cllr Allen and Cllr Balch each declared a personal interest in agenda item 10.8 as they have children at Harbury Primary School.
- Cllr Thompson also declared a personal interest in item 10.8 as he has grandchildren at Harbury Primary School.

21/55 Dispensations

There were none.

21/56 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 25 March 2021 as a true and complete record of that meeting; they were duly signed.

21/57 Public Participation

- **HS2 community fund & Deppers Bridge**
A resident volunteered to help with any grant application to the HS2 fund for a new bench and an AED.

- **HEI & Future Energy Project**

The HEI website has been updated to include FAQ re the future energy project. Surveys have been completed on the playing field and no problems with the proposed locations for the turbine and battery store have been identified. There is no evidence of bats (mammals) at the playing field either. The suggestion for an alternative location for the turbine (for discussion later in the agenda) is withdrawn. Regarding the proposal for the battery store location, WCC Highways has confirmed to the clerk that the verge is owned by them and they would not give permission for the verge to be used for the battery store. Perhaps the new county councillor will lend their support to this request.

21/58 Other Organisations

1 **Harbury Library**

A written report has been circulated. Richard Fowler has contacted the BBC re the possibility of a live streaming of the Proms at the village hall on 11 September 2021.

2 **Harbury School Governors**

There is now a waiting list for admissions in September 2021. This is the highest total of new entrants for a number of years and puts the school on a sound financial footing.

3 **Southam College**

Twice weekly testing is taking place and there are no reports of any Covid cases.

4 **Twinning Association**

Nothing to report.

5 **Village Hall**

The works are almost complete. An enquiry has been made about re-locating the flagpole as the flag doesn't fly properly in its current location. The flagpole is owned by the parish council so the council would have to cover the cost. It was agreed that Cllr Rutherford would find out more about what is entailed and how much it would cost.

6 **Harbury Energy Initiative**

Already reported in the public forum.

7 **SDC & WCC**

District Cllr Harris had sent her apologies. There was nothing new to report. It being polling day, there was no county councillor in attendance either. However, the council recorded its many thanks to Cllr Andy Crump for his hard work and support over the last few months. It was agreed that the chairman would write to Cllr Crump accordingly. Cllr Crump has been temporarily covering this ward since the sudden death of Cllr Bob Stevens last July. A new county councillor will be elected today.

21/59 Planning

- 1 [Planning ref 21/01286/TREE - Harbury House, Butt Lane](#)
T1 – birch – Trim back from 22 metres to 18 metres
T2 – conifer – Trim back from 18 metres to 14 metres
T3 – birch – Trim back from 22 metres to 20 metres
It was **RESOLVED** to make no representation.
- 2 [Planning ref 21/01280/TREE - Lorne Cottage, Crown Street](#)
T1 – sycamore - Fell
It was **RESOLVED** to make no representation.
- 3 **Delegated Responses**
Noted as per Appendix A

21/60 Environment

- 1 **Parking Problems at Five Ways**
The verges have dried out and the number of visitors has fallen. However, the verges are now rutted and therefore the local landowner is probably not going to mow the verges this year, as he usually does, because of possible damage to the mowing machines (N.B. the verges are owned by WCC Highways). It was agreed to remove this item from the agenda.
- 2 **Village Tree Planting Scheme**
A comprehensive planting scheme had been drawn up for the village and surrounding roads and this had been circulated to members prior to the meeting. It was **RESOLVED** that the environment group should look at the plan in detail and examine the costs involved. Some community consultation will be required.

21/61 Properties

- 1 **Playing Fields**
 - a) [Harbury Future Energy Project](#)
The suggestion regarding the location of the turbine had been withdrawn. With reference to the proposal to place the battery store in the end space next to the car park entrance, which would require use of the verge owned by WCC, the council requested a drawn plan with dimensions so they could fully understand the impact on both the car park and the WCC verge before deciding whether to support a further approach to WCC.
 - b) [Drainage](#)
The clerk was asked to obtain advice and quotes for improving the drainage at the far end of the playing field.

c) Memorial Bench

It was **RESOLVED** to install the bench halfway between the gate into Ridgley Way and the far end of the playing field, subject to the donor's agreement.

d) Deppers Bridge

A resident has offered to help Cllr Ekins with the application to the HS2 community fund for the purchase of a new bench for the playing field and an AED to be installed in the old phone box. These items appear to meet the grant criteria. The application will be submitted by the parish council.

2 Cemetery

a) Update on chapel repairs

The chapel has now been cleared and thanks were expressed to everyone who helped with this. The roofing work is scheduled to commence from 22 May with the scaffolding being erected during the previous week. The stonemason will liaise directly with the roofer but he hopes to begin work at around the same time. The clerk will find out when the skip is being delivered so the layby can be coned off. She will also liaise with the workmen regarding any funerals that are taking place.

b) New Cemetery

It was **RESOLVED** to discuss this item in closed session after the exclusion of the public because of its confidential nature.

c) Valuation of Chapel

The clerk advised that it has been several years since the last valuation was made for insurance purposes and it ought to be updated. There was a difference of opinion as to whether it was worth insuring the chapel; in the event of a fire, for example, should it be rebuilt? It was agreed that the clerk would obtain some quotes for a valuation and then the council would discuss it further.

21/62 Finance & General Purposes

1 Internal Audit

a) Auditor's Report

The report had been circulated to members. There were no significant items to note and everything was in order. It was **RESOLVED** to accept the report.

b) Review of Internal Audit

Everything is working well with the current processes in place and the auditor hasn't identified any problems. It was **RESOLVED** to continue with current controls.

It was agreed to alter the order of the agenda as follows:

2 Bank Reconciliation 31 March 2021

The bank reconciliation for the year ended 31 March 2021 had been completed by the clerk and checked by Cllr Allen. Everything was in order.

3 Financial Report 2020/21 & Reserves

The end of year financial report had been circulated to members. It was **RESOLVED** to approve the transfer of £10,000 to the new cemetery reserve fund and to approve the report.

4 Annual Governance & Accountability Return (AGAR) 2021

a) AGAR Section 1

The chairman read out the questions which were all answered in the affirmative. It was **RESOLVED** to approve section 1, the 'Annual governance Statement' for 2020/21 and it was duly signed by the chairman and clerk.

b) AGAR Section 2

The clerk had completed the accounting statements and signed them prior to the meeting. It was **RESOLVED** to approve section 2, the 'Accounting Statements 2021/22' and they were duly signed by the chairman.

c) Public Rights

It was noted that the RFO had set the dates for the exercise of public rights which would commence on Monday, 14 June 2021 and end on Friday, 23 July 2021. The notice for the exercise of public rights will be published on the council's website on Friday, 11 June 2021.

5 Budget Report

The final budget report for the year ended 31 March 2021 had been circulated to members. There were no questions.

6 Bank Mandate

It was **RESOLVED** to approval the removal of former Cllr Mancell from the mandate and to add Cllr Boyd.

7 Insurance Renewal

The renewal document had been circulated prior to the meeting. The council has a long term agreement with BHIB Insurance. It was **RESOLVED** to approve the renewal.

8 Earthworms Grant Application

It was **RESOLVED** to approve a grant of £3,235 towards the pond renovation (£1,000 had already been granted towards this project at the end of previous financial year).

21/63 NALC Star Council Awards 2021

The chairman thought that Harbury PC, which had done so much to support the community during the pandemic over the last year, could make a good application for NALC Council of the Year. It was **RESOLVED** to make the application which would be drafted by the chairman and circulated to members for their comments before final submission.

21/64 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B (to include 22 April 2021); Cllrs Knowles and Thompson to authorise payment. They will confirm that they have checked the invoices (circulated prior to the meeting) by email.

21/65 Reports & Questions

There were none.

21/66 Exclusion of Public & Press

It was **RESOLVED** to exclude the public under Sec 100A of the Local Government Act 1972 in order to discuss the following matters:

1 Sale of Church Paddock

It was **RESOLVED** to delegate negotiations to the clerk, Cllr Lockley, and Cllr Allen.

2 New Cemetery

Cllr Lockley reported on his discussion with the landowner. No further progress can be made until probate is completed.

21/67 Date of Next Meeting

The next ordinary parish council meeting will take place on Thursday, 24 June 2021 at 7.30pm in Harbury Village Hall.

The meeting closed at 9.28pm

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 6 May 2021

- 1 [Planning ref 21/01129/TREE – The Old Orchard, Mill Street](#)
G1, hawthorn - remove
No representation

- 2 [Planning ref 21/01085/TREE – The Old Orchard](#)
T1 – ash - fell
No representation

- 3 [SDC/21CM004 – Ufton Landfill Site](#)
Amendment of site layout to increase available area of the maturation pad & improve health and safety measures through the relocation of operatives' welfare facilities, shelter and storage container and the provision of containment walls, fencing and lighting at Ufton in Vessel Composting Facility.
No representation

- 4 [Planning ref 20/02880/FUL – 6 Frances Road](#)
Single storey extension.
No objection

- 5 [Planning ref 21/00707/FUL – Stapenhall Farm, Deppers Bridge](#)
Proposed single storey extension and alterations
No representation

- 6 [Planning ref 20/03641/FUL – 20 Farley Avenue](#)
Proposed single storey extension
No representation

APPENDIX B

Accounts for approval 22 April 2021				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
Payee	Payment ref	Net	Vat	Gross
Guideline Surface Marking Ltd (car park)	210318	495.00	99.00	594.00
TCM (car park cleaning)	210319	900.00	180.00	1,080.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	1,395.00	279.00	1,674.00
Accounts for payment on 22 April 2021				
Payee	Payment ref	Net	Vat	Gross
Staff costs	210401 to 05	2,191.91		2,191.91
E.ON (s/lights electricity)	210406	265.53	53.11	318.64
T Bastin (bus shelter & bin cleaning)	210407	40.00	-	40.00
Viking (ink cartridges)	210408	52.49	10.50	62.99
Arrowscape (website management)	210409	816.00	-	816.00
Harbury Pre-school (grant)	210410	1,550.00	-	1,550.00
WALC (training)	210411	30.00	6.00	36.00
WALC (training)	210412	30.00	6.00	36.00
Viking (office supplies)	210413	32.47	6.49	38.96
Adams & Munson (office rent)	s/order	378.50	-	378.50
Frank Mann Farmers (grds m'nance)	s/order	971.74	194.35	1,166.09
		-	-	-
	Sub-totals	6,358.64	276.45	6,635.09
	TOTALS	7,753.64	555.45	8,309.09
		-	-	-

