

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 1st. December 2010 at 7.30pm.

Present: Councillors, JR Stedman, DC Penn, RA Francis, A Quiney, L Wright, and AW Wolfe.
Also in attendance: MJ.Philpott, Clerk, County Cllr. P Barnes, eight members of the public, and Sarah Hickinbotham from The Evesham Journal.

The Clerk read out a letter received from Cllr. Myers resigning from the Parish Council. The Clerk asked Council to nominate a Member to open the meeting. Cllr. Stedman was nominated unanimously.

1.1. Election of Chairman

Cllr. Penn proposed and Cllr. Francis seconded that Cllr. Stedman be the Chairman and there being no other nominations Cllr. JR Stedman was elected.

1.2. Declaration of acceptance of office by Chairman

Cllr. Stedman signed the formal declaration of office.

1.3. Election of Vice Chairman

Cllr. Wolfe proposed and Cllr. Francis seconded that Cllr. Wright be the Vice-Chairman and there being no other nominations Cllr. L Wright was elected.

1.4. Apologies for absence

Council considered and agreed apologies for absence from District Cllrs. Pemberton, Slaughter, and James, all attending a SDC West Area Planning Committee. The Clerk reported Cllr. Pemberton's particular request that his reason for non-attendance be made known to all present in view of his role in the Public Meeting held on 17th. November.

The Chairman read a statement regarding the resignation of Cllr. Myers. He said this was regrettable and that Cllr. Myers had been an asset to the Parish Council and would be sorely missed, particularly through the recent turbulent times which had taken its toll on all the Council members. Marianne had spent many hours working to find a solution to the recent problems which had without doubt caused her health to suffer. Her knowledge of legalities of the business had helped with many Council matters and her dedication to the community would not be easy to replace. The Chairman said he was sure that Members would accord with him in wishing her every happiness and good health for the future. He asked the Clerk to write to Marianne expressing the Council's appreciation of her service.

2. Declarations of Office and 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. Stedman declared prejudicial interests in Item 11.1.3, Tree pruning application; Items 14.2 and 14.3, planters; Item 15.8 Letter from Memorial Hall (personal interest); and Item 17.2, Transaction no. 8649, as a contractor to the Council.

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3. Open Forum

The Chairman moved that the meeting be adjourned for Open Forum and this was agreed.

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

3.2 Public Participation: Yvonne Hartiss asked why School Road had not been gritted and the Chairman informed her of representations made by the Council and the further representations proposed. Karen Littleford asked why Broom Lane had been gritted and Cllr. Barnes said this was only done occasionally and was not on the main schedule. Cllr. Wright said that the top of Tothall Lane, where it joined School Road, was particularly dangerous and Mr Baker asked if a grit bin could be provided. The Chairman said this would be brought back on the Agenda if representations regarding the gritting of School Road were unsuccessful. Yvonne Hartiss asked who was responsible if a resident spread grit and Cllr. Barnes said that if the County Council had provided the grit then the County Council would be responsible.

Mr Baker said that the proposed consultation on affordable housing should be wider than just regarding the proposed six houses at the top of Tothall Lane since there were many houses in the village available for sale but they were not affordable.

3.3 Ward Members' Reports Cllr. Barnes referred to the WCC snow warden scheme. He said the fire station at Warwick would be closed in 2011 and at Studley in 2013 when the Alcester Station was ready. Cllr. Barnes reported that there would be a 25 per cent reduction in council staff and the 5 year road programme would be extended to 10 years. He said youth club grants were likely to be cut but he had secured some funding for Salford Priors.

Cllr. Barnes referred to the SDC refuse collection and said that catch-up days would not apply if collections were missed due to snow and ice. This could mean refuse not being collected for a month. Cllr. Wright asked if in this case bagged side waste would be permitted and was informed this would be allowed. Cllr. Wolfe asked if the work of the District Council would be affected by the loss of two senior posts. Cllr. Barnes said that department heads would remain and effectively, a tier of management had been removed. The Chairman asked if any specific cuts would feed down to Parish Councils and Cllr. Barnes mentioned buses for children and the loss of much capital expenditure particularly that which had revenue consequences.

The Chairman moved the closure of the adjournment at 8.02 pm and this was agreed.

4. Minutes

4.1 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 22nd. September at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

4.2 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 27th. October at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

4.3 The Minutes of the Extraordinary Meeting of the Parish Council held on Monday 8th. November at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

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4.4 The Notes of the Public Meeting held on Wednesday 17th. November at 7.30pm at The Memorial Hall, Salford Priors, were agreed and noted.

5. Clerk's report

5.1 Hedge cutting.

The Clerk reported that the hedge on School Road between the School and Ban Brook Road was cut but the footway was left in an appalling state. Cllr. Stedman collected a blower and cleared the cuttings back into the hedge bottom. A further letter was written to EVG on 30.09.10 asking them to clear the cuttings before they get washed back into the gutter and also asking for alternative contact details. Cllr. Myers contacted the tenants and the cuttings were cleared from the hedge bottom and removed. No further action is proposed on this item.

5.2 Parking at Dunnington School.

WCC traffic officer Katrina Pedlar had taken several weeks to respond to a second request for a meeting but, when she did, she declined again. She sent a copy of the School Travel Plan which was not particularly helpful. The Plan is 23 pages long but reference to the parking problem is very limited. It spends time talking about encouraging children to walk to school but only 15 of the 109 pupils live within walking distance. The Clerk discussed the situation with Cllr. Wright and suggested he arrange for some photographs to be taken to illustrate the problem following which a meeting will be demanded including the involvement of Cllr. Barnes. Cllr. Wright said that the main problem was from the junction of Tothall Lane to the B4088. Cllr. Quiney referred to the possibility of a car park within the School grounds but was informed that this had been discounted on both practicality and cost grounds.

5.3 Planning Policy for Poly-tunnels.

The Clerk said that he had received a mail from Daren Pemberton informing him that he had received a reply from Tony Perks. He had promised to update the Council shortly.

5.4 Main Sewer in School Road.

Following the successful completion of the works in School Road, letters were been sent to Fraser Pithie and to Tony Wray, Chief Executive Officer of Severn Trent, thanking them for the professional manner in which the works were carried out. No further action is proposed on this item.

5.5 Response of SDC regarding felling of tree at Ban Brook Copse.

SDC claimed not to have received the Council's representations. A further copy had been sent and they was asked if our response would have affected the decision. The Clerk was asked to chase a response and copy in Cllr. Pemberton.

5.6 Dunnington Heath Farm

As instructed, the police have been informed of the illegal activity regarding internet connection by residents of the camp at Dunnington Heath Farm. No further action is proposed on this item.

5.7 Dead elm trees B4088

The Clerk confirmed that this matter was now in the hands of the County Forestry Officer to assess and take action as necessary.

5.8 Sewerage along the B4088

The Clerk had mailed Paul Brettel of Severn Trent for an update on the sewerage project. He was informed that his staff had visited the site and chatted to some of the residents. ST has written to the

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Environment Agency and Stratford Environmental Health with queries and has received responses. They expect to begin to contact residents and start to visit affected properties at the beginning of December.

6. Main Items

6.1 Consideration of the Clerk's notes of the Public Meeting regarding the switch-off of footway lights.

The Chairman said that the Council was faced with a conflict of opinions. Lots of new information had emerged and it was difficult to find a solution that would be acceptable to all. He referred to the Clerk's list of possible options and invited Members to discuss and give their considered opinions. Cllr. Wolfe referred to former Cllr. Myers' letter of resignation and said that there were indeed many people who agreed with the Council's stance. A majority of mails and letters supported the switch-off. He felt that the Council still had many options to consider and was not in a position to make a definitive decision.

Cllr. Francis said he had not wanted to change the Council's original decision and had opposed the switching back on of the two lights in School Road. He said the days would soon be getting longer again and he would oppose the switching on of any more lights.

Cllr. Wright said that councils everywhere had liabilities with old fittings and old poles. He saw no reason to change now. He had spoken to people in the settlements who had never had lights and could not see what the problem was. These people were quite happy using a torch when necessary but were beginning to resent paying an equal precept to residents of Salford Priors and yet receiving very little of the benefits. Cllr. Wright also asked that a letter be sent to Sandfields requesting a light at their entrance on School Road.

Cllr. Quiney said that most of the people who supported the Council had not actually attended the public meetings and suggested that a referendum might be a solution.

Cllr. Penn reminded members that the lights used to have timers fitted but these had been removed because they were expensive to repair. The Chairman said that the new part night timers were much more sophisticated and should be considered for those lights that remained. The Chairman also said that information was being sought regarding the usage of the bus stop at St Matthews Church.

6.2 Consideration of new information on the footway lights switch off trial period received since the public meeting.

The Chairman noted that no new information had emerged since the public meeting and said that the consensus of Member's views was that the trial should run its course. The Chairman proposed, and Cllr. Wright seconded, that the outcome of the trial should be considered at the Ordinary Meeting in April (20th. April) which would be after the Annual Parish Meeting. This proposal was approved, 5 voting in favour and 1 against.

6.3 Consideration of the ivy covered light in Station Road.

The Chairman proposed that the ivy should be removed from the pole in Station Road next to Mrs Whan's house to allow the pole's integrity to be inspected and a further report considered by Council. This was agreed and the Clerk was asked to make the necessary arrangements.

Cllr. Wright enquired regarding the pole outside Mrs Hunt's house in School Road and the Clerk said he had already contacted Mrs Hunt to inform her that no problems had been identified by PD Long with this light and pole.

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6.4 Proposals for a consultation event on affordable housing.

The Clerk reported that WRCC proposed a public exhibition in January. The Chairman said it was important that stakeholders such as Orbit and SDC should be present and the Clerk was asked to make arrangements for a Saturday in January.

7. Environment - Amenity, Highways, Allotments, and TOPS

7.1 Playing Field weekly inspection reports.

The Clerk said that he had received reports from Cllr. Francis and Cllr. Quiney dated 27.9.10; 4.10.10; 18.10.10; 31.10.10; 7.11.10; 8.11.10; 22.11.10 and 29.11.10. During this period the swing surface had been repaired and some mole activity was reported. Cllr. Francis reported a large collection of leaves in the play area and the Chairman agreed to arrange for their removal with assistance from Cllrs. Quiney and Francis.

7.2 TOPs working group.

Council agreed to continue the working group through the proposed F&GP group. Marianne Myers would be invited to continue her role in this group.

7.3 Progress on the mowing contract.

The Chairman confirmed that his Company, Limebridge Rural Services Ltd., had withdrawn from the bidding process and therefore his prejudicial interest was removed allowing his participation in the process. He said that he had reviewed the tender documents as he felt that further savings could be made and he considered there were some contractual loopholes that needed to be closed. He had circulated a revised document which was endorsed by the Clerk and agreed by the Council. The Chairman then circulated a revised map showing the amenity and verge mowing. Members reduced the amount of verge mowing considerably and with this amendment the map was agreed. Council agreed that the aim should be to make a decision on the tenders received at the meeting on January 19th. and that Cllrs. Wright, Quiney and Wolfe should witness the opening of the tenders.

7.4 Playing Field lighting.

The Clerk reported that he had received a quotation from PD Long to fit new controllers to the solar lights at a cost of £160 per column. PD Long had reported that there was no controller available for low voltage that will switch lights on at dusk and then off at a specific time. However, he was proposing a controller that would switch the lights on and off at specific times combined with a relay that would delay the on-time to dusk that would give the required mode of operation. Council agreed that an order should be placed with PD Long for one controller for the light nearest to TOPs. If this was successful it was considered that the manufacturers should be contacted with a view to compensation.

8. Communications

8.1 Letter from Mrs Dare regarding communications.

The Chairman said that recent events had shown how information could be circulated around the parish very effectively. Cllr. Wolfe said that in six years of producing the Salford Seven News Mrs Dare's letter was the first feedback he had ever received. Cllr. Wright said that a simple A4 leaflet circulated 3 or 4 times a year would be welcomed. It could be sent out electronically and also provided in dispensers. The Chairman felt that residents in many parts of the parish did not visit possible distribution points and believed that a full house to house distribution should be adopted.

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8.2 Timing and format for publishing a Parish Council news-letter.

Members supported the idea of a simple A4 publication regularly produced 3 times a year, probably in January, May and September. The publication could include information from other organisations in the parish. The January edition could contain an item on the precept. It was agreed that a draft should be produced for the meeting on 19th. January.

8.3 The placing of Draft Minutes on the web site.

The Chairman said that the time taken to place Minutes on the website was excessive and proposed that, in the interests of more openness, Draft Minutes should be uploaded following initial review by Councillors. This was agreed.

9. Rights of Way**9.1 Report from Rights of Way Inspector**

Cllr. Quiney reported that Sandfields had now reinstated the correct route for footpath AL6 from Tothall Lane towards New Inn Lane.

10. Planning general**10.1 Wychavon Residential Design Guide Supplementary Planning Document.**

Council noted the information provided.

10.2 Marsh Farm Quarry Liaison Group.

Council noted the information contained in the draft Minutes of the Marsh Farm Quarry Liaison Group. Council noted the next meeting to be held on 10th. February 2011 and agreed that the Council's representation should be the Chairman and the Vice-Chairman.

11. New Planning Applications for Council's consideration

11.1 Council noted that the Clerk had consulted Members regarding the following three Planning Applications and on receiving no adverse comments had informed SDC accordingly. There was no debate on this item the Chairman's declared interest in Item 11.1.3 having been noted.

11.1.1 10/02164/FUL Conservatory at rear of property 32 Priors Grange, Salford Priors, WR11 8XP for Mr & Mrs Stevens.

11.1.2 10/02121/FUL Replace flat roof on existing single storey extension with a single Pitched roof at 12A School Road, Salford Priors. WR11 8XD for Mr P Brooks.

11.1.3 10/02317/TREE proposed pruning of trees at St Matthews Church for Mr J Stedman.

11.2 10/02334/FUL two storey rear extension at The Gables, Station Road, Salford Priors, for Mr & Mrs J Barlow. Councillors examined the application and resolved to make no representations.

12. Planning Decisions

Council noted the following decisions of SDC:

12.1 10/01620/FUL Installation of conservatory to the rear of the property, 11 Priors Grange, Salford Priors, WR11 8XP, for Mr B Green.

Planning Permission granted

12.2 10/01804/FUL Proposed timber shed at The Old Forge, Station Road, Salford Priors for Mr & Mrs P Rigler.

Planning Permission granted

13. Staffing

Nothing to report.

14. Matters raised by Councillors

14.1 Cllr. Quiney referred to a circular from Cllr. Barnes regarding restoration at Marsh Farm. It was confirmed that the matters referred to were already being dealt with through the Liaison Group.

Cllr. Stedman, having declared an interest, left the room.

14.2 Cllr. Myers, planter at Ban Brook Road.

Council agreed to defer this item to the January 19th. meeting.

14.3 Cllr. Myers, planter contract generally.

Council agreed to defer this item to the January 19th. meeting. The Clerk was asked to investigate what compensatory payments might be due should the current contract be varied. Cllr. Penn said that plants for the summer planting might be ordered in January.

Cllr. Stedman returned to the room.

14.4 Cllr. Myers, overgrown hedge in Station Road.

The Clerk was instructed to write to the Salford House Nursing Home regarding cutting their overhanging hedge in Station Road.

14.5 Cllr. Stedman, formation of a Finance and General Purpose Group of Members.

The Chairman proposed that a Finance and General Purpose Group of Members (F&GP) be established to enable the consideration of issues and ideas within a proper legal framework. It was noted that it would also be possible to co-opt members of the public where appropriate. Council agreed the group should be established and should include the Chairman, Vice Chairman, and Cllrs. Wolfe, Quiney and Penn.

15. Correspondence Received**15.1 Salford Priors Village Fete Committee.**

Council noted the date for next year's fete as 25th. June 2011.

15.2 WALC Training Programme.

Council noted the information provided.

15.3 WALC Newsletter ADH\90, October 2010.

Council noted the information provided.

15.4 Stratford and the Big Society.

Council noted the information provided.

15.5 WALC Newsletter ADH\91, October 2010.

Council noted the information provided.

15.6 Vitalise

Council noted a request for a donation from Vitalise. Cllr. Wright proposed, and it was agreed, that no more donations should be made until the financial situation was cleared.

15.7 WCC, Winter service in Warwickshire 2010/11.

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Council agreed to send a further letter to WCC regarding the need to grit School Road. It was also agreed to seek the support of Stagecoach and Cllr. Barnes.

Cllr. Stedman, having declared an interest, left the room.

15.8 Letter from Memorial Hall Management Committee regarding office rent.

Council noted the request from the Memorial Hall committee for a meeting to discuss the Parish Office and agreed this should be held as soon as possible. Cllrs. Wright and Wolfe were nominated to attend the meeting to be held early in January.

Cllr. Stedman returned to the room.

16. To Table

Council noted the following tabled items:

- 16.1 WRCC, Country Matters, Issue 44, Summer 2010.
- 16.2 Clerks and Councils Direct, November 2010, Issue 72.
- 16.3 Affordable Rural Housing, Rural Housing Alliance.
- 16.4 the Clerk, November 2010, Vol.42 No.6.

17. Finance

17.1 Arrangements for setting the Budget and the Precept for 2011/12.

The Chairman proposed that the next meeting should consider the budget with the precept being decided at the meeting on 19th. January. Due to the non-availability of two councillors it was agreed to hold this budget meeting on 5th. January and not the 15th. December as previously agreed.

Cllr. Stedman, having declared an interest, left the room.

17.2 Consideration and approval of the payments and transfers listed in Appendix A.

Council noted the income transactions in Appendix A Item 21.1.

Council noted the payments made between meetings on 16.11.10 in Appendix A, Item 21.2, and the accompanying File Note and approved the action taken.

Council considered the expenditure transactions listed in Appendix A, Item 21.3. Authorisation for payment was proposed by Cllr. Wright, seconded by Cllr. Wolfe, and carried. Cheques were signed by Cllr. Wolfe and Cllr. Wright.

Council noted the bank transfer made between meetings on 16.11.10 in Appendix A, Item 21.4, and the accompanying File Note and approved the action taken.

Cllr. Stedman returned to the room.

18. Date of Next Meeting

Council confirmed the date of the next Ordinary Meeting of the Parish Council on Wednesday 5th. January 2011 in the Salford Priors Memorial Hall. (The meeting to include a debate on the Budget for the coming year.)

Council confirmed future meetings as 19th. January 2011; 16th. February; 16th. March.

19. Confidential Matters

The Clerk said he did not wish to pursue this matter.

20. Closure of meeting

The meeting closed at 10.10 pm.

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APPENDIX A**21. Finance****21.1 Income transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
6456	BACS	952.46	0.00	952.46	HM Revenue & Customs, VAT refund
6457	Cheque	150.00	0.00	150.00	TOPs service charge, Quarter 2
Total		£1102.46	£0.00	£1102.46	

21.2 Expenditure transactions approved between meetings

Tn. No.	Cheque	Gross	Vat	Net	Details
8638	dd	18.99	2.83	16.16	Plusnet
8639	102340	134.77	20.07	114.70	Staples
8640	102341	1462.80	217.86	1244.94	GBD (Evesham) Ltd.
8641	102342	536.90	0.00	536.90	M J Philpott (Clerk's salary)
8642	102343	99.09	0.00	99.09	M J Philpott (Clerk's expenses)
8643	102344	297.82	0.00	297.82	AON
8644	102345	100.00	0.00	100.00	Salford Priors Royal British Legion
8645	102346	20.00	0.00	20.00	Salford Priors Royal British Legion
8646	102347	37.65	5.61	32.04	Staples
8647	102348	70.50	10.50	60.00	P D Long
Total		£2778.52	£256.87	£2521.65	

21.3 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8648	dd	18.99	2.83	16.16	Plusnet Broadband
8649	102349	76.38	11.38	65.00	Limebridge Rural Services
8650	102350	89.00	0.00	89.00	Bespoke Electrical
8651	102351	40.00	0.00	40.00	TOPs Management Committee
Total		£224.37	£14.21	£210.16	

21.4. Transfers

Transfer from No.1 account to Community account approved between meetings £3000.00 Approved by Cllrs. M Myers and L Wright on 16.11.10.

21.5 Account Balances at 24.11.10

Community a/c	£3145.98
No.1 a/c	£39252.07
No.3 a/c	£188.81