

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday, 22 May 2025 at 7.30pm
Harbury Village Hall

Present

Cllr Tim Lockley (Chair)
Cllr Keith Thompson
Cllr Samantha Allen
Cllr Julie Balch

Cllr Robert Stockdale
Cllr Alan Knowles
Cllr Edward Mulley

Absent

Cllr Kate Gard
Cllr Alex Potter
Cllr Ashley Sylvester

In Attendance

Alison Biddle, Clerk to the Council

Public

County Cllr Chris Kettle
District Cllr Susan Ostrander
2 members of the public

25/079 Apologies

Cllr Gard; Cllr Potter; Cllr Sylvester

25/080 Declarations of Interest

- Cllr Thompson declared a personal interest in agenda item 6.2 relating to a grant application by Harbury RFC as a family member plays at the club.
- Cllr Allen declared a personal interest in agenda item 6.2 relating to a grant application by Harbury RFC as a family member plays at the club. She also declared a personal interest in agenda item 6.3 relating to a grant application from GASS as a family member is in the scouts.

25/081 Dispensations

There were no dispensation requests relating to agenda items.

25/082 Minutes

- 1 It was **RESOLVED** to approve the minutes of the ordinary meeting of the parish council held on 24 April 2025 as a true and complete record of that meeting.
- 2 It was **RESOLVED** to approve the minutes of the annual meeting of the parish council held on 8 May 2025 as a true and complete record of that meeting.

25/083 Public Participation

There were no representations from the public.

25/084 Community Grants

1 Harbury Carnival

It was **RESOLVED** to award a grant of £528 for the cost of children's entertainment at the carnival.

2 Harbury RFC

It was **RESOLVED** to award a grant of £640 for a new barbecue.

3 GASS

It was **RESOLVED** to award a grant of £2,000 to cover the cost of replacement windows as part of the refurbishment of the scout hut. It was agreed to fund this grant from reserves so that it would not impact on the grants budget.

25/085 Other Organisations

1 Harbury Library

The recent WW2 blue plaques launch was held at the library. It was a very successful, well attended event.

2 Harbury School Governors

The council was sorry to receive a report from Cllr Thompson that a former head teacher, Denis Daly, had recently died.

3 Southam College

No report.

4 Twinning Association

A group has just returned from Samoa where they enjoyed a very successful visit.

5 Village Hall

The AGM was held on 21 May 2025. It has been another successful year and finances are comfortable. The committee is considering improving the access to the stage for less mobile people. Jane Haggitt is acting chairperson but doesn't want to continue indefinitely. New committee members are needed who would be prepared to stand for the chairperson's role.

6 Harbury Future Energy

The tender documents have still not been published but hopefully they will be ready to go out next week. This will be the start of a 6 week process to obtain quotes so it will be some months yet before there is any action on the ground. In the meantime, HFE needs

to hold an urgent meeting with the village hall committee to discuss the impact on the hall. HFE will be present at the carnival.

7 SDC & WCC

County and district councillors reported as follows:

SDC

- Cllr Ostrander's written report had been circulated prior to the meeting.
- Subsidised health screening events are to be held over the summer. People are encouraged to take advantage of these.
- There will be free swimming sessions for people with dementia
- Concerns have been raised about anti-social behaviour in Ivy Lane. The police and the SDC community safety team are collaborating. It was stressed how important it is to report all incidents to the police so they can gather all the relative information. This message needs to be reinforced.
- There will be a recycling information stand at the carnival and Cllr Ostrander will attend.
- Southam SNT will be holding a community surgery in Harbury next week.

WCC

- Cllr Kettle's written report had been circulated prior to the meeting.
- There have been some big changes in the make up of the council following the recent election. Reform UK now has the largest party although they do not have an overall majority. Nevertheless, the new leader and the chair of the council are Reform UK members.
- The new administration is required to submit its business plan for the new proposed unitary authority to the government by the end of November.
- The leak at the corner of Farm Street/Mill Street is to be repaired at the end of May.
- The blocked drain outside the Co-op was supposed to have been fixed some months ago and was paid for from Cllr Kettle's delegated budget but it seems that the contractor did not submit a jetting report. They have been called back to look at the problem again and this will be at the contractor's expense.
- The work to prevent future flooding in Mill Street by the doctor's surgery has been booked for the first week in August. However, this is a more complex piece of work and will require the removal of a tree. There will be a public consultation about this which includes a proposal to plant a new tree further along on the verge outside the old garage.
- The Harbury Lane/Fosse Way junction improvements have been recommended for a design award.

25/086 Properties

1 Hall Lane Allotments

The planning application for lawful development re the new access has now been submitted. The contractor will be ready to start in July. Cllr Allen will find out if the vegetation needs to be removed ahead of the start date.

2 Pineham Farm Allotments

It was **RESOLVED** to approve the new rent agreement with WCC which takes effect from 29 September 2025 when the rent will increase from £650 to £900 per annum.

3 Cemetery

a) New Public Bench

It was **RESOLVED** to order an Elwood style bench from Glasdon.

b) Maintenance

It was agreed that the properties group would visit the cemetery and put forward some recommendations for the management of the overgrown areas.

4 Skate Park

The quotes have not yet been received. This item was deferred until the next meeting.

25/087 Environment

1 Stile Replacements

Two stiles have been identified as potentially suitable for replacement with gates on footpath SM84 which leads from Bush Heath Road across the fields to Bishop's Itchington. Cllr Mulley has spoken to one of the landowners and they are willing to have the stile on their property replaced with a gate but have also asked for two way marker posts to be installed further along the path. If the parish council supplies the gate, the landowner will install it. The clerk will contact the other landowner concerned. Suggestions were made for gates on other footpaths. The clerk asked councillors to plot them on a map and send it to her.

2 Streetlighting Energy Supply

The new contract with Valda is just for 12 months as agreed at the last PC meeting. It was agreed to revisit this again in January to discuss whether a broker is used or whether the council should revert to obtaining its own quotes.

25/088 Climate Change

Cllr Stockdale reported that the plans for the stall at the carnival were all in hand.

25/089 Finance & General Purposes

1 Budget Report

Noted.

2 Bank Reconciliation Report 30 April 2025

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

3 Bank Mandate Update

It was **RESOLVED** to amend the bank mandate to include Cllr Sylvester as a signatory.

4 Fidelity Guarantee Review & Insurance Renewal for 2025/26

The council reviewed the level of fidelity guarantee and considered whether it should be increased from £250k to £500k which would result in a £200 increase in the insurance premium. The council considered that while the average balance of funds had exceeded £250k over the last 12 months, the council's system of internal controls was robust and therefore the risk to council funds was very low. It was **RESOLVED** to renew the insurance for 2025/26 as per the quote from Clear Councils Insurance and maintain the level fidelity guarantee at £250k.

5 Hinckley & Rugby Building Society

It was **RESOLVED** to appoint the clerk, Cllr Lockley and Cllr Allen as the signatories to the new account. The applications forms were duly signed.

25/090 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix A. Cllrs Stockdale and Balch will authorise the payments and confirm that they have checked the invoices by email.

25/091 Policies

1 Standing Orders

It was **RESOLVED** to approve the amendments to standing orders as per the NALC model 2025 updates.

2 Financial Regulations

It was **RESOLVED** to approve the amendments to financial regulations as per the NALC model 2025 updates.

3 Risk Register

This council reviewed the risk register. It was **RESOLVED** that no amendments to the current document were necessary.

25/092 Reports & Questions

- The drain cover on Treens Hill is missing. The clerk will report this to WCC.

25/093 Exclusion of Public & Press

There were no confidential matters.

25/094 Date of Next Meeting

The next ordinary meeting of the council will be held at 7.30pm on Thursday, 26 June 2025 at 7.30pm in Harbury Village Hall.

The meeting closed at 8.55pm.

Signed Chairman Date.....

APPENDIX A

Accounts for Payment

Accounts for approval 22 May 2025				
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 02554201	d/debit	452.59	90.52	543.11
YU Energy (street lights) inv 02554202	d/debit	29.54	1.48	31.02
YU Energy (street lights) inv 02554203	d/debit	13.23	0.66	13.89
YU Energy (street lights) inv 02554204	d/debit	44.06	2.20	46.26
Water Plus (cemetery water supply)	d/debit	14.96	-	14.96
Harbury Village Show (grant)	250412	385.00	-	385.00
Harbury Village Library (grant)	250413	1,500.00	-	1,500.00
SDC (planning application)	250500	74.50	-	74.50
		-		-
	Sub-total	2,513.88	94.86	2,608.74
Accounts for payment on 22 May 2025				
Payee	Payment ref	Net	Vat	Gross
Staff costs	250501 to 04	3,422.58		3,422.58
Frank Mann Farmers (field mowing March & April))	250505	213.00	42.60	255.60
WALC (t/course - E Mulley)	250506	35.00	7.00	42.00
Viking (office supplies)	250507	75.22	15.04	90.26
WCC (replacement lantern LC5 Sth Parade)	250508	449.50	89.90	539.40
WCC (replacement lantern LC3 Hall La)	250509	1,043.96	208.79	1,252.75
A Biddle (expenses)	250510	7.00		7.00
Arbscape (tree care - new plantings)	250511	125.00	25.00	150.00
Frank Mann Farmers (field mowing Oct & Nov 202	250512	204.00	40.80	244.80
T Lockley (APM refreshments)	250513	87.63		87.63
SDC (annual bin emptying charge)	250514	652.19	130.44	782.63
T Bastin (bin & bus shelter cleaning)	250515	40.00		40.00
T Bastin (swing cleaning)	250516	30.00		30.00
Valda Energy (streetlights electric)	d/debit	733.87	127.59	861.46
BT (phone & b'band)	d/debit	60.95	12.19	73.14
Adams & Munson (office rent)	s/order	460.33	-	460.33
Frank Mann Farmers (grds m'nance)	s/order	1,051.84	210.37	1,262.21
		-	-	-
	Sub-totals	8,692.07	909.72	9,601.79
	TOTALS	11,205.95	1,004.58	12,210.53
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