



Notice of Ordinary Meeting of Harbury Parish Council  
Thursday, 28 April 2022 at 7.30pm  
The Tom Hauley Room, All Saints Church, Harbury

Members of the public and the press are invited to attend the parish council meeting and are welcome to address the council on any matters relating to the agenda during the public forum.

Please note that the meeting may be recorded or filmed and that the council is unable to give any guarantee that members of the public will not be included. If this concerns you, please contact the clerk prior to the meeting. If you would like to record or film a meeting, we encourage you to contact the council in advance so that we can ensure the necessary arrangements are in place.

A handwritten signature in black ink that reads "Alison Biddle". The signature is written in a cursive style and is positioned above a horizontal line.

Alison Biddle PSLCC  
Clerk to the Council  
21 April 2022

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## AGENDA

### 1. Apologies

### 2. Declarations of Interest

Members should declare any interest in items on the agenda here. Members are reminded that, unless they have been granted a dispensation, if they have a disclosable pecuniary interest in any matter as defined by regulations made by the Secretary of State they may not participate in any discussion of or vote on the matter.

### 3. Dispensations

To receive and consider granting any dispensation requests.

### 4. Public Participation

Members of the public may raise any matter relating to items on the agenda here.

## 5. Minutes

To approve the minutes of the parish council meeting held on 24 March 2022.

## 6. Community Grant Application

To consider application from Harbury Show for hall hire fees.

## 7. Other Organisations

To receive brief update reports from the following:

- 1 Harbury Library
- 2 Harbury School Governors
- 3 Southam College
- 4 Twinning Association
- 5 Village Hall
- 6 Harbury Energy Initiative
- 7 SDC & WCC

## 8. Planning

To consider the following planning matters:

- 1 [Planning ref 22/00494/FUL - Linden Farm Cottage, 35 Deppers Bridge](#)  
To discuss SDC's process of decision making for this application and agree on any further action to be taken.
- 2 Delegated Responses – to note delegated responses as per appendix A.
- 3 Developer Protocol – to consider adopting protocol for pre-planning meetings with developers

## 9. Environment

- 1 Village Tree Planting
  - a) To agree relocation of trees at Pineham Farm corner of playing field.
  - b) To receive update re future tree planting.
- 2 Bollard Light - to formally approve cost of replacement of Percival Drive/South Parade footpath light.

## 10. Properties

- 1 Playing Fields
  - a) To consider quote for wetpour remedial works at junior swings.
  - b) To consider quote for skate park repairs.
  - c) To discuss replacement of bollards at far end of car park & costs
  - d) To consider request from junior football club to use senior pitch.
- 2 Cemetery – to receive update on memorial inspection.
- 3 Allotments – to consider application to install shed (12ft x 8ft)
- 4 Benches
  - a) To approve application for memorial bench on Old New Inn Green.
  - b) To approve order for 2 new benches for Deppers Bridge

## 11. Climate Change - to receive update from working party

**12. Platinum Jubilee** - to receive update on arrangements for bunting installation.

**13. Finance & General Purposes**

- 1 To receive budget report to date and also for year ended 31 March 2022.
- 2 To receive bank reconciliation report for March 2022.
- 3 To approve annual financial report 2021/22.
- 4 To review internal auditor's report.
- 5 To review process of internal audit.
- 6 Annual Governance & Accountability Return (AGAR) 2022
  - a) To consider & approve section 1 of AGAR 'Annual Governance Statement 2021/22'.
  - b) To consider & approve section 2 of AGAR 'Accounting Statements 2021/22'
  - c) To record dates for period of public rights and date of publication on website.
- 7 To approve insurance renewal for 2022/23.
- 8 To receive & approve quotes for office refurbishment.

**14. Council Policies & Documents**

- 1 To review Publication Scheme
- 2 To review Record Retention & Disposal Policy
- 3 To review Reserves Policy Statement
- 4 To approve amendments to Emergency Plan (councillor updates)

**15. Annual Parish Meeting 2022** – to confirm arrangements

**16. Accounts for Payment** - to approve the accounts for payment as per appendix B.

**17. Reports & Questions**

To receive reports and questions from members in brief, including items for next agenda.

**18. Exclusion of Public & Press**

Confidential matters, including those identified during the course of the meeting, to be discussed here following a resolution to exclude the public under Sec 100A of the Local Government Act 1972.

- 1 **Outstanding debt** – to discuss recovery action and future terms & conditions of business

**19. Date of Next Meeting**

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday, 26 May 2022 in Harbury Village Hall.

## APPENDIX A

### Planning Applications – Delegated Responses 28 April 2022

- 1 [21/03472/FUL - Fairweather Cottage, Hall Lane](#)  
Removing and infilling of existing permitted vehicular access and replacing with pedestrian access and moving of existing parking to the west and moving existing permitted garage to the east.  
**No representation**
- 2 [22/00297/LBC - Wissett Lodge, 10 Church Street](#)  
Provision of 7 no. conservation rooflights and alteration of external door into window and associated infill.  
**No representation**
- 3 [22/00415/FUL - Montgomery House, Mill Lane](#)  
Conversion of existing garage into kitchen and utility room. New entrance canopy. Conversion of existing coach house into annex. Erection of new glazed link from house to annex. Erection of new garage. Demolition of modern lean-to and restoration of existing house.  
**No representation**
- 4 [22/01014/TREE - 8 Farm Street](#)  
T1 Scots elm – Crown lift by removing the branches below the main union at approx 4.5m and ensuring 5.5m clearance over the road.  
T2 holly – Reduce to approx 2.75m in height  
**No representation**
- 5 [22/01012/TREE - Mill Lodge, Mill Lane](#)  
T1 Cotoneaster cornubia – Reduce canopy approx 2.5m all round to previous pruning points.  
**No representation**
- 6 [22/01010/TREE - The Cottage, High Street](#)  
T1 ash – Crown lift by 2 metres over the glasshouse and balance crown with previous pruning on its north side.  
**No representation**
- 7 [22/00852/FUL - Herons Cabin, Bush Heath Lane](#)  
Flat roofed single storey extension to front of existing to provide enlarged entrance hall (part retrospective)  
**No representation**
- 8 [22/00825/FUL - Forella, Temple End](#)  
Demolition of existing conservatory and construction of a rear extension to dwelling house.  
**No representation**

9 [22/00773/TREE - 7 Binswood End](#)

H1 conifer hedge – Fell

T1 salix caprea ‘Pendula’ – Fell

**No representation**