

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday, 23 March 2023 at 7.30pm
Harbury Village Hall

Present

Cllr T Lockley (chairman)	Cllr J Dominick
Cllr S Allen	Cllr J Thornley
Cllr A Knowles	Cllr S Ekins
Cllr J Balch	Cllr Thompson
Cllr Potter	

Absent

Cllr Mancell

In Attendance

Alison Biddle, Clerk to the Council
County Cllr Chris Kettle
District Cllr Jacqui Harris

Public

9 members of the public
John Holden, Harbury & Ladbroke News

23/036 Apologies

Cllr Mancell

23/037 Declarations of Interest

- Cllr Thornley declared a personal interest in agenda item 12.10 relating to Harbury Heritage Centre as she is a volunteer.
- Cllr Lockley declared a personal interest in agenda items 12.5 and 12.8 relating to Harbury Tennis Club of which he is a member.
- Cllr Balch declared a personal interest in agenda item 6 relating to Harbury Junior FC of which her son is a member.
- Cllr Allen declared a personal interest in agenda item 6 relating to Harbury Junior FC of which her son is a member.
- Cllr Dominick declared a personal interest in agenda item 6 relating to Harbury Junior FC of which her son is a member.
- Cllr Thompson declared a personal interest in agenda items 12.5 and 12.8 relating to Harbury Tennis Club of which he is a member and also in item 12.10 relating to Harbury Heritage Centre with which he has an involvement.

23/038 Dispensations

None.

23/39 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on the 23 February 2023 as a true and complete record of that meeting.

23/040 Public Participation

Re-wilding of Village Greens

A resident was interested to know if the council would be going ahead with a proposal for No Mow May in relation to the Old New Inn green. They had serious reservations about leaving the grass to grow long especially on greens situated near the entrances to the village.

Tennis Courts Maintenance

Colin Mercer was in attendance on behalf of the tennis club to answer any questions councillors may have regarding his projected costs for the maintenance plan over the next few years. There were no questions but Mr Mercer was thanked for a carefully thought out plan.

Harbury Heritage Display Board

Bill Timson was in attendance on behalf of the heritage centre. They are proposing a display board on the history of Harbury is installed at the front of the library. This would provide visitors with information about the village all year round while the heritage centre is only open on selected dates.

Dog Walking Etiquette

A resident explained that she had experienced incidents when her dogs had been attacked as a result of irresponsible behaviour by other dog walkers/owners. She is keen to raise awareness so that there are fewer problems. The chairman suggested that she discuss this with District Cllr Harris and SDC's dog warden. It was also suggested that if another incident occurs, she should report it to the police.

23/041 Community Grant Application

It was **RESOLVED** to award a grant of £752.34 to Harbury Juniors FC for the purchase of goal nets and footballs.

23/042 Other Organisations

1 Harbury Library

The AGM took place on 6 March 2023. Sharon Hancock has been re-elected as the chairperson and a new treasurer has been appointed. Discussions re a new heating system are ongoing.

2 Harbury School Governors

The school is thriving with a lot of activities both in and out of school. The Earthworms group will be carrying out some planting on 2 April 2023.

3 Southam College

Building work continues apace.

4 Twinning Association

No report.

5 Village Hall

No report.

6 Harbury Energy Initiative

The recent energy saving event held by HEI on behalf of the parish council had been very well attended and was a great success. There had been lots of engagement with local residents. Thanks were expressed to HEI.

7 Harbury Village Club & Institute

Cllr Lockley will be attending a meeting with the club committee next week. Cllr Thornley reported that the committee has lots of events planned over the next few months.

8 SDC & WCC

SDC

- Cllr Harris had attended the HEI energy saving event and thought it was very good.
- SDC is preparing for the local elections in May.
- The usual issues with Orbit are ongoing.
- Cllr Harris gave her apologies for Councillors Corner next Saturday.

WCC

- Cllr Kettle's written report had been circulated prior to the meeting.
- SDC has managed to make enough savings to keep the increase in council tax within the limit.
- The work at Harbury Lane/Fosse Way junction is almost entirely on plan. There has been an issue with lights sticking on red at night-time but this has been caused by someone removing the battery. Vegetation on the surrounding WCC land has been removed which has caused an issue for local residents but a temporary solution has now been agreed and a permanent solution is being discussed.
- Parish councillors asked why Gigaclear and Swish Fibre seemed to be excavating the same channels and carrying out the same works on village roads. Cllr Kettle explained that anyone could apply for a permit. However, following concerns about the standard of work, some permits had been removed. These have now been reinstated subject to significant improvements in standards.

- What is the latest news regarding the renovation of the Chesterton Windmill sails?
Cllr Kettle will find out.

Cllr Ekins left the room for 2 minutes.

23/043 Planning

- 1 [Planning ref 23/00489/LBC - The Manor House, Park Lane](#)
Re-tile both roof slopes to the eastern range which comprises C16th/17th periods of construction. The tiles appear to be C19th traditional type.
It was **RESOLVED** to make no representation.
- 2 [Planning ref 23/00699/AGNOT - Churchlands Business Park, Ufton Road](#)
A new agricultural building.
It was **RESOLVED** to make no representation.
- 3 [Planning ref 23/00327/FUL - Cranford, Chesterton Road](#)
Installation of external wall insulation with cream or white render finish. The property is of solid brick construction so its appearance will be altered.
A holding objection had been submitted by the clerk under delegated powers. This was reviewed and it was **RESOLVED** to remove the objection and make no representation.
- 4 [Planning ref 23/00264/VARY - Ty Ni, Hall Lane](#)
Application ref 20/01549/FUL – Date of decision 16/06/2020 Condition number 5:
Applicant wishes to retain the existing planters to provide privacy to the existing bedroom and retain the green surface finish to provide a more pleasing view from the house. Removal of the use as a roof garden but retain the restriction of a terrace.

It was **RESOLVED** to object to the use of the balcony as an outdoor space on the grounds that it would impact the privacy of neighbouring property and that it would not be possible to enforce the restriction of its use as an outdoor space. The clerk will confer with Cllr Allen re the exact wording of the council's response to SDC.
- 5 [South Warwickshire Economic Strategy | Stratford-on-Avon District Council](#)

It was **RESOLVED** to comment as follows:

The identification of the Core Investment Opportunities Area fits the narrative of excluding the green belt areas from development. These areas are already well connected. It is implausible that any meaningful improvements to public transport can be made in these rural areas that make the densified siting of development creditable.

Affordable housing goals seem idealistic and undeliverable. Milverton Homes is Warwick District Council's housing company. No onus on WDC or SDC to provide any affordable housing.

6 Delegated Responses

These were noted as per appendix A.

23/044 Environment

1 Swift Nest Boxes

Cllr Potter reported that Chris Beaton had done a fantastic job of installing the boxes. There were now only 7 houses remaining. A cherry picker will be required for some of these and Cllr Potter is organising this. The installation should be completed next week.

2 Litter Bin – Church Street

It was **RESOLVED** to replace the litter bin in Church Street with a more modern, larger design. The clerk will place the order.

3 Tree Planting

The clerk reported that she has now sent all the relevant details to WCC regarding planting proposals for Frances Road green and The Mound at Five Ways. Their tree officer will now look at these and check the ownership of the areas in question.

4 Dog Walking Etiquette

This had already been discussed during the public forum.

5 Streetlights

It was **RESOLVED** to renew the maintenance contract with WCC for 2023/24.

23/045 Properties

1 Playing Field

(a) Car Park Extension

There have been approx. 200 responses to the online survey but it is only possible to see the results on payment of a one-off subscription fee of £99. It was **RESOLVED** to pay the fee.

(b) Harbury Future Energy Project

The project team have been told that their latest bid via WCC has been successful. The details are under discussion.

(c) Manor Orchard Play Area Wall

The wall is now finished but there is still some rubbish to be removed from the green. The clerk will contact the builder about this. Some re-seeding may also be required. Thanks were expressed to Cllrs Knowles and Thompson who had monitored the building works throughout.

(d) All Purpose Sports Facility

A request had been received from a resident for an all-weather/all-purpose sports area like the one at Southam. It would cost approx. £21k plus installation. There is

no provision in the budget for this and so it is beyond the council's financial means at the moment but it was agreed to bear it in mind for the future.

(e) Quarterly Play Inspections

The quarterly inspector has now retired and he has no replacement. There is no legal requirement for a quarterly inspection. Councillors already carry out a thorough weekly inspection and a professional annual inspection is also conducted. It was **RESOLVED** that once a quarter a whole team joint inspection should take place (comprising councillors on the play inspection rota) when they would look at harder to reach parts of the equipment including shackles etc. It was agreed to review the situation in 6 months.

2 Allotments Well-being Project

a) Future governance & funding

Cllrs Ekins and Thompson had met with Roger Pitman to discuss the project. It was agreed that no more money should be spent for the time being. An open morning has been organised for April in an attempt to attract more support. The situation will be reviewed again following this event.

b) Quote for shed.

Please see above.

c) Expenses

It was **RESOLVED** to approve the expenses incurred by Mr Pitman for payment.

3 Bus Shelter at Binswood End

The clerk will circulate links to websites for various bus shelter suppliers. Councillors were asked to let her know which styles they preferred and then she would obtain some prices.

4 Cemetery

a) Bin store

The design has been discussed and agreed with the contractor. The bank will be tidied and seeded.

b) Boundary with 4 South Parade

A site meeting had taken place and it was agreed that there is a need to plant up the gaps to improve the integrity of the hedge. The planting will take place on the cemetery side of the boundary and suitable species will be used. The neighbour is willing to do the planting if the parish council supplies the plants. It was agreed to obtain some advice on suitable species and agree with the neighbour on the exact planting position.

23/046 Climate Change

1 Update

The group needs to start planning for the Eco-Fair.

2 No Mow May

Cllr Dominick had circulated a written report on the results of the public consultation she had carried out. Taking into account the comments received from residents, it was **RESOLVED** to trial a small area on Manor Road green only this year. It is important to note that it is only during the month of May that the grass will not be cut. Lots of people had suggested that parts of the cemetery could be left unmown. It was agreed to look into this as well but to avoid the areas currently in use and consider some of the older more remote parts of the cemetery. Some expert advice would be helpful. Cllr Dominick will liaise with the grounds maintenance contractor about which areas are to be left unmown. Cllr Dominick highly recommended her experience of going out and meeting and speaking with residents first hand.

23/047 Finance & General Purposes

1 Budget Report

Noted. No questions.

2 Bank Reconciliation for February 2023

These had been completed by the clerk and checked by Cllr Allen. All correct.

3 Amendment to Standing Order

It was **RESOLVED** to approve the amendment to the standing order for FM Farmers with effect from 1 April 2023.

4 Reallocation of Swift Box Expenditure

The clerk had suggested reallocating the swift boxes from village assets , which is overspent, to the grants budget but had now reconsidered that this would not make very much difference. It was therefore agreed to leave the allocation as it stands.

5 Tennis Courts Maintenance Fund

It was **RESOLVED** to approve the revised maintenance fund projections and new annual contributions from 2023/24 as prepared by Colin Mercer.

6 Registration of PC Land

It has come to light that although the village greens are formally registered as greens, they are not all registered with the Land Registry as being in the ownership of the parish council. The cemetery doesn't appear to be registered either. It was **RESOLVED** to take steps to have these areas registered as soon as possible. The clerk will obtain some quotes from local solicitors.

7 Use & Cost of Online Surveys

This had already been discussed. Please see 23/045 above.

8 Harbury Tennis Club Constitution

It was **RESOLVED** to approve the club's proposed amendments to their constitution which would remove the requirement for the tennis club to provide the council with a copy of its minutes.

9 Date of July PC Meeting

It was **RESOLVED** to alter the date for the July meeting from 27 July 2023 to 20 July 2023.

10 Local History Display Board

Harbury Heritage Centre has designed and obtained quotes for a display board which they would like to install at the front of the library. It was **RESOLVED** that the council would purchase the board for the village as per the quote from Metrosigns 2000. Cllrs Lockley and Balch will look at the exact location, in consultation with the library, as this may have a bearing on the installation fixings. It will be necessary to agree this before an order can be placed.

23/048 Post Office

The store owners are still trying to organise a meeting with the area manager to discuss the future of the post office. Cllr Lockley will attend.

23/049 Accounts for Payment

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

23/050 Reports & Questions

- Cllr Thornley had circulated her report on Councillors Corner. Please would the council acknowledge the resident who had recently written to our local MP about the pharmacy? The clerk will write to him.
- Cllr Thornley has been in contact with the person who would like to replace the existing BMX track and skate park with a new facility. He has in turn met with local youths and they have formed a group to take this further.
- Cllr Lockley, on behalf of the parish council, thanked Cllr Thornley for her service of 22 years and presented her with some flowers. Cllr Thornley is standing down at the forthcoming election in May and tonight's meeting is the last she is able to attend.
- Cllr Potter had attended the WALC area meeting which was all about levelling up. Facilities and connectivity are a real concern for parishes. There are pockets of hidden poverty and suggestions are sought for spending on well-being projects.

23/051 Exclusion of Public & Press

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

1 Land in Hall Lane

It was agreed that Cllrs Lockley and Allen would represent the council in further discussions.

2 Harbury Village Club

Cllr Lockley will report back following his meeting with the club committee.

23/052 Date of Next Meeting

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday, 27 April 2023 in Harbury Village Hall.

The meeting closed at 9.25pm.

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 23 March 2023

- 1 [Planning ref 23/00095/FUL - Scout Hut, High Street](#)
Extension of existing hall to rear with replacement roof to complete building, including first floor meeting room and storage.
No representation

APPENDIX B
Accounts for Payment

Accounts for approval 23 March 2023				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
Payee	Payment ref	Net	Vat	Gross
YU Energy (street lights) inv 01059627	d/debit	512.98	102.60	615.58
YU Energy (street lights) inv 01059628	d/debit	31.66	1.58	33.24
YU Energy (street lights) inv 01059629	d/debit	12.47	0.62	13.09
YU Energy (street lights) inv 01059630	d/debit	43.30	2.16	45.46
SDC (cemetery green bin permits x 5)	cheque 30001	220.00	-	220.00
		-	-	-
		-	-	-
		-	-	-
	Sub-total	820.41	-	927.37
Accounts for payment on 23 March 2023				
Payee	Payment ref	Net	Vat	Gross
Staff costs	230301 to 04	2,720.87	-	2,720.87
WCC (allotments rent)	230305	325.00	-	325.00
Harbury & Ladbroke News (annual subs)	230306	8.00	-	8.00
P M Gordon (Xmas lights hosting)	230307	45.00	-	45.00
Arbscape Ltd (allotment track hedge)	230308	760.00	152.00	912.00
R Pitman (allotment project expenses)	230309	292.48	-	292.48
A Biddle (mileage)	230310	19.35	-	19.35
WCC (replacement streetlight lantern)	230311	431.37	86.27	517.64
Arbscape Ltd (cemetery lime trees)	230312	600.00	120.00	720.00
A Hodge (energy saving event expenses)	230313	130.34	-	130.34
Wicksteed (rocking horse seat)	230314	56.60	11.32	67.92
Scullion Tree Care Ltd (cemetery tree works)	230315	795.00	159.00	954.00
T Bastin (bus shelter cleaning)	230316	40.00	-	40.00
Harbury Village Library (Xmas lights donation in I	230317	40.00	-	40.00
C Beaton (contract maintenance & swift box inst	230318	350.00	-	350.00
BT (phone & b/band)	d/debit	49.95	9.99	59.94
Adams & Munson (office rent)	s/order	378.50	-	378.50
Frank Mann Farmers (grds m'nance)	s/order	991.17	198.23	1,189.40
		-	-	-
	Sub-totals	8,033.63	736.81	8,770.44
	TOTALS	8,854.04	736.81	9,697.81