

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

**To all Members of the Council**

**14 November 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 20 November 2013 at 7.00pm for the purpose of transacting the following business only.

Sally Harte  
Clerk to the Council

**MEETING AGENDA**

**1. Apologies for absence**

**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 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 16 October 2013 at The Memorial Hall, Salford Priors.

*(attached)*

b. To consider the wording and to approve the Minutes of the Extraordinary Meeting of the Parish Council held on Wednesday 30 October 2013 at The Memorial Hall, Salford Priors.

*(attached)*

**5. Clerk's Progress Report**

a. Silt clearance, Ban Brook Bridge, Tothall Lane.

- b. Allotment update.
- c. Damaged planter at 38 School Road.
- d. Grave plot levelling works in the cemetery.
- e. Repair of street lights.
- f. 23 St Matthew's Close.
- g. Dead ash tree, Dunnington
- h. Illuminated Christmas tree.
- I Damaged road signs.
- k. Barking dogs.
- l. Bank mandate progress report
- m. Change of address with suppliers and utility companies
- n. BT telephone box painting – completed at Iron Cross and School Road

## 6. Neighbourhood Plan

Members to receive a progress report.

## 7. Planning matters

- a. To consider Jephson's affordable housing development proposals following on from Extraordinary meeting on 30 October.
- b. To consider the Salford Priors Homechoice information sent by email from Maurice Howse
- c. To consider an email from Jonathan Spence regarding affordable housing on Tothall Lane

## 8. New Planning Applications

- a. **Planning Application Consultation: 13/02678/TREE.** Periwinkle Cottages Jack Thomson Croft Salford Priors. T1-T6: Oak: Cut back overhanging branches (trees in 1-4 School Road) - T7: Silver Birch: Reduce crown by 20-25%
- b. **Planning Application Consultation: 13/02197/FUL.** Red House Cottage Abbots Salford Evesham WR11 8UT. Erection of detached garage with log store on site of demolished building

## 9. Planning decisions

- a. **Planning Application: 13/02713/LBC.** St Matthews Church Station Road Salford Priors Evesham WR11 8UX.  
**Status: PP or LBC Not Required.**
- b. **Planning Application: 13/00193/VARY.** Orchards Farm Station Road Salford Priors Evesham WR11 8SW. Variation of Condition 2 of planning permission 03/03062/FUL to read "Building No. 3 shall not be used other than for agriculture or for the storage and loading/unloading of agricultural produce. When the premises cease to be occupied by Angus Soft Fruits Limited the use of the building shall be limited to agricultural use only thereafter."  
**Status: Variation Permitted with Conditions.**
- c. **Planning Application: 13/02196/LDE.** Active Power Solutions Ltd Unit 9B Lauriston Park Pitchill Evesham WR11 8SN. Use of unit for Class B2 (General Industrial) purposes.  
**Status: Existing Lawful Development – Permitted**

## 10. Quarter 2 Financial Report (*blue papers*)

- a. To consider and confirm the bank reconciliation.
- b. To consider a programme for preparation of the budget for 2014-15.
- c. Precept for 2014-15.

## 11. Policy

- a. To consider adopting the 2013 NALC model Standing Orders as circulated by WALC.

- b. To consider the purchase of the book "Local Councils Explained" as indicated in the standing orders and WALC newsletter email 31/10.
  - c. To consider carrying out the half-yearly internal audit by our nominated auditor.
- 12. Playing Field**
- a. To receive a report from Cllr Littleford on the Playing Field weekly inspections.
  - b. To consider a quotation to carry out playing field weekly inspections from the Lengthsman.
- 13. Highways and Amenities**
- a. To note the jobs issued to the Lengthsman from the last meeting.
  - b. Cleaning of bus shelters – Council to agree job specification.
  - c. To consider a pruning request for trees overhanging the pavement outside Victoria Cottage on the corner of Evesham Road and Jack Thomson Croft. Requested by a parishioners email received 22<sup>nd</sup> October.
- 14. Rights of Way**
- a. To receive a report from Cllr Penn on Rights of Way.
- 15. Matters raised by Councillors**
- a. Cllr XXXX Web domain email addresses
  - b. Chairman - Scouts' 2013 firework display
  - c. Cllr Lindsay Wright – Dunnington School hedge on Tothall Lane
  - d. Cllr James - BT telephone rental and broadband, council could explore alternative tariffs.
- 16. Consideration of Correspondence Received**  
Clerks and Councils Direct  
Parish & Partner Briefing E-newsletter - issue 8 -Circulated by email 22 October
- 17. Finance**  
Consideration and approval of the payments and transfers listed in Appendix A.
- 18. Date of Next Meetings**  
To confirm the date of the next Ordinary Meeting of the Parish Council at 7.00pm, on Wednesday, 18 December 2013 in The Memorial Hall, Salford Priors.
- 19. Report by Staffing group**
- a. Exclusion of the Public from the Meeting. To agree the following resolution: -  
*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw*
  - b. To consider the staffing groups report.

**Closure of meeting**

**APPENDIX A – Finance****A1 Income transactions for approval**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
	Cash	£50.00	0	£50.00	Allotment Deposit
	£50.00	£50.00	0	£50.00	Allotment Deposit
<b>Total</b>		<b>£100.00</b>	<b>0</b>	<b>£100.00</b>	

**A2 Expenditure transactions for approval**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
9130	d/d	18.99	2.83	16.16	Plusnet, Office Broadband
9131	d/d	56.00	2.67	53.33	EDF, TOPs Electricity supply
9132	102777	15.00	0.00	15.00	Stratford District Council. Jubilee Booklet – supply of address labels
9133	102778	122.14	0.00	122.14	Terry Hunt, Lengthsman
9134	102779	90.00	15.00	75.00	P D Long. Streetlight repairs
9135	102780	1170.00	295.00	1475.00	Limebridge Rural Services, Mowing contract
9136	102781	92.40	15.40	77.00	Limebridge Rural Services, storage of sandbags
9137	102782	2000.00	0.00	2000.00	SP School, Board of Governors. Donation towards new reading room.
9138	102783	20.00	0.00	20.00	The Poppy Appeal. Supply of wreath.
9139	102784	100.00	0.00	100.00	The Poppy Appeal. Charitable donation.
9140	102785	72.88	0.00	72.88	Warwickshire County Council. Lease for Youth Club/Community Centre
9141	102786	15.75	0.00	15.75	S Harte. Expenses (mileage)
9142	102787	684.19	0.00	684.19	S Harte. Clerk's salary Nov 2013. 55 hours plus 5 hours for extra meeting on 30 October.
9143	102788	11.89	0.00	11.89	HMRC: NINO contribution for S Harte (£5.21 from Clerk as employee, £6.68 from SPPC as employer)
<b>Totals</b>		<b>£4,469.24</b>	<b>£330.90</b>	<b>£4,738.34</b>	

**A3. Transfers**

To transfer £5,000.00 from No.1 account to Community account.

**A4. Account Balances at 14 November 2013**

Community a/c	<b>£2,433.52</b>
No.1 a/c	<b>£62,981.82</b>

**No.3 a/c**

**£214.23**