

## SALFORD PRIORS PARISH COUNCIL

### To all Members of the Council

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 17<sup>th</sup> September 2014 at 7.00pm the purpose of transacting the following business only.

*Kim James*

Cllr. Kim James  
Acting Clerk to the Council

14 September 2014

### MEETING AGENDA

**1. Apologies:** To receive apologies and agree the reason for absence:

**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. Open Forum & Presentation to the Council:**

**Chairman to Move:** The meeting & standing orders be now adjourned:

a) To allow representatives from Bloor Homes & Hunterpage Planning Consultants to address the parish council with regard to a proposed housing development scheme circa 28 dwellings on land immediately South of Orchard Close Evesham Road Salford Priors.

At the Chairman's discretion members of the council may enter into discussion during the representation any views expressed may be considered at a later meeting as part of the council's ordinary business.

- a) Introductions
- b) Presentation
- c) Question & Answer Session

**Note:** At the Chairman's discretion and with the agreement of the representatives of the Bloor Homes & Hunterpage Planning members of the public present may be afforded the opportunity to ask questions following the councillors' question and answer session. *(Maximum Time Allowed 30 minutes)*

**b) 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

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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.

c) **Open forum** for the under 18s.

d) **Open forum** for other members of the public. (15 minutes maximum)

c) **To receive the Ward Members reports** (3 minutes maximum each Ward Councillor)

Warwickshire County Council Ward Member – Councillor M Brain.

Stratford on Avon District Council Ward Members – Councillors: M Howse, D Pemberton, and J Spence.

**4. Chairman to Move:** To close the adjournment and the suspension of standing orders.

### **5. Minutes:**

a) To approve the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18<sup>th</sup> June 2014 at The Memorial Hall, Salford Priors.

b) To approve the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 16<sup>th</sup> July 2014 at The Memorial Hall, Salford Priors.

**6. Clerk's Progress Report:** The Clerk to report on the following items

a) Grave plot levelling works in the cemetery to be carried out in the early autumn.

b) Illuminated Christmas tree purchase of LED Lighting from Festive Lighting plus electrical safety leads.

c) Damaged road signs.

d) Parish Council Noticeboards Replacement & progress of new noticeboards to agree quotation received for their erection. (*Copy Circulated*)

e) Parish Office Photocopier / Printer to receive quotation.

f) Provision of a defibrillators for use within the Parish.

g) Overhanging Trees School Road

h) Removal of redundant BT Post at Dunnington School

### **7. Neighbourhood Plan:**

a) To receive an update report on the progress to date of the Neighbourhood Development Plan Consultation Group – Cllr. James

### **8. Planning Matters:** (*Blue Papers*)

#### **General**

a) To receive a report from the Clerk on the current position of Seasonal Workers Caravans Site at Dunnington Heath Farm.

#### **New Planning Applications for consideration:**

b) 14/02366/ TREE – Ash T2 Fell Tree in Conservation Area. For: Mr Walter Thomson

At: Slatters Mill Station Road Salford Priors Evesham WR11 8UX – Case Officer: Ruth Rose

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c) 14/02413/FUL – Single Storey Rear Extension – Alterations. For: Mr. & Mrs. C Pick At: Lytham Cottage Dunnington B49 5NX – Case Officer Hazel Bailey

### **Planning Decisions:**

None received

### **9. Playing Field:**

- a) To receive a report from the Clerk on the Playing Field weekly inspections and action any findings.
- b) Clerk to report on progress with Orbit Housing with regard to the future management of the Playing Field Car Park.
- c) To receive a report on the Inspection of the Playing Field and Tree Survey carried out by councillors on Wednesday 3<sup>rd</sup> September 2014 and action any findings.

### **10 Highways, Amenities & Infrastructure:**

- a) To note the jobs issued to the Lengthsman from the last council meeting and note the progress.
- b) To consider any future jobs/tasks to be issued to the Lengthsman.
- c) Clerk to report on the findings of the B4088 Road Traffic Speed Survey carried out at Rushford.
- d) B439 Speeding Traffic –e-mail from local resident requesting action be taken on Station Road / Evesham Road Salford Priors illegal speed limit signage.
- e) B4088 Dunnington – BT Chamber Manhole cover missing reported to Clerk by Cllr. Wright on 01/04/14.
- f) B4088 Dunnington to Weethley Gate – Blocked Road Gullies photos e-mailed to Cllr. Brain & Clerk by Cllr. James.
- d) To receive a report on the inspection of the Allotment Gardens carried out by councillors on Wednesday 3<sup>rd</sup> September 2014.
- e) The Clerk to report on the cleaning of the Bus Shelters in School Road Salford Priors and the repairs to the Bush Shelter at Irons Cross.
- f) B4088 Dunnington - Complaints received regarding illegal signage, obstruction of road junction and unacceptable behaviour by members of Stratford Cycling Club urinating in public. Clerk to report.

### **11. Rights of Way:**

- a) To receive a report from Cllr. Penn on the Public Rights of Way within the Parish.
- b) Public Footpath AL6 Vandalised Footbridge – Reported to County Council 20/04/14
- c) Kissing Gates AL9 in poor state of repair Cllr. Penn to report his findings.
- d) Request from residents to inspect Bridleways AL1 & AL2 within the Parish to ensure clear and unobstructed right of passage.

### **12. 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.

*(At the discretion of the Chairman Councillors may raise items at the meeting if considered necessary and urgent)*

- a) Cllr. James - For Council to consider a donation of £300.00 to Alcester Dementia Café in memory of former District Councillor Brian Slaughter.

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- b) Cllr. Littleford - Request for a flower planter in Perkins Close – resident will adopt.

### 13. Strategic & General Issues

- a) Future use of the Parish Office & Resource Centre (*standing agenda item*)
- b) The Other Place Salford (TOPs) To consider a request of confirming the medium term (5 years - 2020) future of the building in relationship of the lease.
- c) To receive the TOPs Management Committee's Annual Report & Accounts
- d) To consider the date and arrangements for the official turning on of the Christmas Tree Lights (Possible Date Saturday 29<sup>th</sup> November @ 7:00pm)
- e) To agree to amending Standing Order 3(L) and replace the wording with: - "Deleted following the implementation of the Openness of Local Government Bodies Regulations 2014".

### 14. Consideration of Correspondence Received: (*Yellow papers as circulated*)

- a) Warwickshire Association of Local Councils – NALC Circular Revised Legal Note on the introduction of Openness of Local Government Bodies Regulations 2014.
- b) Stratford on Avon District Council – Mr D Nash Planning Policy Manager – Site Allocations Plan in Accordance with Regulation 18 - Public Consultation
- c) Warwickshire County Council – Community Computers - WCC has launched the community computers scheme 2014. There is a total of 25 laptops per area (25 for Stratford and 25 for Warwick District), The closing date is 10<sup>th</sup> of October 2014.

### 15. Correspondence to table:

None

### 16. Finance: (*Green papers*)

#### General:

- a) To receive a report from the Clerk/RFO on the John Coley Alms-houses Trust Fund Payments to be used for the benefit of residents of Abbots Salford
- b) To receive the RFO's report on the Allotment Garden Account
- c) To agree purchase of RBL Poppy Wreath for Remembrance Day Service. (£20.00)
- d) To agree donation to Salford Priors RBL Poppy Fund Appeal (Donation of £100.00 in 2013)

#### Payments:

- e) Consideration and approval of the payments and transfers listed in Appendix A. *circulated Pink papers.*
- f) To agree two Councillor Signatories to sign the cheques for payments listed in Appendix A.
- g) To note the bank account balances.

#### Audit:

- h) To receive the Parish Councils audited annual return 2013/2014
- i) To consider and agree the external auditors report and any matters arising.
- j) Clerk to confirm that the statutory Notice of Conclusion of Audit for the accounts ending 31<sup>st</sup> March 2014 has been posted on the Parish Council Notice Boards.

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### **17. Staffing Matters:**

The Chairman to move “That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”

- a) To receive a report on the appointment of a Clerk & Responsible Financial Officer.
- b) To approve contract of employment and job description as previously circulated.
- c) To formally appoint the preferred candidate as Clerk to the Parish Council as of Wednesday 01<sup>st</sup> October 2014 and the transitional arrangements as Responsible Financial Officer on a date to be agreed.
- d) To approve the transition arrangements from the Acting Clerk.

### **18. Date of Next Meetings:**

- a) To confirm the date of the next Ordinary Meeting of the Parish Council at 7.30pm, on Wednesday 15<sup>th</sup> October 2014 in The Memorial Hall, Salford Priors.

### **19. Closure of Meeting**