

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday 25 January 2018
The Farley Room, Harbury Village Hall

Present:

| | | |
|---------------------------|-------------------|-----------------|
| Cllr T Lockley (Chairman) | Cllr A Mancell | Cllr S Ekins |
| Cllr S Allen | Cllr A Rutherford | Cllr C Gibb |
| Cllr C Christou | Cllr P Summers | Cllr J Thornley |

Absent: Cllr K Thompson

In Attendance:

Mrs A Biddle, Clerk to the Council
Mrs C Gwillam, Minute Secretary

Public:

Mrs L Ridgley, Harbury News
Members of the Public: 2

18/001

Apologies:

Cllr K Thompson
District Cllr J Harris
County Cllr R Stevens late arrival (7.50pm)

18/002

Declarations of Interest: None.

18/003

Dispensations: None.

18/004

Public Participation: None.

18/005

Minutes:

1. It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 23 November 2017 as a true and complete record of that meeting; duly signed.
2. It was **RESOLVED** to approve the minutes of the extraordinary parish council meeting held on Thursday 7 December 2017 as a true and complete record of that meeting; duly signed.

18/006

Christmas Lights:

Consensus was that the Christmas lights need improvement. The Chair expressed reservations about stringing across the street and favoured Christmas trees on brackets, although permission would have to be sought from householders and from SDC for any listed buildings. A Christmas tree projected on to the library wall was generally considered a good idea as there was already a supply of electricity to hand. Imagination was needed to revamp completely and would be very expensive. Many villages have a separate Christmas lights committee who fundraise themselves. The clerk pointed out that there was also a Code for Seasonal Lighting, highlighting basic rules, and she would make some enquiries into this. There should also be some consultation with the library committee. It was noted that £5000 had been set aside in the next year's draft budget and that support be sought from local pubs, public donations (publicised through the Harbury News), the Carnival Committee (who often support local initiatives) as well as corporate sponsorship.

It was **RESOLVED** that:

- (i) £5,000 be set aside in the Budget 2018/19 to start these improvements, to cover public liability and the hire of a cherry picker
- (ii) To concentrate this first year linking the centre of the village, Chapel Street, High Street, as far perhaps as the church lychgate

- (iii) To obtain a copy of the Code for Seasonal Lighting
- (iv) Publicise article, asking for public donations and corporate sponsorship
- (v) Mr Brian Young to pursue this idea with the working party, to enquire about restrictions on listed buildings from SDC, to enquire about the PTA's surplus lighting (after new from monies from David Wilson Homes) and to formulate a plan for improvements year on year

18/007

Other Organisations:

1. Harbury Library

The AGM was scheduled for 12 March 2018.

It was noted that the library will be closed for 2 weeks (5-16 February) for the refurbishment and new layout (new shelving and carpets) to be completed; this is being funded by S106 monies and Biblio's profit. The café remains as is.

2. Harbury School Governors

Plans for enlarging the computer room to a new classroom (entrance, reception 1 & 2, toilets), allowing for provision of increase in children capacity for the future, was scheduled for the summer holidays, but this has yet to be confirmed. There appeared to be some confusion over the funding from S106 monies; it seemed only a 'bureaucratic hitch' and it was expected that this would be sorted by November 2018.

3. Public Safety

None.

4. Southam College

No problems, although there is a turnaround in staff due to promotions (e.g. deputy head taking up a headship in Daventry), the home to school transport is being reviewed by WCC's cabinet, and the budget year - now that Southam College is an Academy - will run from September to August.

5. Twinning Association

Organised trip to France, May spring bank holiday weekend.

6. Village Hall

Rural cinema continues to have good attendances. However, an incident with the supper at the last event, where some fish & chip papers caught fire in the oven, generating a lot of smoke, highlighted that the evacuation process needs to be carefully investigated by the village hall committee with some urgency as many people did not take it seriously enough. Although on this occasion it was a relatively minor incident, next time might be a different story. Cllr Rutherford was asked to follow this up and report back at the next PC meeting.

7. Harbury Energy Initiative

A grant application had been received for HEI's "No Idling" campaign to cover the cost of signage. On advice from WCC, the size of the signs would be 400m x 300mm, codex plastic, fixed with cable ties around the lampposts. The campaign would be publicised in Harbury News and on social media purely to raise awareness. It was envisaged that these signs would be removed in the spring before the lighting columns are painted.

It was **RESOLVED** to award a grant of £150 for 10 signs and 2 air pollution detectors to collect data.

8. WALC/NALC

None.

9. SDC/WCC

SDC: Cllr Harris had sent a written report:

- highlighting the trend of an increase in real crime around car theft, burglary and ASB, and encouraging the public to vote for these as priorities at the community forums (or online) to get much needed resources for the ward.
- SDC's budget is up 1%
- a meeting with the CCG is due very soon

WCC: Cllr Stevens' report highlighted:

- A special full council meeting held last November to debate the future of children's services for the under 5s, as a result of the extensive consultation exercise. As regards the future, the outcome will be a compromise in some cases and a delay in closure for others. However, it was worthy of note that some smaller centres, who are in leased premises expiring within the next two years, are unlikely to have their leases renewed.
- The final local government settlement came out just before Christmas; the amount that Warwickshire will receive is only just in line with the predicted (planned) settlement, but no allowance made for additional responsibilities/pressures – i.e. fire service, care homes, or higher than expected staff pay increases (negotiated nationally out of WCC control).
- County Highways have done well to keep 40% of the main roads open during the recent snowy and frosty weather, and each village had at least one route in and out gritted. Grit bins have been well used, and a request has been given to refill them all as soon as practicable. All parish clerks have been requested to do a Grit Bin survey.
- Coventry, City of Culture may well have benefits to the whole of the County
- HS2 – six months' behind schedule.

18/008

Deppers Bridge

1. Ward Councillor Update
None.
2. Correspondence received
None.
3. Members' items
None.

18/009

Planning:

1

17/01830/VARY

Variation of Condition 2 (25 years limit) of permission 14/02341/FUL to enable the solar farm to be operated for up to 40 years from the date when electricity is first exported to the electricity grid (First Export Date) or, in the event that electricity is not exported to the electricity grid, from the date that development first commenced on site.

Southam Solar Farm, The Elms, Plough Lane, Bishop's Itchington

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

- 2 18/00035/FUL**
Retrospective full planning application for the continued use of a detached building for care accommodation (use class C2) at ground floor and ancillary offices (use class B1) at first floor
Burgess Care, Fosse Way
- Previous objections were based on the impact on the neighbouring property; however, this no longer applies as the property has been sold (the neighbours felt they had no choice but to move) and bought by Burgess.
- It was **RESOLVED** to make no representation.
- 3 Harbury Neighbourhood Development Plan**
The NDP is currently the subject of a public consultation by SDC. There are notices displayed on the notice boards and copies of the documents available in the Harbury and Southam libraries as well as in the parish office. The website has also been updated. This latest consultation runs for a six-week period, ending in February.
- 4 Harbury Cement Works - Update on new surgery**
No further update.
- 5 Gypsies & travellers' Sites Consultation**
No further update.
- 6 Delegated responses – Appendix A**
Noted.
- 7 Members' items**
- A recent appeal decision on land at Southam had been circulated. The appeal had been dismissed and the inspector's comments could be used again in future appeals.
 - There was no news regarding the Spitfire Homes application for land off Vicarage Lane.

18/010

Properties

Updates were reported on the following:

1 Play areas

Maintenance on-going; a few minor repairs still outstanding.

2 Playing Fields

i Adult Fitness equipment – to agree location

Thanks were expressed to the clerk for providing a map to assist with the siting of the equipment. Discussion took place on whether to keep the equipment together in one place or split into two. Area needed was 7m x 9m.

It was **RESOLVED** that:

- Cllrs Christou and Ekins meet to measure out exactly the options – behind the village hall, end of netball courts/BMX track
- That a site meeting be insisted upon with the suppliers before installation; the equipment was on order for delivery at the end of this month

The clerk pointed out that the mini goals posts had now completely rusted through and were due to be removed as soon as possible. A notice would be put on the Facebook page with an explanation of why they were going and that a replacement would be provided once one had been sourced, although this was proving most difficult.

3 Car Park

i Update on overhaul of entrance system

The clerk has emailed JMT Engineering who currently have the plates for repair but has received no reply to date. Cllr Ekins has obtained quotes for re-lining the car park bays and this expenditure has been allocated for in the proposed 2018/19 budget.

4 Cemetery

i Chapel Repairs

The survey was carried out in December; a number of works were identified, spread over 2 years. First, the chapel arch needs to be made safe and some work needs to be carried out on adjacent trees. The water butt needs moving and the ground needs scraping back from the external walls. The re-pointing cannot be done until 12 months after the tree and other associated work to give the ground time to dry out and ensure there is no further movement in the building.

3 quotes had been received, all from reputable, qualified stonemasons with experience of working on listed buildings, churches and English Heritage properties. The highest quote was £7,000 to re-build the arch from new stone as the stonemason felt it was such poor condition that it was not feasible to repair. The other 2 quotes were £1200 and £985 respectively. These felt that there was a considerable amount of life left in the existing stone and that a repair was appropriate.

After some discussion, it was **RESOLVED** to accept the quote from R G Brown at £985.00

As regards the associated tree works, one quote has been received so far and this had been used for budget purposes. A report from the tree surgeon is to follow which may contain further information regarding the management of the trees. The clerk was asked to obtain a second quote.

It was noted that CDS had been instructed to carry out the Tier 1 survey of the proposed new cemetery ground.

Finally, it was pointed out that the new fencing around the cemetery was looking very good.

ii Friends of Harbury Cemetery: Update

No further update.

5 Allotments

The offending rubbish had now been removed as per the tenants' request; a very pleasing result for all concerned. It was imperative that, in the future, we inspect before and after every tenancy agreement, making sure that the outgoing tenant takes any rubbish with them so that we do not find ourselves in this unenviable situation again.

6 Correspondence

There was none.

7 Members' items

WCC had requested a survey of grit bins from all parish councils. Cllr Lockley had undertaken this and would forward details to the clerk so that she could respond to the county accordingly.

6 in total, namely: 1 at Treens Hill, 1 at Binswood End, 1 at Honiwell Close, 1 near the doctor's surgery, 2 at Bull Ring Farm Road.

18/011

Environment

Updates were reported on the following:

1 Street lighting - order for Windsor column painting

Following an email to all councillors in December, the clerk had placed the order for this work to take place in the spring; it was **RESOLVED** to formally approve this at a cost of £3289.

2 Traffic & transport

There was none.

3 Condition of roads & greens/verges: impact of building works

Hall Lane Lane/Bush Heath Lane continue to have problems, and the corner of The Pound needs protecting in some way. The parish council has written to all the developers and will keep a check on them so that everything is put right before they have finished.

4 Correspondence: "No Idling" campaign

Already discussed.

5 Members' items

A recent footpath survey, highlighting flaking and holes, had been sent to WCC who do their own annual inspection. However, the online "Fix My Street" with photographs appears to get these repairs done quicker. A badly overgrown hedge obscuring the narrow footpath at Bush Lane/Park Lane was discussed, but it was felt that a letter to the resident would not be appropriate in this case. The clerk was asked to find out if the footpath could be widened instead.

18/012

Finance & General Purposes

1 Monthly Financial Report

This was duly noted.

2 New standing order for grounds maintenance services from 1 April 2018

It was **RESOLVED** to approve a new standing order which was required because of the annual price increase. (Cllrs Lockley & Summers proposed and seconded, all agreed).

3 Grant Application from HEI

Please see minute ref 18/007.7 above.

4 Budget:

i Budget 2018/19

Two meetings of the F&GP group had been held and a summary with explanations sent to all councillors. It was **RESOLVED** to approve the budget for 2018/19 without amendment. (Cllrs Lockley & Mancell proposed and seconded, all agreed)

Cllr Lockley suggested putting a summary on Facebook for people to understand how the money is allocated, i.e. 1/3 admin, 1/3 current maintenance and 1/3 discretionary spending. It was pointed out that, once all the Mercury lights were replaced with LEDs, then these would be more economical, saving on future expenditure.

ii Precept 2018/19

It was **RESOLVED** to set the precept at £107,027 for 2018/19 (Cllrs Thornley and Christou proposed and seconded; all agreed).

It was noted that this equated to an overall increase in the precept of 1.9%, below the 2% government guidelines but at the same time it represented a decrease for a Band D property because there are more new occupied properties in the village than last year.

iii Allotment Rents

It was **RESOLVED** to increase the annual rent to £30 for a full plot and £15 for a half plot with effect from 1 October 2019 (Cllrs Summer & Ekins proposed and seconded; all agreed)

5 Review of licence arrangements with sports clubs

After much discussion over a long period of time, it appeared there was now a general understanding; therefore, a meeting would soon be held where it was anticipated that all the points would be clarified and this matter could progress satisfactorily.

6 Correspondence - There were none.

7 Members' items - There were none.

18/013 Assets of Community Value

No further update at present; work continues to progress.

Cllr Ekins left the room for 2 minutes.

18/014 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B (Cllrs Lockley and Summers to sign).

Cllr Mancell left the room for 2 minutes.

18/015 Reports & Questions

There were none.

18/016 Exclusion of Public & Press

There were no confidential matters.

18/017 Date of Next Meeting

The next ordinary meeting of the parish council will take place on Thursday 22 February 2018 at 7.30pm in Harbury Village Hall.

The meeting closed at 9.18pm

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 25 January 2018

- 1 **17/03650/FUL**
Retrospective change of use of land for stationing 2 mobile homes and 1 touring caravan as contractor's overnight accommodation.
Walworth Farm, Station Road
No representation

- 2 **17/03672/FUL**
Replacement rear extension and garage conversion
43 Mill Street
No representation

- 3 **17/03392/FUL**
Full application for a replacement dwelling and swimming pool.
The Farmhouse, Stapenhall Farm, Deppers Bridge
No representation

- 4 **17/03592/FUL**
Single storey side and rear extension and alteration to front porch.
2 Manor Road
No representation

- 5 **17/03454/FUL**
Proposed construction works consisting of a first floor roof extension and porch and associated minor improvements and demolition. The new roof extension proposed to be located over the first floor bedroom no. 3 and the extended ground floor playroom, incorporating 8 no. roof lights to the new roof rear elevation. The porch design comprises of a membrane insulated flat roof with a timber structure and a flat roof window. On the ground floor the play area is proposed to be extended with the removal of roof lights, existing flat roof structure and ceiling. The proposal also seeks to carry out other minor improvements to layout and floors within selective areas, all respecting the sensitivity of the structure and retaining the existing features of the building.
3 Park Lane
No representation

APPENDIX B

| Accounts for payment 25 January 2018 | | | | | | |
|--|---------------|-----------------|---------------|-----------------|----------|--|
| Urgent accounts paid since the last meeting and requiring formal approval of the council | | | | | | |
| Payee | Cheque no | Net | Vat | Gross | | |
| BT (broadband & phone) | d/debit | 135.25 | 27.05 | 162.30 | - | |
| | | - | - | - | | |
| | | - | - | - | | |
| | | | | | | |
| | Sub-total | 135.25 | 27.05 | 162.30 | - | |
| Accounts for payment this week | | | | | | |
| Payee | Cheque no | Net | Vat | Gross | | |
| Staff costs & PAYE | 102490 to | 2,230.11 | | 2,230.11 | | |
| S Allen (cllrs allce) | 102494 | 280.00 | | 280.00 | | |
| C Gibb (cllrs allce) | 102495 | 280.00 | | 280.00 | | |
| T Lockley (chair allce) | 102496 | 420.00 | | 420.00 | | |
| A Mancell (cllrs allce) | 102497 | 280.00 | | 280.00 | | |
| P Summers (cllrs allce) | 102498 | 280.00 | | 280.00 | | |
| K Thompson (cllrs allce) | 102499 | 280.00 | | 280.00 | | |
| J Thornley (cllrs allce) | 102500 | 280.00 | | 280.00 | | |
| E.On (s/lights electricity) | 102501 | 288.89 | 57.78 | 346.67 | | |
| Harbury Village Hall (room hire) | 102502 | 8.50 | | 8.50 | | |
| Colin Sheasby (tree planting) | 102503 | 160.00 | 32.00 | 192.00 | | |
| Allcott Associates LLP (chapel survey) | 102504 | 695.00 | 139.00 | 834.00 | | |
| Frank Mann Farmers (allotments clearance) | 102505 | 275.00 | 55.00 | 330.00 | | |
| Village Green Tree Surgeons (emergency works) | 102506 | 350.00 | | 350.00 | | |
| Frank Mann Farmers (cemetery fence) | 102508 | 1,120.00 | 224.00 | 1,344.00 | | |
| Mr A Mathie (mole catching) | 102509 | 130.00 | | 130.00 | | |
| Adams & Munson (office rent paid 02.01.18) | s/order | 305.00 | - | 305.00 | | |
| Frank Mann Farmers (grds m'nance paid 31.01.18) | s/order | 798.92 | 159.78 | 958.70 | | |
| | | - | - | - | | |
| | | - | - | - | | |
| | Sub-total | 8,461.42 | 667.56 | 9,128.98 | - | |
| | TOTALS | 8,596.67 | 694.61 | 9,291.28 | - | |
| Transfers | | | | | | |
| Payee | Cheque no | Net | Vat | Gross | | |
| NS&I (annual conts to tennis courts fund) | 102507 | 5,610.00 | | 5,610.00 | | |