

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday 24 March 2022 at 7.30pm
Harbury Village Hall

Present

Cllr T Lockley (Chair)	Cllr A Rutherford
Cllr J Balch	Cllr J Thornley
Cllr A Knowles	Cllr S Allen
Cllr J Dominick	Cllr K Thompson
Cllr Potter	

Absent

Cllr Ekins

In Attendance

Mrs Alison Biddle, Clerk to the Council
Mrs C Gwillam, Minute Secretary
County Cllr Chris Kettle
District Cllr J Harris (arrived 7.40pm)

Public

Mrs Linda Ridgley for Harbury & Ladbroke News
3 members of the public

22/38 Apologies

Cllr Ekins

22/39 Declarations of Interest

There were none.

22/40 Dispensations

There were none.

22/41 Public Participation

There were none.

22/42 Minutes

It was **RESOLVED** to approve the minutes of the meeting of the parish council held on Thursday 24 February 2022 as a true and complete record of that meeting.

22/43 Other Organisations

1 Harbury Library

Report already circulated, main point being that a new treasurer/bookkeeper has been found; Judy Morrall has agreed to take over from Nicola Thompson who is stepping down after 9 years in the role.

2 Harbury School Governors

No report.

3 Southam College

No report.

4 Twinning Association

No report.

5 Village Hall

Cllr Rutherford reported further increases in bookings but that the spike in Covid rates has meant some events have been less well attended and even cancelled.

6 Harbury Energy Initiative

The recent meeting was productive, although there is nothing new to report at present.

7 SDC & WCC

SDC: Report already circulated, main points being:

- Work progresses with HS2 and Upper Lighthorne
- No new planning applications at present; enforcement team is investigating helipad in Lighthorne Heath
- No update yet on amalgamation of Stratford District Council and Warwick District council
- Slow progress with planned new traffic lights at the Harbury/Fosse junction

WCC: Report circulated, main points being;

- No progress yet on the traffic lights along the Fosse. The continuing delay is most unacceptable as it should have been completed long before now. Cllr Kettle is continuing to chase this.
- Bascote Road repairs completed last week
- Parish councillors reported a number of heavy lorries driving through the village to access the Murphys' site on the embankment. This shouldn't be happening and the clerk will follow this up.

22/44 Planning

1 [Planning ref 22/00494/FUL – Linden Farm Cottage, 35 Deppers Bridge](#)

Demolition of existing garage and replacement with an ancillary outbuilding with gym, home office and guest bedroom.

A delegated response of objection had already been submitted on the grounds stated at Appendix A. The council reviewed this and it was **RESOLVED** to uphold the objection.

2 [Planning ref 22/00081/FUL – Hire Safe Solutions, Churchlands Business Park, Ufton Road](#)

Removal of existing portacabins and erection of new head office and training building together with all associated works including parking.

It was **RESOLVED** to support this application as an employment creation opportunity. Cllr Allen would forward the planning policy references to the clerk for inclusion in the formal response to SDC.

3 [Planning ref 22/00653/TREE – Cherry Cottage, 8 Ivy Lane](#)

H1 – reduce mixed hedge to a uniform height of 2.5m

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

4 **Delegated Responses**

Noted as per appendix A.

5 [Bishop's Itchington NDP Reg 16 Consultation](#)

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

22/45 Environment

1 Village Tree Planting

Cllrs Balch and Rutherford had met on site with Paul Quinney and as a result some additional plantings to those approved at the last PC meeting were being proposed. A revised plan showing all the plantings had been circulated prior to the meeting. It was **RESOLVED** to approve the revised plan.

It was noted that 15 oak trees had also been included in the tree order but there were concerns about the space available. It was **RESOLVED** that these oaks should not be planted on the playing field owing to the lack of space for large tree species to grow. It was agreed that these should be returned to the supplier for use by him elsewhere.

Cllr Dominick volunteered Harbury Environmental Group to help with the aftercare and watering.

The clerk would email Paul Quinney after the meeting with the council's decision as planting is due to take place this coming Saturday. Cllr Balch will be on hand on the day to make sure that everything goes smoothly.

2 20s Plenty Traffic Campaign

It was **RESOLVED** to pass the following motion:

- Harbury Parish Council supports the 20's Plenty for Warwickshire campaign; and
- calls on WCC to implement 20mph in Harbury; and
- will write to WCC to request 20mph speed limits on streets throughout Harbury where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit

22/46 Properties

1 Playing Fields

a) [Update on wet pour installation for junior swings](#)

This has now been completed and looks very good although there is a footprint showing (probably caused by someone not realising that it was not completely dry). The clerk will contact the company to see if this could be rectified. She will also ask the grounds

maintenance contractor to remove 5 or 6 links in the swing chains as the seats would be too low now that the ground surface height had increased.

b) Use of playing field for village carnival

This was approved, subject to provision of a risk assessment and confirmation of public liability insurance by the carnival committee.

c) Broken bollard

One of the collapsible bollards at the far end of end of the car park has broken and cannot be laid flat. It was suggested that someone from the garage might be able to repair it by welding; the clerk would investigate this.

2 Cemetery – update on memorial inspection

Cllr Knowles reported that he and Cllr Thompson and Cllr Ekins were halfway through the inspection and would finish the remainder within the next week or so. Assistance given to them by the grounds maintenance contractors was valuable and the clerk would arrange another day with them present so that the inspection could be completed. So far, only a few memorials had been identified as in need of repairs.

3 Allotments Well-being Project

It was **RESOLVED** to place the order for the raised beds as per the quote obtained and to give approval for part of the plot to be cultivated by Mr Pitman until it is needed for the project. This will help to keep the plot in good condition. Thanks were also expressed to Cllr Kettle for his WCC councillor grant of £1,000 towards this project.

22/47 Climate Change

1 Update following working party meeting

Productive meeting: web page in hand, eco fair being organised, theatre group booked for entertainment at carnival, suggestion of 'give-a-ways' for children.

2 Budget for eco fair expenses

It was **RESOLVED** to approve a budget of up to £500 for related expenses.

22/48 Platinum Jubilee

1 Use of village greens by residents for organised events

The village greens are covered by the PC's public liability insurance subject to a risk assessment having been carried out. This would cover people for slips or trips because of the condition of the ground but would not cover them for an accident occurring as a result of taking part in any organised activities as part of the event itself. The advice from the council's insurers is that the organisers arrange their own insurance for the day.

It was **RESOLVED** to allow residents to use the greens for their celebration events subject to them being made aware of the insurance situation and the necessity of providing a risk assessment.

2 Arrangements for bunting

Cllrs Lockley, Allen and Balch would liaise and organise help to put this up and decide on when best to do it. It was pointed out that the twinning association has plenty of bunting which it was thought originally belonged to the PC.

22/49 Ukrainian Refugees

A resident had asked if the parish council could set up an accommodation fund to assist any refugees that might come to Harbury in securing suitable accommodation. The parish council supported any effort to help the refugees but was not able to organise this. The council was willing to publicise any events etc. on the council's Facebook page and website. Anyone interested in helping was encouraged to look at what SDC and WCC are doing and join in with their efforts rather than start an initiative of their own.

22/50 Finance & General Purposes

1 Budget Report to date

Noted.

2 Bank Reconciliation for February 2022

Noted.

3 Approval of year end transfer to reserves

It was **RESOLVED** to make transfers as follows:

- £10,000 from the general fund to the new cemetery reserve fund
- £2772 from the general fund to the office refurbishment fund

4 Approval of signatories to Nationwide account

It was **RESOLVED** to appoint the clerk and Cllr Lockley as the signatories to the new account.

5 Deed of Gift, Eastfields Solar Farm

The document had been reviewed by councillors who were satisfied with the terms and conditions. The funds are tied to the site so whoever owns it in the future will be legally bound to pay this money to the parish council on commencement of construction of the solar farm. It was **RESOLVED** to accept the deed of gift of £50,000 to the parish council. Although not stipulated in the deed of gift, the parish council agreed that the money will be earmarked for environmental projects.

6 Amendment to grounds maintenance standing order

It was **RESOLVED** to amend the standing order to £1189.40 per month from 1 April 2022.

7 Renewal of WALC Membership 2022

The invoice for the subscription renewal has not yet been received. The clerk advised it is likely to be around £800. It was **RESOLVED** to approve the renewal and payment of the fees.

8 National Pay Award

The national pay award for clerks has now been finalised and backdated to 1 April 2021. It was **RESOLVED** to implement the pay award immediately and to include the backdated arrears.

22/51 Council's Policies & Documents

1 LGA Model Code of Conduct

It was **RESOLVED** to adopt the new model code in line with SDC with effect from 1 May 2022.

2 Review of Information & Data Protection Policy

This policy has been reviewed and it was **RESOLVED** that no amendments were required.

3 Review of Training & Development Policy

This policy has been reviewed and it was **RESOLVED** that no amendments were required.

4 Review of Equality & Diversity Policy

This policy has been reviewed and it was **RESOLVED** that no amendments were required.

22/52 Accounts for Payment

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

22/53 Reports & Questions

- Cllr Dominick reported that she discussed the bunting project with the school and was waiting for a reply from the head teacher, but it sounded positive.
- Cllr Allen asked if council could consider introducing a pre-application protocol for developers at the next meeting. It was agreed to include this on the next agenda.

22/54 Exclusion of Public & Press

There were none.

22/55 Date of Next Meeting

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday 28 April 2022 in Harbury Village Hall.

The meeting closed at 8.52pm.

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses

24 March 2022

1 [Planning ref 22/00525/TREE - 41 Farm Street](#)

T1 and T2 ash - Overall crown reduction by 2.5m-3.5m. With particular focus on removing weight on the more lateral branches that overhang the road. -T3 ash - Crown lift up to 5metres.

No representation

2 [Planning ref 22/00523/TREE - Wissett Lodge, 10 Church Street](#)

T1 and T4 small self-seeded sycamore - Remove. -T2 and T3 small self-seeded sycamore - Lift crowns to 3metres. -T5 sycamore - Remove 1no. large branch which overhangs the garage.

No representation

3 [Planning ref 22/00494/FUL - Linden Farm Cottage, 35 Deppers Bridge](#)

Demolition of existing garage and replacement with an ancillary outbuilding with gym, home office and guest bedroom.

Object as follows:

This application is for a separate dwelling as it incorporates comprehensive self-contained living accommodation on a larger footprint than the barn it is replacing. This does not appear to be ancillary, but independent, despite the main house being significantly bigger with 7 bedrooms/5 bathrooms.

There is no principle of development for this garden location therefore our objections submitted for application 21/0270/FUL remain in entirety and are reiterated:

The application is at odds with the prevailing pattern of development in Deppers Bridge, introducing an incongruous tandem development pattern into the residential street scene's otherwise uniform rhythm. This would result in inappropriate and poorly integrated development. This is contrary to the Local Plan CS.9b (2-4 - not sensitive nor connected) and neither complies with CS.9, CS11, CS.15 nor H.01e/g of the Harbury and Deppers Bridge NDP. It also directly contradicts SPD guidelines Part A & C introduced in Dec 18 and Apr 19, respectively.

If permission is granted, we ask that it is subject to the condition that the development cannot be used as a separate dwelling or holiday let.

N.B. This response is made under delegated powers and will be reviewed by the parish council at its next meeting on 24 March 2022.

APPENDIX B
Accounts for Payment

Accounts for approval 24 March 2022				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
Payee	Payment ref	Net	Vat	Gross
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	-	-	-
Accounts for payment on 24 March 2022				
Payee	Payment ref	Net	Vat	Gross
Staff costs	220301 to 04	2,579.39		2,579.39
Harbury & Ladbroke News (annual subs)	220305	6.00		6.00
WCC (bollard light replacement - Percival Drive)	220306	329.63	65.93	395.56
WALC (climate event - S Ekins)	220307	30.00	6.00	36.00
WCC (s/light maintenance contract 2021/22)	220308	667.04	133.41	800.45
Harbury School PTA (arts project grant)	220309	1,773.00		1,773.00
Fosse Contract Ltd (post connector - tennis cou)	220310	15.00	3.00	18.00
Edge IT Systems Ltd (end of year finance webin)	220311	42.00	8.40	50.40
WCC (allotments rent Sept 21 to March 22)	220312	325.00	-	325.00
FM Farmers (various)	220313	445.00	89.00	534.00
SDC (skate park bin emptying)	220314	111.86	22.37	134.23
C Sheasby (tree works)	220315	4,320.00	864.00	5,184.00
A Biddle (document shredding)	220316	53.95	-	53.95
C D Beaton (bookshelf removal DB phone box)	220317	35.00	-	35.00
Viking (hazard tape)	220318	30.03	6.01	36.04
Novasport (wetpour - junior swings)	220319	3,698.00	739.60	4,437.60
T Bastin (bus shelter & bin cleaning)	220320	40.00	-	40.00
Harbury Village Hall (room hire)	220321	63.75	-	63.75
SDC (cemetery rates 2022/23 post dated 14.4.2	220322	788.42		788.42
BT (phone & broadband)	d/debit	150.70	30.14	180.84
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	16,854.01	2,162.21	19,016.22
	TOTALS	16,854.01	2,162.21	19,016.22
		-	-	-