

## **Harbury Parish Council**

### **Minutes of the Ordinary Parish Council Meeting 24 September 2015 at 7.30pm Harbury Village Hall**

#### **Present**

Cllr Lockley (Chairman)	Cllr Thompson	Cllr Summers	Cllr Ekins
Cllr Gibb	Cllr Thornley	Cllr Lewis	Cllr Knowles

**Absent:** Cllr Mancell; Cllr Allen

#### **In Attendance**

Mrs Alison Biddle, Clerk to the Council  
County Cllr Stevens  
District Cllr Harris

#### **Public**

Mrs Linda Ridgley, Harbury News  
6 Members of the public

**15/152 Apologies:** Cllr Mancell; Cllr Allen

#### **15/153 Declarations of Interest:**

Cllr Thompson declared a personal interest in Item 12.7 in respect of a grant application towards the cost of a community defibrillator as he is related to the applicant.

**15/154 Dispensations:** None

#### **15/155 Public Participation**

##### **Three Arch Bridge**

There was concern about the effect that Network Rail's repairs would have on the appearance of the bridge. Cllr Lockley had made a site visit and explained that the new parapet would be higher to meet current safety standards but would not be at full height for the entire width of the bridge.

##### **Gypsy & Traveller Consultation**

It was asserted that the parish council had failed to publicise this consultation. Cllr Lockley pointed out that the consultation, which is being run by SDC not the parish council, began less than a week ago and runs until the end of October so there is plenty of time for people to make their views known. The parish council was urged not be complacent as the new consultation could result in a site local to Harbury coming forward despite the probability that WDC's existing proposal for a site In Harbury Lane will go ahead.

##### **Dovehouse Autos Site**

Could the parish council do something about this untidy site? Apart from its appearance, it could be dangerous for children if they can get inside. Cllr Lockley explained that the parish council had already raised the issue with SDC and their officers had inspected the site and they were satisfied that everything is in order. There was nothing further the parish council could do.

##### **Harbury Energy Initiative**

Bob Sherman addressed the council on behalf of the group. He was keen to develop a better working relationship with the council as the group had originally been set up with the council's support. He also hoped that the council might be able to provide some source of funding for the group. The council's lengthy decision making process is also causing problems as very often, grant applications and expressions of interest have to be submitted within a very short time scale.

It was agreed that the PC would consider whether its Environment Group should work with HEI. However, it is not possible for the PC to make decisions except at a PC meeting. If a matter is very

urgent and important enough, it is possible to hold an extra PC meeting. In these circumstances, HEI was advised to discuss with the chairman or the clerk. With regard to funding, HEI was reminded that they can apply for a grant from the PC if necessary.

*With the council's agreement, the chairman altered the order of the agenda as follows:*

#### **15/156 Grant Application – Community Defibrillator**

Banana Moon Nursery is offering to organise the installation of a defibrillator for community use on the external wall of the nursery and has applied for a grant of £500 from the parish council towards the cost of purchase. The nursery proprietor would own and maintain the machine and provide the electricity supply for the cabinet. It was **RESOLVED** to award a grant of £500.

It was noted that Cllr Thompson had declared a personal interest in this matter (see minute 15/153 above).

#### **15/157 Minutes**

- 1 It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 25 July 2015 as a true and complete record of that meeting.
- 2 It was **RESOLVED** to approve the minutes of the extraordinary parish council meeting held on Tuesday, 4 August 2015 as a true and complete record of that meeting.

#### **15/158 Library**

Sharon Hancock is now chairman. There is a new management board which includes members of the parish council, the PCC, the school, the library and the café. The parish council agreed that Cllr Lockley should remain as the council's representative. The council recorded its thanks to Cllr Lockley for his unstinting effort in initiating the library project.

#### **15/159 Reports from Other Organisations**

- 1 **Harbury School Governors**  
Cllr Gibb has applied to be a governor and is to attend an interview tomorrow. Cllr Lockley is going to talk to the juniors about how the parish council works. This will form part of the PC's youth engagement.
- 2 **Public Safety** - nothing to report
- 3 **Southam College**  
Exam results had improved again this year.
- 4 **Twinning Association** – nothing to report
- 5 **Village Hall**  
The wall has been knocked through. The work is ahead of schedule.
- 6 **Harbury Energy Initiative** – see 15/155
- 7 **WALC/NALC**  
The WALC AGM takes place on 4 November 2015 at 7.30pm at Shire Hall, Warwick.

## 8 SDC & WCC

### WCC

- WCC has voted not to join a combined greater Birmingham authority. They are still exploring the possibility of combining with Coventry.

### SDC

- The latest core strategy consultation is underway.

## 15/160 Deppers Bridge

- 1 **Update** – Residents have been monitoring the heavy vehicles exceeding the weight limit on the bridge and registration numbers have been noted. This information will be passed on to the police. Signage needs to be reviewed both at the Southam end of the road and also at the junction with Harbury Road (i.e. the road to Ladbroke).
- 2 **Correspondence** – None
- 3 **Members' Items** – None

## 15/161 Planning

- 1 15/03206/FUL  
Replacement front porch  
**10 The Beeches**  
It was **RESOLVED** to make no representation.
- 2 15/02716/FUL  
Construction and 25 year operation of a 16ha solar farm with a 10MWp and associated infrastructure for connection to the local electricity distribution network, access track, security fencing and ecological and landscape enhancement measures.  
**Land on East Side of Fosse Way**  
It was **RESOLVED** to make no representation.
- 3 15/01189/FUL – Appeal Ref APP/J3720/W/15/3134539  
Construction of new dwelling house  
**The Barn, Spiers Farm, Chesterton Road**  
It was agreed to add a further comment about the educational benefits of the proposed development.
- 4 Gaydon/Lighthorne Heath Development  
Cllr Allen will attend the meeting with SDC on 29 September 2015. There were no specific issues to raise other than the impact on traffic.
- 5 Core Strategy Consultation  
A draft response had been prepared by the planning group and circulated to members prior to the meeting. It reiterates the fact that Harbury has already met its quota of housing under the draft Core Strategy. It was **RESOLVED** to submit a formal response as per the draft without amendment.
- 6 Gypsies & Travellers Sites Consultations
  - i **WDC** - No news to report. The PC will be notified when the next consultation begins.

ii **SDC “ Implementation Options Consultation”**

None of the proposed sites are near Harbury. However, it is possible that a more local site may come forward as a result of the current consultation. If so, this would require a further consultation at a later date. It was agreed that the council would publicise SDC’s current consultation which runs until the end of October. SDC is to be invited to visit Harbury and give a presentation to local residents. If they are unable to do this, perhaps the PC could arrange a display in the library.

7 **Harbury Cement Works Development**

A house builder is to be appointed soon. There has been a lack of interest in the proposals for a care home and employment units so the owners are now considering using this part of the site for residential as well which would mean approx. 70 additional dwellings. This might provide a funding solution for the new doctors’ surgery which was proposed for Bishop’s Itchington in the original planning application. Bishop’s Itchington PC has raised the issue of a review of the parish boundary again.

8 **Neighbourhood Development Plan**

There has been a delay over the summer holiday period but the consultant is now going ahead with producing a draft plan which should be ready for the October PC meeting. Once the draft is approved by the PC, it will go out for public consultation. Cllr Thompson requested that the Village with a Vision proposals should be included in the NDP as a recognised need for this type of accommodation has been established.

9 **Other Decisions** – Noted as per appendix A.

10 **Members’ Items** - None

**15/162 Properties**

**1 Play Areas**

- i. The work to replace the bark pits with wet pour should be completed this weekend.
- ii. The new cradle swings at Deppers Bridge which were showing signs of cracking have been replaced free of charge.
- iii. The sunken ground beneath the zip wire is to be repaired free of charge.
- iv. It was agreed that the Tim Percival memorial bench should be replaced. The clerk was asked to obtain a quote for this.
- v. It was agreed to pay for one extra grass cut (to include verges and greens) if necessary at a cost of £350. A further cut will be considered at the next PC meeting.

**2 Playing Fields**

Cllr Knowles and Cllr Thompson have mended the vandalised junior goals.

**3 Car Park**

There is a car which has been parked in the car park for at least a fortnight. It belongs to a local resident. The clerk will write and ask them to remove it. It was agreed that it was too onerous to close the barrier every night. There are no other problems at the moment.

**4 Cemetery**

Beech Tree at rear of South Parade

The clerk is still waiting to hear from the tree surgeon.

### Soil Removal

There has been no contact from the appointed contractor. It was therefore agreed to offer the job to the second contractor who had quoted originally.

### Friends of Harbury Cemetery Grant Application.

It was agreed to formally support the application to the county councillors' grant fund for materials to carry out further improvements in the cemetery.

### Chapel

The chapel has been cleared of all rubbish and is now tidy. Some of the library stock will be stored there. Some of the stonework needs re-pointing. Cllr Knowles volunteered to look at this.

## **5 Allotments**

There are still some unoccupied plots which need to be managed. Perhaps these could be covered once the weeds have died down for the winter, to suppress their growth again next spring. Cllr Ekins will give this some consideration.

## **6 Correspondence – none received**

## **7 Members' Items**

- Maintenance of benches – the contractor will begin his programme of winter maintenance work soon.
- Missing bench at Old New Inn green – there is still one bench in situ. A replacement for the one which has been removed will be considered next year.

## **15/163 Environment**

### **1 Street Lighting**

#### **i Next Phase of Lantern Replacement**

It was **RESOLVED** to obtain quotes for the replacement of 11 x Windsor lanterns with LEDs. These will be in the centre of the village.

It was noted that the Windsor columns need painting. This will be considered for inclusion in next years' budget.

### **2 Village Improvements – Bus Routes**

The clerk has contacted WCC to ask for a review but has not received a reply yet. She will follow this up.

### **3 Traffic Calming - none**

### **4 Correspondence - none**

### **5 Members' Items**

- The three arch bridge will be closed to traffic and pedestrians for 6 weeks from November to December. Access to properties at Bull Ring Farm will be via Ufton Fields.
- The village footpaths are uneven and need improvement. The clerk was asked to report this to WCC Highways.

## **15/164 Finance & General Purposes**

### **1 Monthly Financial Report**

The clerk explained the reasons for apparent variations in the budget and actual spend.

### **2 Completion of Audit for Year Ended 31 March 2015**

The audit has now been formally concluded. Everything was found to be in order.

### **3 New Bank Mandate**

It was **RESOLVED** to approve the new mandate to include Cllr Allen and Cllr Gibb as signatories.

### **4 Amendment to Draft Financial Regulations**

It was **RESOLVED** to approve the financial regulations as per the original draft.

### **5 Review of Councillors Allowances**

It was **RESOLVED** to request a review by the Parish Remuneration Panel to include the following:

- i A one –off indexed increase to bring the current year's basic allowance up to date
- ii The option to apply an annual indexed increase to the basic allowance from April 2016

### **6 Grant Application for Youth Volunteer Trip – this application was withdrawn.**

### **7 Grant Application for Community Defibrillator – see 15/156**

### **8 WW1 Centenary**

#### **i WW1 Commemoration**

The first work shop took place this evening. There are now volunteers to research every name.

#### **ii War Memorial Cleaning**

The War Memorial Trust will only give a grant towards the lowest quote on the basis that this will be the contractor appointed. However, the parish council had previously selected a more expensive quote as it believed this contractor would provide a more comprehensive and better quality service. It was therefore **RESOLVED** not to proceed with the grant application but to place an order with the contractor of the council's choice as previously agreed, i.e. the War Memorial Restoration Company, at a cost of £2,450 to be met in full by the parish council.

### **9 Correspondence – none**

### **10 Members Items**

The moss needs removing from the edge of the basketball court. The clerk will ask the contractor to do this.

## **15/165 WCC Lengthsman Scheme**

It was agreed not to pursue this proposal owing to the costs involved and the difficulty in obtaining competent contractors.

### **15/166 Local Council Awards**

#### **1 Training and Development Policy**

It was **RESOLVED** to adopt the draft policy without amendment.

#### **2 Action Plan**

The clerk will prepare a draft action plan for approval at the next PC meeting.

#### **3 Foundation Award Criteria**

The remaining criteria for foundation level were noted. These should be met by the next PC meeting.

### **15/167 Use of Microphones**

It was agreed that some amplification would be useful for meetings held in the main hall. Radio mics would be better than a hand held mic. Cllr Lockley will discuss this further with the village hall chairman.

### **15/168 Accounts for Payment**

It was **RESOLVED** (proposed Cllr Summers, seconded Cllr Thompson) to approve the accounts payable as per appendix B.

### **15/169 Reports & Questions**

- When is the next councillors' corner? It was agreed to put this on the next agenda and that it should be held in November.
- Cllr Lewis announced that she was resigning from the parish council as she no longer had the time to commit fully. She was thanked for all her hard work over several years. A casual vacancy will be advertised in due course.

### **15/170 Confidential Matters**

It was **RESOLVED** to exclude members of the public in order to discuss the following confidential matters:

#### **Staff Pension Scheme**

It was **RESOLVED** to make arrangements to join the Local Government Pension Scheme with effect from 1 April 2016. It will be necessary to give public notice of a statutory resolution to join the scheme.

### **15/171 Date of Next Meeting**

The next ordinary meeting of Harbury Parish Council will be on Thursday, 22 October at 7.30pm in Harbury Village Hall.

**Meeting closed at 10.00pm**

Signed.....Chairman

Date.....

## APPENDIX A

### Planning Applications – Decisions to be noted 24 September 2015

**Parish Council Responses** (made since last parish council meeting using officer's delegated powers)

- 1 15/01707/FUL  
Installation of external wall insulation to all elevations  
**16 South Parade**  
No representation
- 2 15/02625/LBC  
Repair external east gable wall. Internal works to refit joists and flooring.  
**The Cottage, High Street**  
No representation

#### SDC Decisions

- 1 15/02255/HRN  
Removal of hedgerow H1 (approx. 31.2m) and H2 (approx.330m). Approx. grid ref SP3859  
**Land south east of Model Farm, Bush Heath Road**  
CONSENT FOR HEDGEROW REMOVAL
- 2 15/00965/LBC  
Removal of internal stud partition wall between kitchen and dining room. Reduction of existing pantry wall by 500mm. Alterations to fireplace. Replacement of patio doors. Insertion of wall tie. Laying of stone flags and floor boards to ground floor.  
**Western House, Station Road**  
CONSENT GRANTED WITH CONDITIONS
- 3 15/01440/FUL  
The erection of single storey rear extension (following demolition of the existing conservatory), a two storey side extension, front infill extensions and an increase in overall roof height with roof dormers and external alterations  
**11 Constance Drive**  
PERMISSION WITH CONDITIONS
- 4 15/02162/FUL  
Proposed extension to existing attached garage to provide enlarged ground floor accommodation and increase ridge height by additional 3.1m to provide additional first floor accommodation.  
**17, Hereburgh Way**  
PERMISSION WITH CONDITIONS
- 5 15/01130/FUL  
The erection of 7 dwellings with access road, detached garages with associated works  
**Land at Hillside**  
PERMISSION WITH CONDITIONS

## Appeals

- 1 Appeal ref: APP/J3720/W/15/3017345  
Demolition of two garages and erection of one detached dwelling to include garage and car port  
**The Old Orchard, Mill Street**  
Appeal in progress

**APPENDIX B**  
**Accounts Payable**

<b>Accounts for payment 24 September 2015</b>				
<b>Urgent accounts paid since the last meeting and requiring formal approval of the council</b>				
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Cash (for skip to clear chapel)	102070	210.00	-	210.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-totals	210.00	-	210.00
<b>Accounts for payment this week</b>				
<b>Payee</b>	<b>Cheque no</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
Salaries	102071-1020	1,061.78		1,061.78
Vikng (filing cabinet)	102073	98.95	19.78	118.73
Inside IT Solutions Ltd (laptop email repair)	102074	94.50	18.90	113.40
Cartridge Save Ltd (toner)	102075	50.75	10.15	60.90
Mark Harrod Ltd (goal spares)	102076	21.00	4.20	25.20
Viking (office supplies)	102077	55.69	0.34	56.03
MFM Services (playing field mowing)	102078	108.00	-	108.00
E.ON (street light electricity)	102079	419.52	83.90	503.42
Grant Thornton UK LLP (audit)	102080	300.00	60.00	360.00
Harbury Carnival (donation)	102081	250.00		250.00
WCC (allotments rent)	102082	325.00		325.00
Adams & Munson (office rent payable 01.09.15)	s/order	305.00	-	305.00
F M Farmers (Grds m'nance payable 30.09.15)	s/order	791.00	-	791.00
BT (phone - payable 28.09.15)	d/debit	102.54	20.50	123.04
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Sub-totals	3,983.73	217.77	4,201.50
	<b>TOTALS</b>	<b>4,193.73</b>	<b>217.77</b>	<b>4,411.50</b>