

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday 18 May 2023 at 7.50pm
Tom Hauley Room, All Saints Church, Harbury

Present

Cllr T Lockley (Chair)
Cllr J Balch
Cllr A Knowles

Cllr S Allen
Cllr A Potter
Cllr J Dominick

Absent

Cllr Thompson
3 vacant seats

In Attendance

Mrs Alison Biddle, Clerk to the Council
Mrs C Gwillam, Minute Secretary

Public

2 members of the public

23/079 Apologies

Cllr Thompson, District Cllr Ostrander

23/080 Declarations of Interest

There were none.

23/081 Dispensations

There were none.

23/082 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 27 April 2023 as a true and complete record of that meeting.

23/083 Public Participation

One resident spoke regarding the latest information on the wind turbine proposed by HEI. The parish council has no new information about this project.

23/084 Other Organisations

1 Harbury Library

Report had been circulated, the main news being the SEN toys, funded by the WI. An example was circulated. The annual review with WCC had taken place today and everything was very satisfactory.

2 Harbury School Governors

No report.

3 Southam College

No report.

4 Twinning Association

No report.

5 Village Hall

No report.

6 Harbury Energy Initiative

No report.

7 Harbury Village Club & Institute

No report.

8 SDC & WCC

SDC: District Cllr Susan Ostrander, the Liberal Democrat candidate, had been successful in the recent local elections. She has sent her apologies for this evening as she is undergoing induction training. The clerk and chair had already written letters of thanks to former ward councillor, Jacqui Harris, for her valuable contribution over the past eight years.

WCC: No report.

23/085 Planning

1 [Planning ref 23/00844/FUL – All Saints Church, Church Street](#)

Proposal to remove the Victorian stone chimney and carry the roof slope over the top to make the area weather tight and renew heating with new boiler

It was **RESOLVED** to object to this proposal on the grounds that this seems to be unnecessary work on a listed building in the conservation area. The chimney has become part of the fabric of the building after some 150 years.

2 [Planning ref 22/03439/FUL – Land near to Bishop's Itchington](#)

Installation of an underground high voltage (33kV) electrical cable and associated works required to facilitate Feldon Solar Farm

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

3 **Delegated Responses – to note as per Appendix A**

There were no delegated responses this month.

23/086 Environment

1 Tree planting

No update on the joint planting project with WCC.

23/087 Properties

1 Playing Fields

a) Car Park Extension

It was agreed that a wider public consultation is required. At the same time, more work needs to be done with the sports clubs to manage the parking situation on match days.

It was **RESOLVED** that Cllr Lockley and the clerk would liaise on the wording for a flyer to be inserted in the July issue of Harbury News. The scouts would be asked to distribute the flyer to the remaining residents who do not subscribe to the magazine. Cllr Lockley would also speak to the sports clubs about the possibility of having marshals on match days and also discuss the idea of having an electronic diary to co-ordinate all the activities, including bookings for the village hall.

b) Harbury Future Energy Project

No update at present.

2 Allotments Well-being Project

Cllr Balch reported that she had been in touch with Roger Pitman and was pleased to learn that there was another interested party in co-ordinating and taking this project forward. The clerk reported another raised bed had been taken up; Cllr Balch and the clerk felt that as this is such a worthwhile venture, it was worth persevering a little longer.

3 Bus Shelter at Binswood End

Links for various designs had been circulated. Not all councillors had yet responded with their 3 favourites, but the general preference seemed to be those with a sedum roof. The new properties group was delegated to examine these further and obtain some prices.

4 Cemetery

The clerk is in the process of arranging a site meeting with the properties group, the tree surgeon and the neighbour.

23/088 Climate Change

1 Arrangements for Eco-Fair

Cllr Dominick reported that all was in hand; there would be various displays from Harbury Future Energy, HEI, Harbury Environment, Harbury Hedgehogs, Repair Café leaflets, swift boxes project, and there would also be eco-warrior starter packs for children. Help will be needed to erect the marquee and the sign also needs smartening up.

23/089 Finance & General Purposes

1 **Budget Report at 18 May 2023**

Noted.

2 **Bank Reconciliation reports for 30 April 2023**

These had been checked by Cllr Allen. Everything is in order.

3 **Review of reserves policy**

The policy had been reviewed and updated with the latest figures following the end of the financial year. No other amendments were necessary. It was **RESOLVED** to approve the updated policy.

4 **Amendment to bank mandate**

It was **RESOLVED** to amend the bank mandate to remove former councillors. Cllrs Lockley and Allen and the clerk all signed the relevant form.

5 **Approval of insurance renewal for 2023/24 and 3 year long term agreement**

The insurance renewal documents had been circulated and reviewed by councillors. It was **RESOLVED** to approve the renewal with BHIB Ltd and enter into a new 3 year long term agreement.

6 **Annual parish meeting on 25 May 2023 in Harbury Village Hall**

The clerk has contacted the village hall to request use of their wine glasses for this event. Cllr Lockley volunteered to organise the wine and other refreshments.

7 **Packing up of office prior to repair works**

The clerk asked for help moving the furniture towards the end of next week. The clerk will email everyone with possible dates. Repair works are scheduled to start on 29 May 2023.

8 **Date for fixed assets audit**

In order for this not to be an onerous task for any one person, Cllr Lockley asked the clerk for a list of what there should be and how many so that different areas of the village could be shared between all councillors.

23/090 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B (includes transfer from tennis courts fund for renovations work). Cllrs Lockley and Potter to authorise payment. They will confirm that they have checked the invoices (circulated prior to the meeting) by email.

23/091 Reports & Questions

- Cllr Allen had contacted everyone for taking a turn on the rota for Councillors' Corner.
- No Mow May - the cemetery looks beautiful and also Deppers Bridge playing field but Manor Road green is not looking so good.

- A request had been received for a no parking sign to be erected on Old New Inn green. There had been very few instances of parking here so it was not thought to be necessary.

23/092 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 confidential matters:

1 Matter relating to land in Hall Lane

It was **RESOLVED** to accept the proposal. The clerk was instructed accordingly.

2 Matter relating to Harbury Village Club

Cllr Lockley had met with the club committee a few weeks ago and various ideas had been discussed but there had been no further communication from the club.

3 Cemetery fees debt

It was **RESOLVED** that the parish council would no longer conduct business with the funeral director in question.

23/093 Date of Next Meeting

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday 22 June 2023 at Harbury Village Hall.

The meeting closed at 8.57pm.

Signed Chairman Date.....

APPENDIX A
Planning Applications – Delegated Responses
18 May 2023

None.

APPENDIX B
Accounts for Payment

Accounts for approval 18 May 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 01117426				d/debit	30.77	1.54	32.31	
YU Energy (street lights) inv 01117428				d/debit	484.57	96.91	581.48	
YU Energy (street lights) inv 01117429				d/debit	13.26	0.66	13.92	
YU Energy (street lights) inv 01117430				d/debit	43.96	2.20	46.16	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
				Sub-total	572.56	-	673.87	
Accounts for payment on 18 May 2023								
Payee				Payment ref	Net	Vat	Gross	
					-		-	
Staff costs				230501 to 04	2,725.58	-	2,725.58	
Frank Mann Farmers (field mowing)				230505	193.50	38.70	232.20	
Fosse Contracts Ltd (courts refurb)				230506	9,860.00	1,972.00	11,832.00	
BHIB Ltd (insurance renewal)				230507	1,331.20	-	1,331.20	
Harbury Village Show (grant)				230508	385.00	-	385.00	
Adams & Munson (rent arrears for May)				230509	81.83	-	81.83	
Harbury Church (room hire)				230510	30.00		30.00	
Adams & Munson				s/order	460.33	-	460.33	
Frank Mann Farmers (grds m'nance)				s/order	1,011.00	202.20	1,213.20	
					-	-	-	
				Sub-totals	16,078.44	2,212.90	18,291.34	
				TOTALS	16,651.00	2,212.90	18,965.21	
					-	-	-	
<u>Transfer</u>								
From tennis court fund to current account (courts refurb)					9,860.00			
<u>Invoices checked & agreed by</u>								
Signed:								
	Alison Biddle, RFO			Councillor		Councillor		