

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 Memorial Hall Salford Priors on Wednesday 18th November 2015 at 7.00pm for the purpose of transacting the following business only.

Paul Mills
Clerk to the Council

12th November 2015

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

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 Member's reports (3 minutes maximum each Ward Councillor)

Warwickshire County Councillor Mike Brain and Stratford on Avon District Councillor Mark Cargill.

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4. Chairman to Move: To close the adjournment and the suspension of Standing Orders.

5. Minutes:

a. To approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday 21st October 2015 at the Memorial Hall Salford Priors.

b. To approve the Minutes of the Extraordinary Parish Council Meeting held on Wednesday 4th November 2015 at the Memorial Hall Salford Priors.

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

- a. Damaged street sign - Ridsdale Close
- b. Unserviceable street lights – Perkins Close/Ridsdale Close
- c. Streetworks Inspector – Road surface Broom Lane
- d. Arden Pest Control - mole clearance on playing field
- e. Height reduction – playing field hedge
- f. Garden allotment hedge (overhang) cutting
- g. Planter area in Orbit car park adjacent to playing field
- h. Footway repairs in St Matthew's Close and Ridsdale Close
- i. Planter replacement in School Avenue
- j. Strimming/clearance and chisel ploughing - allotment Plot 10
- k. Autumn 2015 tree planting New Lane Dunnington.
- l. Bus shelter wash down/cleaning
- m. Severn Trent Water – repairs in School Road

7. Neighbourhood Plan:

a. To receive an update report on the progress to date of the Neighbourhood Development Plan Consultation Group (*Cllr's James and Littleford*).

8. Planning Matters: (*Blue Papers*)

a. **15/03937/TREE.** Application(s) reference: 15/03937/TREE. Proposed:-T1: Alder: fell. At: The Old Forge, Station Road, Salford Priors, Warwickshire WR11 8UX. For: Mr Paul Rigler. Comments due by: **30 November 2015**. Case Officer: Assistant Planner Planning Notification and photographs available on 18 Nov 15. (*Document circulated*).

b. **15/03689/TREE.** Proposed:-T1: Sycamore: reduce back to boundary. At: Kenley House, Station Road, Salford Priors, Evesham WR11 8UX. For: Mr John Browne. Comments due by: **5 November 2015**. Case Officer: Ruth Rose Forestry and Landscape Officer. Email circulation 19 Oct 15. Under Clerk's delegated powers submission of '**No representation**' on 3 Nov 15. (*Submission Document circulated*).

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Amendment Application

- c. **15/02957/FUL.** Proposed: Replacement and enlargement of dormer windows to front and rear elevations. Provision of first floor balcony to front. At: Berryfield, Evesham Road, Salford Priors, Warwickshire WR11 8UU. For: Mr Anthony Greatrex. An amendment - additional information has been received for the application shown above. Email circulation 3 Nov 15. Any further observations to be submitted in writing by **17 Nov 15.**
(Document circulated).

Planning Decision

- d. **15/03391/TREE.** Proposed: T9 Ash. Reduce crown to split in trunk 3m from ground level. At: Brook House, 5 Ban Brook Copse, Salford Priors, Evesham WR11 8GW. For: Mr Thomas John Alexander-Head. **No Objection subject to conditions.**
(Document circulated).

9. Playing Field:

a. Inspections.

- i. To receive a report from the Clerk on Playing Field monthly inspection
- ii. To receive a report from the Clerk - ROSPA Playsafety Annual Inspection

b. Playing Field Equipment Upgrade.

- i. To receive report on adult and youth consultations on 23rd/24th October 2015
- ii. To consider formation of a playing field project working group

10. Highways:

- a. To note Lengthsman's jobs issued from last Council meeting; comment on progress
- b. To consider future tasks to be issued to the Lengthsman
- c. **Footway lighting.** To consider payments of costs to Street Lighting Contractor P D Long for repairs to streetlights in the link path School Avenue/Ridsdale Close (X 1) and Perkins Close (X 2)

11. Amenities:

- a. To consider street lighting maintenance/provision
- b. To consider battery replacements costs for Solar light- playing field footway

12. Community:

- a. To receive update on arrangements for the Queen's 90th Birthday in 2016
- b. To receive update on arrangements for Christmas Tree Illumination event 2015
- c. To receive update on interest in Parish War Memorial
- d. To receive report on defibrillator awareness training on 2nd Nov 2015
- e. To receive report Property Marking Event on 28th Oct 2015
- f. To receive report from Communication Development Working Group

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13. Rights of Way:

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

14. 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).*

15. Strategic & General Issues

- a. To consider Parish Council response to WCC Minerals Plan Consultation October 2015
- b. To receive from the Clerk report of Ground Lease renewal TOPS Building

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

- a. Letter of request for informal meeting– Cronin Development Consultancy Ltd
- b. Npower Feed-in Tariff: actual costs now confirmed

17. Correspondence to Note:

(‘Correspondence to Note’ items are held in a Circulation Folder available to Councillors during Parish Council Meetings. The Clerk will provide individual copies of correspondence for retention if required).

- a. Royal British Legion Poppy Appeal 2015 – Letter of Thanks
- b. Local Flood Risk Management Strategy
 - Phase 1 Consultation Results
 - Second Phase of Consultation

18. Finance: General *(Pink papers)*

- a. To consider delegated (non-emergency) spend authority for the Parish Clerk
- b. To consider HMRC Letter dated 3 November 2015 re’ PAYE underpayment FY 2013/14

Payments:

- c. Consideration and approval of the payments and transfers listed in Appendix A.
- d. To agree 2 Councillor Signatories to sign the cheques for payments listed in Appendix A.
- e. To note the bank account balances.

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19. Date of Next Meetings:

- a. To confirm the date of the Budget Preparation Meeting at 7.30pm on Wednesday 2nd December 2015 at the Memorial Hall, Salford Priors.
- c. To confirm the date of the next Ordinary Parish Council Meeting at 7.00pm on Wednesday 16th December 2015 at the Memorial Hall, Salford Priors.

20. Closure of Meeting