

HARBURY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting Thursday 22 February 2018 The Farley Room, Harbury Village Hall

Present:

Cllr T Lockley (Chairman)
Cllr S Allen
Cllr K Thompson

Cllr A Rutherford
Cllr P Summers

Cllr J Thornley
Cllr C Gibb

Absent: Cllr Christou; Cllr Mancell; Cllr Ekins

In Attendance:

Mrs A Biddle, Clerk to the Council
Mrs C Gwillam, Minute Secretary
District Cllr J Harris

Public:

Mrs L Ridgley, Harbury News
Members of the Public: 8

18/018

Apologies:

Cllr C Christou
Cllr A Mancell
County Cllr R Stevens

18/019

Declarations of Interest: None.

18/020

Dispensations: None.

18/021

Public Participation:

- Mr Brough spoke on agenda item 9.6 re the consultation by SDC on the site allocations plan, specifically in relation to land which he owns in Bush Heath Lane. He has been advised by SDC that 93 people are on the right-to-build register. Of these, 12 have expressed a preference for eco houses and 9 have local connections with Harbury. Some concern was previously expressed about the modern eco appearance but a number of safeguards would ensure that the houses fitted in with the character of the local area. The aim is to draw up a masterplan for the site which would include a design code and submit an outline planning application for 6 plots. This would be a small, contained site providing high quality eco-friendly homes for local people.
- Cllr Summers shared her dismay at some of the public criticism of the parish council on Facebook and through the Harbury Parish News. Harbury Parish Council was very much a proactive council, doing its very best for the good of the village, with an eclectic mix of talents, and these misguided comments were unacceptable.

18/022

Minutes:

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 25 January 2018 as a true and complete record of that meeting; duly signed.

18/023

Other Organisations:

1. Harbury Library

The refurbishment is now complete; Cllr Lockley officially opened it last week by cutting the ribbon. It looks very good indeed and is a testament to all the

volunteers who packed away and unpacked almost 9,000 books; the library management committee are to be congratulated on a job well done.

2. Harbury School Governors

Cllr Gibb expects S106 money to be approved by WCC's cabinet in June; very slow progress. The September 2018 intake is over-subscribed but forward projections for future years using WCC's formula are not so good. Time will tell how accurate they are.

3. Public Safety

None.

4. Southam College

None.

5. Twinning Association

None.

6. Village Hall

As a result of last month's unfortunate incident at the film night, the fire evacuation procedures had been reviewed and tightened up. The conditions of hire ask all hirers to read the procedure out at the beginning of the booking (parish council no exception). The committee is also revisiting the signage, other procedures and further progress on safety in the hall. Hopefully, there will be no recurrence.

7. Harbury Energy Initiative

None.

8. WALC/NALC

None.

9. SDC/WCC

SDC: Cllr Harris had sent the clerk a report:

- Chesterton would like to join with Harbury for the WW1 commemoration in November.
- The Fosse Way continues to be overloaded and will be worse when HS2 starts; she continues to push for traffic lights.

Cllr Thompson volunteered to attend the SDC briefing on the new code of conduct on 22 March 2018.

WCC: Cllr Stevens' written report highlighted:

- Budget: The county council's budget debate was short, but showed that finances are in a sound state, with mandatory services being maintained despite a 30% reduction in staff and an equivalent reduction in budget. Warwickshire is a popular county in which to live. As well as wealth creation, the expanding population and hence housing numbers brings its problems to the infrastructure especially traffic on our roads. It will be a challenge to balance the books, improve services, education and children's welfare, as well as fulfilling legal obligations and maintaining growth and wellbeing of the less well off.

- Highways: There is no doubt that the Fosse Way is becoming overloaded and drivers are seeking alternative routes through the villages, having assessed this for myself at both morning and tea-time rush hours. This will only worsen towards the end of the year when HS2 construction begins in earnest. Speed awareness is a topic on next month's Feldon and Southam Community Forum, to be held at Southam Primary School on 14 March. Traffic lights at the Harbury Lane/Fosse junction continue to be fought for. Once the legal agreements re developer contribution at the Gaydon/Lighthorne Heath development have been finalised and signed, the design and subsequent implementation will take place. Traffic management along Harbury Lane is being reviewed as a result of the large number of houses permitted in the Warwick district local plan. The recent bad weather stretched the highways resources as the gritters were out most nights. Medical facilities were also stretched as there has been a lot of flu type sickness and the cold weather has affected many of the older residents. Loneliness too is a major concern with one parish council starting a "visiting the lonely" initiative.
- The provision of good school places is also a problem; the extra number of housing, combined with the number of schools becoming academies, is affecting predictions on future school numbers. Primary provision is expected to cope, but Southam College is full to capacity and will have to consider not taking students from out of county. Plans are in hand to refurbish and possibly expand Kineton School but it seems highly probably that there will eventually be a need for another secondary school in the area to meet potential demand.

18/24

Deppers Bridge

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

18/25

Planning:

- 1 **18/00304/FUL**
Two-storey extension to rear to provide living space, and ground floor extension to front to provide new porch
10 Hillside
It was **RESOLVED** to make no representation.
- 2 **18/00453/FUL**
Extension to the front of the existing single storey building to create a shower room and raising the existing roof height of the single storey building on the east side of the main house.
5 Park Lane
It was **RESOLVED** to make no representation.
- 3 **18/00197/TREE**
T1 – Sycamore – Crown reduction to approx. 10 metres in height and 5 metres in spread.
Church View, Crown Street
It was **RESOLVED** to make no representation.

- 4 17/03219/FUL (Amendment)**
Two-storey side extension, single storey rear extension and front porch. Amendment to include car parking plan showing widening of access and off-street parking arrangements.
2 Harbury Fields Cottages, Middle Road
It was **RESOLVED** to make no representation.
- 5 17/03622/FUL**
Retrospective use of land and building for coach parking
Walworth Farm, Station Road

Farmers need to diversify. This was in the middle of nowhere and had no impact on highways or other neighbouring properties. Catteralls Coaches were seen in laybys, car washes, etc. so for 15-20 coaches on average to be 'housed' out of way was a good solution, alleviating problems in Bishops Itchington and Long Itchington.

It was **RESOLVED** to make no representation.
- 6 Site Allocations Plan, Stratford-on-Avon District
Regulation 18 Consultation – Revised Scoping & Initial Options**
The parish council was specifically interested in the reference to land in Bush Heath Lane for self-build. The need to impose local connection criteria on any homes built on this site was discussed. Cllr Lockley asked Mr Brough to bring his plans to the council for consultation before an outline planning application was submitted. The clerk would send Mr Brough an example of local connection criteria.

It was **RESOLVED** to make no objection to the inclusion of the Bush Heath Lane site for self-build subject to the local connection criteria being imposed for both first and subsequent sales.
- 7 Canal Quarter Regeneration Zone Framework SPD Consultation**

It was **RESOLVED** to make no representation.
- 8 Harbury Neighbourhood Development Plan**
The clerk reported that SDC's public consultation on the Harbury NDP closed today, 22 February 2018. Bishop's Itchington PC has made no representation but one councillor asked how the change in the parish boundary from next year would impact on the respective NDPs. The previous advice of SDC's NDP officer was to continue with the draft plan in its current form but to be prepared for some kind of amendment in the future. The clerk has raised the issue again with SDC and is waiting for their reply but is of the opinion there will not be any material change to the plan as the cement works site, being brownfield and outside the built-up area, has never been included in possible development sites; however, legally, it will no longer be part of the Harbury NDP area. Bishop's Itchington PC sent its congratulations to Harbury on having progressed its NDP to this advanced stage.
- 9 Harbury Cement Works**
Update on new surgery:
No further update – unfortunately, the CCG did not attend WCC's meeting nor do they seem intent on attending; it was suggested that perhaps the intervention of Jeremy Wright MP might be an incentive for them to do so.

10 Gypsies & travellers' Sites Consultation

No further update.

11 Members' items

None.

18/026 Properties

Updates were reported on the following:

1 Play areas

After further discussions with the quarterly inspector and members of the properties group, it was decided to ask the inspector to try and repair the basketball back board at a cost of £65 as opposed to buying and installing a new board at approximately £325. The clerk has placed the order and the repair will be carried out on his next visit.

The clerk has also contacted the zip wire supplier who will send someone to replace the missing top; there are still a couple of minor repairs to complete. The review of the signage for the skate park is still in hand.

The mini goals have now been removed and will be replaced as soon as a suitable replacement has been found.

2 Playing Fields

No update

3 Car Park

No update

4 Cemetery

i Chapel Repairs – to note progress & agree further remedial action

The clerk reported that she had placed the order for the arch repairs with the stonemason, as agreed at the last council meeting. This will be paid for out of next year's budget as the work is scheduled for the beginning of April. An order has been placed with the tree surgeon to reduce the holly trees adjacent to the chapel as soon as possible; this may have to be paid for from this year's budget. Other works will have to be done in due course.

ii Friends of Harbury Cemetery: Update

Nothing specific, apart from (a) a generous donation received, to be spent on snowdrops and bluebells (b) Thursday, 8 March is the first tidying up, then the 1st Thursday of the month throughout the summer (c) new fence is looking good.

It was **RESOLVED** that the clerk would ask Michael Mann to wire the hedge back along the new rail.

iii New cemetery – to discuss T1 Survey report & agree next steps

The Tier 1 survey is now complete and the report circulated. The ground is considered to be low risk and, therefore, CDS does not think we need to do any physical ground testing before submitting the report to the Environment Agency. This will cost approximately £400 to do this ourselves or £600 if CDS do it on our behalf. The clerk will investigate what is involved, but EA approval has to be obtained before we proceed any further as, without their approval, there can be no new cemetery on this piece of land. They have also provided

further information on the process of developing a new cemetery, and this has been circulated to the council. The estimated cost, to provide all the necessary report, design and submission of a planning application is around £40-50,000, but does not include any physical landscaping, boundary treatments or the building of the car park area (difficult to ascertain exact costings but the car park alone could cost £50,000). In view of the high cost of providing a new cemetery, it was suggested that the parish council should consult with residents at this very early stage to find out if this is what the community wants the PC to spend its money on (quick count of burial numbers over the last 10 years average out at 5 per annum). Perhaps sixth formers at the college could get involved in some way. Some discussion followed on whether there were any grants available to help with this, but the clerk had already found that there were none available. It was also suggested that perhaps joining with neighbouring parishes would cut down the cost, but this would also cut down the numbers of plots available as it would have to be shared.

It was **RESOLVED** that (a) the clerk would clarify a burial authority's legal duty or power to provide a new cemetery and investigate the process for submitting the T1 report to the Environment Agency (b) that a public consultation be undertaken to ascertain the level of support from local residents. The properties group will meet to devise the questions for the consultation which will be run online as well as via Facebook and the Harbury News. It was suggested that students from Southam College might be able to help with this. The properties group will report back at the next meeting.

- 5 **Allotments** - None.
- 6 **Correspondence** - There was none.
- 7 **Members' items** - There were none.

18/027

Environment

Updates were reported on the following:

1 **Street lighting: to receive quote for replacement of remaining Mercury lanterns**

A quote has been obtained for the replacement of the remaining Mercury lanterns with LEDs, this was £380 each, supply and install. According to WCC's records, there are 24 to replace, costing £9120.

The clerk has also requested a second quote and it was hoped that this would be received in time for the next meeting.

2 **Traffic & transport**

The new traffic calming on the main road through Bishops Itchington had proved very effective. Cllr Gibb had written an article for Harbury News highlighting the local bus service.

3 **Condition of roads & greens/verges**

The clerk is still waiting for work to be finalised before reinstating the bollards at The Pound.

4 **Correspondence** – None.

5 Members' items

There was provision in the budget for the next financial year for extra bins – one at the entrance to Thwaites and an extra one outside the Co-op.

The clerk will obtain quotes and report back at the next meeting.

18/028

Finance & General Purposes

1 Monthly Financial Report

This was duly noted. There were no questions.

2 To approve quote for playing field mowing 2018/2019

A quote for gang mowing the playing field in 2018/19 had been received. This is based on a figure of £56 per mow, 3 times per month from April to October (a modest increase of £1 per mow). No other quotes were sought.

It was **RESOLVED** to accept this quote as from 1 April 2018.

3 Review of licence arrangements with sports clubs: Update

The clerk reported that a draft proposal had been drawn up which is currently with the sports clubs for their review and comments. This is based on the clubhouse being transferred to the ownership of the parish council, the daily routine maintenance being carried out by the sports clubs, and the facility being made available for hire by the public. If the clubs are in agreement, then the council's solicitors will be asked to draw up a draft lease.

4 Correspondence – there was none.

5 Members' items

Cllr Lockley suggested that the council marks the centenary of women's suffrage – for example, finding out who was the first female parish councillor. It was suggested that the WI were planning something too, so liaison with them would be useful. Grants were going to be available by April to help with such projects.

It was **RESOLVED** that (i) Cllr Lockley contact the chair of the Harbury WI, to co-ordinate on this project (ii) the clerk to invite Sarah Richardson to the annual parish meeting in May to give a talk on women's suffrage.

18/029

Parish Council Policies

1 Standing Orders

This document had been circulated to members prior to the meeting. It was **RESOLVED** to make no amendments.

2 Financial Regulations

This document had been circulated to members prior to the meeting. It was **RESOLVED** to make no amendments.

3 Financial Risk Assessment

This document had been circulated to members prior to the meeting. It was **RESOLVED** to make no amendments.

4 Document Retention Policy

We already comply with existing legislation, but we need to tighten our control over the records we keep as was highlighted recently with the new General Data Protection Regulations which take effect from May 2018. The draft policy had already been circulated, but the clerk had some more work to do on it before council's approval.

It was **RESOLVED** to discuss this at the next meeting.

5 Designated Email Addresses

The use of personal or business email addresses for parish council work was also identified as a possible risk in the new GDPR. The parish council already has designated addresses but currently can only receive emails using this address, not send them. Cllr Mancell thinks he may have found a solution to this which would allow councillors to continue using the harbury-pc.gov.uk address.

It was **RESOLVED** to discuss this further at the next meeting.

18/030 Assets of Community Value

The application in respect of Harbury Village Club has now been submitted. The public houses were next on the list; however, it was difficult to justify their inclusion. There are 3 of them and finding out if any have something unique to offer, is time-consuming. The clerk asked if there was anyone available to help her and Cllr Christou with this; Cllr Allen volunteered.

18/031 Accounts for Payment

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

18/032 Reports & Questions

There were none.

18/033 Exclusion of Public & Press

1 Tree Works – to receive quotes & approve orders

Quotes had not been received in time for this meeting. This was deferred until a later meeting.

18/034 Date of Next Meeting

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

The meeting closed at 8.54pm

Signed Chairman Date.....

