

Harbury Parish Council

Minutes of the Ordinary Parish Council Meeting

24 November 2016 at 7.30pm

The Tom Hauley Room, All Saints Church, Harbury

Present

Cllr Lockley (Chairman)	Cllr Christou	Cllr Gibb	Cllr Knowles
Cllr Thompson	Cllr Allen	Cllr Summers	

Absent: Cllr Ekins; Cllr Thornley; Cllr Mancell

In Attendance

Mrs Alison Biddle, Clerk to the Council
District Cllr Jacqui Harris (from 8.00pm)

Public

Mrs Linda Ridgley, Harbury News
Members of the public: 3

16/251 Apologies: Cllr Ekins; Cllr Gibb; Cllr Allen; County Cllr Stevens; District Cllr Harris will be late

16/252 Declarations of Interest: None.

16/253 Dispensations: None.

16/254 Public Participation

Planning Application – Farm Close

A neighbour reminded the council that they had previously written a letter of objection to this planning proposal and asked if this could be taken into account. This matter is not on this evening's agenda but will be discussed at next week's parish council meeting.

Planning Application – Tree Works, Farm Street

Concerns were raised about an application to fell a number of trees at Studio Cottage which will impact on the street scene. The trees are very important to the landscape in Farm Street.

16/255 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 27 October 2016 as a true and complete record of that meeting.

16/256 Reports from Other Organisations

1 Harbury Library – Nothing to report

2 Harbury School Governors

The chair of Harbury School governors was present. He explained the proposed new admissions criteria for Southam College following the formation of the MAT which would give children from Byfield School priority over Harbury School. The governors will be making an objection to this proposal. It was **RESOLVED** that the parish council should support the governors and also object. It was agreed that Cllr Lockley, as chairman of the parish council, would formally respond on the council's behalf.

3 Public Safety

The temporary road signs at the junction of Middle Road with Fosse Way which were obscuring the sightlines have now been moved.

4 Southam College – Nothing to report

5 Twinning Association – Nothing to report.

6 Village Hall

The committee is looking for grants for heating and insulation. The hall is being used for the drama group's latest production this week.

7 Harbury Energy Initiative - Nothing to report.

8 WALC/NALC - Nothing to report.

9 SDC & WCC – Nothing to report

16/257 Deppers Bridge

1 Update - None

2 Correspondence – None

3 Members' Items - None

16/258 Planning

It was agreed to alter the order of the agenda as follows:

1 16/03573/FUL

First floor extension to form master bedroom, ground floor internal alterations

11 Heber Drive

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

2 16/03370/FUL

Conversion of existing roof space with the insertion of 3 dormer windows to front elevation.

First floor extension over existing porch.

Manor Cottage, Park Lane

It was **RESOLVED** to make no representation but to comment that matching materials sympathetic to the original, should be used.

3 16/03580/TREE

T1: Poplar: remove two limbs over neighbouring property and thin crown by one third.

41 Farm Street

This application had been withdrawn.

4 16/03643/TREE

T4: Silver Birch: fell. – T6, T12, T13: Sycamore: fell. Replace T6 with Ash. – T1, T2, T3, T14, T15, T16, T17, T18: Mixed species (believed to be sycamore or poplar): reduce in height by one third and thin crown by one third.

39 Farm Street

It was **RESOLVED** to object to the proposed work to T1 because it is an important tree in the street scene. Concerns were also raised about the replacement of T6 with ash because of the risk of introducing ash dieback disease.

5 Old New Inn – Proposed Development

Members of the planning group had met with the developer to hear about his proposal for the site which includes the demolition of the pub on the grounds that the building is structurally unsound. However, he is proposing to re-build using the salvaged stone and roof tiles from the original building. A total of 4 dwellings are proposed which would be finished to a high specification. The existing car park area would be replaced with green landscaping.

Councillors have asked him to hold a pre-application public exhibition to explain his plans to local residents.

District Cllr Harris arrived during this last item.

6 New Development at Henry's – Street Naming

It was **RESOLVED** to approve the name "Henry's Place" as proposed by the developer. This suggestion will now be formally submitted to SDC.

7 Neighbourhood Development Plan

An extraordinary meeting has been arranged for next week to review the representations received during the public consultation. The agenda and associated documents have been issued today.

8 Harbury Cement Works - New Surgery

The doctors have not yet submitted their business case to the CCG. Jeremy Wright's office is contacting the CCG for an update. The CCG will also be meeting with SDC and District Cllr Harris will raise this issue at that meeting. She has also discussed the matter with Jeremy Wright.

9 Gypsies & Travellers Sites Consultations – Nothing to report.

10 Other Decisions – Noted as per appendix A. It was agreed that in future, SDC decisions will no longer be reported at the parish council meeting. Responses made by the clerk using delegated powers will continue to be reported as now.

11 Members' Items - None

16/259 Properties

1 Play Areas

The aerial runway has seized up. The clerk will arrange for someone to look at it. The clerk still needs to prepare a list of outstanding repairs for the handyman.

2 Playing Fields

i New Path Signage

Cllr Lockley has provided the clerk with the relevant information who will now obtain some quotes. Cllr Lockley will postpone his next update meeting with WCC until January.

ii Tennis Courts

Cllr Thompson is meeting with Colin Mercer on site tomorrow to look at the problem with the access to the courts and how it can be improved. He will update everyone afterwards with a suggested plan.

3 Car Park

Replacement bollard keys have been ordered as one has broken.

4 Cemetery

i Yew Trees - The quotes received are to be discussed under confidential items.

ii New Burial Ground – Nothing to report

5 Allotments - Nothing to report

6 Correspondence - none.

7 Members' Items

Cllr Summers will meet the contractor on site to show him the agreed boundary line for the new cemetery fence and hedge.

The new bonfire arrangements worked very well.

16/260 Environment

1 Street Lighting

The new lychgate lantern has now been installed.

2 Traffic & Transport

i Constance Drive

A request for double yellow lines was discussed but not supported on account of the fact that there is only really a problem during football matches and events at the village hall and it would be impossible to enforce. It was also noted that WCC would probably not support the proposal and if it did, there would be a high cost attached.

ii Bus Service

There will be a new timetable in operation from next month which has not yet been published. There will be no revision of the fares.

3 Members' Items - none.

16/261 Finance & General Purposes

1 Monthly Financial Report

There were no questions.

2 Internal Auditor Appointment

It was **RESOLVED** to appoint IAC Audit as the internal auditor for a 3 year term which will qualify for a 5% discount.

3 WW1 Centenary Project

Three quotes for the blue plaques had been received and reviewed by the project team. It was **RESOLVED** to formally approve the order for the plaques from Croft Castings Ltd at a cost of £4699 which includes delivery. They will be installed in January. The huge support received from Richard Marshall-Hardy in connection with the plaque design was acknowledged.

4 Correspondence – none.

5 Members Items - none.

16/262 Parish Boundary Review

The clerk reported that BIPC had set up a small working party to deal with this issue and would like to meet with Harbury PC members to discuss further. Cllrs Lockley, Thompson and Summers volunteered to form a working party from Harbury PC. The clerk will organise a meeting.

16/263 Consultations

1 CSW Superfast Broadband Consultation

It was agreed to make no response.

2 Stratford-on-Avon Community Infrastructure Levy (CIL) Further Consultation - Review of values and scenario testing

It was agreed that Cllr Lockley would respond on behalf of the council.

16/264 Accounts for Payment

It was **RESOLVED** (proposed Cllr Knowles, seconded Cllr Gibb) to approve the accounts for payment as per Appendix B.

16/265 Reports & Questions - none

16/266 Confidential Matters

It was **RESOLVED** to exclude the public and press in view of the confidential nature of the business to be transacted in accordance with Sec 100A of the Local Government Act 1972.

1 Staff Matters

It was agreed to reduce the hours for which the office is open to the public to 2 hours per day i.e. 10.00am to 12.00pm Monday to Thursday. This is to allow the clerk a period of time each day to work without interruptions and will take effect immediately.

It was **RESOLVED** to recruit a minute secretary who may also be able to provide admin support for other routine tasks. Arrangements for advertising the post will be made in due course.

2 Damaged Street Light

The insurance claim has still not been settled. It was **RESOLVED** to contact the person concerned once again when the new column has been installed.

3 Cemetery Yews

Three quotes had been obtained and were reviewed by members. It was **RESOLVED** to award the contract to Village Green Tree Surgeons.

16/267 Date of Next Meeting

There will be an extraordinary meeting of the parish council on Thursday, 1 December 2016 to review NDP consultation at 7.30pm, Harbury Village Hall. The next ordinary meeting will be on 26 January 2017 at 7.30pm in Harbury Village Hall.

Meeting closed at 9.04pm

Signed.....Chairman Date.....

APPENDIX A

Planning Applications – Decisions to be noted 24 November 2016

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

- 1 16/03363/FUL
Erection of 2 storey side extension
7 Queens Close
No representation

SDC Decisions

- 1 **16/03073/TREE**
T1: Twin-stem Holly: fell
The Stables, Harbury Hall, Bull Ring Farm Road
Consent with conditions
- 2 **16/03153/TREE**
Removal of low branches on various trees – see application online for full details
Lorne Cottage, Crown Street
Consent with conditions
- 3 **16/03170/TREE**
T1: Ash; re-pollard back to previous joints
26 Farm Street
Consent with conditions
- 4 **16/03019/LBC**
Erection of blue plaque to front elevation to commemorate WW1 serviceman
Western House, Station Road
Consent granted with conditions
- 5 **16/03018/LBC**
Erection of blue plaque to front elevation to commemorate WW1 serviceman
Phoenix House, High Street
Consent granted with conditions
- 6 **16/02905/VARY**
Variation of condition 2 (approved plans) of planning permission 13/03331/FUL (Re-instatement of The Old Farmhouse as a dwelling. Demolition of redundant hay barn and existing single storey extensions and erection of one replacement single storey extension to north west elevation) to allow for the alteration of the single storey extension and the provision of an additional roof light.
Bull Ring Farm, Bull Ring Farm Road
Permission
- 7 **16/03008/TPO**
W1: Mixed species secondary woodland (largely sycamore, some hawthorn and prunus); fell several hundred trees in accordance with approved nature reserve management plan condition 18 of 13/03177/OUT
Former Harbury Cement Works
Consent for arboricultural work

- 8 16/03191/HRN
Removal of 2 no hedgerows
Land to the west of Plough Lane, Bishop's Itchington
Hedgerow retention notice HRN/015/002 – Hedgerow 1
- 9 16/02393/FUL
Demolition of existing rear conservatory and replacement with single storey rear extension
4 Pirie Close
Permission with conditions
- 10 **16/02912/TREE**
T1; Contorted willow; reduce crown by 2m
T2: Thuja gold: reduce crown by 2m
Lawson (T3): reduce by 2m (overshadows neighbouring garden)
Flowering cherry (T4) – reduce by 2m (reshape tree and prevent growth close to neighbour's roof)
Dennys Close, Temple End
Consent with conditions
- 11 **16/02667/LBC**
Relocate pantry to form an open plan siting area serving kitchen. Replan the existing boot room to contain a utility. Refurbish and connect the remaining outbuildings (via new internal door) to form games room.
Wisett Lodge
Consent granted with conditions
- 12 **16/03173/TREE**
T1: Plum; remove; T2: Plum; remove; T3: Plum; remove
Newend House, Bull Ring Farm Road
Consent with conditions
- 13 **16/02058/VARY**
Variation of conditions of planning application 15/01130/FUL. For full details see online plans.
Land at Hillside
Permission

**APPENDIX B
Accounts Payable**

Accounts for payment 24 November 2016						
Urgent accounts paid since the last meeting and requiring formal approval of the council						
Payee	Cheque no	Net	Vat	Gross	WW1	
		-	-	-	-	
		-	-	-	-	
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	Sub-total	-	-	-	-	
Accounts for payment this week						
Payee	Cheque no	Net	Vat	Gross	WW1	
Salaries	102264 to	1,049.73		1,049.73		
WCC Pension Fund	102266	291.28	-	291.28		
Kirkwells Ltd (NDP consultant)	102267	1,380.00	276.00	1,656.00		
Camlock Systems Ltd (bollard keys)	102268	30.00	6.00	36.00		
WCC (bollard light repairs)	102269	99.13	-	99.13		
E.ON (street lights electricity)	102270	336.31	67.26	403.57		
MFM Services (mowing & repairs)	102271	627.00	-	627.00		
Harbury Church (room hire)	102272	21.00	-	21.00		
Fields in Trust (annual subs)	102273	50.00	-	50.00		
WCC (new lychgate lantern)	102274	793.32		793.32		
Adams & Munson (office rent payable 01.11.16)	s/order	305.00	-	305.00		
F M Farmers (Grds m'nance payable 30.11.16)	s/order	791.00		791.00		
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	Sub-total	5,773.77	349.26	6,123.03	-	
	TOTALS	5,773.77	349.26	6,123.03	-	