

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday, 22 July 2021 at 7.30pm
Harbury Village Hall

Present

Cllr K Thompson (Vice-chairman)	Cllr C Gibb
Cllr A Rutherford	Cllr S Boyd
Cllr J Balch	Cllr A Knowles

Absent

Cllr Lockley; Cllr Allen; Cllr Ekins; Cllr Thornley

In Attendance

Alison Biddle, Clerk to the Council
District Cllr Jacqui Harris

Public

Linda Ridgley for Harbury & Ladbroke News
7 members of the public

In the absence of Cllr Lockley, the meeting was chaired by Cllr Thompson as vice -chairman.

21/83 Apologies

Cllr Lockley; Cllr Allen; Cllr Ekins; Cllr Thornley

21/84 Declarations of Interest

Cllr Gibb declared an interest in agenda item 9.2 relating to the HS2 fund application as he has worked for them.

21/85 Dispensations

There were none.

21/86 Public Participation

Several people had come about their planning applications. It was agreed to wait until this item on the agenda and if necessary, councillors would seek clarification from applicants at that time. No one had any other matters to raise.

21/87 Minutes

It was **RESOLVED** to approve the minutes of the meeting of the parish council held on Thursday, 24 June 2021 as a true and complete record of that meeting; they were duly signed.

21/88 Other Organisations

1 Harbury Library

A written report had already been circulated prior to the meeting. A restart grant of £8,000 has been received from SDC and will be spent on ventilation and storage. There are still problems with the Reading Well scheme as only 50% of the books have been received. WCC has been very slow and the situation is very unsatisfactory. It was agreed that the PC would send a letter of complaint to WCC on behalf of the library. Richard Fowler will provide the clerk with the relevant facts.

2 Harbury School Governors

It is now end of term. The school is looking forward to a full reception class in September.

3 Southam College

No report.

4 Twinning Association

No report.

5 Village Hall

More bookings over the next few weeks.

6 Harbury Energy Initiative

Nothing to report. The next meeting is in September.

7 SDC & WCC

SDC:

- Council meetings are now taking place face to face again.
- The consultation around joint working/merging with WDC is ongoing.
- Cllr Harris has deep concerns about the process of consulting with parishes and residents which has resulted in people not being contacted. There has been an issue with Royal Mail but also, SDC has not understood the meeting cycle and time restraints on parish and town councils. There is to be a tightening up of the process.
- Cllr Harris had met with the residents of Bush Heath Road and Butt Lane along with an officer from WCC Highways to discuss the problem of HGVs and speeding traffic. WCC will consider changing the speed limit but funding by the parish would be required.
- There is no further news on the Harbury Lane/Fosse Way junction improvements. There needs to be strategic timing with HS2 works in the area.

WCC: Cllr Kettle was not present and no report had been received.

21/89 Planning

1 [Planning ref 21/01991/FUL - 8 Sutcliffe Drive](#)

Pitched roof to front elevation over garage.

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

2 [Planning ref 21/02120/FUL - 5 Frances Road](#)

Amendments to previously approved application re 20/01873/FUL to allow the change of windows and doors to white uPVC.

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

3 [Planning ref 21/02008/FUL - Meadow View, 63A Deppers Bridge](#)

Demolition of existing attached garage to side of existing and replaced with first floor extension with car port below, and new ground floor porch extension to front.

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

4 [Planning ref 21/02021/FUL - 28 Farley Avenue](#)

Replace existing bungalow with a two-story dwelling.

It was **RESOLVED** to object on the following grounds:

- This application is for a large, incongruous development of the existing dwelling which significantly and disproportionately increases the footprint. The increase is 85% in addition to the current floor area and would have a dominant and detrimental effect on the neighbouring properties and the street scene. This application therefore disregards H.05 (e) of the Harbury NDP as it does not constitute good design.
- The overbearing insensitive design does not comply with policies CS.5 (Landscape and Impact); CS.9 (Design and Distinctiveness), or CS.20 of the Local Plan (B. alterations and modifications) lack of 'appropriate scale'.
- The large balcony to the master bedroom would directly contravene CS.9 b of the Local Plan which protects neighbouring properties from a loss of privacy.

5 [Planning ref 21/01970/TREE - The Rectory, Vicarage Lane](#)

T1 – yew – Reduce crown from 7 metres to 5 metres.

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

6 [Planning ref 21/02112/FUL - 11 Manor Road](#)

Demolition of conservatory. Construction of a single storey flat roof extension to the rear of the house. Alteration to the bay window at the front of the house. Replacement of the timber garage with a concrete sectional garage.

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

7 [Planning ref 21/02119/FUL - 22 Manor Road](#)

Two storey side and rear extension. Single storey rear extensions. New front porch. Window alterations to the front elevation. New parking spaces.

It was **RESOLVED** to make no representation regarding the extension itself but a tree survey report in respect of the elder tree and a suitable mitigation measure if it has to be removed, would have been appreciated.

8 [Planning ref- Land near to Bishop's Itchington \(off Knightcote Road\)](#)

Construction of a solar farm (82.5ha) together with all associated works, equipment and necessary infrastructure.

To consider additional information regarding drainage.

N.B. Harbury PC consulted as an adjoining parish only.

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

9 **Delegated Responses**

Noted as per appendix A.

10 **Middle Road Solar Farm**

Councillors had recently met with the developer of the proposed solar farm to find out more about the scheme. There is currently a pre-application public consultation being carried out by the developer. The planning application will be submitted later this summer. It was noted that a public footpath runs through the development site and this needs to be protected. The council will take this into account when making its formal response to the application in due course.

21/90 **Environment**

1 **Village tree planting project**

No progress has been made yet. Cllr Gibb is keen to involve the scouts and needs to arrange a meeting with them. It was suggested that perhaps the properties group should also meet with the environment group as there is an overlap in responsibilities regarding the trees.

2 **Traffic in Bush Heath Road/Butt Lane – consideration of commissioning a traffic survey**

It was agreed that any survey not take place until after the reopening of the A425 and so the matter was deferred to the September PC meeting for a decision to be made then.

3 **Deppers Bridge – results of traffic survey**

It was agreed to monitor the situation following the re-opening of the A425.

4 No idling signs

It was **RESOLVED** to collaborate with HEI on producing new, replacement signs which would be paid for by the parish council and would include parish council branding.

21/91 Properties

1 Playing Fields

a) Field Drainage

The clerk, along with Cllr Ekins and Cllr Knowles, had met the drainage contractor on site and two quotes had been obtained. The first was to install a land drain and gully to drain the far end of the field where the problem is at its worst. The second quote is for a much larger, additional scheme to improve drainage on the rest of the field. It was **RESOLVED** to accept the first quotation for the smaller scheme at a cost of £1650.

Once this work has been carried out, and if it is effective, it may not be necessary to do any further work but if it is felt that further improvements are still necessary, the council will consider the second quote further. The clerk pointed out that as this was a much more expensive scheme, it would be necessary to go out to tender if the council decided to pursue this.

2 Deppers Bridge – application to HS2 fund for AED and benches

This is currently in progress.

3 Cemetery

a) Chapel Shelving

The clerk reported that there had been a significant price increase in materials which had resulted in an extra £180 on top of the original quote. The clerk, using delegated powers, had already instructed the contractor to go ahead just in case the materials sold out again and there was a further price increase as supply chains are very erratic at the moment. It was **RESOLVED** to formally approve the order at the new price.

b) Memorial Safety Inspection

A new inspection is now due. It was **RESOLVED** to approve the formal public notice period which will be required before the inspection can take place. Any memorial found to be unsafe will be temporarily laid down while the owners are traced. It was noted that any repairs carried out would have to conform to current safety standards and must be carried out by a qualified and registered memorial mason.

c) Memorial Safety Policy

The clerk will draft the policy for approval and adoption at the next PC meeting in September. It will include the action to take regarding unsafe memorials and what to do when the original owners cannot be traced.

d) Cemetery Tree Planting Scheme

It was **RESOLVED** to progress this as detailed in the wider village tree planting proposal prepared earlier in the year.

21/92 Finance & General Purposes

1 Budget Report

The clerk reported that almost all the budgeted income for the cemetery for the whole of this financial year had already been received. This is partly due to the fact that many people put off interring cremated remains last year because of the lockdown restrictions.

2 Bank Reconciliation

The bank reconciliations for June 2021 had been completed by the clerk and checked by Cllr Allen. All correct.

21/93 Accounts for Payment

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

21/94 Public Attendance at Council Meetings

It was **RESOLVED** to adopt the draft guidance prepared by the clerk advising the public on the protocol for attending council meetings.

21/95 Reports & Questions

- Cllr Balch reported that the first meeting of the seasonal lights working party had taken place. It has been suggested that a switch on event is held on the last weekend in November involving local organisations and the pubs. Their next meeting is in September. This will be included on the next agenda for the PC meeting.

21/96 Exclusion of Public & Press

There were no confidential matters to discuss.

21/97 Date of Next Meeting

The next ordinary parish council meeting will be held at 7.30pm on Thursday, 23 September 2021 at Harbury Village Hall.

The meeting closed at 8.45pm.

Signed Chairman Date.....

APPENDIX A
Planning Applications – Delegated Responses
22 July 2021

1 [Planning ref 21/02025/TREE - Kingston House, 4 Mill Street](#)

Various tree works – see application for details.

No representation

2 [Planning ref 20/03644/FUL \(additional information\) - Old New Inn, Farm Street](#)

An amended ecological report has been received.

No representation

3 [Planning ref 20/02839/FUL \(additional information\) - Land near to Bishop's Itchington \(off Knightcote Road\)](#)

Construction of a solar farm (82.5 ha) together with all associated works, equipment and necessary infrastructure.

N.B. Harbury PC consulted as an adjoining parish only.

No representation

APPENDIX B

Accounts for Payment

Accounts for approval 22 July 2021				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
Payee	Payment ref	Net	Vat	Gross
Harbury Village Club (grant)	210616	500.00	-	500.00
Harbury Church (lights storage)	210617	500.00	-	500.00
R G Brown (chapel stone repairs)	210700	5,600.00	-	5,600.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	6,600.00	-	6,600.00
Accounts for payment on 22 July 2021				
Payee	Payment ref	Net	Vat	Gross
Staff costs	210701 to 05	2,191.91		2,191.91
E.ON (s/lights electricity)	210706	256.33	51.27	307.60
Frank Mann Farmers (playing field mowing)	210707	180.00	36.00	216.00
Frank Mann Farmers (bench installation)	210708	195.00	39.00	234.00
Edge IT Systems Ltd (cyber security - annual fee)	210709	36.12	7.22	43.34
Fenland Leisure Products Ltd (quick links)	210710	19.10	3.82	22.92
Viking (ink cartridges)	210711	50.47	10.09	60.56
PIRMS (q/ly play inspection)	210712	91.00	-	91.00
T Bastin (bus shelter & bin cleaning)	210713	40.00	-	40.00
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	4,410.17	341.75	4,751.92
	TOTALS	11,010.17	341.75	11,351.92
		-	-	-