

SALFORD PRIORS PARISH COUNCIL
Warwickshire

To All Members of the Council

9th. May 2012

You are hereby summoned to attend the One Hundredth and Eighteenth Annual Meeting of the Salford Priors Parish Council immediately followed by an Ordinary Meeting both to be held in The Memorial Hall, Salford Priors, on Wednesday 16th. May 2012 starting at at 7.30pm, for the purpose of transacting the following business only:

Michael Philpott
Clerk to the Council

ANNUAL MEETING AGENDA

- 1. Election of Chairman**
- 2. To receive the Chairman's Declaration of Acceptance of Office**
- 3. To receive all Councillors' Declarations of Office**
Reminder of the statutory time scale of notification for a Parish Councillor to complete their Declaration of Financial and Other Interests as required by the Code of Conduct.
- 4. Election of Vice-Chairman**
- 5. To consider the acceptance of any apologies for absence**
- 6. Declarations of Office and Disclosure of Interests**
 - 6.1 Register of Interests:** Members are reminded of the need to keep their register of interests up to date.
 - 6.2 Declaration of Interests:** Members are required to declare and disclose any personal or prejudicial interests in items on both agendas. Councillors with a prejudicial interest must leave the room for the relevant agenda item.
- 7. Appointments**
 - 7.1** Rights of Way Inspector
 - 7.2** Playing Field Inspector
- 8. Appointment of Staffing Committee**
- 9. Appointment of Appeals Panel**
- 10. Appointments to Outside Bodies**
 - 10.1** Memorial Hall Committee
 - 10.2** TOPS Management Committee
 - 10.3** Perkin's Educational Foundation
 - 10.4** Marsh Farm Sand and Gravel Liaison Group
 - 10.5** Warwickshire Association of Local Councils
- 11. Closure of the Annual Meeting**

ORDINARY MEETING AGENDA

1. Mobile Phones

All members of the public are respectfully requested to silence and not to use their mobile phones. The use of mobile phones during the meeting will be considered as disorderly conduct within the provisions of Section 10 of the Council's Standing Orders and offenders may be excluded from the meeting.

2 Open Forum

2.1 Chairman to Move: The meeting be now adjourned for Open Forum.

At the Chairman's discretion residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration. Members of the public may not take part in the Parish Council meeting. There will be no discussion by members of the Council during this session but the views expressed may be considered later as part of particular agenda items. During this period, in accordance with the revised Code of Conduct, members of the Council who have a prejudicial interest in an item on the Agenda may also make representations, answer questions, or give evidence relating to that item.

2.2 Open forum for the under 18s.

2.3 Open forum for other members of the public. (15 minutes)

2.4 Receive Ward Members reports (5 minutes maximum each Member)

County Council Ward Member - Cllr. P Barnes.

District Council Ward Members – Cllrs. Pemberton, Howse, and Spence.

3. Chairman to Move: To close the adjournment.

4. Minutes

4.1 Consider the wording and approve the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18th. April 2012 at The Memorial Hall, Salford Priors. (*attached*)

5. Clerk's Progress Report for consideration by Council (*Clerk's Report enclosed*)

5.1. Parking at Dunnington School

5.2 Proposal for a new bus stop in School Road

5.3 Clearance of footpath to Wood Bevington turn

5.4 Planning booklet circulation

5.5 Request for dispensations

5.6 Affordable Housing

5.7 Solar light in School Road

5.8 Proposed light at Hedges Close

5.9 New prices for lighting maintenance

5.10 Ordnance Survey PSMA

5.11 Results of elections

6. Planning general

6.1 Receive a progress report from the Clerk regarding the Packing Station at Orchard Farms including consideration of a letter from Margaret Wan.

6.2 Receive a progress report from the Clerk regarding the School Road Pine Tree planning decision.

6.3 Consider the formation of a Neighbourhood Plan Working Group.

6.4 Receive a report from the Clerk regarding the Warwickshire Waste Core Strategy.

7. New Planning Applications to consider

7.1 12/00924/TREE – Proposal to fell a holly tree at Priory Cottage, Station Road, Salford Priors, WR11 8UX, for Miss Julie Stage.

7.2 12/00894/ELEC – Diversion of one span of an 11,000 volt overhead line, underground cable to be laid, and overhead spans to be removed at Mudwalls Farm, Dunnington, Alcester, B49 5PA for WSE Ltd. - Nick Perkins.

7.3 12/01035/ELEC – Replace single span of overhead line and relocate transformer at Holly Bush Farm, Dunnington, B49 5NN for Western Power Distribution.

8. Planning Decisions (*pink papers*)

8.1 12/00291/FUL – Single storey dwelling house on plot of land adjacent to Dunnington Crossroads, Dunnington for Ms Jayne Norris.

Planning Permission Refused

8.2 12/00623/FUL – Erection of porch, insertion of rooflight into rear elevation and replace first floor window with French doors and balustrade at 3 Meadow View, Evesham Road, Wr11 8UU for Mr Neil Pearce.

Planning Permission Granted

8.3 12/00414/FUL – Proposed use of Long Barn for mixed retail and storage purposes at Dunnington Heath Farm, Dunnington, B49 5PD for AH Hillers and Son Ltd.

Planning Permission Granted

9. Finance (1) (*white papers*)

9.1 Consider the Internal Auditor's report.

9.2 Consider and approve the Annual Accounts for 2011 – 2012.

9.3 Consider a New Bank Mandate

10. Playing Field

10.1 Receive a report from Cllr. Quiney on the Playing Field weekly inspections.

10.2 Receive a progress report from the Clerk regarding the Playing Field car park.

10.3 Receive a report from the Clerk regarding repairs to the play equipment.

10.4 Receive a report from the Clerk regarding football on the Playing Field.

10.5 Receive a progress report from the Clerk regarding the purchase of the access from SDC.

10.6 Consider a request from the cub pack to use the Playing Field.

10.7 Consider collection of grass before Jubilee event

11. Highways (*blue papers*)

11.1 Consider a report from the Clerk regarding speeding and build-outs on School Road (*attached*)

11.2 Receive a report from the Clerk regarding the replacement of signs in Broom Lane

11.3 Consider the investigation of the services of a Parish Lengthsman

12. Trees

12.1 Consider a report regarding the site off Tothall Lane for planting Jubilee trees.

12.2 Consider the replacement of the circular seat at Iron Cross

12.3 Receive a report from the Clerk on trees on Evesham Road near Abbots Salford

13. Events (*pink papers*)

13.1 Consider a progress report from the Jubilee Group

13.2 Consider a financial report from the Clerk for the Jubilee Group

14. Allotments

- 14.1 Consider a date to inspect the allotments.
- 14.2 Consider the provision of a third water tank at the allotments.

15. Annual Parish Meeting (*blue papers*)

- 15.1 Consider items arising from the Annual Parish Meeting (*report attached*)

16. Communications

- 16.1 Receive a report from the Clerk on the Council's website.
- 16.2 Receive a report from the Clerk regarding the renewal of the domain name

17. Rights of Way

- 17.1 Receive a report from Cllr. Quiney on the Rights of Way.
- 17.2 Receive a report from the Clerk regarding the stile on AL11 being replaced with a gate.

18. TOPs (*pink papers*)

- 18.1 Consider a report from the Clerk regarding the extension of the lease at TOPs. (*Letter attached*)

19. Staff and administrative matters (*white papers*)

- 19.1 Consider a report by the Chairman regarding holiday pay arrangements for the Clerk. (*report attached*)

20. Matters raised by Councillors

- 20.1 Councillors are invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

20.2

21. Consideration of Correspondence Received (*yellow papers*)

- 21.1 NALC – Members' conduct and the registration and disclosure of their interests – Legal Topic Note LTN80.
- 21.2 WALC – Newsletter and Bespoke Guidance for Member Councils ADH/99/2/2012
- 21.3 Cllr. Pat Dare – report on Youth Club 2011 – 2012

22. To Table

- 22.1 Clerks & Councils Direct, May 2012 Issue 81
- 22.2 The Clerk Magazine, May 2012, Vol. 43 No.9.

23. Finance (2)

- 23.1 Consider and approve the payments and transfers listed in Appendix A.

24. Date of Next Meetings

Confirm the date of the next Ordinary Meeting of the Parish Council at 7.30pm on Wednesday 20th June 2012 in The Memorial Hall, Salford Priors.

25. Closure of meeting

APPENDIX A – Finance

A1 Income transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
6508	BACs	974.04	0.00	974.04	HMRC, VAT Refund Q4 2011 – 12
6509	BACs	23500.00	0.00	23500.00	Stratford DC, Precept
6510	Cash	15.00	0.00	15.00	Karen Littleford, photocopying
6511	Cheque	171.42	0.00	171.42	TOPs Mgt. Committee, Electricity Q4 2011 – 12
6512	Cheque	26.00	0.00	26.00	ME Allison, Allotment rent plot 3
6513	Cheque	26.00	0.00	26.00	Roger Smith, Allotment rent plot 11
Total		£24712.46	£0.00	£24712.46	

A2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8859	dd	18.99	2.83	16.16	Plusnet, Office Broadband
8860	dd	27.00	1.29	25.71	EDF, TOPs Electricity
8861	102538	80.00	0.00	80.00	M Hackling, remove cable clips from brickwork
8862	102539	87.60	14.60	73.00	PD Long, service visit to 2 lamp columns
8863	102540	35.00	0.00	35.00	Salford Priors Memorial Hall, rent for Jubilee event
8864	102541	500.00	0.00	500.00	Salford Priors Memorial Hall, office rent and hall hire
8865	102542	145.75	0.00	145.75	Warwickshire CC, TOPs lease for period 1.04.12 to 30.06.12
8866	102543	470.00	0.00	470.00	WALC, Annual subscription
8867	102544	1000.00	0.00	1000.00	Bidford Community Library Ltd., donation
8868	102545	150.00	0.00	150.00	Kidney Research UK, donation
8869	102546	546.00	91.00	455.00	Hightrees Landscape Services Ltd., Mowing contract
8870	102547	150.00	0.00	150.00	Alcester Alzheimer Cafe, donation
8871	102548	50.40	8.40	42.00	PD Long, service visit to solar light and Garrard Close
8872	102549	402.70	0.00	402.70	MJ Philpott, Clerk's salary May
8873	102550	198.00	0.00	198.00	Stratford on Avon DC, TOPs rates
8874	102551	108.21	18.04	90.17	Staples, Stationery, white and coloured paper, file dividers, ink cartridges

8875	102552	232.00	0.00	232.00	M Hackling, dismantle and stain circular bench from Iron Cross and erect signs at Dunnington.
8876	102553	667.81	111.30	556.51	Shakespeare Marquees, Jubilee event.
8877	102554	1500.00	0.00	1500.00	Ultimate Fireworks, Jubilee event.
8878	102555	1008.00	168.00	840.00	The Bell at Salford Priors, Hog roast, Jubilee Event.
8879	102556	135.00	0.00	135.00	Greens Bouncy Castle, Jubilee Event
8880	102557	60.00	10.00	50.00	St John Ambulance, Jubilee Event.
Total		£7572.46	£425.46	£7147.00	

Authorisation for payment was proposed by,seconded by, and carried. Cheques were signed by and

A3. Transfers

To transfer £7000.00 from No.1 account to Community account. Authorisation for transfer of funds was proposed by,seconded by and carried

A4. Account Balances at

Community a/c	£1,289.77
No.1 a/c	£57,770.34
No.3 a/c	£214.04