

Minutes of an Ordinary Meeting of the Parish Council held in the Memorial Hall, Salford Priors, on Wednesday 23rd. April 2008 at 19.30hrs.

Present: Councillors, K.A.James (Chairman), A.W.Wolfe (Vice Chairman), J.R.Stedman, D.C.Penn, R.A.Band and Mrs R.M.Pane.

Also in attendance – M.J.Philpott, Clerk, and two members of the public.

1. Apologies for absence

There were no apologies for absence.

2. Disclosure of Interests

2.1 Register of Interests: Members were reminded of the need to keep their register of interests up to date.

2.2 Declaration of Interests: Members were reminded that they were required to declare and disclose any personal or prejudicial interests in items on the agenda. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.

Cllr. J R Stedman declared a prejudicial interest in payment 8243 and a personal interest in payment 8232.

3. Open Forum

3.1 **Have your say:** No under 18s were present.

3.2 **Public Participation:** No issues were raised by the public.

3.3 **Ward Members reports** Cllr. K.A.James said that it would be inappropriate to report on issues within the District Council in view of the impending council elections.

4. Minutes

The Minutes of the Ordinary Meeting held on Wednesday 19th. March 2008 at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

5. Matters arising from the Minutes

5.1 Matters for consideration by Council

No matters were raised by the Councillors.

5.2 Clerk's report on actions from previous meeting for consideration by Council

5.2.1 Progress on drainage works

The Clerk reported that he had attended a meeting with David Tiley of SDC and Mr Hughes, the land owner, regarding the ditch that runs from Pitchill in an easterly direction. SDC required the ditch to be cleaned out to alleviate a potential flood risk. The inspection revealed little sign of wildlife likely to be affected by works and also that much of the debris had been flushed through since a previous inspection. Mr Hughes had agreed to deal with the remaining obstacles quickly. The Clerk also reported that he had spoken to Nigel Chetwynd and schemes for Evesham Road/Station Road at £25,000 and Irons Cross at £20,000 were being put forward to the Area Committee meeting on 5th. May. He explained that the available funds were some £100,000 whilst the cost of the proposals under consideration was in the region of £300,000. Cllr. K.A.James said that a decision would be made at the Area meeting and explained the new arrangements for the joint District and County Arden Committee.

5.2.2 Lengthsman

It was reported that a response had now been received from Andrew Savage, Warwickshire CC Highways Operations Service Manager. The reply was helpful and he had undertaken to look into the Worcestershire scheme. The Clerk said that the immediate way ahead was to list all the jobs that

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needed doing, prioritise these with the area team, and then WCC proposed to arrange for a team to come into the village and deal with them in one go. Councillors agreed to identify defects on the highways and pass details to the Clerk.

5.2.3 Lighting in Playing Field

The Clerk reported that an application for funding of £7200 from the CEMEX Community Fund had been made on 4th. April in order to provide three eco-lights at the Playing Field and a response was awaited.

5.2.4 Housing needs survey

The Clerk reported that the housing needs survey had been completed by WRCC and it was agreed to present this to the June meeting of Council with Charles Barlow attending the July meeting to answer any questions.

5.2.5 District and Parish elections

Council noted that statements as to persons nominated had been posted on the Notice Board as instructed by Stratford DC. For the Parish Council Mrs R.M.Pane, and Messrs. K.A.James, J.R.Stedman, A.W.Wolfe, D.C.Penn and R.J.A.Francis had been nominated. For the District Council, the nominations were Messrs. A.G.Brown, and K.A.James, and Rona Fitzpatrick. The Chairman said that there may be a fee to pay to SDC even though the Parish Council would not be holding an election.

5.2.6 Lighting Maintenance

The Clerk said that he had contacted Peter Long who had indicated that he would wish to tender for the maintenance of the street lighting. As agreed at the last meeting this will be done later in the year.

5.2.7 Village Skip Weekend

The Chairman raised the issue of the Village Skips that he had authorised for the weekend of 19th./20th. April. It was noted that there were difficulties with new waste regulations particularly in respect of electrical items. It was agreed to review the provision of skips when the invoice was available to see if any additional charges had been caused.

6. Main Items

6.1 Accounts 2007 - 2008

Cllr. Stedman said that he had reviewed the accounts prepared by the Clerk and was satisfied as to their accuracy and completeness. The Chairman proposed, Cllr Stedman seconded, and it was agreed that the Accounts should be passed to the Internal Auditor. The Clerk drew attention to the asset register which was based on a three per cent increase over the previous year with adjustments where items had been added or removed. The Clerk was asked to consider the replacement costs of the lights as these were a major element of the register and to consider deleting some items not worthy of recording as assets. The Clerk was asked to report back to the next meeting. The Chairman asked the Clerk to prepare an analysis of the out-turn figures for 2007 – 08.

7. Consideration of Reports (given by lead Councillors)

7.1 Amenity, Environment and Highways (Cllr. R.A.Band)

7.1.1 Progress on orders placed for works at Churchyard, Playing Field, TOPS, and Amenity Areas.

Cllr. Band reported that the fence around the playing field car park had been vandalised and the Clerk was asked to look into the cost of providing an alternative concrete post and metal rail fence. Cllr. Band also said that Harvington Football Club had requested use of the playing field for training and this was agreed at the standard charges of £15 per session.

In respect of the mowing contract the Clerk was asked to clarify with the contractor the programme that had been tabled and to report to the next meeting.

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Cllr. Stedman said that there was excessive weed growth along School Road between the pavement and the hedge and the Clerk was asked to arrange for spraying to be carried out at a cost not to exceed £80.00.

7.1.2 Play equipment inspections including independent inspection report.

The Clerk reported that he had received the spare parts from Wicksteed to repair the play equipment and had obtained a quotation from GTL to fix the new parts and make the repairs at a cost of £187.50. Council approved the placing of an order with GTL. The Clerk noted that the Council's insurance required that necessary repairs identified by an independent inspector were carried out.

7.1.3 Priors Grange Allotments

Cllr. Band reported that a quotation had been received from John Bradfield to provide a sign at the allotment gardens. Councillors amended the wording slightly and instructed the Clerk to place an order in the sum of £260.00. The Clerk indicated that erection costs were estimated at £100.00. Councillors agreed the draft letter to allotment holders regarding the water supply.

In respect of TOPS, Cllr. Wolfe reported that the inside had been painted but the condition of the ramp caused some concern. The Clerk was asked to obtain quotes for a concrete ramp.

7.2 Communications (Cllr. A.W.Wolfe)

7.2.1 Awards for All

Cllr. Wolfe referred to the report prepared by the Clerk following further information being obtained from Arrowscape and a meeting with, and quotation from, UK192, regarding the proposed website. Cllr. Wolfe proposed, the Chairman seconded, and it was agreed, that an order should be placed with UK192 in accordance with their quotation, subject to clarification from the Clerk on the costs of uploading the Minutes.

The Clerk explained the difficulties experienced with the office broadband connection which was due to a fault at the Bidford exchange. It was suggested that the Clerk should write to the BT Area Manager.

7.3 Rights of Way (Cllr. D.C.Penn)

7.3.1 Report from P3 Co-ordinator.

Nothing to report.

7.4 Planning (Cllr. K.A.James)

7.4.1 Erection of new clubhouse and leisure bar facility at Abbots Salford Caravan Park.

The Chairman reported that the application had been granted with conditions.

7.4.2 Worcestershire Waste Core Strategy: Notice of withdrawal of preferred options.

Council noted the withdrawal of the core strategy. The Clerk stated that the notice had been posted on the notice board.

7.4.3 Application 08/00380/FUL at 5 Fern Close Cottages, Rushford.

The Chairman agreed to represent to the views of the Council at the meeting to be held on 24.04.08.

7.4.4 New Applications for Council's consideration

08/00439/FUL Single storey extensions to form three new bedrooms, laundry, office and day room at Salford House, Station Road, Salford Priors for David Cope. The Council reviewed the application and objected to the proposal for the following reasons:

1. Concern about the closeness of a commercial laundry next to Acacia Lodge with odours and noise. The Council disputed the actual distance quoted in the application and measured it as less than 2 metres.

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2. Council considered that the site is already fully developed and this proposal would constitute over-development.
3. The proposed conservatory would have an adverse impact on the conservation area on rising ground.
4. The Council were concerned that pruning of yew trees in a conservation area appears to have been carried out without consultation.
5. The Council considered that there would be an undesirable increase in traffic as a result of the development.

7.4.5 Decisions

Council noted the following decisions by SDC:

08/00118/FUL Rear ground floor conservatory at 17 Cherry Tree Crescent, Salford Priors, WR11 8XF for Mr McIlwaine

Permission granted with conditions.

08/00366/ADV Re-erection of Home sign on highways land owned by the authority at Pitchill House Nursing Home, Pitchill, WR11 8SN for Southern Cross Health Care.

Application withdrawn.

08/00372/FUL Smoking shelter at Queens Head, Iron Cross, Salford Priors for Mr S Hinsley.

Permission refused.

7.5. Finance (Cllr. J.R.Stedman)**7.5.1 National Insurance payments**

Cllr. Stedman reviewed the paper presented by the Clerk and confirmed that employer's NIC payments would be made commencing 6.04.08. He acknowledged that there could be a liability for previous years.

7.5.2 Budget headings for 2008 - 09

Cllr. Stedman referred to the proposed reduced list of budget headings for the current year and with some minor changes recommended the Clerk's list to Council. These were agreed.

7.5.3 TOPS

The Clerk requested guidance on reclaiming charges such as electricity and water charges from the TOPS Management Committee. Council agreed that no such charges should be made but the matter would be kept under review.

7.6 Staffing (Cllr. K.A.James)

Nothing to report.

8. Matters raised by Councillors

The Chairman reported that planning enforcement action regarding increased traffic to the Sandfields plant had been suspended pending a planning application at Manor Farm, Luddington. He read out a proposed letter to the planning officer in respect of this latter application and this was agreed by the Council.

9. Consideration of Correspondence Received**9.1 Stop, Listen Play with English Serenata.**

Council agreed by vote to make a donation of £150.00.

9.2 Perkins' Educational Foundation.

Council agreed to make an appointment at the AGM of the Council.

9.3 Dilys King regarding new head teacher.

The Chairman indicated that he would be attending the welcome meeting for the new head teacher.

9.4 M M Bright re. housing survey.

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Council noted the latest correspondence and agreed that the relevant information had been provided by the Clerk previously.

10. To Table

Council noted the following tabled items:

- 10.1 "WALC Newsletter", April 2008.
- 10.2 "WRCC Country Matters", Issue 39, Winter/Spring 2008.
- 10.3 "Local Council Update", Issue 102, April 2008.
- 10.4 "1 in 2 Sport" from SDC, Issue 7, March 08.
- 10.5 West Midlands Regional Assembly "Speaking Out", Issue 18.
- 10.6 "Warwickshire, Coventry and Solihull Local Biodiversity Action Plan Report", 2001 – 2007.
- 10.7 Audit Commission Corporate Assessment of Warwickshire County Council Survey of Council Stakeholders.

11. Finance

Prior to consideration of the expenditure transactions Cllr. J.R.Stedman left the room having previously declared an interest.

Council considered and approved the payments and transfers listed in Appendix A. The payments and transfers were proposed, seconded, and carried as indicated in the Appendix.

Cllr. Stedman returned to the room.

12. Date of Next Meetings

Due to diary clashes and legal requirements the following dates were agreed:

Annual Meeting of Parish Council to be held on Wednesday 7th. May at 7.30pm at The Memorial Hall, Salford Priors.

Ordinary Meeting of Parish Council on Wednesday 28th. May at 7.30pm at The Memorial Hall, Salford Priors.

Cllr. R.A.Band

The Chairman expressed the thanks of the Council to Cllr. Band who was leaving the Council following the elections in May. Cllr. James said that Cllr. Band's commercial and educational experience had been of great assistance to the workings of the Council and his work as lead councillor for Amenities, Environment, and Highways had been much appreciated.

13. Closure of meeting

The meeting was closed by the Chairman at 9.35pm.

APPENDIX A**11 Finance****11.1 Expenditure transaction approved between meetings**

Tn. No.	Cheque	Gross	Vat	Net	Details
8248	101980	100.00	0.00	100.00	Villager of the Year Award
Total		£100.00	£0.00	£100.00	

11.2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8232	101964	817.50	0.00	817.50	SP Memorial Hall

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8233	101965	294.54	43.90	250.64	Wicksteed Leisure
8234	101966	175.56	0.00	175.56	Stratford on Avon DC
8235	101967	2686.96	0.00	2686.96	Allianz
8236	101968	35.00	0.00	35.00	Information Commissioner
8237	101969	429.00	0.00	429.00	WALC
8238	101970	40.82	6.08	34.74	Digital Copier Systems
8239	101971	569.95	84.89	485.06	npower
8240	101972	400.00	0.00	400.00	Over Sixties Club
8241	101973	589.62	0.00	589.62	Clerk's salary
8242	101974	890.02	132.56	757.46	GBD Evesham
8243	101975	769.63	114.63	655.00	Limebridge Rural Services
8244	101976	15.00	0.00	15.00	WPFA
8245	101977	126.29	0.00	126.29	GTL Services
8246	101978	45.00	0.00	45.00	GTL Services
8247	101979	125.00	0.00	125.00	Warwickshire CC, TOPS lease
8249	101981	135.13	20.13	115.00	ABB, School Road lantern
8250	101982	191.89	9.14	182.75	Npower, TOPS electricity
Totals		£8336.91	£411.33	£7925.58	

Authorisation for payment was proposed by Cllr. R.A.Band, seconded by Cllr. A.W.Wolfe, and carried. Cheques were signed by Cllr. K.A.James and Cllr. D.C.Penn.

11.3 Transfers for approval

To transfer £8500 from No.1 account to Community account.

Authorisation for transfer of funds was proposed by Cllr. Mrs R.M.Pane, seconded by Cllr. A.W.Wolfe and carried

11.4 Income items

Tn. No.	Cheque	Gross	Vat	Net	Details
6361		681.35			VAT Refund 01.01.08 – 31.03.08
Total		681.35			

11.5 Account Balances at 16.04.08

No.1 a/c	£18892.51
No.2 a/c	£8356.30
No.3 a/c	£111.77
Community a/c	£1542.25