

Harbury Parish Council

Minutes of the Ordinary Parish Council Meeting 23 February 2017 at 7.30pm The Farley Room, Harbury Village Hall

Present

Cllr Lockley (Chairman)	Cllr Thompson	Cllr Gibb (from 7.40pm)	Cllr Knowles
Cllr Thornley	Cllr Allen	Cllr Summers	Cllr Mancell

Absent: Cllr Ekins; Cllr Christou

In Attendance

Mrs Alison Biddle, Clerk to the Council
District Cllr Jacqui Harris

Public

Mrs Linda Ridgley, Harbury News
Members of the public: 4

17/23 Apologies: Cllr Ekins; Cllr Christou; Cllr Gibb will be late; County Cllr Stevens

17/24 Declarations of Interest

Cllr Thompson declared a personal interest in item 4 of appendix A which relates to a planning application made by his daughter.

17/25 Dispensations: None.

17/26 Public Participation

Planning Application, 18 South Parade

The applicant's representative was present and willing to answer any questions councillors may have regarding the application.

Yew Trees, Cemetery

The parish council was requested to take a look at the work which had recently been carried out. The debris had not been cleared from the trees and they had not been wired as before.

Planning Application, 4 Pineham Avenue

The applicant was present and willing to answer any questions councillors may have regarding the application.

17/27 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 26 January 2017 as a true and complete record of that meeting.

17/28 Reports from Other Organisations

1 Harbury Library - none

2 Harbury School Governors - none

3 Public Safety – none

4 Southam College

The MAT won't be set up this year. There is likely to be a further public consultation. Consideration is being given to including Northamptonshire schools.

5 Twinning Association

A French film is to be shown. Preparations are in hand for the next French visit.

6 Village Hall

Work is continuing on the provision of a new heating system. The recent film night raised £500.

“Girl on a Train” is the next showing on 18 March 2017. There had also been a very successful folk concert.

7 Harbury Energy Initiative - Nothing to report.

8 WALC/NALC - Nothing to report.

9 SDC & WCC – Nothing to report

17/29 Deppers Bridge

1 Update - None

2 Correspondence – None

3 Members’ Items - None

17/30 Planning

1 17/00242/FUL

Single storey front and rear extension

18 South Parade

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

2 16/04018/FUL

Replacement of existing hipped roof with gable end on the north elevation, new lean to roof over bay window on the front elevation to match neighbouring property, and the erection of a new outbuilding in the rear garden

4 Pineham Avenue

It was **RESOLVED** to make no representation but to request sight of an agreed drainage plan for soap water and roof run-off.

3 Neighbourhood Development Plan

The second public consultation will run until 20 March 2017. Cllr Summers has some hard copies of the draft plan if anyone would like to see them. There are also copies in the parish office and library. It was suggested that hard copies could also be made available at the school parents’ evenings.

4 Harbury Cement Works - New Surgery

There was no news on the new surgery. District Cllr Harris reported that SDC and neighbouring authorities are launching a legal challenge to Oxfordshire CCG’s strategy which affects services at the Horton Hospital in Banbury.

5 Gypsies & Travellers Sites Consultations

Owing to the lack of emergency sites in Warwick District, this matter has been brought to the attention of Warwick District Council once again and could be back on their agenda soon.

6 Delegated Responses – Noted as per appendix A.

7 Members’ Items - None

17/31 Properties

1 Play Areas

i Dog Signage

A request had been received from a member of the public for improved signage banning dogs from the play area. It was agreed to look at moving the existing sign onto the gate itself and a notice will also be placed in Harbury News.

2 Playing Fields

i New Path

Councillors had met with local residents and had agreed to re-locate the proposed bench to an area in front of the little copse of trees. A resident had offered to provide free labour and machinery to extend the path if the PC would pay for the materials. A quote has been provided and it was agreed that a second quote should be obtained. Cllr Lockley is in discussion with Richard Marshall-Hardy about the design for the signage.

ii Junior Football Goals

Cllr Lockley had referred back to the football club but has not received a response from them yet. He has suggested to them that they investigate obtaining funding from the FA.

3 Car Park - Nothing to report

4 Cemetery

i New Burial Ground

Cllr Lockley has not followed this up yet.

ii Risk Assessment

It was agreed that Cllrs Thompson and Mancell would take this forward. They will report back next month.

In response to the issue of the yew trees raised during the public forum at the start of the meeting, Cllr Summers confirmed that quotes had been obtained for this work and the contract had been awarded to the contractor by the parish council. She was pleased with the result which made the cemetery look much lighter and brighter and urged councillors to go and see for themselves. Storm Doris has done a lot of damage however. There are a couple of large branches down which need to be removed. As the clerk will be on leave from tomorrow, the council agreed to delegate authority to Cllr Summers to contact the contractor and ask him to remove the debris.

5 Allotments

There is now just one half plot vacant.

6 Village Notice Boards

DWH will only pay for the board on their new development. It was therefore **RESOLVED** to order new boards for the library, the village hall, Old New Inn green and Deppers Bridge only at a cost of £4502. There will be an installation cost and the remainder of the project management fee on top of this.

7 Correspondence - none.

8 Members' Items

WPD replaced a pole on the playing field near Pineham Farm yesterday and will need to return to make the new connection. The skate park repairs will be carried out next week.

17/32 Environment

1 Street Lighting

It was **RESOLVED** to renew the maintenance contract for 2017/18 with WCC.

2 Traffic & Transport

i Footpath between Churchlands and Western House

An enquiry had been received about the possibility of putting in a footpath in the above location. WCC had provided a rough estimate of £25,000 which is too expensive and will not be followed up.

ii Subsidised Travel Scheme

Cllr Gibb has agreed the vouchers with Stagecoach and will organise their distribution via Harbury News. The only cost to the parish council is £65 for the distribution. The vouchers are available for anyone to use. There will be more vouchers for young people only in April.

3 Correspondence

A member of the public had requested a “no dogs” sign for the green in Crown Street. They felt that it was disrespectful of people to allow their dogs to use the green where the war memorial is situated. It was agreed to take no action on this as the council felt it would not be enforceable.

4 Members' Items

There are lots of people parking on the verges near Thwaites which is causing a problem. The council did not feel it could do anything about this. DWH will make good any damage they have caused to the verges in Bush Heath Lane (and elsewhere). The clerk was asked to find out who had caused the damage to The Pound.

17/33 Finance & General Purposes

1 Monthly Financial Report

Everything is on track.

2 Internal Audit Interim Report

The report had been circulated to member prior to the meeting. The auditor has advised that the current arrangements need to be reviewed in order to be VAT compliant. It was agreed to take this forward.

3 Review of Financial Risk Assessment

This document had been circulated prior to the meeting. It was agreed that no amendments were necessary.

4 Review of Financial Regulations

The internal auditor had identified an error in the current regulations regarding contract limits. It was **RESOLVED** to make the necessary amendment in accordance with the auditor's recommendation.

5 Review of Grounds Maintenance Contract

i New maintenance arrangements

Following the installation of the new path on the playing field, it will be necessary to use additional machinery to mow the field. The contractor had provided a quote for the additional costs and it was **RESOLVED** to approve this.

ii Cancellation of standing order

The contractor's VAT arrangements have altered and he has requested that the current standing order is cancelled. It was therefore **RESOLVED** to cancel the order accordingly.

iii New Standing Order

It was **RESOLVED** to issue a new standing order to take effect from 1 April 2017 to include the price increase (previously agreed when the contract was awarded) due from the 1 April.

6 Grant Application - Harbury Village Hall

It was **RESOLVED** to award a grant of £2,400 towards the cost of professional fees for an energy survey and heating plan.

7 WW1 Centenary Project

The installation of the blue plaques is in hand. The website is nearly finished and looks very good. Cllr Gibb is working on the launch event.

8 Correspondence – none.

9 Members Items – none.

17/34 Parish Boundary Review

The working party had met with members of Bishop's Itchington PC and recommended that the boundary is revised to include all the new housing on the cement works site in Bishop's Itchington parish. It was **RESOLVED** to make a formal request to SDC for a governance review.

17/35 Assets of Community Value

It was agreed to review the list which had been prepared for the NDP and consider taking action to formally list some of them. The clerk with the help of Cllrs Allen and Christou will circulate the list to members before the next PC meeting.

17/36 Councillors Corner

It was agreed that this will take place on 29th April from 10.00am to 11.00am.

17/37 Accounts for Payment

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

17/38 Reports & Questions - None

17/39 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

i It was **RESOLVED** to approve the clerk's incremental pay award at SCP 33 with effect from 1 April 2017.

ii It was agreed to interview candidates for the minute secretary vacancy during week commencing 27 March 2017. Members of the staffing committee and the clerk will conduct the interviews. It was **RESOLVED** to delegate authority to the staffing committee to make the appointment in advance of the April parish council meeting.

2 Damaged Street Light - The clerk is still in correspondence with the insurer.

17/40 Date of Next Meeting

The next ordinary meeting will be held on 23 March 2017 at 7.30pm in Harbury Village Hall.

Meeting closed at 9.15pm

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

APPENDIX A

Planning Applications – Delegated Responses 23 February 2017

- 1 17/00178/S106A
Variation of Sec 106 agreement attached to 13/03177/OUT to enable Warwickshire Wildlife Trust to take ownership of the nature reserve land prior to the maintenance period rather than after the maintenance period.
Harbury Cement Works
No representation
- 2 17/00269/TREE
G1 – Vegetation - Remove
1 Crown Close
No representation but replacement planting requested to soften the landscape.
- 3 16/03881/REM (amendment)
Application for approval of reserved matters relating to appearance, landscaping, layout and scale for the nature reserve, pursuant to outline planning permission 13/03177/OUT. The amendment relates to footpaths.
Harbury Cement Works
No representation
- 4 17/00204/FUL
Two storey side extension link between main house and outbuilding
9 Greenhill Farm, Station Road, Deppers Bridge
No representation

