

**HARBURY PARISH COUNCIL**  
**Minutes of the Ordinary Parish Council Meeting**  
**Thursday 22 June 2023 at 7.30pm**  
**Harbury Village Hall**

**Present**

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

**Absent**

Cllr A Potter  
3 vacant seats

**In Attendance**

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

**Public**

11 members of the public

**23/094 Apologies**

Cllr Potter, District Cllr Ostrander

**23/095 Declarations of Interest**

- Cllr Dominick declared a pecuniary interest in matters relating to Harbury Local Market at agenda item 12.4 as Harbury Environmental Group, which she leads, will benefit from funds raised by the market during September 2023.
- Cllr Knowles declared a personal interest in agenda item 8.5 which relates to a planning application as he has business dealings with the applicant.

**23/096 Dispensations**

There were none.

**23/097 Minutes**

It was **RESOLVED** to approve the minutes, as true and complete records, of the following meetings:

1. Annual meeting held on Thursday 18 May 2023
2. Ordinary meeting held on Thursday 18 May 2023

**23/098 Public Participation**

- A resident, involved in Harbury Local Market, was disappointed that the committee had not been invited to attend the council meeting as funding for the market was to be discussed. The market provides a valuable service to the village as well as supporting various charities. If council funding were to be withdrawn, then the market would not survive.

- Middle Road Solar Farm – a resident summarised his objections, which had already been emailed to the council, to this planning application.
- Harbury Future Energy Update: This project is now progressing and WCC will be taking over its management. Unfortunately, the funding obtained so far does not cover the necessary car park extension. The project team would like to apply to the UK Shared Prosperity Fund but it has been decided that Harbury E-Wheels is not a suitable body to make the application and would no longer be involved. Instead, the project team is asking if the parish council would make the application on their behalf but there is a deadline of 14 July 2023.

In response, the chairman pointed out that this proposal is not included on the agenda and therefore cannot be considered by the PC this evening. There are a number of questions requiring answers and a fully fleshed out proposal would be required in order for the council to make a decision. It would be necessary to call an extraordinary meeting for the council to discuss this. Mr Sherman, a member of the project team, asked for a councillor to support him as he drafts the proposal, to identify any pitfalls and the process that would be involved. Cllr Lockley volunteered to do this. It was agreed that an extraordinary meeting would be called in time for an application to the fund to be completed and submitted by 14 July 2023, if the parish council decided to accept the proposal.

A member of the public asked if it would be possible for the project team to give regular updates on the progress of the project.

- Planning application for 26 Mill Street – neighbouring residents raised objections on the grounds that the development would have an adverse impact on their privacy. They hoped that the parish council would question details in the application before deciding on its response. The applicant thought that the parish council did not have all the new information that they had made available which included the fact that the garage is to be slightly smaller than shown on the original plan. The chairman explained that the parish council had not been notified of any amendments by SDC and could therefore only comment on the existing plans available on e-planning.

### **23/099 Community Grants**

Cllr Thompson declared a personal interest in this item as his wife is a member of the heritage centre.

It was **RESOLVED** to award a grant of £419 to Harbury Heritage centre towards the purchase of a scanner.

### **23/100 Other Organisations**

#### **1 Harbury Library**

In brief:

- Footfall and bookings up in 2022.

- Reading challenge due to start on 8 July 2023.
- Boiler replacement – steering committee due to meet next week to discuss way forward.
- Playing Fields Car Park Consultation - form collection box ready.
- Gypsy/Romany Traveller roadshow being hosted by library.
- An application is being made for Simon Armitage, Poet Laureate, to come to Harbury next year.

**2 Harbury School Governors**

No report.

**3 Southam College**

No report.

**4 Twinning Association**

No report.

**5 Village Hall**

Cllr Dominick reported that two residents had complained that it was difficult to get through to the village hall to make a booking. The committee would be made aware of this. The overgrown state of the hedge was also mentioned, but the clerk reported that she had already reported this to the village hall chairman.

**6 Harbury Energy Initiative**

No report.

**7 Harbury Village Club & Institute**

No report.

**8 SDC & WCC**

Neither councillor was present.

**SDC:** District Cllr Ostrander's written report, previously circulated, highlighted:

- Various links for funding for community projects
- HS2 road closure, for ecology survey, on the B4452 Bascote crossroads to Harbury on 3 & 4 July,, 9.30-3.30pm.
- Chesterton Windmill update: The sails were removed in November 2021. As the structure is a Scheduled Ancient Monument, Historic England have been consulted regarding permission for their replacement. Once this is approved, then appropriate wood can be sourced and seasoned. Sadly, the whole process may take up to 2 years before the sails are back on the windmill.

**WCC:** No report.

## 23/101 Planning

1 [Planning ref 23/01376/FUL – 26 Mill Street](#)

Proposed erection of detached garage, installation of new French doors, new first floor window with Juliet balcony and new obscure glazed first floor window  
N.B. To review delegated response of objection submitted on 12/06/2023.

It was **RESOLVED** to uphold the delegated response of objection submitted on 12 June 2023, and object to this proposal on grounds of the impact on neighbours' privacy. It was agreed that Cllr Allen would draft a response for the clerk to submit to SDC.

2 [Planning ref 23/1305/FUL – Land near to Middle Road Farm, Middle Road](#)

Installation and operation of ground-mounted solar photovoltaic panels and associated energy storage, inverter stations, substation compound, customer station, fencing and gates, spare parts containers, meteo stations, CCT (with associated masts), hard and soft landscaping and all associated works, including site access and internal access tracks.

N.B. To review delegated response of objection submitted on 12/06/23.

It was **RESOLVED** to uphold the delegated response of objection submitted on 12 June 2023, on the grounds of the adverse visual impact on the landscape near Ufton. The council also supports Ufton PC in its objection to this application. The council would have preferred this to have been 2 separate applications, one in respect of each parcel of land.

3 [Planning ref 23/01528/TREE – Kingston House, 4 Mill Street](#)

Proposed: T1 Sycamore – fell; T2 Spruce – fell; T3 Apple – fell; T5 Apple – fell; T6 Spruce – fell; T7 Spruce – fell; T8 Sycamore – fell.

It was **RESOLVED** to object to the removal of so many trees with no apparent justification or plan to replace them. Trees are important for habitat and biodiversity.

4 [Planning ref 23/01459/FUL – Stapenhall Farm, Deppers Bridge](#)

Proposed change of use of land to garden and installation of tennis court.

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

5 [Planning ref 23/01409/FUL – 2 Sutcliffe Drive](#)

Proposed erection of single storey dwelling

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

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

Noted.

## 23/102 Environment

### 1 Tree planting

The clerk has been in recent contact with WCC but there has been no progress to report yet.

### 2 Oak tree donation

A resident has offered the council an English oak tree to plant in celebration of the coronation of HM King Charles III. The offer is much appreciated, but oak trees need a lot of space to grow, and no one could suggest a suitable location. The resident in question would be asked if they had any ideas.

### 3 Village greens

A resident has asked the clerk to write to other residents in Neales Close asking them not to park on the green space. This land is not owned by the parish council. It was agreed to monitor the situation but not write to anyone at this time. The clerk suggested a general notice in Harbury News asking residents in all parts of the village not to park on the greens.

### 4 Highways improvements

The council considered the following items as possible submissions for the county councillor's delegated highways budget:

(a) Improved 'Keep Clear' road markings at junction of Mill Lane & High Street  
It was agreed to put this forward.

(b) Improved signage for bridleway and cycle party at Middle Lane/Fosse Way  
This is on the very edge of the parish and involves a neighbouring parish. County Cllr Kettle is in discussion with his neighbouring ward councillor at the moment. It was agreed to wait for the outcome of ongoing discussions.

(c) Replacement of stiles with gates on selected field paths  
The council is supportive of replacing the stile with gates but it's not clear if this is something that could be covered by the delegated budget. It was agreed to put this forward and see what happens.

It was **RESOLVED** that the clerk would write to Cllr Kettle, proposing (a) and (c) for his consideration.

### 5 WCC Consultation

It was **RESOLVED** to make no comment on the proposed 'No Waiting at Any Time' TRO at the improved Fosse Way/Harbury Lane junction.

## 23/103 Properties

### 1 Playing Fields

#### a) Car Parking

The flyer will be distributed with the HL News and the scouts will be asked to deliver to any properties not on the HL distribution list. Consultation ends on 19 July 2023 and completed forms are to be handed in at Harbury Library in the appropriate box. Cllr Lockley had spoken to the chairman of the football club; marshalling on Saturdays would work and perhaps the village club could be used as an overflow car park. The PC will talk to the village club about this and see if a rent could be paid for the use of the car park. More accurate information is needed as to when matches are on, what events are taking place at the village hall. This is an ongoing conversation.

#### b) Harbury Future Energy Project

As discussed during the public forum, an extraordinary meeting is to be arranged to discuss an application to the UK Shared Prosperity fund and the PC's future role in the project, to formally approve the installation of the wind monitoring mast and concrete base, and to consider giving consent to WCC to carry out works on PC land.

### 2 Allotments

#### a) Wellbeing project – second phase, funding & governance

Cllr Balch had prepared a report and proposal for the second phase which had been circulated to all councillors. Half the plot had now been developed with 3 large and 4 small raised beds, and was proving successful as a community project. The way forward was to develop the second half of the plot, with 4 more large raised beds, greenhouse, shared compost bins and seating, water butt, tools, etc. It was encouraging that another person had come forward to help with the project. Mare's tail weed was a problem; the bark needs to be removed, weed suppressing membrane laid and gravel placed on top. It was also hoped to plant 5 small fruit trees which would also provide some shade. The tenant of the neighbouring allotment has given their permission for access across their plot during the works. Two quotes have been requested for the hard landscaping at a cost of approx £6000 and a further £1,000 would be needed for the trees, greenhouse and tools, making a total of £7,000.

It was **RESOLVED** to approve the £7,000 budget and delegate authority to the clerk, in consultation with Cllr Balch, to place the order for works as required within this budget. It was **RESOLVED** to fund this second phase of the project with money to be received from Eastfields Solar Farm on the grounds that the project benefits both the community and the environment.

#### b) Best kept allotment competition

The previous judge has stepped down after many years; Bob Sherman would be asked if he was willing to judge the competition this year.

### **3 Bus Shelter at Binswood End Green**

The green is legally registered as a village green, and therefore the law does not allow any structures to be erected except those related to recreation. However, some people think they can recall that there was once a bus shelter on the green. If it can be proved that there was a shelter in situ at the time the green was registered, it might help an application for permission to install a replacement. The clerk made the point that she did not know if it would be possible to obtain permission or what the process might be but she would investigate further. In the meantime, a search will be made of the photos held by the heritage centre and Cllr Thompson will talk to Mr Carter, a former parish clerk, to find out if he remembers a bus shelter in this location.

### **4 Cemetery**

No update on boundary treatment with 4 South Parade.

### **5 Manor Orchard Wall**

The recently re-built wall has been damaged by a contractor installing the cabling for fibre broadband. The clerk has been in contact with the contractors who have accepted liability and have told her where to send the invoice. The repairs will be carried out by the same builder who recently re-built the whole wall. It was suggested that a bee brick could be installed during the repair. The clerk will talk to the builder about this.

## **23/104 Climate Change**

### **1 Feedback from Eco-Fair**

Cllr Dominick thanked everyone for their help in making this a successful event. There was no evaluation of the day yet, although it was difficult engaging the children and this would be raised when the evaluation takes place.

## **23/105 Finance & General Purposes**

### **1 Budget report**

The clerk reported that CIL of £750 is due to be received in respect of the conversion of Country Fayre into dwellings. The budget report had been circulated and there were no questions.

### **2 Bank Reconciliation report for 31 May 2023**

These had been prepared by the clerk and checked by Cllr Allen. Everything is in order.

### **3 Renewal of football pitch hire contract for 2023/24 season**

It was **RESOLVED** to increase the annual hire charge by £15.00 and to insert a clause into the contract for additional ad-hoc use at £5.00 per session with reasonable notification. The clerk will revise the draft accordingly.

#### 4 Funding for Harbury Local Market

A question had been raised regarding the use of local taxpayers' money to fund the market when some of the groups and charities chosen to receive the funds raised by the market were not from Harbury. This item was therefore on the agenda for discussion by the council. Mr Ekins, on behalf of the market organisers, explained that Harbury charities are their first choice and they only offer to support groups from outside the village if there are no takers from within Harbury. The stall holders also provide raffle prizes from their profits. The chairman noted that the council's primary reason for supporting the market was to provide a local service event for the community and support local businesses and the fact that it contributes to various charitable causes is a bonus. It was agreed that the market is very popular and the council would like it to continue. Thanks were expressed to the organisers.

#### 23/106 Accounts for Payment

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

#### 23/107 Reports & Questions

- Cllr Dominick raised the question of how effective the chicanes were in Deppers Bridge to stop speeding. The clerk will contact the police to request a speed check as it is some time since the last one was done.
- The crazy paving in the memorial garden needs attention, but the problem tree needs to be removed first and this requires planning permission.

#### 23/108 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 **Quotes for tree works.**

It was **RESOLVED** to accept the quote from Village Green Tree Surgeons.

2 **Land off Hall Lane**

It was **RESOLVED** that no searches were required.

#### 23/109 Date of Next Meeting

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday 20 July 2023 at Harbury Village Hall.

**The meeting closed at 9.24pm.**

Signed ..... Chairman      Date.....



## APPENDIX A

### Planning Applications – Delegated Responses

22 June 2023

- 1 [Planning ref 23/01094/LBC - Stapenhall Farm, Deppers Bridge](#)  
Replace all existing rainwater goods, including all downpipes and gutters with copper rainwater goods.  
  
No representation

**APPENDIX B**  
Accounts for Payment

<b>Accounts for approval 22 June 2023</b>				
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
YU Energy (street lights) inv 01145927	d/debit	445.98	89.20	535.18
YU Energy (street lights) inv 01145928	d/debit	29.64	1.48	31.12
YU Energy (street lights) inv 01145929	d/debit	13.64	0.68	14.32
YU Energy (street lights) inv 01145930	d/debit	44.07	2.20	46.27
Harbury Church (room hire)	230510	30.00	-	30.00
Harbury Carnival (pitch hire)	230600	20.00	-	20.00
Thomas Flavell & Sons Ltd	230601	650.00	-	650.00
		-	-	-
	Sub-total	1,233.33	93.56	1,326.89
<b>Accounts for payment on 22 June 2023</b>				
<b>Payee</b>	<b>Payment ref</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Staff costs	230602 to 05	2,725.58		2,725.58
Frank Mann Farmers (field mowing May)	230606	193.50	38.70	232.20
Edge IT Systems Ltd (annual fees)	230607	515.40	103.08	618.48
A Biddle (expenses)	230608	13.85		13.85
T Lockley (expenses)	230609	19.72	-	19.72
T Bastin (bus shelter cleaning)	230610	40.00	-	40.00
C Beaton (maintenance)	230611	60.00	-	60.00
BT (phone & b/band)	d/debit	58.88	11.78	70.66
Adams & Munson (office rent)	s/order	460.33	-	460.33
Frank Mann Farmers (grds m'nance)	s/order	1,011.00	202.20	1,213.20
		-	-	-
	Sub-totals	5,098.26	355.76	5,454.02
	<b>TOTALS</b>	<b>6,331.59</b>	<b>449.32</b>	<b>6,780.91</b>
		-	-	-