

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 May 2016 at 7.30pm, **or at the conclusion of the Annual Meeting of the Council**, for the purpose of transacting the following business only.

Paul Mills
Clerk to the Council

12th May 2016

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)

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

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5. Minutes:

- a. To approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday 20th April 2016 at the Memorial Hall Salford Priors.
- b. To receive a copy of the Minutes of the One Hundredth and Twenty-second Annual Parish Meeting held on Wednesday 27th April 2016 at the Memorial Hall Salford Priors.

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

- a. Road surface repairs Broom Lane
- b. Playing Field Solar light battery installation
- c. B4088 Gullies Wood Bevington Turn to Weethley Lodge
- d. B4088 Extension of Footway to Wood Bevington turn
- e. Fly Tipping Bush Wood near Turnpike Cottages Weethley
- f. AL15 Kissing Gate Installation
- g. Severn Trent Water storm drain – School Avenue
- h. Side out footway – Evesham Road Salford Priors
- i. Vacated vehicles – St Matthews Close car park
- j. Willows Caravan Park – concerning issues raised; signage and tree works
- k. St Matthews Church Car Park – concerning issues raised; signage
- l. Road sweep/clean Cock Bevington
- m. Dunnington BT Cable exposure

7. Matters Arising from the Annual Parish Meeting

- a. Enquiry about survey of footway lighting in the parish
- b. Enquiry about planning matters
- c. Enquiry about footways in Station Road
- d. Provision of microphone facility in the Memorial Hall

8. Neighbourhood Plan:

To receive an update report on the progress to date of the Neighbourhood Development Plan Consultation.

9. Planning Matters: (*Blue Papers*)

Planning Decisions

- a. **16/00656/TREE.** T1 Sycamore Tree – Fell. Kenley House, Station Road, Salford Priors, Evesham. WR11 8UX. **No Objection.** (*Document circulated*)
- b. **15/04274/VARY.** Salford Lodge Farm, Pitchill, Salford Priors, Evesham. WR11 8SN. Solar Park. Location of CCTV Cameras and their direction and field of vision. **Permission with Conditions** (*Document circulated*)

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- c. **15/04547/REM** Reserved matters application for 60 residential dwellings with associated infrastructure (appearance, landscaping, layout and scale are for consideration) At: Alamo Group Europe Ltd, Station Road, Salford Priors, Evesham. WR11 8SW.
Approval given in compliance with outline planning permission 14/01126/OUT.
(Document circulated)

10. Playing Field:

- a. **Inspections.** To receive a report from the Clerk on Playing Field monthly inspection
- b. **Playing Field Equipment** To receive progress report from Playing Field Working Group meeting held Wednesday 11th May 2016
- c. **U14 Play Area Gates.** To receive Clerk's recommendation concerning gate repairs/adjustment

11. 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. To receive update report concerning provision of 4 X street light columns and LED down lighting installation Ban Brook Road, Sanders Road and Garrards Close areas

12. Amenities:

- a. To receive report/Clerk recommendation re:
 - i. Garden Allotment Invoices 2016/17
 - ii. Boundary fencing installation
 - iii. Re-varnish and lock adjustments to Parish Noticeboards

13. Community:

- a. To receive report from the Queen's 90th Birthday Working Group meeting held Monday 9th May 2016
- b. To receive update report from Communication Development Working Group – Email Services
- c. To receive update report meeting arrangements with Angus Soft Fruits
- d. To receive update report Marsh Farm Quarry Liaison Group Meeting May 2016

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14. Rights of Way:

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

15. 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).*

16. Consideration of Correspondence Received: (Yellow papers)

- a. To consider TOPS EDF Electricity Supply – 3 year contract *(Notice by 31st May 2016)*
- b. To consider Street Naming Bovis Homes development Station Road, Salford Priors.
- c. To consider Memorial Hall Management Committee's proposal to upgrade the sound system

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. Agenda Stratford Area WALC Meeting 6 June 2016 *(Distributed by email 4 May 16)*
- b. Stratford Area WALC Meeting 6 June 2016; Invitation. *(Distributed by email 4 May 16)*

18. Finance: General (Pink papers)

- a. To consider Final Internal Auditor's Report of Salford Priors Parish Council Accounts FY 2015.16
- b. To consider Section 2 – Accounting Statements - Salford Priors Parish Council Accounts FY 2015/16
- c. To receive report of response (if received) resulting from HMRC Letter dated 4th December 2015 re' PAYE underpayment FY 2013/14

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Payments:

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

19. Staffing and Confidential 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 consider arrangements concerning recruitment and appointment of a new Clerk

20. Date of Next Meeting:

- a.** To confirm the date of the Ordinary Parish Council Meeting at 7.0pm on Wednesday 15th June 2016 at the Baptist Church Hall, Dunnington.

21. Closure of Meeting