

**SALFORD PRIORS PARISH COUNCIL**  
**Warwickshire**

**To all Members of the Council**

**8 September 2013**

You are hereby summoned to attend an ordinary meeting of the Salford Priors Parish Council to be held in the hall at The Memorial Hall, Salford Priors, on Wednesday 18 September 2013 at **7.00pm** for the purpose of transacting the following business only.

Sally Harte  
Clerk to the Council

**MEETING AGENDA**

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.

**Prior to the meeting candidates for co-option will be invited to make a brief (3 minutes Maximum) presentation to the Council.**

**1. Apologies for absence and Co-option**

- a. To receive apologies for absence: Cllr Penn
- b. To agree by a paper ballot applications received to fill the vacancy on the Council by co-option.
- c. Chairman to invite any newly elected member to join the Council and to receive their declaration of acceptance of office.
- d. Resignation of Cllr Quiney.

**2. Declarations of Office and Disclosure of Interests**

Members are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate.

- a. Register of Interests:  
Members are reminded of the need to keep their register of interests up to date.
- b. Dispensations  
Clerk to report any written requests for disclosable pecuniary interests dispensations.
- c. Declaration of Interests:  
Members to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Members to declare any other disclosable interests in items on the Agenda and their nature.

**3. Open Forum**

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

- a. 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 disclosable interest (but not a disclosable pecuniary interest) in an item on the Agenda may also make representations, answer questions, or give evidence relating to that item.

- b. **Open forum** for the under 18s.
- c. **Open forum** for other members of the public. (15 minutes)
- d. **To receive Ward Members written reports** (3 minutes maximum each Member)  
County Council Ward Member - Cllr M Brain.  
District Council Ward Members – Cllrs Howse, Pemberton, and Spence.

**Chairman to Move:** To close the adjournment.

#### 4. Minutes

- a. To consider the wording and to approve the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 21 August 2013 at The Memorial Hall, Salford Priors. (*attached*)

#### 5. Clerk's Progress Report for consideration by Council (*white paper*)

- a. Condition of Payphone Boxes and shrub clearance by the Ragley Tenant.
- b. Mudwalls Farm, planning enforcement
- c. Orchard Farm, planning application to vary Condition 2.
- d. Allotments, report on new tenants and the setting up of a tenant association.
- e. Tree obstructing footway light in Ban Brook Road.
- f. Speed Indication Device (SID) on Evesham Road.
- g. Consideration of quotes for cleaning bus shelter structures.
- h. Additional works in Churchyard and extension.
- i. To consider a quotation for the replacement the damaged planter at 38 School Road.
- j. Tothall Lane social housing planning application correspondence from Jephsons housing association.
- k. Removal of the Parish Council's letter from the SDC planning portal regarding the Tothall Lane application.
- l. Recycling improvements in Stratford District.
- m. Temporary signage in vicinity of Dunnington Crossroads.
- n. Cutting back of hedge on B439 from River Bridge up Marriage Hill.

#### 6. Planning general (*pink papers*)

- a. Chairman to report on meeting with Scouts re proposed planning application for an extension to the Scout hut.
- b. Cllr James to report on Neighbourhood Plan public presentation event arrangements.
- c. Clerk to report on the publicity arrangements for the Neighbourhood Plan public presentation.

#### 7. New Planning Applications - None at this time

#### 8. Planning Decisions (*pink papers*)

Tothall Lane – withdrawn.

#### 9. Playing Field

- a. To receive a report from Cllr Quiney on the Playing Field weekly inspections.
- b. To receive a report regarding the wasps nest destruction at the playing field.
- c. Royal British Legion Poppy Picnic 2014 – use of playing field. (*See attached*)

- d. To receive a report from the Clerk on litter bin emptying by the District Council
- 10. Jubilee fund dispersal**  
To consider a report from Cllr Littleford on printing and distribution arrangements of the Picture Post book.
- 11. Highways and Amenities**
  - a. Flood defence assistance grants. Clerk to report on progress.
  - b. To report on the jobs issued to the Lengthsman from the last meeting
- 12. Communications**
  - a. To consider the updated new website.
  - b. To receive a report from Liam Maude on the website transition
- 13. Rights of Way**
  - a. To receive a report from Cllr Penn on Rights of Way.
  - b. Clerk to report on AL11 (conversation with Mr Cook)
  - c. To report on the supply of the Kissing gate for AL11
  - d. Clerk to report on action regarding AL15
- 14. Staffing**  
To consider a report from Staffing Group on Mileage payment and holiday pay
- 15. Matters raised by Councillors**  
Matters raised by Councillors are considered under this item and Councillors are also invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas.
  - a. Chairman – complaints received smoke nuisance caused by garden fires
- 16. Consideration of Correspondence Received (*yellow papers*)**
  - a. Cllr Howse – Grants for small rural businesses
  - b. Charter for Local Councils
  - c. WALC's Annual General Meeting
- 17. To Table**
- 18. Finance**  
Consideration and approval of the payments and transfers listed in Appendix A.
- 19. Date of Next Meetings**  
To confirm the date of the next Ordinary Meeting of the Parish Council at 7.00pm, on Wednesday 16 October 2013 in The Memorial Hall, Salford Priors.
- 20. Closure of meeting**

## APPENDIX A – Finance

### A1 Income transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
<b>Total</b>					

### A2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
9098	d/d	18.99	2.83	16.16	Plusnet, Office Broadband
9099	d/d	56.00	2.67	53.33	EDF, TOPs Electricity supply
9100	102747	35.00	0	35.00	Sarah Hyde. Delivery of Newsletter
9101	102748	143.14	0	143.14	Terry Hunt, Lengthsman
9102	102749	411.22	0	411.22	M J Philpott, former clerk
9103	102750	610.20	101.70	508.50	Limebridge Rural Services, Mowing contract
9104	102751	591.40	0	591.40	S Harte. Clerk's salary Sept 2013
9105	102752	456.22	0	456.22	The Post Office: NINO contribution for Clerks S Harte and M Philpott
<b>9016</b>	102753	<b>8.00</b>	<b>0</b>	<b>8.00</b>	S Harte. Expenses (mileage only)
<b>Totals</b>		<b>£2,330.17</b>	<b>£107.20</b>	<b>£2,222.97</b>	

### A3. Transfers

To transfer £2,500.00 from No.1 account to Community account.

### A4. Account Balances at xx September 2013

Community a/c	<b>£2,050.81</b>
No.1 a/c	<b>£46,881.82</b>
No.3 a/c	<b>£214.23</b>