

SALFORD PRIORS PARISH COUNCIL

To Members of the Council

You are hereby summoned to attend an ordinary meeting of the Salford Priors Parish Council to be held at The Memorial Hall, Salford Priors, on Wednesday 16th July 2014 at 7.00pm for the purpose of transacting the following business only.

Sean Arble
Clerk to the Council

18 July 2014

MEETING AGENDA

1. APOLOGIES: To receive apologies and agree the reason for absence: **Cllr Maude.**

2. REGISTER OF INTERESTS

Members are reminded of the need to keep their register of interests up to date.

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.

Disclosure 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. MINUTES: To consider the approval of the Minutes of the Meetings held 18 June 2014. Circulated by email. To sign amended 4 June 2014 Minutes.

4. Chairman to move the meeting be adjourned for OPEN FORUM

Parishioners are invited to offer their views and question the parish or local councillors on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. The time allocated is at the discretion of the Council/Chairman. 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. When the question time period is closed, the Council request that members of the public make no further contribution to the meeting. This period is not part of the formal meeting; however, brief notes will be appended to the minutes as an aide memoire.

A. Open forum for the under 18s.

B. Open forum for other members of the public.

C. To receive **ward member reports.**

5. Chairman to move to close the adjournment.

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6. PROGRESS REPORTS

A. Bank Account/Mandate:

B. Closure of Acc #3: To date, the Clerk cannot discern who made deposits into the account and why the deposits ceased.

C. Annual Return: Completed during 4 June meeting. Forwarded to External Auditor on 9-6-14. No update.

D. School & Dr's Office Donation: The Clerk spoke with Mr Haig on 3-7-14 and requested a donation acceptance letter.

E. Allotment Charges: ACTION: Cllr Stedman to provide financial information.

TO CONSIDER ALLOTMENT CHARGES

F. Sign on School Road by Queens Head: The sign was replaced, but the old one is still in the hedge.

G. Planters: Item to be included in Council News.

H. B4088 Speeding: According to the survey, there does not appear to be a speeding problem. The Clerk requested Co Cllr Brain to forward the conclusions and recommendations of the report.

I. Drop Kerbs at Perkins Close-Assisted Access: Orbit Housing advised that this was an adopted road and that the matter would be referred to WCC. However, there are drop kerb-sets serving this housing area. The Clerk spoke with Elizabeth Dixon on 6-6-14. Email thread took place between E Dixon and D Ellerston. D Ellerston to investigate the matter. **ACTION: Clerk to inform parishioner of situation.**

J. B4088 Dunnington – BT Chamber Manhole Cover: On 1-4-14 the Clerk reported to WCC Highways that a large hole had appeared in the concrete cover of an old GPO manhole chamber adjacent to the footway south of Dunnington Crossroads. The Clerk requested an update by phone on 6-6-14; there was no record of the report. Issue reported; ref #369211. The Clerk requested an update by phone 9-7-14. Matter inspected, no record of action taken. Matter to be looked into; ref #372017.

K. Car Park: The Clerk reported that he was in discussions with Orbit Housing Association concerning the future management and control of the car park. The matter is now with the Association's solicitors who are drafting exchange documents for the Council's consideration. No update.

L. Cllr Penn Rights of Way Report:

M. PF AL6 – Vandalised Bridge: On 20-4-14 the Clerk reported damage to the footbridge crossing the brook on AL6 to WCC; ref #A00672. Bridge scheduled to be replaced, but no specific date.

N. Illuminated Christmas Tree: 7 metre tall Norwegian Spruce with safety barriers ordered. **ACTION: Clerk to order LED Christmas Light Sets.**

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O. Parish Council Notice Boards: The Council resolved to purchase three new notice boards At £750 each (Dunnington, Rushford and Abbots Salford). Specification emailed to Cllrs. There is the possibility of altering the location of the Dunnington notice board; cllrs to investigate possible alternatives. The Clerk suggested the pin boards on the other notice boards could be replaced.

ACTION: Cllr Stedman to investigate new pin boards and obtain quote for bus shelter Notice board.

P. Defibrillator: In a letter dated 26-6-14 the Clerk requested permission to install a defibrillator on the front of the hall and to allow an electrical hook-up to service the unit.

ACTION: Co Cllr Brain to investigate the issue. He recommended the parish hold a fundraising/awareness evening.

ACTION: Chair Littleford to investigate the idea of holding a fundraising event.

Q. Parish Office Resource Centre:

TO CONSIDER THE FUTURE USE OF THE RESOURCE CENTRE

R. Emergency Plan: Working Party (Cllrs Stedman, Kim & Penn) to draft an updated Plan for the autumn.

S. Parish Office Photocopier:

TO CONSIDER THE FUTURE USE OF THE OFFICE PHOTOCOPIER.

T. Parish Magazine: ACTION: Cllrs Littleford and James to draft an outline copy for July meeting.

U. Cleaning Bus Shelters:

TO CONSIDER THE FOLLOWING CLEANING SPECIFICATION

- i.** Thoroughly clean the entire frame including the roof both inside and outside
- ii** Thoroughly clean all the polycarbonate glass and remove all stains from sellotape glue etc. – do not use abrasive cleaners on any parts
- iii** Remove all litter, debris and dust from the inside and surrounding area
- iv** The shelter on School Road, south side, below the shop – remove the 6 back panels and refit then turned inside out
- v** Cleaning to be carried out in late September each year

V. Hillier Farms Path: Work Order placed with Amenity Contractor on 19-6-14.

W. Playing Field Mole Infestation: Work Order placed with Arden Pest Control on 19-6-14. Work complete, awaiting invoice. Resolved.

X. NDP Update:

7. NEW PROPOSALS

A. TO CONSIDER MAINTENANCE AND PAINTING THE IRON CROSS BUS SHELTER

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B. TO CONSIDER REQUESTING CEDAR HOUSE OWNERS TO CUT OVERHANGING TREES FROM THE FOOTWAY ON SCHOOL/STATION ROAD

C. TO CONSIDER REQUESTING LAND OWNERS ADJACENT TO PARK HALL MEWS TO CUT OVERHANGING CONIFER TREES FROM FOOTWAY ON SCHOOL/PARK HALL MEWS

D. TO CONSIDER MAKING A DONATION TO THE OVER SIXTIES CLUB FOR THE PURPOSE OF A DAY TRIP TO WESTON-SUPER-MARE

The cost of the trip for 19 members is £125.

E. TO CONSIDER CIRCULATION OF LOCAL COUNCIL EXPLAINED BOOK

F. TO CONSIDER THE REPAIR OF THE FENCE AROUND THE GREEN AT ABBOTS SALFORD

8. NEW AMENITY CONTRACT, HANDYMAN OR LENGTHSMAN MATTERS

A. The Clerk issued a work order to the Amenity Contractor to cut the verges in the parish as stipulated by the contract.

9. CLERK'S UPDATE

A. Traffic Sign On Evesham Rd: The Clerk emailed Co Cllr Brain on 20-6-14 and asked if the sign could be repaired and if moving the sign is viable.

B. B4088 Blocked Drains: On 4-6-14 the Clerk reported three blocked drains on the B4088, either side of Old Red Brick Cottage and The Old Cottage. #369110 No update.

C. Worksheet 2-6-14: The Clerk instructed Mr Hunt to:

-Litter pick the playing field and check for dog fouling; work complete.

- C103 Broom Lane, Dunnington: cut back vegetation from footway between school car park to the cross roads; not complete.

- Abbots Salford: Check footway near bridge area for weeds and remove; work complete.

- New Inn Lane: Check all roadside grips and clear as necessary/check field boundary ditches and report as necessary; work complete.

ACTION: Chair Littleford to discuss work being done in a timelier manner with Mr Hunt.

D. Swing Seats: The Clerk purchased two swing seats and issued a purchase order on 10-6-14 to install seats at Playing Field. An email update was requested on 19-6-14.

E. Playing Field Inspection: The Clerk reports there is no required inspection for the field. However, the insurance policy does require a weekly "walk-by" inspection for the play equipment. Dates and who "walked-by" should be recorded.

TO CONSIDER COURSE OF ACTION REGARDING THE INSPECTION OF THE PLAY EQUIPMENT

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F. Berryfield Planter on Highway Verge: On 22-6-14 The Clerk delivered a letter requesting the proper permission is obtained or the planter is removed. Mr Greatex contacted Co Cllr Brain and suggested SPPC add the planter to its assets subject to Mr Greatex obtaining a license and taking care of the planter.

G. Tabled Correspondence Not Yet Replied To (not previously noted)

WORCS CC – S Aldridge: Draft Planning Validation Consultation Emailed to cllrs on 8-7-14 Comments due 30-7-14.

WORCS CC – N Friend: Consultation on Statement of Community Involvement Emailed to cllrs on 8-7-14 Comments due 30-7-14.

H. Tabled Correspondence Received (not previously noted)

WCC – M Brain: Superfast Broadband Update – emailed to cllrs on 23-6-14.

Mr Harrisson: 6-7-14 email concern over safety of Queens Head Inn

Mr Harrisson: 7-7-14 email concerning possible connection to new Severn Trent Rushford/Iron Cross Sewage Works Scheme

I. Tabled Correspondence Sent (not previously noted)

10. PLANNING

A. For Parish Council Consideration

B. SDC Approvals

14/01048/FUL: Proposed single storey flat roof extension to form additional facilities at existing Scout Hut. At Parish Playing Fields School Avenue, Salford Priors. For Mrs Jane Lawton.

SPPC Comment: No objection subject to conditions relating to external noise and the removal from site of existing metal storage container. NOTE: Cllrs Stedman and Penn declared an interest.

13/03271/LBC & 13/03267/FUL: Proposed conversion of existing redundant farm buildings to extend residential cookery school, demolition of existing lean to and the additional provision of a new teaching, residential accommodation and administration block (amended plans received 10/03/14, 25/03/14 and 16/05/14). At Orchard school of Cookery, Evesham Rd, Salford Priors. For Mr Nicholas Burt.

SPPC Comment: Support the application in principle and raise no objection.

14/01387/TREE: T1: Cherry: Reduce height and width of crown by 1.5m. T2: Cherry: Reduce height and width of crown by 1.5m. At Jasmine Cottage, Evesham Rd, Salford Priors, WR118UU.

SPPC Comment: No objections.

C. SDC Refusals

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D.SDC Pending

14/01126/OUT: Outline planning application (all matters reserved except for access) for up to 60 residential dwellings, new access onto Station Road (Including demolition of existing building to accommodate new access), internal access roads, open space, drainage features and associated works. At: Land West of Alamo Group Europe Ltd, Station Road, Salford Priors. For: Mr. Richard Ward.

SPPC Comment: Detailed observations posted on SDC website 10-6-14.

A/01206/FUL: Retrospective erection of fence to boundary. At Corner Cottage, School Rd, Salford Priors WR118XD.

SPPC Comment: The Parish Council objects to the retrospective erection of the fence for the following reasons.

- a) The fence is constructed from sheet metal cladding. This is an inappropriate material for fencing to use within a designated conservation area and in the grounds of a listed building. Therefore, the proposal forms an incongruous feature in relation to the visual aspect of the area.
- b) At a height of 2.4 metres the fence has an adverse effect on the setting of Corner Cottage, a listed grade 2 building
- c) The visual impact on the immediate neighbour (*1 School Road*) is unacceptable, due to the choice of fence material, height and fence posts set on the wrong side of the fence.
- d) Whilst the fence has been painted dark green on the Corner Cottage boundary, it has been left bare metal on the neighbouring property's boundary, therefore, having both a detrimental visual impact on the neighbouring property and public views of the conservation area from School Road.

In conclusion as the site lies within the Conservation Area, it is considered that this proposal would prejudice the preservation, enhancement, appearance and the character of the area, planning permission should therefore be refused.

E.Enforcement

11. FINANCE

A. TO CONSIDER AND APPROVE THE PAYMENTS AND TRANSFERS LISTED IN APPENDIX A (pink papers)

B. TO CONSIDER AND AGREE 1ST QUARTER BANK RECONCILIATION, ACCOUNT BALANCES AND BUDGETS

Emailed to cllrs on 10-7-14.

12. COUNCILLORS REPORTS AND FUTURE AGENDA ITEMS

A. Chair Littleford reported an issue with estate agent boards: On 3-7-14 the Clerk emailed T Lea and Griffiths and RA Bennett to request for sale boards on junction of School Rd and School Ave are placed within property boundaries.

B. Chair Littleford reported an issue with long Grass on A46 Roundabout: On 1-7-14 the Clerk requested Warwickshire Highways to mow the grass is mowed. #371287.

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13. DATE OF NEXT MEETING

Date of the next Ordinary Meeting of the Parish Council at 7.00pm, on Wednesday 17th August 2014 in The Memorial Hall, Salford Priors.

14. CLOSURE OF MEETING