

HARBURY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting Thursday 24 January 2019 Harbury Village Hall

Present:

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

Absent: Cllr C Christou

In Attendance:

Mrs A Biddle, Clerk to the Council
Mrs C Gwillam, Minute Secretary
County Cllr R Stevens

Public:

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

19/01

Apologies:

Cllr C Christou
District Cllr J Harris

19/02

Declarations of Interest:

Cllr T Lockley: Agenda item 12 re sports club licence - member of the tennis club.
Cllr K Thompson: Agenda item 12 -member of the tennis club; agenda item 8.3 re planning application for Greenhill Farm – he is related to the applicant.
Cllr A Rutherford: Agenda item 11.4 re village hall grant – member of the village hall committee.

19/03

Dispensations: None

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

19/04

Harbury Football Club

Two representatives from Harbury Football Club were looking to HPC for either a reduced or waived rate pitch hire for this season and/or the future. They were also seeking a community grant of £363 for changing room hire for this season. Some discussion followed; it was noted that the club was self-supporting and self-funding as much as possible, and it was hoped that the FA would reinstate the Harbury Albion FC title in the near future. The club was top of the league at present, doing well, and had just secured sponsorship for the players' kit.

It was **RESOLVED** that (i) the council would charge the club a peppercorn pitch hire fee of £1.00 for this financial year and (ii) that this be put in writing as a formal agreement detailing responsibilities on both sides and (iii) that a copy of the club's public liability be sent to the clerk.

It was further **RESOLVED** that a grant of £200 be given towards the cost of the changing room hire for this financial year.

19/05 **Public Participation**

Planning Application Dovehouse Cottage

The inaccuracies relating to this planning application were listed, including the problems caused by lack of parking space. The PC was asked to make a forceful submission to SDC.

19/06 **Minutes:**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 22 November 2018 as a true and complete record of that meeting; they were duly signed.

19/07 **Other Organisations:**

To receive reports from the following:

1. Harbury Library

AGM to take place on 4 March. Cllr Lockley recently attended meeting regarding the state of the car park, flooding, drainage and lighting.

2. Harbury School Governors

Cllr Gibb reported there were plans to install solar panels to save costs and generate some income. An application had been made to the government organisation, Carbon Trust, but nothing had been heard from WCC about their consent as landlords. Savings were anticipated to be in the region of £4,000 to £5,000. A grant application had also been made to the Police & Crime Commissioner for CCTV.

3. Southam College

Governors not meeting until end of February.

4. Twinning Association

Written report already circulated.

5. Village Hall

Quotations were being obtained for the refurbishment of the Farley Room and the front porch. There had been some vandalism to the kitchen door which has been repaired. Bookings continue to be exceptionally high.

6. Harbury Energy Initiative

Nothing to report.

7. SDC/WCC

SDC:

Cllr Harris had forwarded her report together with her apologies; the main points being:

- Contact had been made with Jeremy Wright MP who took our concerns to senior managers from HS2 and WCC; they agreed to better communication and regular community meetings but, as yet, no date has been fixed.

- Community meetings have been held, including Cllr Lockley, about concerns surrounding planning applications. The portfolio holder, Cllr Daren Pemberton, has agreed for the PC to meet managers and planners to discuss these concerns.

WCC:

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

- General: The recruitment of senior staff has begun. The report on the county's fire service has finally been released and generally meets all required standard. Next year's budget and 3-year plan is well underway. Main pressures remain in adult services and children in care.
- HS2: Road closures continue to disrupt. HS2, Southam College and Stagecoach are liaising over school bus disruption. A meeting with Jeremy Wright, HS2 and WCC led to a promise of better communications – time will tell.
- Highways: Major works around the Feldon Division, particularly the A423, will have a major impact over the next few weeks. A programme is being prepared to utilise the extra government money for pot hole repairs, done on a priority basis.

Cllr Gibb described the service from Stagecoach as shambolic and suggested that, if not improved within the next few weeks, then Stagecoach should be invited to the next HPC meeting.

8. Deppers Bridge

Nothing to report.

19/08

Planning:

1 18/03316/VARY

Variation on condition nos 2 (drawing numbers), 5 (hard and soft landscaping) and 6 (hard landscaping) of planning permission 14/00683/FUL. Demolition of vacant garage/office buildings and erection of 3 no. residential dwellings along with amenity space and car parking provision dated 23/06/2014, (variation to alter fenestration details, internal arrangement, car parking configuration, boundary treatment and garden configuration).

Dovehouse Cottage, 8 Dovehouse Lane

It was **RESOLVED** to maintain the previous delegated response of objection on the following grounds:

- The lack of adequate parking provision and the small size of the parking bays has resulted in people parking on the green
- The original planting scheme has not been implemented. The poor quality of the landscaping encourages poor parking
- No through pathway at the rear of the houses is a safety issue

Cllr Summers volunteered to attend SDC's planning committee and speak on behalf of the parish council.

2 19/00014/TREE

G1 x 6 conifer – fell to ground level

T1 – elm - fell

The Old Orchard, Mill Street

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

3 18/03716/FUL

Extension and conversion of existing garage

Greenhill Farm, Station Road

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

4 18/03732/FUL

To demolish two rows of small derelict agricultural barns and to replace them with two Class C3, 2 bed bungalows designed specifically for elderly and/or disabled people with a local connection to Harbury, including access arrangements and the provision of a footway to connect the site to an existing village footpath.

Water Tower Holding, Ufton Road

It was **RESOLVED** to object to this application on the following grounds:

- It is outside the village settlement boundary.
- It would be an isolated dwelling in the countryside.
- If planning permission is granted it should be subject to the provision of a footway connecting the site to the village and occupancy should be restricted to over 55s who meet the local connection criteria.

5 Delegated Responses – Noted as per Appendix A

19/09

Properties

1 Playing Fields

(i) New play equipment & safety surfacing

It was **RESOLVED** to discuss this further at the next Properties Meeting and to put it on the agenda for the February's HPC meeting. Thanks were expressed to Cllr Allen for all her hard work in compiling 'the wish list'.

2 Cemetery

(i) Chapel repairs

No update on the soakaway as it was proving more difficult than originally thought to arrange a meeting with the contractor to discuss the percolation test.

(ii) Water supply

Severn Trent's quote for mains connection appears to be expensive in view of the fact that there was previously a mains connection and the tap is still there. It was **RESOLVED** that the clerk should obtain advice from a Severn Trent approved plumber.

- (iii) Friends of Harbury Cemetery
Nothing to report at present.

19/10

Environment

1 Street lighting

- (i) Car park lights: There was some discussion about unauthorised people accessing the control panels - this has been reported to the police.

It was **RESOLVED** to accept WCC's proposal for banding at a cost of £107 for all 4 columns. This will make it more difficult for unauthorised people to access the control panels.

There is an ongoing problem with anti-social behaviour in the car park which has been reported to the police.

It was **RESOLVED** (i) to advertise in the Harbury News for a volunteer to lock up the car park each night at 7.00pm, (ii) to invite Southam SNT to a meeting with councillors to discuss what other action could be taken and (iii) that the clerk give a car park barrier key to Cllrs Lockley and Summers.

2 Traffic & transport

- (i) HS2: Road works are still ongoing but not as originally planned; communication remains inadequate.

3 Bench cleaning

It was **RESOLVED** that the proposal for all PC benches to be professionally cleaned annually would be discussed again at the next meeting. A survey of the benches is currently underway.

19/11

Finance & General Purposes

1 Monthly financial report & bank reconciliation: Noted.

No comments, apart from bank reconciliation not yet checked by Cllr Mancell.

2 Budget 2019/20

- (i) Approval of staff salary increases from 1 April 2019

It was **RESOLVED** that the clerk's salary should be increased in line with the national pay award with all other staff salaries to be increased by 2% from 1 April 2019. Cllr Thompson proposed, Cllr Thornley seconded, all agreed.

- (ii) Approval of budget

It was **RESOLVED** that the pitch hire fee for the football club would remain at £1.00 next year.

It was **RESOLVED** to approve the detailed budget as circulated. Cllr Mancell proposed, Cllr Summers seconded, all agreed.

- (iii) Approval of transfers to/from reserves
It was **RESOLVED** to approve the transfers to reserves as detailed in Cllr Mancell's report. Cllr Mancell proposed, Cllr Thompson seconded, all agreed.
- (iv) Approval of precept
It was **RESOLVED** to set the level of precept at £110,618; Cllr Lockley proposed, Cllr Mancell seconded; all agreed. Thanks were expressed to the clerk and Cllr Mancell for all their hard work.

3 Community grants

- (i) Application from Harbury Carnival Committee for £1,000 towards entertainments and hire fees
It was **RESOLVED** to award a grant of £1,000 to Harbury Carnival Committee subject to the council's approval of the organisations and causes to be supported by the carnival and with the proviso that any helium balloons are weighted.
- (ii) Application from Harbury School PTA for £1,000 for outdoor play equipment
It was **RESOLVED** to award a grant of £1,000 to Harbury PTA.
- (iii) Application from Harbury FC for £363 changing room hire
Already discussed. Please see min ref 19/04 above.

Grants Budget

It was **RESOLVED** to transfer the remaining balance of £400 from the NDP budget into the grants budget.

4 Harbury Village Hall Grant

It was **RESOLVED** to award a grant of £1500 towards architect's fees.

5 Pitch Hire Fees – Harbury FC

Already discussed. Please see min ref 19/04 above.

6 WALC grant application

It was formally **RESOLVED** to support the grant application to WALC submitted by Cllr Lockley on behalf of Harbury PC working with Harbury School PTA; a decision is anticipated at the end of the month.

7 Floodlights at tennis courts

It was **RESOLVED** to approve the cost of repairs at £2901.34 plus VAT.

8 Internet banking application

The clerk reported that the arrangements with HSBC do not comply with the PC's financial regulations and she thought it would be necessary to change bank. It was **RESOLVED** that the clerk would seek the internal auditor's advice at a meeting on 5 February and would report back to the next council meeting.

9 SDC correspondence regarding transfer of Sec 106 funds

It was **RESOLVED** to leave the funds with SDC until they are needed.

19/12 Sports Clubs Licence

The draft lease has been received from Wright Hassall and circulated for review. The tennis club feel it is not appropriate and have drafted their own document. The council felt that this was missed some of the key points such as who owns the sink fund, what is the VAT position and there is no lease for the clubhouse.

It was **RESOLVED** that (i) the clerk would obtain more advice and discuss further with the auditor when they meet on 5 February, (ii) Cllr Lockley would speak informally with the tennis club representative and (iii) this matter be put on the agenda for the HPC's February meeting.

19/13 Burial of Non-residents in Cemetery

It was **RESOLVED** to adopt the new policy as per the draft Appendix B of the cemetery rules which had been circulated prior to the meeting.

19/14 Assets of Community Value

No update on the registration of community assets.

19/15 Accounts for Payment

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

19/16 Meetings Calendar 2019/20

It was **RESOLVED** to approve the meetings calendar for the coming year. The meeting dates for May 2019 (which are affected by the election on 2 May) were agreed as follows:

Thursday 16 May Annual Meeting of the Parish Council

Thursday 30 May Annual Parish Meeting

19/17 Village with a Vision

This group has now formally disbanded and the remaining funds of £939 have been transferred to the parish council with a request that the money be used for the senior residents of the parish. It was **RESOLVED** the funds be split equally between the senior citizens group and Harbury e-Wheels. Cllr Lockley will write to the ex-chair thanking the group for their contribution and hard work.

19/18 Reports & Questions

- Nomination forms for the May election will be available from the beginning of March. It has been agreed with SDC that subject to the forms being checked and collated by the clerk and placed in a sealed envelope, they can be hand delivered in bulk by a parish councillor to save everyone making the trip to SDC.
- Cllr Lockley and the clerk have been invited to speak at a WALC event for prospective councillors.

19/19

Exclusion of Public & Press

It was **RESOLVED** to exclude the public under Sec 100A of the Local Government Act 1972 in order to discuss the following matters:

- 1 **Award of grounds maintenance contract 2019-2022**
The tenders received had been circulated to councillors prior to the meeting. It was **RESOLVED** to award the contract to FM Farmers. Cllr Lockley proposed, Cllr Thornley seconded; majority agreed with one abstention.

- 2 **Quote for playing field & pitch mowing 2019/20**
It was **RESOLVED** to accept the quote received.

- 3 **Quote for tree works in cemetery and allotments track hedge**
It was **RESOLVED** to accept the quote received.

- 4 **Estimated cost of Y1 tree works**
It was **RESOLVED** to accept the estimated costs for this work.

19/20

Date of Next Meeting

The next ordinary meeting of the parish council will take place on Thursday 28 February 2019 at **7.30pm** in Harbury Village Hall.

The meeting closed at 9.55pm

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 24 January 2019

1 **18/03711/HRN**

Removal of two sections of hedgerow, 1 no. 5 metres in length and 1 no. 11 metres in length.

Harbury Fields Farm, Middle Road

No representation but request that an equivalent length of hedge is planted elsewhere on the farm to compensate for the loss of these two sections of hedgerow.

2 **18/03452/TREE**

T1 -contorted willow – fell

T2 – thuja gold – crown reduction by up to 2 metres

T3 – Lawson – crown reduction by up to 2 metres

T5 - thuja – crown reduction by up to 2 metres in height and spread

T6 – walnut – crown reduction by up to 3 metres

T7 – flowering cherry – crown reduction by up to 2 metres

Dennys Close, Temple End

No representation

3 **18/03456/TPO**

T8 yew- remove low hanging branches over drive

Dennys Close, Temple End

No representation

