

## HARBURY PARISH COUNCIL

### **Minutes of the Ordinary Parish Council Meeting Thursday 28 February 2019 Harbury Village Hall**

#### **Present:**

Cllr S Allen (from 7.42pm)	Cllr T Lockley (Chairman)	Cllr J Thornley
Cllr C Christou	Cllr A Mancell	Cllr K Thompson
Cllr S Ekins	Cllr A Rutherford	
Cllr C Gibb	Cllr P Summers	

#### **In Attendance:**

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

#### **Public:**

Mrs L Ridgley, Harbury News  
Mrs S Brooke-Taylor, WRCC  
Members of the public: 5

**19/21**

#### **Apologies:**

Cllr S Allen (late)

**19/22**

#### **Declarations of Interest:**

Cllr T Lockley: Agenda item 14 - member of the tennis club  
Cllr K Thompson: Agenda item 14 - member of the tennis club  
Cllr C Gibb: Agenda item 11.2(i) - employed by HS2

**19/23**

**Dispensations:** None

**19/24**

#### **Rural Affordable Homes**

The WRCC's Rural Housing Enabler, Sarah Brooke-Taylor, was invited to the meeting to discuss carrying out a housing needs survey as the last one was completed in November 2011 and pre-dates the NDP preparation and SDC's Core Strategy.

She handed out a draft model survey for councillors to see, pointing out there would be an option for online completion as well as manual. All the forms would be returned to her in complete confidence. There was some debate as to whether this would properly identify local need despite up-to-date data.

It was **RESOLVED** that this be placed on the agenda for the next meeting so that councillors would have time to consider this.

*Cllr Allen arrived during this last item.*

**19/25**

#### **Public Participation**

A member of public spoke against the planning application for 39 Farm Street as this was without doubt garden infill; the loss of trees would have a serious impact and there were visibility issues onto the highway.

19/26

**Minutes:**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday 24 January 2019 as a true and complete record of that meeting; they were duly signed.

19/27

**Other Organisations:**

To receive reports from the following:

**1. Harbury Library**

AGM to take place on 4 March at 7.30pm.

**2. Harbury School Governors**

- (i) Cllr Gibb reported that funds for the solar panels had been sought through grants and interest-free loans and that installation of the panels over the whole of the hall roof was imminent. Thanks were expressed to Bob Sherman of HEI; the benefits to the environment and the savings to the school would be seen over time.
- (ii) Section 106 monies, £90,000 would be spent over Easter on Reception, 1 & 2 areas to enhance the facilities. A further £50,000 would be applied for in the next few weeks for additional work on the upper years. The school would then be near to capacity, but unfortunately there is no funding for extra teachers. Although thanks were expressed for this team effort, special thanks were given to Cllr Harris for all her work behind the scenes.

**3. Southam College**

Admissions for next year would be at full capacity, a planning application would soon be made for a new sports hall and finances generally were very healthy. Governors would be meeting next week.

**4. Twinning Association**

Written report not circulated this month.

**5. Village Hall**

Quotations had been obtained for the refurbishment of the Farley Room and the front porch and an application made for HS2 funding. A planning application had been submitted.

**6. Harbury Energy Initiative**

HEI is running a joint event with RSA on Saturday 27 April on low carbon initiatives for local communities.

**7. SDC/WCC**

**SDC:**

Cllr Harris main points:

- A number of concerns have been raised about planning matters, including how NDPs sit with the Core Strategy and the views of planning officers. Cllr Harris is following this up.
- Cllr Harris has requested a task and finish group to look at how Cat 1 Local Service Villages have taken the burden of new

housing development and to consider how this can be shared across other areas.

- HS2 meeting coming up, Please let Cllr Harris know of any issues.
- Work is ongoing to push through the Harbury Lane/Fosse Way traffic lights more quickly. There needs to be a joined up approach.

#### **WCC:**

Cllr Stevens had circulated his report - main points:

- Budget: The 2019/20 WCC budget debate and settlement recently took place, based on the last of the 5-year operational plan, reflecting areas where savings are still to be made and highlighting the extra money found to meet the added requirement of an ageing population as well as the increase in children being taken into care. More money is allocated to transport, rural buses and home to school, and schemes to improve safety along the Fosse Way, funded mainly from developer contribution; of particular interest is the Harbury Road Fosse Way crossroads with £600,000 included to install traffic lights. A new 5-year plan 2020-2025 will be developed over the next 6 months.
- Highways: Various road closures and traffic lights are to be expected as S106 and HS2 works takes place. The recent temporary closure of part of the access roads at junction 12 has exacerbated the congestion, particularly in and around Bishops Itchington.
- HS2: Much activity has taken place, particularly with the programme for bore holes between Bishop Bowl lakes and Ufton being unpredictable; communication continues to be a problem. Meetings have been held with HS2 communications team and Jeremy Wright MP, as well as a briefing in Westminster with Mr Grayling and the new HS2 Chairman, Alan Cook, to launch the consultation for phase 2 to Leeds. A series of local parish council briefings and road shows are due shortly and should be advertised on the HS2 web site once updated; a completion is still planned for 2026, although the scheme is behind by 6 months.
- Buses: WCC scrutiny committee held the MD of Stagecoach to account last month although little was achieved. The revised timetable is settling down although the many road disruptions are making this difficult.
- Elections: Parish council elections and district council elections to take place. The Bill to change parliamentary constituency boundaries is still going through Parliament but there is a general feeling that it will not be passed.

#### **8. Deppers Bridge**

Nothing to report.

19/28

**Planning:**

**1 19/00285/FUL**

Creation of a new four-bed dwelling house and vehicular access with allocated parking spaces and integral garage

**39 Farm Street**

It was **RESOLVED** to object on the grounds that it is contrary to the NDP and will have a harmful effect on the conservation area and trees (one of which has a TPO) and a loss of garden space. Visibility is also an issue but there has been no response from Highways or residents to date.

**2 19/00401/FUL**

Ground floor extension to side and front of existing

**18 Rainbow Crescent**

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

**3 19/00363/ADV & 19/00365/LBC**

New signage and lighting

**Crown Inn, Crown Street**

It was **RESOLVED** to make no representation but the council would like some evidence that there had been consultation with the neighbours.

**4 SDC Draft Development Requirements SPD Consultation**

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

**5 SDC Site Allocations Plan: Regulation 18 Further Focussed Consultation**

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

**6 Delegated Responses – Noted as per Appendix A**

19/29

**Properties**

**1 Playing Fields**

(i) New play equipment & safety surfacing (funded by Sec 106)

The Properties Group had met and considered the space available. A summary of the proposed new equipment had been put forward. It was agreed to proceed with this proposal in principle, however, more quotes may need to be obtained and it would be necessary to meet with suppliers on site before placing any orders. £9,000 would be set aside for a teenagers' shelter (Perspex and visible). It was agreed to seek advice from the police for the siting of the shelter. The question of whether to draw down the Sec 106 funds from SDC now, rather than waiting until the money is needed, was discussed. It had been agreed at the last PC meeting that the funds should remain with SDC but perhaps this should be looked at again in light of the difficulties experienced by the school in obtaining their Sec 106 funds from WCC.

It was **RESOLVED** to (i) seek advice from the police on siting the teenagers' shelter and (ii) that the Finance & General Purposes group discuss the holding of Section 106 monies.

(ii) Car Park – closing of barrier

The random closing of the car park appears to have worked and there is now not much of a problem. The metal banding has now been put on the lamps. It was decided that CCTV was not worthwhile. The situation would continue to be monitored.

**2 Cemetery**

(i) Chapel repairs – soakaway update

A quote for installation had been received at £1600 + vat, and a separate quote of £1200 for groundworks and to remove the redundant water butts.

It was **RESOLVED** that these quotes be accepted and that the clerk proceed as quickly as possible.

(ii) Water supply - update on quote for mains connection

The clerk reported that Severn Trent had reduced their quote by £400 as they now realised that the mains water supply was already in situ.

It was **RESOLVED** that the clerk would source a plumber and get a quote for a new tap and piping.

(iii) Friends of Harbury Cemetery

Nothing to report at present. They are meeting next week to weed and tidy.

**19/30**

**Environment**

**1 Street lighting: Approval of maintenance contract 2019/20**

It was **RESOLVED** to (i) approve this at a cost of £651.57 + vat.

**2 Traffic & transport**

(i) HS2 update:

Cllr Thompson attended a roadshow that afternoon and reported that the trial ends tomorrow, results would be analysed and should be available end of April/early May. Traffic lights would be better than road closures and pressure would be made for this.

(ii) Bus Service: new timetable review and ongoing problems

Reliability since January has been shambolic and has been handled very badly by WCC & Stagecoach. Wrong information on timetables and road closures have not helped.

It was **RESOLVED** that the clerk should continue in her efforts to arrange a meeting with all parties.

**19/31**

**Finance & General Purposes**

**1 Monthly financial report & bank reconciliation:** Noted.

**2 Review internal audit report:**

The auditor's report had been circulated. Two matters had been identified; internet banking arrangements and a disparity between the financial regulations and standing orders. These matters were to be discussed this evening, as follows:

### **3 Internet banking: agreement of future banking arrangements**

The auditor's comments were taken into account and after some discussion, it was **RESOLVED** to switch bank accounts from HSBC to Unity Trust Bank whose internet banking system complies with the council's financial regulations.

### **4 Completion of review on:**

- (i) Financial regulations  
It was **RESOLVED** to make no amendments.
- (ii) Financial risk management  
It was **RESOLVED** to amend the risk relating to cash which is minimal.
- (iii) Fixed assets register  
It was **RESOLVED** to approve the revised register subject to the number of benches in Chapel Street being amended from 2 to 1.

### **5 Replacement of wooden retaining edge Percival Drive green**

It was **RESOLVED** to approve the quote of £845.00 + vat.

#### **19/32 New Model Standing Orders**

It was **RESOLVED** to adopt the revised standing orders (August 2018 model).

#### **19/33 Sports Clubs Licence**

The clerk urged the council to complete this long outstanding matter as soon as possible. She has already paid the solicitor's invoice for the draft document. Cllr Lockley has arranged a meeting with the chairman of the tennis club next week and will report back at the next PC meeting.

#### **19/34 Assets of Community Value: Registration Update**

It was **RESOLVED** to take this off the agenda until there was something new to report. So far only the village club has been registered.

#### **19/35 Accounts for Payment**

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

#### **19/36 Reports & Questions**

- Cllr Thornley reported that no public turned up in January and only 1 in February; however, she still felt that the exercise was worthwhile as it keeps the council visible; she thanked other councillors for their support and appreciated Cllrs Harris and Stevens attending when they could.
- Nomination forms to stand for council are now available from the parish office. A volunteer is needed to take the completed forms to SDC.
- Cllr Ekins has prepared a draft agreement for hiring the pitch to the football club and this will be on the on the next agenda; comments had been sent to all councillors by email.

19/37

**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 New Cemetery**

A new proposal had been put forward but there was some doubt as to the suitability of the land.

It was **RESOLVED** that the clerk should arrange a meeting with the other party as soon as possible to discuss further and ask them to provide evidence of the suitability of the land for use as a cemetery. Mention should also be made of the money the council has already spent in respect of the Bush Heath Road site.

19/38

**Date of Next Meeting**

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

**The meeting closed at 9.30pm**

Signed ..... Chairman      Date.....

## APPENDIX A

### Planning Applications – Delegated Responses 28 February 2019

- 1 **18/03754/FUL**  
Proposed part single storey and part two storey rear extensions.  
**27 Deppers Bridge**  
No representation
  
- 2 **18/03617/LBC**  
Replacement brick pillar in kitchen with cast iron post to reduce visual impact and create more space. Reduction of pantry size by 40cm to give space for dining area.  
**Western House, Station Road**  
No representation



