

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday, 25 September 2025 at 7.30pm
Harbury Village Hall

Present

Cllr Tim Lockley (Chair)
Cllr Keith Thompson
Cllr Edward Mulley
Cllr Kate Gard
Cllr Samantha Allen

Cllr Robert Stockdale
Cllr Alan Knowles
Cllr Julie Balch
Cllr Ashley Sylvester

Absent

None. One vacant seat.

In Attendance

Alison Biddle, Clerk to the Council

Public

District Cllr Susan Ostrander
Nicola Thompson (Harbury & Ladbroke News)
42 members of the public

25/128 Apologies

County Cllr Chris Kettle

25/129 Declarations of Interest

None declared.

25/130 Dispensations

None.

25/131 Minutes

It was **RESOLVED** to approve the minutes of the ordinary meeting of the parish council held on 24 July 2025 as a true and complete record of that meeting.

25/132 Casual Vacancy

The vacancy created by the resignation of Cllr Alex Potter was formally recorded. The statutory notice period has already been served and the parish council is now free to co-opt. An advert has been placed in the HL News and it is hoped to co-opt someone at the October parish council meeting.

25/133 Public Participation

Deppers Bridge Traffic

There is a feeling amongst residents that the speeding problem is getting worse. Access to and from drives is now dangerous. The weight limit on the bridge is being ignored, with a huge number of HGVs passing through, and there are instances of some HGVs travelling at 60mph. The chairman advised residents to email their concerns to County Cllr Chris Kettle, and also to attend the police surgery as the police may be able to carry out a speed check. Registration numbers are needed to track the HGVs whose drivers are ignoring the weight limit.

Planning Proposal – Butt Lane

There is huge concern about the current planning proposals. The Harbury & Deppers Bridge NDP was quoted extensively as to reasons why development in this location should not be allowed. The proposed development is not needed and not wanted. The PC was asked to invite Bloor Homes to consider alternative sites to the one proposed in Butt Lane. The chairman explained that this is not yet a planning application, and that the housing targets, which have recently been changed, are set by the government so neither the PC nor SDC has any control over this. The PC had met with Bloor Homes this morning, and the chairman had asked them why they had chosen the site in Butt Lane, and they replied that it was because they were offered it by a property development company.

Can SDC do something about developers who bank land? District Cllr Ostrander replied that SDC is discussing reducing the period during which a development must be commenced (currently 3 years).

Skate Park Graffiti

A member of the public had written to the PC about removal of the recent graffiti at the skate park. He offered to cover it by painting over it.

Planning Application – Land off Vicarage Lane

A resident expressed concern about the site boundaries as drawn on the planning application. The trees shown are actually on their land, not within the development site as drawn on the plans. Privacy is also an issue. This is a green space within the heart of the village. It was suggested that the parish council might find it helpful to walk round the site to see where the boundaries are. The chairman explained that land ownership is not a planning consideration but a legal matter between owners.

25/134 Other Organisations

1 Harbury Library

No report.

2 Harbury School

There has been a good start to the term although numbers are significantly down for the September intake this year. There is a new assistant head and a new meals supplier providing fresh food and freshly baked bread. The forest school is a new initiative.

3 Southam College

No report.

4 Twinning Association

No report.

5 Harbury Village Hall

The village hall treasurer reported that their hall hire turnover is 11% higher than it was over the same period from January to September last year. They continue to invest in the building and its facilities. They have just replaced a number of the double-glazed units which had blown with new ones. They are now working on providing a simple DMX - LED stage lighting installation for hirers to use for their performances. New volunteers are still needed to join the committee.

6 Harbury Future Energy

There is another delay while the licence between WCC and the parish council is drafted. The group is looking for grant funding to spend in the community over the next year.

7 SDC & WCC

County and district councillors reported as follows:

WCC

Cllr Kettle had sent his apologies for this evening. His written report had been circulated to members prior to the meeting. The chairman highlighted that enforcement action is to be taken against illegal parking outside schools.

SDC

- Cllr Ostrander explained that a recent appeal decision had resulted in the housing supply figures for Stratford district being revised down from 5 years to 2.74 and why this leaves SDC and local communities in a vulnerable position when it comes to further development in the area. A number of development proposals have been put forward during the last few weeks. If SDC were to refuse planning permission on location alone, it is likely that they would lose on appeal which would be very costly. Cllr Ostrander's view is that local councils need to engage with developers early on to get the best terms for their communities. It is a very uncomfortable position but we need to increase our housing supply back up to 5 years as soon as possible.
- There is a new warm homes grant available.
- The anti-social behaviour problems in Ivy Lane have abated. There is to be a meeting between the police, Orbit and SDC next week to agree a strategy for dealing with the problems in Rainbow Crescent.
- The climate change and nature fund is now on round 3 and the deadline for applications is 20 October 2025. There is £150k in the fund.
- SDC has won a silver award for its policies supporting the armed services.

25/135 Planning Matters

1 [Planning ref 25/02096/FUL - 19 Manor Orchard](#)

Proposed extension at first floor level above the existing garage to extend the existing bedroom and ground floor forward extension to enlarge the existing living room.

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

2 [Planning ref 25/01930/FUL - 16 Binswood End](#)

External elevation alterations to windows and doors. Internal alterations to layout.

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

3 [Planning ref 25/01802/FUL - 4 Vicarage Lane](#)

Erection of 5 no. dwellings.

It was **RESOLVED** to uphold the delegated response of objection submitted on 2 September 2025 as per the reasons previously stated and to add the following:

- The site boundaries are unclear, in particular with regard to the separation between plots 3, 4 and 5 and existing properties.
- There is a general concern about the impact of unclear boundaries on trees especially if some of these trees are in fact outside the site boundary and are growing on a neighbouring property.
- There is a concern about the plans for refuse collection which indicate that residents may be expected to wheel their bins to an off site collection point in Vicarage Lane.

4 **New Development Proposals**

a) [Land north of Harbury Cement Works](#)

A meeting with the developer took place earlier this month. The notes from that meeting can be found at Appendix C to these minutes. It was noted that, unlike other proposals received, this is a strategic reserve site.

b) [Land off Butt Lane](#)

A meeting with Bloor Homes took place this morning. The notes from this meeting will be available on the parish council's website in due course. The PC will scrutinise the planning application when it is received.

c) [Land off Mill Street](#)

The clerk was asked to organise a meeting with Rainier Developments to discuss their proposal.

5 **Appendix A – delegated responses.**

Noted.

25/136 Properties

1 **Hall Lane Allotments**

a) [Wall repairs & new access](#)

The new planning application was submitted to SDC at the beginning of this month and is awaiting validation.

b) Current condition & maintenance

A working party was formed comprising Cllr Balch, Cllr Mulley, Cllr Ashley and Cllr Gard. They will meet with the existing tenants and agree a plan of action.

2 Pineham Farm Allotments

a) Community Allotment - Maintenance

The clerk is meeting the contractor next week to discuss a maintenance programme.

3 Playing Fields & Car Park

a) Arrangements for Bonfire Night

This year's bonfire will take place on Saturday, 8 November 2025. There are no changes to the format but additional ground mats will be used to protect the field. The clerk will ask the grounds maintenance contractor if he can arrange for a tractor to be available again to help with the bonfire building.

b) Graffiti on wall next to mini goal

It was agreed to ask the PC's maintenance person to try and wash this off with a jet washer.

c) Tree maintenance adjacent to Pineham Farm

This refers to trees that are overhanging the farmyard and buildings. The clerk has requested a quote to prune the trees, not yet received.

d) Update on Future Energy Project & confirmation of consent

There is a delay while the licence between WCC and the parish council is drawn up and agreed. The parish council confirmed its consent for this project to take place on land owned by the parish council.

e) New member of playing fields inspection team

Cllr Potter's resignation has left a vacancy on this team. It was **RESOLVED** to appoint Cllr Sylvester to the team. Cllr Knowles will show him what's involved on his next inspection next week. Cllr Thompson also offered to take him round on his next inspection. The clerk will book a formal training course as soon as one becomes available.

4 Skate Park

It was agreed that a working party is needed to take this forward. Cllr Allen will lead on this. A member of the public present at the meeting volunteered their help. A funding strategy will be required.

25/137 Environment

1 New Chair

It was **RESOLVED** to appoint Cllr Mulley as the new chair of the environment group following Cllr Potter's resignation from the council. However, this now leaves only 2 members on the working party.

2 Stile Replacements

A kissing gate has now been installed at the junction of the footpaths at the very far end of Mill Lane. The Co-op has stopped short of giving formal consent for a gate to be installed in place of the stile at the entrance to its field off Mill Street. However, there is no need to use the stile, as there is currently a gap to one side. The clerk and Cllr Mulley have both been in touch with the landowner regarding stiles on the footpath from Bush Heath Road to Bishop's Itchington. The clerk will progress this as soon as possible.

3 Annual Tree Inspection

The inspection was carried out during the summer and various works identified. It was **RESOLVED** to accept the quote of £1,580 for these works. The clerk will place the order.

4 Speeding traffic at Deppers Bridge

This had been raised by a resident of Deppers Bridge who feels the problem is getting worse. It was agreed to obtain a quote for a traffic survey. There may be an opportunity to obtain funding for improved traffic calming measures if new housing development takes place so it would be useful to have up to date data available.

25/138 Climate Change

Cllr Stockdale reported that:

- 1 The working party is meeting the Earthworms group at the school tomorrow. Earthworms are keen to show the council what they have been doing. They will also look at how SDC's climate change and nature fund may be able to help.
- 2 The working party has written to local organisations to encourage them to think about how they can support climate change mitigation.
- 3 Cllr Sylvester will be attending a climate change seminar next week.

25/139 Finance & General Purposes

1 Budget Report

Noted.

2 Bank Reconciliation Reports

The bank reconciliations for June, July and August 2025 have now been checked by Cllr Allen. All correct.

3 Bank Mandate - Update

It was **RESOLVED** to remove Cllr Potter from the bank mandate.

4 Implementation of National Pay Award

It was **RESOLVED** to implement the recently agreed national pay award for the clerk's salary which is to be backdated to 1 April 2025.

5 Conclusion of Audit Year Ended 31 March 2025

The auditor's report was reviewed. Everything was found to be in order. The audit for the year ended 31 March 2025 has now been concluded and this has been advertised on the PC's website. A copy of the completed and signed AGAR has also been published on the website.

6 WCAG 2.2 & PC Website

The PC's website provider has made some further changes to the website to bring it in line with the latest regulations. He is satisfied that it is compliant and has used government recommended analytical tools to confirm this. However, if further changes to the regulations are introduced in the future, it is likely that the PC will need to commission a new website at that point.

25/140 Christmas Lights

1 PAT Testing

The PAT testing has been completed. Approx 1000 bulbs have failed and these will need to be replaced.

2 Replacement Bulbs

It was **RESOLVED** to order 2,500 bulbs direct from the manufacturer in China, plus an order for 36 x 3 pack spheres from a UK supplier at a total cost of approx £2,000. This is within budget.

3 Arrangements for Installation

Volunteers are needed to help put up the lights on Saturday, 29 November 2025 and take them down on the first weekend in February 2026.

25/141 WALC

1 PC Representative

It was **RESOLVED** to appoint Cllr Sylvester as the PC's representative to WALC.

2 WALC AGM

It was **RESOLVED** to nominate Cllr Sylvester to vote on the PC's behalf at the WALC AGM.

25/142 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B to include formal approval of the August 2025 payments as well as September 2025. Cllrs Thompson and

Stockdale will authorise the payments and confirm that they have checked the invoices by email.

25/143 Policies

1 Emergency Plan Review

Cllr Lockley reported that the review was not yet complete. This matter will be included again on the October agenda.

25/145 Reports & Questions

- It is Councillors Corner next Saturday. Cllr Gard and Cllr Allen will attend along with District Cllr Ostrander.

25/146 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 matter:

1 Termination of Allotment Tenancy

The clerk reported that she had written to the tenant 3 times over the last few months but had not received a reply. It was agreed that Cllr Balch would visit them but if still no response, the tenancy should be terminated.

25/147 Date of Next Meeting

The next ordinary meeting of the council will be held at 7.30pm on Thursday, 23 October 2025 at 7.30pm in Harbury Village Hall.

The meeting closed at 9.06pm.

Signed Chairman Date.....

APPENDIX A
Planning Applications – Delegated Responses
25 September 2025

- 1 [Planning ref 25/01722/FUL – 32 Farley Avenue](#)
Proposed first floor extension
No representation

- 2 [Planning ref 25/01705/VARY – Land adjacent to Northfields, Mill Lane](#)
Variation of conditions 4 (Ecological mitigation) and 6 (HMMP) of planning permission 24/02880/FUL. Date of decision: 04.03.25. Original description of development:
Creation of outdoor riding arena 20m x 60m for private use.
No representation

APPENDIX B

Accounts for Payment

Accounts for approval 28 August 2025				
Urgent accounts paid since the last meeting and requiring formal approval of the council				
Payee	Payment ref	Net	Vat	Gross
Yu Energy (final invoice acct 2000108427)	25080A	154.38	30.87	185.25
Yu Energy (final invoice acct 2000108428)	25080B	27.06	1.35	28.41
Yu Energy (final invoice acct 2000108429)	25080C	21.79	1.09	22.88
Yu Energy (final invoice acct 2000108430)	25080D	30.48	1.52	32.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-total	233.71	34.83	268.54
Accounts for payment on 28 August 2025				
Payee	Payment ref	Net	Vat	Gross
Staff costs	250801 to 04	3,392.58		3,392.58
Frank Mann Farmers (field mowing July)	250805	142.00	28.40	170.40
Edge IT Systems Ltd (annual fee hosted services)	250806	460.00	92.00	552.00
Tudor Environmental (litter pickers etc.)	250807	78.38	15.67	94.05
Edge IT Systems Ltd (cyber security)	250808	68.10	13.62	81.72
Glasdon UK Ltd (cemetery bench)	250809	815.56	163.11	978.67
Warwickshire Property Management (allot rent)	250810	325.00	-	325.00
A Biddle (allot prizes)	250811	40.25	-	40.25
T Bastin (bin & bus shelter cleaning)	250812	40.00		40.00
Valda Energy (streetlights electric)	d/debit	767.19	133.78	900.97
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	7,702.18	669.14	8,371.32
	TOTALS	7,935.89	703.97	8,639.86
		-	-	-

APPENDIX C
Notes of meeting between Harbury PC and Andy Wilkins
Land north of Harbury Depot
Wednesday, 10 September 2025 at 9.00am
via Teams

Prior to the meeting, members of the parish council and Andy Wilkins had received a copy of the PC's protocol for pre-application meetings with developers and had agreed to its terms and conditions.

Present

Cllr Sam Allen, Cllr Ed Mulley, Cllr Robert Stockdale, Cllr Ashley Sylvester, Cllr Keith Thompson

Andy Wilkins, planning consultant at Lone Star

Alison Biddle, clerk to the council

Apologies

Cllr Tim Lockley, Cllr Kate Gard, Cllr Julie Balch

Background

Andy Wilkins explained that this site has previously been identified by SDC as a strategic reserve site. Until recently SDC was able to demonstrate that it had a 5 year housing supply but the method of calculation for this figure has now changed and this has opened the way for further housing development across the district, including in and around Harbury. In a recent appeal decision in respect of an application by Gladman at Bordon Hill, the planning inspector concluded that SDC now only has a 2.7 year housing supply. This is the backdrop to the planning application for this site which will be brought forward in due course.

Proposal

The proposed development will be for 220 dwellings to include a retail shop and affordable housing. Apart from a small section of land which falls within BI parish, the majority of houses will be built within Harbury parish. Andy will find out how many exactly will be within the BI parish. Although the site is well outside Harbury village, it will be very close to Deppers Bridge and will have a greater impact on DB residents. Andy acknowledged the positive relationship with Harbury PC with regard to the previous developments at the cement works site and hopes this will continue. The community consultation carried out with the residents of the original developments has shown that people are not generally supportive of more housing although some recognise the need for more affordable housing.

Discussion, Questions & Answers

- This is a 10 hectare site so has a good density level for 220 dwellings.
- The development will include 35% affordable housing as per SDC's policy requirements.
- The development will be orientated towards 2 and 3 bed homes and will be policy compliant.

- Will there be any community benefits? The exact make-up of community benefits will be determined when the application is submitted but the developer will look to direct any benefits towards local needs via engagement with the parish council.
- The indicative layout shows a single point of entry to the site. Is that the developer's preference? Updates to the local plan suggest that more access points would be preferable. Andy explained that they are still looking at these options with WCC but would be happy to come back and discuss this further.
- Access to the site via the junction near the bridge at Deppers Bridge needs to be addressed. This turning is tricky and there can be problems at peak times. Andy will discuss this with WCC. The site can also be accessed from the other side of Bl.
- There is a need for more bungalows. Andy explained that bungalows are not generally favoured by developers because they are land hungry but noted that they are identified in the Harbury HNS. The mix of housing is yet to be confirmed.
- What about the impact on healthcare and resources? Andy confirmed that this is also part of the consultation but the CCG is continuing to move towards larger surgeries based further away from where people live. He recognises the problem.
- There are no employment opportunities included in the proposals. This is because the developer tried marketing small employment units (and a care home) for 18 months as part of the previous developments but there was no demand for them.
- Are there any thoughts about renewables, e.g. a community heating system? Andy said again that the development would be policy compliant and building standards are higher than ever. The development would meet the green agenda but in his experience, a lot of critical mass is needed to make a community heating system successful.
- Could swift bricks, which are relatively cheap, be incorporated? Andy responded that they must now achieve a 10% BNG on all aspects of a development so discussion with the PC is very useful to identify ways to do this.

The consultation website is still live at the moment but the masterplan for the site is continually evolving. Andy will therefore update the PC as things change. The PC is welcome to email him with any further questions that might arise.

Meeting closed at 9.50am

Alison Biddle
10 September 2025