

HARBURY PARISH COUNCIL
Minutes of the Ordinary Parish Council Meeting
Thursday, 24 November 2022 at 7.30pm
Harbury Village Library

Present

Cllr T Lockley (chairman)	Cllr A Potter
Cllr K Thompson	Cllr S Allen
Cllr A Knowles	Cllr J Thornley
Cllr J Balch	Cllr S Ekins

Absent

Cllr Dominick

In Attendance

Mrs Alison Biddle, Clerk to the Council

Public

Mrs L Ridgely for Harbury & Ladbroke News
3 members of the public

22/161 Apologies

Cllr Dominick; County Cllr Kettle; District Cllr Harris

22/162 Declarations of Interest

Cllr Knowles declared a personal interest in agenda item 9.3 Swift Boxes as his son is involved.

Cllr Lockley declared a personal interest in agenda item 10.1(c) Tennis Courts as he is a member of the tennis club.

Cllr Thompson declared a personal interest in agenda item 10.1(c) Tennis Courts as he is a club member and also in item 6.2 relating to a grant application for Harbury Primary School as his wife is a school governor.

22/163 Dispensations

None.

22/164 Casual Vacancy

Cllr Rutherford who resigned earlier this month, was thanked for his contribution over the last few years. The formal notice for the vacancy expires today and SDC will confirm within the next couple of days whether or not an election has been called. If an election has not been called, the council will be free to co-opt. It would be helpful to do this before Christmas if possible which would require an extraordinary meeting to be called.

22/165 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Thursday, 27 October 2022 as a true and complete record of that meeting.

22/166 Public Participation

Bus Shelter at Binswood End

A petition with 284 names was presented to the council in support of a bus shelter. The bus service is mainly used by pensioners and young people and there is no protection from the weather while at the bus stop. There has been a really positive response to the petition with just 2 objections. More people need to be encouraged to use the bus service or it could cease to operate. Details of a possible bus shelter design were also provided along with an estimated cost. The chairman thanked the resident for the petition and the useful research he had done. This will be considered as part of the budget preparation for next year, with the first budget meeting taking place early in December. The resident asked for the shelter to be given priority and if possible, for it to be installed this winter.

22/167 Community Grant Applications

1 Harbury Juniors RFC

It was **RESOLVED** to award a grant of £850 for the purchase of flags and bibs.

2 Harbury Primary School

The legal advice re the power of a parish council to spend money on church related property (including C of E schools) lacks clarification. NALC is of the opinion that this is not permissible by way of restrictions in the Local Government Act 1894 but the Government believes that this restriction is superseded by the Local Government Act 1972. The council supported the grant application in principle but, in view of the lack of clarity regarding the power to spend, would prefer that the application was made by the PTA rather than the school itself. It was agreed that the clerk would write to the school and ask if the PTA could submit the application instead. It was **RESOLVED** to delegate power to the clerk to pay a grant of £300 towards the cost of Christmas tree decorations and updates to school photographs as part of the school's 'Values Project', as soon as a new application from the PTA is received.

22/168 Other Organisations

1 Harbury Library

The committee is in the process of appointing a new treasurer. Ed Wilson is taking the lead on the project to install a new heating system.

2 Harbury School Governors

No report.

3 Southam College

No report.

4 **Twining Association**

No report.

5 **Village Hall**

The committee is in the process of renewing the insurance and concerns have been raised about the proximity of the proposed battery blocks to the village hall and any increased risk. The problem with the flagpole, and nearby trees had been discussed. Hire charges for non-residents are to be increased and a new online booking system is being introduced.

6 **Harbury Energy Initiative**

Cllr Potter had attended the last meeting and gave a short update as follows:

- Solar Together is an initiative that works in four counties at a time helping people install solar panels – will potentially be operating in Warwickshire next year.
- Discussion on options to liaise with other village groups on energy matters
- Some people felt that the Harbury PC climate working party was not doing enough.
- The potential to expand on Eco Fest as part of the village carnival was discussed.
- Discussed procurement and provision of thermal camera for use by HEI which would be able to detect heat loss in people's homes.
- Trade Fair in February 2023 - volunteers will form a working party to decide scope for trade fair and present a proposal to the HEI AGM on 08 Dec 22.
- School Solar Panel - the panel has not been working properly, data collected to show lack of expected power, inverter changed in May and since then the power return immediately rose to expected levels.
- Looking to find a quote for a meter for the school foyer, similar to the type installed in the village hall, so visitors can see electricity generated etc.

7 **SDC & WCC**

SDC - District Cllr Harris submitted a written report prior to the meeting mostly about the issues relating to lack of planned healthcare provision for the new development at Upper Lighthorne. Several parish councils are working on this as surrounding villages will be affected by the impact of increased number of patients at village surgeries. The next step in the campaign will be to involve the press and local residents.

WCC – there was no report from County Cllr Kettle.

22/169 **Planning**

1 [Planning ref 22/03151/FUL - 3 Heber Drive](#)

Removal of roof and dormers of existing extension to side of original house and replace with higher roof without dormers.

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

- 2 [Planning ref 22/03225/FUL - Harbury House, Butt Lane](#)
Remodel sunken walled garden to west elevation of rear wing and replacement of timber French windows on west elevation with aluminium sliding doors.
It was **RESOLVED** to make no representation.
- 3 [Planning ref 22/03226/LBC - Harbury House, Butt Lane](#)
Replacement of timber French windows
It was **RESOLVED** to make no representation.
- 4 **Delegated Responses at Appendix A**
These were noted.
- 5 [Consultation on Revised Open Space SPD Stratford-on-Avon District Council](#)
It was **RESOLVED** to comment on the impracticality of parish councils being asked to accept responsibility for SUDS as part of public open space transfers and also, request confirmation that any commuted sums are paid direct to the parish council concerned, not via SDC.
- 6 [Reg 16 Consultation Southam Neighbourhood Plan | Stratford-on-Avon District Council](#)
It was agreed to make no comment.

22/170 Environment

- 1 **New Chair of Working Party**
A new chair is required following the resignation of Cllr Rutherford. Cllr Lockley volunteered to act as interim chair until a permanent replacement is appointed.
- 2 **Village Tree Planting**
It was agreed that the clerk would seek the relevant permissions to plant on the green in Frances Road/Dovehouse Lane, and on the mound at Five Ways. Trees can also be planted on The Pound but that is within the PC's ownership.
- 3 **Response to Online Criticism**
There had been further criticism on social media regarding the council's tree planting at the playing fields in March of this year. Some of the trees had been removed by persons unknown and others had died during the long hot summer. This is very disheartening but it was agreed that it was best to move on and ignore any adverse remarks.
- 4 **Swift Nest Boxes**
Amanda Randall reported that she had received a number of offers to host a box and asked if the council would order a further 20 boxes (made from marine -ply) in addition to the ones already purchased. The Shakespeare Inn has expressed interest and Cllr Thompson volunteered to ask Banana Moon if they would also help. It was agreed that the clerk should order the boxes. The clerk and the chairman will discuss the installation arrangements and whether or not a cherry picker is required.

22/171 Properties

1 **Playing Field**

(a) Harbury Future Energy Project

No further information had been provided.

(b) Car Park

The properties group had reviewed the existing signage at the entrance to the car park and recommended that the signs were replaced with a one way sign on the left and a warning sign about the alligator teeth on the right. The clerk was asked to obtain quotes for these.

(c) Tennis Courts at 50

Cllr Lockley had been approached by a former member of the original tennis courts committee who still has copies of the minutes. It will be 50 years in 2023 since the courts were built. It was agreed that Cllr Lockley would liaise with the tennis club about a possible celebration.

2 **Chapel Street Memorial Garden**

It has not been possible to complete the clearance work yet because of bad weather. The clerk has approached a local landscape business for advice on re-setting the crazy paving and is waiting for their reply.

3 **Allotments**

The first meeting of the well-being group had recently taken place. There are 6 members and a chair and treasurer have been appointed. It was an encouraging first meeting. There is still £1380 available to spend on this project.

4 **Manor Orchard Play Area Wall**

The draft specification for works was approved subject to a small amendment to include pre-cast coping. The clerk will now obtain quotes. Cllr Lockley volunteered to advise the neighbours that the new coping would overhang their side of the wall.

5 **Village Hall Flagpole**

Several quotes for refurbishment had been received. There was a wide range of prices and a lot of information to take into account. It was agreed that the working party would meet next week to discuss the quotes in detail and make a recommendation. It was **RESOLVED** to delegate authority to the clerk to place an order based on the recommendation of the working party.

6 **Bus Shelter at Binswood End**

It was agreed that this would be discussed by the finance & general purposes group at its budget meeting next week.

7 Cemetery Hedge

Despite best efforts, the hedge continues to lean outwards causing an obstruction for pedestrians using the footpath. It was **RESOLVED** to replace the hedge with a fence to match the existing fence at Cemetery Corner as per the quotation received at a cost of £1145 plus VAT. The clerk will place the order. It may be possible to plant a new hedge on the inside of the fence at a later date.

22/172 Climate Change

1 Update

The group will be launching an online and paper forum in January 2023. They are working on this at the moment.

2 No Mow May

Cllr Dominick was not at the meeting but had circulated a draft paper she had been working on regarding this subject. It was agreed to defer this matter to the January meeting so that Cllr Dominick could present it in person.

22/173 Finance & General Purposes

1 Budget Report

Noted. No questions.

2 Bank Reconciliations for October 2022

This had been completed by the clerk and checked by Cllr Allen. All correct.

3 Amendment to Bank Mandate

It was **RESOLVED** to remove former Cllr Rutherford as a signatory to the account. The submission form was duly signed and will be submitted by the clerk.

4 Clerk's Pay Award

It was **RESOLVED** to approve the implementation of the national pay award for the clerk backdated to 1 April 2022. Details had been circulated and arrears are to be paid with the November salary.

22/174 Christmas & Seasonal Lights

The lights will be installed and switched on this coming Saturday in co-ordination with the residents' lights in Frances Road. There will be a village trail again this year, following the same format as previously, and this will be available from Harbury Library.

22/175 Harbury Village Club

It was **RESOLVED** to delegate authority to the clerk to re-apply for listing of the club as an asset of community value as the current listing will expire in spring 2023.

22/176 Fibre Broadband

Councillors had attended the recent presentation by Gigaclear in Harbury Library. It was **RESOLVED** to ask Gigaclear to consider installing connections to the following village hubs: village hall, Tom Hauley Room, school and library. The clerk will write to Gigaclear about this. Cllr Allen also raised a concern about the number of new cabinets that had been installed on the verges which will make mowing more difficult.

22/177 Accounts for Payment

It was **RESOLVED** to approve the accounts for payment as per Appendix B, including the transfer from NS&I to the current account to pay for works at the tennis courts. Cllrs Potter and Knowles to authorise payment. They will confirm that they have checked the invoices (circulated prior to the meeting) by email.

22/178 Reports & Questions

- There will be a Councillors Corner this Saturday in the library.
- Cllr Knowles circulated a draft sketch for a possible extension to the playing fields car park and asked if this could be discussed at the next meeting in January 2023. The clerk will add this to the agenda.

22/179 Exclusion of Public & Press

There were no confidential matters to discuss.

22/180 Date of Next Meeting

The next ordinary meeting of the parish council will be held at 7.30pm on Thursday, 26 January 2023 in Harbury Village Hall.

The meeting closed at 9.10pm.

Signed Chairman Date.....

APPENDIX A

Planning Applications – Delegated Responses 24 November 2022

- 1 [Planning ref 22/03031/FUL - 1 Manor Orchard](#)
Single storey extension to front elevation and conversion of existing garage into office.
No representation

- 2 [Planning ref 22/02835/LDE - The Cedars, 11A Constance Drive](#)
Existing use as garden since 2010. Area amounts to approximately ½ acre extension to formal garden.
No comment

APPENDIX B
Accounts for Payment

Accounts for approval 24 November 2022						
Urgent accounts paid since the last meeting and requiring formal approval of the council						
Payee	Payment ref	Net	Vat	Gross		
YU Energy (street lights) inv 00973749	d/debit	469.45	93.89	563.34		
YU Energy (street lights) inv 00973750	d/debit	31.16	1.56	32.72		
YU Energy (street lights) inv 00973751	d/debit	13.67	0.68	14.35		
YU Energy (street lights) inv 00973752	d/debit	44.46	2.22	46.68		
RBL Poppy Appeal	221100	100.00	-	100.00		
ICO (data registration renewal)	d/debit	35.00	-	35.00		
		-	-	-		
	Sub-total	693.74	-	792.09		
Accounts for payment on 24 November 2022						
Payee	Payment ref	Net	Vat	Gross		
Staff costs	221101 to 04	3,730.18	-	3,730.18		
Frank Mann Farmers (annual bonfire)	221105	175.00	35.00	210.00		
S Ekins (expenses)	221106	5.99	-	5.99		
King Ramps (skate park - new equipment)	221107	1,850.00	370.00	2,220.00		
Value Products Ltd (signage for playing fields)	221108	17.81	3.56	21.37		
Exclusive Leisure Ltd (court floodlight repairs)	221109	2,270.00	454.00	2,724.00		
The Play Inspection Company (annual inspection)	221110	291.80	58.36	350.16		
T Bastin (bus shelter cleaning)	221111	40.00		40.00		
C Beaton (contract maintenance)	221112	50.00		50.00		
BT (phone & b/band)	d/debit	49.95	9.99	59.94		
Adams & Munson (office rent)	s/order	378.50	-	378.50		
Frank Mann Farmers (grds m'nance)	s/order	991.17	198.23	1,189.40		
		-	-	-		
	Sub-totals	9,850.40	1,129.14	10,979.54		
	TOTALS	10,544.14	1,129.14	11,771.63		
		-	-	-		
Transfers						
From	To	Amount				
NS&I (tennis courts fund)	Unity Trust (current)	£2,480.00				