

## 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> December 2014 at 7.00pm for the purpose of transacting the following business only.

**Paul Mills**  
Clerk to the Council

17 December 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) 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 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) 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.

## SALFORD PRIORS PARISH COUNCIL

### 5. Minutes:

- a) To approve the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 19<sup>th</sup> November 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 - planned by end autumn.
- b) Pruning of trees Tothall Lane & School Road – planned end Nov/early Dec 14
- c) Christmas Tree Illumination Ceremony 29<sup>th</sup> Nov 14 – Comment/Debrief
- d) Damaged road signs. (WCC Highways)
- e) Provision of a defibrillators for use within the Parish.
- e) Overhanging Trees School Road (WCC Highways)
- f) Parish Office printing facilities
- g) Replacement of Parish Noticeboards X 2
- h) Vehicle parking issues across the Parish

### 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*)

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

- a) **14/02558/UL**– Proposed Change of use of redundant packing shed to form 1 (one) holiday cottage and all associated works including drainage system (renewal of planning permission 12/00139/FUL) at New Inn Lane Nurseries, Pitchill, Evesham, WR11 8SN for Mr And Mrs New. Case Officer: David Addison. **Observation due by 17 December 2014. (Previous Planning Permission 12/00139/FUL was supported by SPPC ).** Under the Clerk's delegated powers; **No Representations.** (*Submission circulated*)
- b) **14/02857/FUL - 14/02858/LBC**– Proposed conversion of former agricultural barn (with Class B1 use) to dwelling (Class C3). Including demolition of machine shop, reception and office. Construction of a single story extension to form drawing/bedroom, garage and boot room. Insertion of new windows doors and re-roofing at The Engine House, The Orchards, Evesham Road, Salford Priors Evesham for Mr & Mrs N & R Bomford. Case Officer: Joanne Long. **Observation due by 17 December 2014** – Under the Clerk's delegated powers; **No Representations.** (*Submission circulated*)
- c) **14/03000/FUL** – Proposed demolition of existing buildings and construction of new building to include toilet block, laundrette, workshop, staff room and storage area along with associated car parking, yard area and minor alteration to road layout at Abbots Salford Caravan Park, Abbots Salford for Mr Ashton Hall. Case Officer: Eleanor Bass. **Observation due by 26 December 2014.**
- d) **14/03123/FUL** – Proposed replacement shed (retrospective) at Teme Cottage, 2 Church Cottages, Station Road, Salford Priors Evesham for Mr Steven Hale. Case Officer: Hazel Bailey. **Observation due by 31 December 2014.**

## SALFORD PRIORS PARISH COUNCIL

### Planning Decisions:

e) **14/02546/ FUL** – The Stratford on Avon District Council, having considered the application for permission to develop land at Corner Cottage, School Road, Salford Priors, Evesham WR11 8XD received by the Council on 25<sup>th</sup> September 2014 hereby give notice that planning permission is granted for the following development namely: Erection of replacement wooden fence to side boundary subject to conditions. (*Conditions circulated*)

### Enforcement Issues:

f) SDC Enforcement Case Ref: 14/00592/CARENF regarding the leasing of a mobile home by Sanders & Sanders situated at Old Dunnington Farm Broom Lane Dunnington. (*Stratford on Avon District Council have indicated that the owners of the mobile home had been given a period of time to regularize affairs by submitting planning application for consideration of permission regarding the mobile home*).

### 9. Playing Field:

- a) To receive a report from the Clerk on the Playing Field weekly inspections and action any findings.
- b) To decide attendance on Routine Playground Inspection Course to be held in Bidford on Avon Parish Council Meeting Room on Saturday 21<sup>st</sup> March 2015 at 9.15am. Attendance limited to one delegate per Council.

### 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) To receive update on progression of outstanding work B4088 Dunnington to Weethley Gate – Blocked Road Gullies.
- d) To agree structure, timetable and invitation to form a Focus Group to consider B439 speeding traffic and parking issues in Station Road and Evesham Road Salford Priors
- e) To receive report from Cllr James on progress with Orbit Housing with regard to the future management of the Playing Field Car Park.

### 11. Rights of Way:

- a) To receive a report from Cllr. Penn on the Public Rights of Way within the Parish.

### 12. Matters raised by Councillors:

Matters raised by Councillors are considered under this item. 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)*

## SALFORD PRIORS PARISH COUNCIL

### 13. Strategic & General Issues

- a) Parish Office & Resource Centre – i) To receive a report from the Clerk on the archiving of information and clearance and destruction of material. (*standing agenda item*). (ii) To agree timetable of opening hours for the Parish Office and Resource Centre from January 2015.
- b) To agree invitation and timetable to call an exploratory meeting of Councillors and interested parishioners in January 2015 to identify arrangements for the provision of a dedicated War Memorial within the Parish ready for 2018.

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

- a) Avon Valley Community First Responders Scheme.
- b) Stratford on Avon and District Citizens Advice Bureau – Request for Donation.
- c) WALC – Parish and Town Council Induction Day
- d) Stratford District Council Draft Corporate Strategy Consultation
- e) Self-help House Building in the Parish
- f) Salford Priors Community Website – SPPC policy regarding requests to include Links to other Agencies and use of Events Section of Website
- g) NALC – Modernising Parish Polls Regulations – Proposed changes to Parish Polls

### 15. Correspondence to note:

*(The following items of 'Correspondence to Note' are held in a Circulation Folder available to all Councillors during the Parish Council Ordinary Meeting on 17 December 2014. The Clerk will provide individual copies of correspondence for retention if required).*

- a) Community Infrastructure Levy – Briefing Note June 2014:
  - Setting the CIL charge
  - How will the levy be spent
  - Implementing CIL
  - Proposed Timetable to adoption
- b) WALC – Invitation to Clerks and Councillors to attend Parish and Town Council Liaison Meeting and LAMRA (Health & Safety) Training Event. Elizabeth House, Stratford on Avon District Council Offices at 5.30pm Thursday 26 February 2015.
- c) Copies of Letters of Thanks forwarded by Clerk on behalf of SPPC:
  - Mr Reg Stokes – SPATS donation to Parish Defibrillator Fund

## **SALFORD PRIORS PARISH COUNCIL**

- Mr Peter Reed - Christmas Tree Illumination Celebration Support
- Mr and Mrs J R Seville - Christmas Tree Illumination Celebration Support
- Mr and Mrs A C Greatrex - Christmas Tree Illumination Celebration Support

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

#### **General:**

- a) To receive an update report from the Clerk on transfer of Direct Debit Mandates for EDF Energy and NPOWER from HSBC to Lloyds Bank Account.
- b) To agree the closure of accounts held with HSBC and the transfer of all funds to Lloyds Bank.
- c) To consider Salford Priors Parish Council Precept and Budget Proposal for 2015.

#### **Payments:**

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

### **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 progress report and to raise any issues of concern from the Clerk following his appointment to the post.

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

- a) To confirm the date of the next Ordinary Meeting of the Parish Council at 7.00pm, on Wednesday 21<sup>st</sup> January 2015 in The Memorial Hall, Salford Priors.

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