

HARBURY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting Thursday 25 October 2018 The Farley Room, Harbury Village Hall

Present:

Cllr S Allen	Cllr T Lockley (chairman)	Cllr K Thompson
Cllr C Christou	Cllr A Mancell	Cllr J Thornley
Cllr S Ekins	Cllr A Rutherford	
Cllr C Gibb	Cllr P Summers	

Absent: None

In Attendance:

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

Public:

Mrs L Ridgley, Harbury News
District Cllr J Harris
County Cllr R Stevens
Members of the Public: 6

18/164 Apologies: None.

18/165 Declarations of Interest: Cllr C Gibb : director of HS2 & Network Rail – agenda item 10.2i Cllr S Allen : parent of child at Harbury School – agenda items 11.5 & 11.6ii Cllr T Lockley : parent of child at Harbury School and member of the tennis club - agenda items 11.4, 11.5 & 11.6ii Cllr K Thompson : member of the tennis club – agenda item 11.4

18/166 Dispensations: None

18/167 Public Participation:

Newend House Tree Works

When this planning application to fell a spruce at Newend House, Bull Ring Farm Road is to be discussed later in the meeting, consideration should be given to the fact that the spruce is over 20m, is against a boundary and shades next door garden; roots and needles are a major problem which needs to be addressed.

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

18/168 Grant Applications from Harbury School PTA

Sue Johnson, Chair of the PTA, informed the council that the PTA works tirelessly throughout the year to raise funds for the benefit of the children (£20,000 last year). The project is for “building under the stars classroom’ on the old swimming pool site on a three-stage plan. It is an ambitious project but, as the school is the hub of the community, many residents will benefit as well as the children themselves. The whole project will cost in the region of

£22,000 and she is asking for a commitment from the council for a grant of £15,000 next spring so that the work can be completed by the summer. There are also plans for an infant playground costing £17,000. They have applied to HS2 and others for help in fundraising. Cllr Gibb added that the governors are supportive of this scheme. The PTA is also asking the PC to support them in applying to WALC for a grant (maximum amount of £8,000). The WALC application needs to be made by the parish council. Therefore, Cllr Lockley proposed, with the council's permission, that he works with Mrs Johnson to re-word the WALC grant application. There were insufficient monies in the PC's community grant fund at present, but it was suggested that this be considered at the forthcoming budget meeting; if a decision was made to support this application, then allocation could be made in next year's budget.

It was **RESOLVED** (i) to make a grant application for this project to WALC and that Cllr Lockley amend the application accordingly and (ii) the application to the PC's grant fund be discussed more fully at the budget meeting in December.

18/169 **Minutes:**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 27 September 2018 as a true and complete record of that meeting; they were duly signed.

18/170 **Other Organisations:**

To receive reports from the following:

- 1. Harbury Library**
Nothing to report.
- 2. Harbury School Governors**
Nothing to report.
- 3. Southam College**
Nothing to report
- 4. Twinning Association**
Cllr Thornley reported she was no longer a representative. Mr Terry Thomas (in public) informed the council that he would send the clerk a monthly written report; there was to be a fundraising film show and the AGM next month.
- 5. Village Hall**
Nothing to report.
- 6. Harbury Energy Initiative**
Cllr Christou reported that the storage batteries at the village hall had made a great improvement.
- 7. SDC/WCC**
SDC:
Cllr Harris had nothing further to report following the HS2 meeting.

WCC:

Cllr Stevens had circulated his report; the main points being:

- Proposed changes in management structure at county council
- Recent report to cabinet confirmed council's finances healthy, achieving its 3-year budget programme ending in 2019; October's budget on amount granted to local government will have an impact on the new programme
- West Mercia Police to terminate the strategic alliance to work with Warwickshire, despite savings between the two forces being in the region of £35million - reasons unknown.
- HS2: Various community meetings have taken place as well as more specific briefings; the first boreholes and subsequent road disruptions are expected in November, but it is proving difficult to get a common story between the four main contractors.
- Secondary school provision in Warwickshire very good. Southam College full; the new sports hall to be completed in September 2019
- There are budget pressures on all services

18/171 **Deppers Bridge**
Nothing to report.

18/172 **Planning**

1 18/01576/FUL (amended)

Proposed side and rear two storey extension and replacement front porch
15 Ivy Lane

It was **RESOLVED** to make no representations, but to add a comment that it should be compliant with SDC's own on-site parking policy.

2 18/02734/VARY

Variation of Condition 2 Plans and 6 Hard Landscaping of planning permission 17/01630/FUL (full application for 5 no. independent retirement dwellings, communal bin store and footpath link).

Henrys, Bush Heath Lane

It was **RESOLVED** that the delegated objections remain: (i) the visual impact of the fence and walls are detrimental to the streetscene and is not in keeping with the surrounding area (ii) the developer has not reinstated the hedgerow in accordance with the original planning application.

3 18/02754/FUL

Alterations and extensions to existing dwelling comprising ground floor rear extension, conversion of one garage space to utility and study and forming new master bedroom suite above existing garage

5 Ridgley Way

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

4 18/02693/FUL

Erection of a multi-purpose wooden garden building. Its primary function is a home gym

7 Neales Close

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

5 18/03000/TREE

T1 – Spruce : Fell

Newend House, Bull Ring Farm Road

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

6 18/02994/TREE

T1 – Yew Tree (mature): Remove broken limb, prune from building to allow for clearance of approx. 1 to 1.5 metres and crown thin by approx. 20%, leaving a balanced condition.

T2 – Robina (semi mature): Has a low, congested crown, to crown life to approx. 2 to 2.5 metres and crown thin by approx. 20 to 25%, leaving in a balanced condition.

The Courtyard House, Harbury Hall, Bull Ring Farm Road

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

7 18/02968/TREE

T1 – Beech – crown lift to approximately 5 metres.

T2 – Evergreen oak – crown reduce by 50%. This tree has been suppressed and its typical growth pattern distorted due to its proximity to the beech (T1).

It grows directly below the canopy of the beech.

Harbury Hall, The Secret Garden, Bull Ring Farm Road

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

8 Harbury Neighbourhood Development Plan

Following SDC's cabinet approval, the referendum is scheduled to take place in the village hall on 29 November 2018. Posters were up and polling cards ready within the next few days. Everything should be done to encourage a good turn-out; all councillors to engage the public at every opportunity, notices are in the Harbury News, website will be updated as will the Facebook page, advertising through the PTA and the church as well as contacting new people to the village. The clerk pointed out that, if residents vote for it, it could be adopted before the end of the year.

9 Delegated Responses – Noted as per Appendix A

18/173 Properties

1 Playing Fields

(i) Annual Inspection Reports

The working party had met to discuss the annual inspection report, and the following actions were needed:

- (a) tree work was needed around play equipment area with overhanging branches, etc
- (b) the brackets for the basketball hoops had been repaired but were slightly protruding and needed trimming – Cllr Thompson would ask Clive King informally whether he could do this work; if so, then the clerk would confirm the work
- (c) bolts with excessive thread on the screws on the skatepark
- (d) algae on many of the play surfaces to be cleaned in the spring
- (e) number of issues with the space net; agreed that a professional opinion was needed on what measures should be taken to make it safe and the council agreed.

It was **RESOLVED** that the clerk would (i) ask Wicksteed to carry out an

inspection, (ii) obtain a quote for the tree work and (iii) seek advice on wetpour cleaning. Cllr Ekins would provide a jobs list.

(ii) Cleaning and White Lining of Car Park

Cllr Summers had chased this matter up but had not made any more progress than the clerk had. It was **RESOLVED** to (i) defer this until the spring as the surface must be clean and dry before white lines are painted and (ii) that the clerk continue to look for further cleaning quotes.

2 Cemetery

(i) Cemetery Survey

Cllr Ekins has obtained a quote of £500 (plus VAT) to survey the reclaimed area following the soil removal with a scaled plan of space available. It was **RESOLVED** to approve this quote and for the order to be placed.

(ii) Chapel repairs

The clerk has prepared the water connection application form to Severn Trent with the appropriate cheque; this is for the initial admin, so a further charge may be necessary for the plumbing work. She will include a covering letter to explain why no soil test analysis is enclosed. Percolation test for the soakaway still awaited; the clerk will send a reminder.

(iii) Friends of Harbury Cemetery

Nothing to report, apart from a work party next week, and the adjoining neighbour continuing to put leaves from their property into the bin as it is the council's tree shedding onto their property.

18/174

Environment

1 Street Lighting – Proposed Lighting Scheme for Henry's

The proposed layout had been circulated.

It was **RESOLVED** that the number of proposed lights in Bush Heath Lane be reduced from 3 to 2 and that written evidence be provided that affected residents had been consulted and had not raised any objections.

It was noted that the village name sign had gone missing. The clerk will report this to WCC.

2 Traffic & transport

(i) Update on Proposed HS2 Road Works

Already covered by the HS2 meeting which preceded this council meeting.

(ii) Update on Condition of Verges/Greens

The clerk reported that she had met with WCC Highways; it was agreed that the bollards on The Pound would be reinstated and the damaged ground repaired and re-seeded. WCC would also be chasing the developer for a contribution towards this. WCC will also ensure that full restoration is carried out on completion of the building works outside Henry's.

Finance & General Purposes**1 Monthly Financial Report & Bank Reconciliation**

No comments, review would take place at the December budget meeting.

2 Internet Banking

The terms and conditions had been circulated to members prior to the meeting.

It was **RESOLVED** (Cllr Lockley proposed and Cllr Mancell seconded) to complete the application for internet banking.

It was further **RESOLVED** (Cllr Lockley proposed and Cllr Summers seconded) to appoint the clerk as primary user for the purposes of internet banking on the understanding that the clerk would have access to the accounts online and would be able to make payments solely but would delegate access to secondary users once the application had been processed and that this applies even if no payment limits are set as the primary user can do this at a later date.

3 Grounds Maintenance Contract Renewal

The current contract expires in March 2019; as the total value is over £25k, it must be advertised on the Government's contract finder website as well as the usual means. The clerk wishes to place the advert by the beginning of November to allow time for tenders to be returned by mid-December in order for the council to make a decision in January.

It was **RESOLVED** to (i) accept the draft contract as circulated and (ii) increase the number of contracted cuts from 12 to 14.

4 Review of Licence Arrangements with Sports Clubs

It was **RESOLVED** that the clerk instruct the council's solicitors to draw up a draft lease; Cllr Mancell proposed and Cllr Allen seconded.

5 WALC Grant Application for Harbury PTA Project

Already discussed at beginning of meeting.

6 Community Grant Applications**(i) Harbury e-Wheels**

The grant request was for £1500. This vital service costs in the region of £8,000 to operate, fund-raising is good, and a grant application has been submitted to Southam Town Council as many of its residents benefit from the service.

It was **RESOLVED** to award a grant of £1500 (Cllr Lockley proposed and Cllr Mancell seconded).

(ii) Harbury School PTA

This had already been discussed and would be considered at the start of the next financial year.

7 Dates for Budget Meetings

Cllr Mancell would contact the clerk and all councillors by email with suggested dates.

Amendment to Social Media Policy

It was **RESOLVED** to adopt the amended policy as drafted by SDC.

- 18/177 Assets of Community Value**
Nothing to report.
- 18/178 WW1 Centenary Commemoration**
Cllr Gibb had put an advert around the village, as well as in the October and November issues of Harbury News; it was also on Facebook.
Cllr Gibb asked the council if they would be willing to fund a second 85-seater bus as interest was extremely high.
It was **RESOLVED** to fund another bus at a cost of £210; Cllr Gibb to organise this and arrange for the invoice to be sent to the clerk.
- 18/179 Councillors' Corner**
Cllr Thornley thanked everyone who had supported this; engaging with the community had been a very useful exercise and she hoped that the council would support it carrying on. The main things to have come from these sessions were improved signage in Hall Lane and more obvious signage at Bull Ring Farm, as well as specific signage on the premises of the Harbury Club – the club committee would pay for this themselves and it was hoped that this would be agreed at their next meeting. Cllr Rutherford offered to attend Saturday's session. Cllr Thornley would contact all councillors to arrange next year's monthly dates.
- 18/180 Accounts for Payment**
It was **RESOLVED** to approve the accounts for payment as per Appendix B (Cllrs Summers and Lockley to sign).
- 18/181 Reports & Questions**
- Cllrs were reminded about attendance on Remembrance Day
 - Cllr Gibb has been invited to attend the service at Westminster Abbey and will be laying a wreath on behalf of Harbury.
- 18/182 Exclusion of Public & Press**
Confidential matters, including those identified during the course of the meeting, to be discussed here following a resolution to exclude the public under Sec 100A of the Local Government Act 1972
- 1 Car Park – this had already been discussed earlier in the meeting. There were no confidential matters.
- 18/183 Date of Next Meeting**
The next ordinary meeting of the parish council will take place on Thursday 22 November 2018 at **7.30pm** in Tom Hauley Room, All Saints Church, Harbury.

The meeting closed at 9.45pm.

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 25 October 2018

1 **18/02734/VARY**

Variation of Condition 2 Plans and 6 hard landscaping of planning permission 17/01630/FUL (full application for 5 no. independent retirement dwellings, communal bin store and footpath link).

Henrys, Bush Heath Lane

Object on the following grounds:

- The visual impact of the fence and walls is detrimental to the streetscene and not in keeping with the surrounding area;
- The developer has not reinstated the hedgerow in accordance with the original planning application.

N.B. This response is to be reviewed by the parish council at the meeting on 25 October 2018.

2 **18/02901/TREE**

T1 - copper beech - Crown reduction from height and spread 5.5 metres to 4 metres in height and 4 metres in places in spread.

T3 - ash - Fell

T4 - holly - Fell

T5 - sycamore - Fell

T6 - juniper – Fell

Kingston House, 4 Mill Street

No representation

3 **18/02885/TREE**

T1 – damson – remove to ground level

21 Farm Street

No representation

4 **17/03216/REM**

Application for approval of reserved matters relating to appearance, landscaping, layout and scale for 80 dwellings (52 market, 28 affordable), pursuant to outline planning permission 15/04532/OUT (Erection of up to 80 dwellings with associated public open space and play facilities, access, drainage, infrastructure and parking)

Former Harbury Cement Works, Station Road

Object on the following grounds:

- There is still no provision for public transport.

5 **18/01576/FUL (amended)**

Proposed side and rear two storey extension and replacement front porch

15 Ivy Lane

Object on the following grounds:

- The parish council's previous objections still stand.

N.B. This response is to be reviewed by the parish council at the meeting on 25 October 2018.

6 **18/02319/FUL**

Proposed construction works consisting of a 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 8No.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.

No 3 Park Lane

No representation

APPENDIX B

Accounts for payment 25 October 2018

Accounts for approval 25 October 2018						
Urgent accounts paid since the last meeting and requiring formal approval of the council						
Payee	Cheque no	Net	Vat	Gross		
		-	-	-	-	
A Biddle (expenses - replacement for 102633)	102639	29.99	-	29.99		
		-	-	-		
		-	-	-		
	Sub-total:	29.99	-	29.99	-	
Accounts for payment this week						
Payee	Cheque no	Net	Vat	Gross		
Staff costs	102640-1	1,611.01		1,611.01		
E.ON (s/lights electricity)	102644	279.92	55.98	335.90		
WALC (training)	102645	30.00	-	30.00		
Frank Mann Farmers (gang mowing & pitch mar	102646	202.00	40.00	242.00		
PKF Littlejohn LLP (audit)	102647	400.00	80.00	480.00		
Glasdon UK Ltd (litter bin & bench)	102648	1,175.16	235.03	1,410.19		
Glasdon UK Ltd (recycling bin)	102649	458.66	91.73	550.39		
Severn Trent Water Ltd (cem connection charge	102650	114.90	22.98	137.88		
C E King (play equip painting)	102651	117.00		117.00		
WALC (LCA 11th edition)	102652	103.99		103.99		
Frank Mann Farmers (grds m'nance)	s/order	806.92	161.38	968.30		
Adams & Munson (office rent)	s/order	305.00	-	305.00		
		-	-	-		
		-	-	-		
	Sub-total:	5,604.56	687.10	6,291.66	-	
	TOTALS	5,634.55	687.10	6,321.65	-	
Transfers						
Payee	Cheque no	Net	Vat	Gross		
		-		-		