



**Notice of Ordinary Meeting of Harbury Parish Council**  
**Thursday, 22 February 2024 at 7.30pm**  
**The Farley Room, Harbury Village Hall, CV33 9JE**

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 on a light-colored, slightly textured background.

Alison Biddle PSLCC  
Clerk to the Council  
15 February 2024

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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

- 1 To consider granting dispensation to Cllr Mulley in respect of Harbury Village Hall.
- 2 To receive and consider granting any dispensation requests relating to agenda items.

### 4. Minutes

To approve the minutes of the ordinary meeting held on 25 January 2024.

### 5. Parish Champion

To meet the parish champion and learn more about their role and how they can help.

## **6. Public Participation**

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

## **7. Community Grants**

- 1 To consider application from Harbury Juniors FC for £1300 for trophies.
- 2 To consider application from Harbury School PTA for outdoor well-being space £1663 and staff training £337

## **8. 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 Harbury Village Club & Institute
- 8 SDC & WCC

## **9. Planning**

To consider the following planning matters:

- 1 Delegated Responses – to note as per appendix A.

## **10. Future Energy Project UKSPF Grant – Car Park Extension**

- 1 To receive update on works.
- 2 Funding shortfall – to receive update on community benefit from Middle Road solar farm.
- 3 To consider the following matters:
  - a) Treatment of crocodile teeth – remove or retain?
  - b) Decide colour of new perimeter bollards at end of grasscrete area
  - c) Decide signage at far end of car park
  - d) Decide ecology measures, to include location of bird/bat boxes & tree species etc.

## **11. Properties**

- 1 Playing Fields
  - a) Skate park refurbishment – to receive update.
  - b) Perimeter path – to receive update on maintenance
  - c) Annual inspection of play equipment – to receive report
  - d) Annual bonfire damage – to consider email correspondence from resident
  - e) Flooding on courts – to discuss playing field drainage
- 2 Allotments
  - a) Pineham Farm - to receive update on well-being project.
  - b) Hall Lane - to receive update and consider structural survey/repairs to wall.

## **12. Environment**

- 1 Replacement of stiles at Bridge End Farm – to receive update
- 2 To discuss removal/replacement of stiles on footpath SM62a/SM62
- 3 Bush Heath Road/Butt Lane traffic – to receive update on extension of 40mph limit.

## **13. Climate Change**

To receive update.

## **14. Finance & General Purposes**

- 1 To receive monthly budget report.
- 2 To receive bank reconciliation reports for January 2024
- 3 To formally approve accounts paid in August 2023 (during recess).
- 4 To approve payment of councillors allowances for current year.
- 5 To approve transfer of NS&I interest of £119.17 and annual maintenance contributions of £5890 to Cambridge BS account (tennis courts maintenance fund).
- 6 To review signatories to bank mandate & approve Cllr Mulley as new signatory.
- 7 To review internal audit & controls and adopt statement of internal control.
- 8 To review & approve schedule of standing orders and direct debits.
- 9 To adopt risk register.
- 10 To formally appoint internal auditor.
- 11 To review interim internal audit report.

## **15. Working Parties**

To appoint Cllr Mulley to working parties.

## **16. Seasonal Lights**

To receive update post removal of lights and consider requirements for next year.

## **17. Accounts for Payment**

To approve the accounts for payment as per appendix B.

## **18. Reports & Questions**

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

## **19. 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.

## **20. Date of Next Meeting**

The next ordinary meeting will be held at 7.30pm on Thursday, 28 March 2024 at Harbury Village Hall.

## APPENDIX A

### Planning Applications – Delegated Responses 22 February 2024

- 1 [Planning ref 24/00028/REM - Land off Bush Heath Lane](#)  
Reserved matters relating to condition 2 details of the appearance, landscaping, layout and scale of Plot 5 and Climate Change Checklist of planning application 20/02112/OUT (date of decision 16/11/2021).  
**No representation**