

## Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 20<sup>th</sup>. June 2012 at 7.30 pm.**

**Present:** Councillors, JR Stedman, Chairman, L Wright, P Dare, K James, K Littleford, DC Penn, and A Quiney.

**Also in attendance:** MJ Philpott, Clerk, Dr T Shackley, District Cllrs. Howse, and Spence, and twenty six members of the public.

### 1. Apologies for absence

Apologies for absence were received and accepted from County Cllr. P Barnes.

### 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. J Stedman declared prejudicial interests in Item 9.1 and Payment 8895 as a contractor to the Council.

Cllrs. D Penn and K James both declared personal interests in Item 9.1.

**3.2 Bidford Medical Centre** The Chairman invited Dr Tim Shackley to speak regarding proposals for a new medical centre in Bidford. Dr Shackley said that the existing surgery was built in 1978 and now it was one third of the size needed for a modern service. As a consequence several services such as chiropody had been lost to Alcester already and other services were vulnerable. The practice had a well qualified staff with various areas of expertise but the lack of space meant these could not be fully utilised. He said that the new car park had been put in at the expense of the PCT because they deemed it had not been compliant with disability requirements. The PCT covered the whole of Warwickshire and Bidford was one of only two practices that had been granted funding for a new centre. However, with the changes coming to PCTs this funding would be uncertain after March next year.

Dr Shackley said that many potential sites had been looked at but there had been so many insurmountable problems that they had now decided to look beyond Bidford. One requirement was that any site should be on a bus route as 60 per cent of patients lived outside Bidford. In fact, the centre served 37 villages. Also, larger premises would permit many additional services to be provided such as NHS dentistry and physiotherapy.

The Crabtree Garden Centre on the Stratford Road had been identified as being very suitable for development as a new medical centre. It had plenty of space for providing services, for parking, and also for future expansion. Dr Shackley said they hoped to submit a planning application within two weeks and he asked for the active support of the Parish Council and local residents. He said there was some opposition and particularly referred to concerns about the effect on Bidford High Street.

The meeting was opened up to questions and the general impression was of considerable support. In response to residents' questions Dr Shackley said that bus stops would be provided at the Centre but patients would have to cross the road. He hoped that some services would come back from Alcester in accordance with the policy of developing more local facilities. He confirmed that sufficient

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funding was available and it was hoped to open in July next year. Cllr. Howse said that all the ward members were totally supportive of the proposal. The Clerk said he would use the e-news service to keep residents informed. The Chairman thanked Dr Shackley for his presentation.

### **3. Open Forum**

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

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

**3.4 Public Participation:** Mr Stokes thanked the Chairman for using a microphone. He then referred to the footway along Evesham Road between Salford Priors and Abbots Salford and said it was very overgrown. The Clerk was asked to contact Sandfields. The Chairman referred to the Petunias planted on the School Road Island which had suffered in the heavy rain but will recover when the summer weather returns, and also to the new oak tree at Iron Cross which appeared to have failed. It will be replaced in the Autumn if necessary.

**3.5 Ward Members' Reports** Cllr. Howse reported that the College was putting on a play about obesity for the schools in the parish. The planning application submitted by Salford House had been delayed because of staff changes in the planning department. He said that Stratford had failed in its bid for a Portas review but that Bidford was making a further application. Regarding Orchard Farm, Cllr. Howse said that the legal department had now returned advice that the current activities were in compliance with the lawful development certificate for the site. Members of the Council expressed surprise at this and the Clerk was asked to secure a reasoned explanation from Roger Thatcher. Cllr. Howse said that the proposed dementia unit at Bidford Grange was going ahead. Cllr. Wright asked if any action had been taken at Long Marston and was told that enforcement was proceeding.

**3.6** The Chairman closed the adjournment at 8.15 pm.

### **4. Minutes**

**4.1** The Minutes of the Annual and Ordinary Meetings of the Parish Council held on Wednesday 16<sup>th</sup>. May 2012 at The Memorial Hall, Salford Priors were approved and signed by the Chairman.

### **5. Clerk's Progress Report for consideration by Council**

#### **5.1. Councillors' declarations and the new Code of Conduct coming into force 1<sup>st</sup>. July.**

All Declarations of Office and Declarations of Financial and Other Interests have been sent to the District Council. A new Code of Conduct comes into force on 1<sup>st</sup>. July and further guidance from SDC is awaited. The Chairman proposed, Cllr. Wright seconded, and it was agreed, that the Stratford on Avon District Council code be adopted in principle as soon as it was published prior to consideration at the next meeting.

#### **5.2 Parking at Dunnington School**

The Clerk reported that PCSO Groom had moved to Warwick area and he had taken the opportunity to remind Inspector Malin we would like the no-waiting cones back. The cones were replaced on 19.06.12 and Cllr. Wright reported cars were parking between the cones. Further reports will be made at the next meeting.

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**5.3 Proposal for a new bus shelter in School Road.**

The Clerk met the owner of 6 School Road and as a result of agreeing in principle his property boundaries, further information was sent to Highways at Warwickshire CC regarding ownership of the verge area. It was noted that there were water mains in the area that would need further investigation prior to any engineering works. The Chairman said that he would personally clear the brambles from the Hedges Close bus shelter.

**5.4 Affordable Housing.**

Mr Phil Ward has been asked for an update on the housing project and a further reminder was sent on 18.06.12. However, the Clerk said Mr Ward was now on holiday until 25.06.12 and would pursue the matter for the next meeting.

**5.5 Circular seat at Iron Cross.**

Mr Hackling had been asked to provide a quotation for re-fixing the wooden seat as agreed by Council. However, in view of the condition of the tree it was agreed that the seat should be kept in store until a new tree is established.

**5.6 School Road verges.**

The mowing contractor has cut the verges as instructed from the May meeting. It was also noted that the County Council contractor had mown the parish verges and members expressed their disappointment in the quality of the mowing by both contractors.

**5.7 Amenity issues on land at Iron Cross.**

The Clerk reported that local residents at Iron Cross had drawn attention to tipping and fires on land on the corner of School Road and the B4088. The issue was referred to the enforcement officers at Stratford DC and the Environment Agency and residents have been kept informed. The Chairman asked that Cllr. Barnes be informed.

**5.8 Notice board at Dunnington**

The lock on the Notice Board has been broken. An order has been placed with Mr Hackling to replace it. In the meantime, notices are being taped to the glass doors.

**5.9 Dog fouling enforcement.**

A mail has been received from Robert Weeks suggesting that Parish Councils might wish to contribute to the funding of an additional dog warden with specific duties related to dog fouling enforcement. The Council was asked if it was interested in exploring this possibility. The Clerk said that no commitment was required at this stage. The Chairman and Cllr. James both said it was a District Council responsibility to fund such officers and the Clerk was asked to respond accordingly.

**5.10 Representatives on other bodies.**

The Clerk reported that he had notified TOPs, The Memorial Hall, and WALC, regarding appointments made at the Annual Meeting of the Council.

**5.11 Update on Ordnance Survey PSMA agreement.**

Nothing further to report.

**5.12 Arrangements for Members' visit to Alamo factory.**

Council was informed that the visit to Alamo will take place at 10.00am on Wednesday 11<sup>th</sup>. July.

### **5.13 Allotments**

The Chairman asked for a report regarding the allotment rent payments to be presented at the next meeting and also that a meeting with tenants should be arranged in the near future.

## **6. Planning general**

### **6.1 Packing Station at Orchard Farms.**

The Clerk said he had contacted Roger Thatcher who had replied that he had to refer the legal advice to his manager for a view and he will update us when he has further information. The Chairman referred to an independent survey carried out by Mr B Quiney of School Road and asked that the survey responses be sent to the planning enforcement officers. Council instructed the Clerk to write to Angus Soft Fruits in strong terms asking for proper signage stating "Orchard Farm" as this is the address delivery lorries have to find the pack house. Cllr. James queried the advice from the SDC legal department with information on the original S106 agreement and a relevant High Court judgement. The Clerk was asked to arrange a meeting with Lina Marie, the legal officer responsible, the meeting to be attended by Cllrs. Stedman and James and the Clerk.

### **6.2 School Road Pine Tree**

The Clerk said he had asked for an update on 18.06.12. Members were very disappointed this was not resolved and the Clerk was asked to write to Robert Weekes, Head of Environmental Services, and copy to Cllr. Howse, with a request for urgent action.

### **6.3 Neighbourhood Planning**

A programme of activities had been circulated by Cllr. James. He said the Council had to decide if it wanted to proceed with a Neighbourhood Plan and provided some example of the estimated cost which could be over £15,000. Cllr. Dare expressed concern that the parish would be vulnerable if a developer put forward major proposals and no plan existed. Cllr. James said that the saved policies in the old local plan afforded some protection and the Clerk said that the Council's views on development and other planning issues had been fully set out in the response to the draft Core Strategy. Council accepted Cllr. James's proposed programme and the Clerk was asked to proceed with implementation.

## **7. New Planning Applications to consider**

### **7.1 Proposed new Health Centre at Bidford**

Cllr. James said that the Council should limit its comments to the principle of a new medical centre as detailed observations were the responsibility of Bidford PC. He said there was a risk of losing the practice altogether if alternative premises were not found. Council agreed that the Clerk should write to Dr Shackley giving unanimous support to the principle of re-locating to the Crabtree site with copies to ward members and Tony Horton, Senior Planning Officer. The Clerk also agreed to use the E-News service to inform local residents and suggest supportive comments are made to Dr Shackley and the SDC Planning Officer.

**7.2 12/01243/LBC** – Window renewal, utilising inset frames, leaded double glazing and lead cover sills at Church Cottages, Station Road, Salford Priors for Mr Graham Howard.  
Council agreed that no representations be made.

## **8. Planning Decisions**

Council noted the following planning decisions:

**8.1 12/00668/FUL** – Rear extensions to ground and first floor at 1 New Cottages, Evesham Road, Salford Priors, WR11 8UU, for Mr & Mrs Richard Corbett.

**8.2 12/00924/TREE** – T1: Holly – Crown reduction of 30% at Priory Cottage, Station Road, Salford priors, WR11 8UX for Miss Julie Stage.

**No Objection**

## **9. Planters**

### **9.1 New Planter contract.**

The Clerk had circulated a report setting out three options for the future of the planters. Council agreed to defer consideration of this report to the next meeting.

## **10. Playing Field**

### **10.1 Playing Field weekly inspections.**

The Clerk confirmed he had received reports from Cllr. Quiney dated 14.05.12, 21.05.12, 28.05.12, and 4.06.12. Cllr. Quiney reported that there was considerable mole activity and also that the grass in the play area had been very poorly cut. The Clerk was asked to write to the contractor and to include the lack of strimming around posts. Council agreed to place an order for mole control on the field.

The Chairman referred to a report he had received regarding problems with a dog in the play area and provided photographic evidence and the names of the offenders. The Clerk was asked to forward this information to the Dog Warden for action.

### **10.2 Play equipment**

The Clerk reported that Mr Hackling had completed the repairs to the play equipment and the efficacy of these had been confirmed by the independent Wicksteed inspector..

### **10.3 Football**

The Chairman and the Clerk had met with officers from the new club and the groundsman from Studley and a report of the meeting was circulated. Cllr. James said that the field was not in good condition and proposed that the offer of remedial works, weed control, and re-seeding from the Studley groundsman should be accepted. This was agreed by the Council. He also said that the number of cuts would need to increase and excessive grass cut would need to be collected. Cllr. Littleford queried the toilet arrangements for the teams at the field and the Chairman said he had been assured this would not be necessary since the club was operating from The Queens Head. Cllr. Wright asked if this also applied to spectators. The Chairman confirmed the club members would also be parking at The Queens Head and using a minimum number of cars to come to the field. Council agreed that, so far as possible, the club should be supported.

### **10.4 Purchase of access from SDC.**

Nothing to report.

### **10.5 Wood from the Scout Hut area.**

The Clerk reported that he had been in contact with Jane Lawton who was now the Group Scout Leader. She agreed with the points made by the Parish Council and had taken steps to eliminate the problems.

### **10.6 Removal and disposal of the rugby goal posts.**

The Chairman proposed the removal of the posts as they were no longer used and their removal would aid the re-positioning of the football goal posts to minimise the wear on the playing field. The

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proposal was agreed and the Clerk was asked to request the football club to remove these posts and store them under the TOPs building. The Clerk was also asked to contact the schools to see if either of them was interested in having the posts.

**10.7 Settlement of the car park.**

Nothing to report. It was agreed this matter should now be considered resolved.

**10.8 Report from Wicksteed on the see saw.**

The Clerk said that Wicksteed inspected the equipment on 14.06.12. The report included a check on the other equipment within the agreed price of £45. The Clerk said the report showed that there were no significant issues apart from the condition of the see saw which the inspector considered was beyond economical repair. He had provided a quotation for a new see saw of £2183 plus installation and fitting of £1040. Cllr. Wright said this was a possible use for the Jubilee surplus funds and the matter was deferred for consideration to the next meeting.

**11. Footway Lighting**

**11.1 Provision of a new light at Hedges Close.**

The Clerk reminded Members that he had reported that the connection charge for a light in this area was £925.65 plus VAT. He had requested a quote from PD Long for the supply and installation of a new column and light which would be about £800 for a 70W SON lamp. Cllr. James said that a compact fluorescent or LED light would be more efficient and agreed to provide a specification for the Clerk to gain a further quotation which will be considered at the next meeting.

**11.2 Items of lighting maintenance.**

The lights at 39 Ban Brook Road and 9 Garrard Close had been repaired.

**11.3 Request from Mrs Jane Corbett regarding additional lighting.**

Council considered a mail from Mrs Jane Corbett regarding the provision of lights along Evesham Road. Cllr. Quiney asked if there was an underground supply in the vicinity and the Clerk was asked to investigate. Cllr. James said there should be a clear set of criteria for evaluating future “strategic” lights. It was agreed to give further consideration to the provision of new lights and to agree a criteria for any new installations. These matters will be considered at the next meeting.

**11.4 Letter from WCC regarding changes to street lighting.**

Council noted a letter from WCC indicating that most of their street lights (approximately 39,000) would be switched off between midnight and 5.30am. Lights where there were safety issues would not be switched off.

**12. Events**

**12.1 Report from Cllr. Littleford regarding the Jubilee Day event**

Cllr. Littleford reported that the Jubilee Event was well attended and enjoyed by all despite the weather which was not kind. Over the lunch time there were around 300 people enjoying the Pig Roast, about 80 children enjoyed the Tea Party later in the afternoon and the evening event attracted around 200 people who witnessed a superb firework display to end the evening, along with many more residents watching and enjoying from the comfort of their own home. She said that many of the committee members had received lots of compliments and congratulations from very happy villagers for putting on such a wonderful event. The only disappointment was that the Family Pentathlon Event had to be postponed, but it had been rescheduled for Saturday 30<sup>th</sup> June at approx 5pm to follow on from the Village Fete. There will also be an opportunity for children who were

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unable to collect their coin to receive one. The final accounts were showing a surplus of approximately £1492. The Group wished to purchase something as a permanent reminder of the Queens Diamond Jubilee. A final June edition of the Newsletter has been delivered to all homes in the Parish.

Cllr. Littleford said that bouncy castles were to be hired for the Pentathlon event at the Fete at a reduced rate of £100. Council approved this expenditure. Cllr. Littleford also said there were some prizes remaining that would be used for games at the fete with 25 per cent of any proceeds going to the Fete Committee. Again, Council approved this arrangement

Cllr. Penn said the event had been a marvellous day and Cllr. Quiney said he felt it an honour and privilege to be part of the organising group. The Chairman thanked everyone involved with the group for their tremendous efforts in achieving such a successful event.

### **12.2 Financial report regarding the Jubilee Day event.**

The Clerk had circulated an income and expenditure report showing total expenditure of £6776.52. This was covered by income of £5345.00 from sponsors, advertisements, and special events plus a contribution from the Parish Council of £1431.52. The saving due to VAT recovery was £513.98. The Chairman asked the Clerk to check the Pig Roast invoices from the Bell Inn. He also proposed that the final accounts for the event should show the already budgeted contribution from the Parish Council of £2500 and this was agreed.

## **13. Highways**

### **13.1 Speeding in School Road.**

The Clerk had circulated a report regarding the possible purchase of a speed gun from a group in Kenilworth and its use in conjunction with the police Community Speed Watch scheme. The Chairman said that the total cost would be about £2500 and there would be an ongoing expenditure for annual calibration. Members considered it would be difficult to get volunteers to be trained to operate the speed gun. Cllr. Wright also expressed doubts about the proposal and Cllr. James said that there was a public liability issue as evidenced by experiences elsewhere. Council agreed not to proceed with this proposal and the Clerk was asked to inform Kenilworth.

The Chairman reported that many of the speeding motorists possibly worked at the Packing Station and the Clerk was asked to write to Angus Soft Fruits emphasising the traffic hazards in School Road. He also said that there were signs "Kill your Speed, not a Child" stored at Limebridge and Council agreed to deploy some of these on School Road.

### **13.2 Requirements for a Parish Lengthsman.**

The Clerk had contacted David Elliston regarding signage, equipment, and training requirements. He had responded that WCC would welcome the idea of reintroducing a Lengthsman into the parish and suggested two "men at work" signs should be provided. There was a national training course but this was probably more than was required. He offered his assistance in this matter. The Chairman said that work such as strimming visibility areas, cleaning signs, and cutting back hedgerows were all relevant activities. He suggested that to make it worthwhile it would be necessary to offer about 100 hours per year minimum. Cllr. James said the Lengthsman's hi-viz clothing should state "Salford Priors Parish Council" so that residents should know what the Council was doing. The Chairman said he would bring Lengthsman information from Worcestershire CC for the next meeting.

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**13.3 Visibility at the School buildout.**

The Clerk reported that Richard Elborne had inspected the buildout and, subject to the tall grass being maintained, considered that the visibility complied with official guidelines.

**13.4 Provision of dropped kerbs.**

Cllr. Quiney reported that he had met Mrs Hunt and there was a need for a dropped kerb by the shop and for a ramp in Priors Grange en-route to Ridsdale Close. He had been unable to contact Mr Bailey who was an instigator of the request for dropped kerbs. A further report will be presented at the next meeting when, hopefully, Mr Bailey will have been consulted.

**13.5 Footway between Salford Priors and Abbots Salford**

The overgrown footway between Salford Priors and Abbots Salford was reported in Open Forum. The Clerk was instructed to request that urgent attention to hedge cutting be made to the tenants, Sandfields Farms.

**14. Communications****14.1 Website.**

The Clerk reported that Agendas and Minutes had been uploaded to the web site. Cllr. Dare reported that Cllr. Barnes had urged all residents to complete the Warwickshire broadband online survey.

**14.2 Report from Cllr. Dare regarding a future Parish Newspaper**

Cllr. Dare said she thought there was a need for a good parish newspaper possibly published quarterly. The Chairman said the Parish Council would be very supportive of such a proposal if an editor and production team could be identified. He proposed that an item to this effect should be included in the next newsletter to see if there were any volunteers. It was agreed to produce a draft newsletter for the next meeting including this item and others such as dog fouling, speeding in School Road and Marsh Farm quarry.

**15. Rights of Way****15.1 Report from Cllr. Penn on the Rights of Way.**

Cllr. Penn said there was nothing to report.

**15.2 Replacement of Stile on AL11**

The Clerk reported that the new gate had now been installed near the allotments.

**16. Trees****16.1 Land at Tothall Lane for Jubilee planting.**

After considering site access, on-going maintenance, and the ownership of the land, together with the potential lack of interest from the parish schools, Council agreed to abandon the proposal. Matter resolved.

**17. Orbit inspection****17.1 Inspection by the Housing Association.**

A report by the Chairman had been circulated and the Clerk was asked to report the findings to Hannah Kavanagh at Orbit Housing Association requesting action or support on the various matters raised. The report is appended to the Minutes as Appendix B.



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**17.2 Parking in St Matthews Close**

A complaint about parking in St Matthews Close had been received by the Clerk. Council agreed the Clerk should write to the residents concerned requesting they did not block the access to the garages belonging to the School Road residents.

**18. Mobile Library****18.1 Community Library**

Cllr. James reported that the Board of the Community Library was undertaking a study to see if it would be feasible to provide a mini-bus service from some surrounding villages to the library combined with visiting Budgens. Further information will be given as and when available. The chairman enquired if extra funding was required for the service and Cllr. James indicated no further funds were required at this time.

**19. Matters raised by Councillors**

**19.1** Councillors were invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas.

**19.2 Cllrs. Penn, Dare, and Littleford – Mowing.**

Cllr. Penn reported on the unsatisfactory state of the Playing Field mowing, particularly for the Jubilee event when parishioners had to mow critical areas with garden mowers. Cllr. James reported that the contractor's operatives did not wear appropriate Personal Protective Equipment when strimming as required under Health and Safety regulations and the Council's contract requirements. The Chairman considered that the mowers used on the playing field were not correctly set and possibly needed sharpening to improve the quality of cut. He also said that the wrong type of equipment was used in some cases and particularly with verge mowing and also mentioned the Maureen Edmunds flower bed that had not been cut this season. As a result the contract specification was not being complied with and needs to be brought to the attention of the Contractor. The Chairman said that the verge opposite Cleeve View needed to be mown as it is part of the contract specification. Council agreed that there should be a meeting with the contractor in the Parish Office when these issues could be examined. Copies of the contract documents would be circulated in advance and Cllr. Wright, Vice-Chairman, would lead the meeting as professional conflict could arise with the Chairman.

**19.3 Cllr. Wright – Allotments.**

Cllr. Wright requested that the issue of advertising the allotments outside the parish should be included in the next agenda.

**19.4 Cllr. Wright – TOPs expenditure.**

Cllr. Wright asked that TOPs income and expenditure should be separately identified in the accounts and this was agreed.

**19.5 Cllr. James – Closure of A&E facilities.**

Cllr. James asked that the issue of closing A&E facilities in Worcestershire should be considered on the next Agenda.

**20. Correspondence****20.1 Audit Commission, consultation on new external auditor**

The Clerk had circulated a letter from the Audit Commission regarding the proposed appointment of Grant Thornton UK LLP as the new external Auditor. Members were asked if they knew of any

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reason why this company should not be appointed. No reasons were given by Members and therefore no response is required.

**20.2 WALC, Statement of services provided**

Council noted the “on the ground support service” offered by WALC.

**20.3 Kidney Research UK**

Council noted the letter of thanks for the donation made to Kidney Research UK.

**20.4 Chief Executive of WCC re. Meals on Wheels.**

Council noted a letter from Jim Graham, Chief Executive of WCC. The letter dated 16.05.12 read as follows:

“I met with Cllr. Barnes yesterday. As you will be aware, he is actively engaged in keeping Parishes abreast of issues at the County Council. Unfortunately, on this occasion, I have been advised that there have been some misunderstandings. He and I discussed comments wrongly attributed to myself and information relating to the Meals Service. Cllr. Barnes has agreed to confirm with all the Parish Councils he is in contact with, that he has misunderstood, and he will be confirming with yourselves the need to rectify the information given. If you have already committed any erroneous comments to minutes, I would appreciate it if that rectification be noted.”

No change to the Parish Council’s Minutes was considered necessary.

**20.5 Alcester Cafe.**

Council noted the letter of thanks for the donation made to Alcester Cafe to support Alzheimer sufferers.

**20.6 Tops Management Committee – TOPs expenditure**

Council had agreed previously under item 19.4 to the request from TOPs.

The Clerk reported that the water bill for the previous year was £54.

**21. To Table**

Council noted the following tabled item:

**21.1 LCR Summer 2012.**

**22. Finance**

Item 21.1 taken later.

**22.2 Progress of the External Audit.**

The Clerk reported that the full pack of documents had been sent to the External Auditor for a full audit. There had been a small error on the notice but this was corrected and changed in time.

**22.3 New Bank Mandate.**

Cllr. Littleford said she still needed to attend the bank to provide her identity documents and Cllr. Dare declined to be a signatory.

**22.4 Revisions to the Financial Regulations.**

The Clerk reported that he had drafted revisions to the Financial Regulations. In view of the items on the Agenda for the next meeting the Chairman proposed that these would be on the Agenda for the August meeting. The Clerk was asked to e-mail these to all Councillors and the Chairman asked that Members should respond with any comments in advance of the meeting.

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Cllr. Stedman, having previously declared an interest, left the meeting.

Cllr. Wright took the Chair.

### 22.1 Approval of the payments and transfers listed in Appendix A.

Council noted the income transactions in Appendix A1.

Council noted that an invoice from The Bell at Salford Priors, TN 8889, had been signed between meetings by the Chairman and Vice Chairman on 4.06.12. as shown in Appendix A2.

Council considered the expenditure transactions listed in Appendix A3. Authorisation for payment was proposed by Cllr. Littleford, seconded by Cllr. Dare, and carried. Cheques were signed by Cllr. Wright and Cllr. Penn.

Council considered and approved the proposal to transfer £5000.00 from No.1 account to the Community account in Appendix A4. Authorisation for transfer of funds was proposed by Cllr. Wright, seconded by Cllr. Quiney, and carried.

Council noted the bank balances in Appendix A5.

### 23. Date of Next Meeting

Council confirmed the date of the next Ordinary Meeting of the Parish Council at 7.30pm., on Wednesday 18<sup>th</sup>. July 2012 in The Memorial Hall, Salford Priors. The Clerk informed Councillors that the office would be closed for the week commencing 25<sup>th</sup>. June.

### 24. Closure of meeting

The Vice-Chairman closed the meeting at 10.37 pm.

**Signed:**.....

**Date:**.....

## APPENDIX A – Finance

### A1 Income transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
6516		200.00	0.00	200.00	Jubilee event donation from St Matthews Church
6517		200.00	0.00	200.00	Jubilee event donation from Mr & Mrs JA Browne
6518		26.00	0.00	26.00	G Beamish, Allotment rent, plot 12
6519		20.00	0.00	20.00	Cuts for You, Jubilee programme advertisement.
6520		60.00	0.00	60.00	AH Hillers, Jubilee programme advertisement
6521		40.00	0.00	40.00	Nails to Suit, Jubilee programme advertisement
6522		5.57	0.00	5.57	HSBC Bank Ltd., Interest No. 1 account

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9009		0.04	0.00	0.04	HSBC Bank Ltd., Interest No. 3 account
6523		40.00	0.00	40.00	Tailors Shop, Jubilee programme advertisement
6524		255.00	0.00	255.00	Mrs JB Mottram, Jubilee event donation
6525		26.00	0.00	26.00	PD Clarke, Allotment rent plot 7
6526		13.00	0.00	13.00	A Wilcox, Allotment rent plot 8A
6527		60.00	0.00	60.00	Clean Wheelie Bins, Jubilee advertisement
<b>Total</b>		<b>£945.61</b>	<b>£0.00</b>	<b>£945.61</b>	

**A2 Expenditure approved between meetings**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
8889	102564	630.00	105.00	525.00	The Bell at Salford Priors, Additional hot pork rolls for Jubilee event
<b>Total</b>		<b>£630.00</b>	<b>£105.00</b>	<b>£525.00</b>	

**A3 Expenditure transactions for approval**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
8887	dd	18.99	2.83	16.16	Plusnet, Office Broadband
8888	dd	27.00	1.29	25.71	EDF, TOPs electricity
8890	102565	565.83	0.00	565.83	MJ Philpott, Clerk's salary June
8891	102566	250.00	0.00	250.00	Web Culture Services, Annual web site hosting fee
8892	102567	125.00	0.00	125.00	Geoff Bradley, Internal Audit fee
8893	102568	708.00	118.00	590.00	Hightrees Landscape Services Ltd., mowing contract
8894	102569	93.19	0.00	93.19	MJ Philpott, Clerk's expenses, postage, mileage, and Land Registry fee
8895	102570	983.14	163.86	819.28	Limebridge Rural Services, Planter contract and tree work on Ban Brook green
8896	102571	970.57	0.00	970.57	The Post Office (HMRC), tax and NI for Quarter 1.
8897	102572	394.11	0.00	394.11	Tom Pearsall. Jubilee event balance
8898	102573	149.40	24.90	124.50	PD Long, Service visit to two lights.
8899	102574	82.87	13.81	69.06	BT, Office phone
<b>Total</b>		<b>£4368.10</b>	<b>£324.69</b>	<b>£4043.41</b>	

## Salford Priors Parish Council

**A4. Transfers**

To transfer £5000 from No.1 account to Community account.

**A5. Account Balances at 13.06.12**

<b>Community a/c</b>	<b>£1746.00</b>
<b>No.1 a/c</b>	<b>£49625.33</b>
<b>No.3 a/c</b>	<b>£214.08</b>

**APPENDIX B – Chairman’s Report**

Report on my meeting in Perkins Close with Hannah Kavanagh of Orbit Housing Association at 2.00pm on 30<sup>th</sup>. May 2012.

About six local residents were present at the meeting.

**Matters Raised**

I asked if Orbit would help fund the replacement of the redundant Mercury streetlights in Perkins Close. Hannah could not give any positive assurance but suggested the request is put in writing to Orbit for their consideration.

I ask if Orbit would consider fitting part night timers to their streetlights in Ridsdale Close and Priors Grange, she informed me that the process of the County Council adopting the highway infrastructure was underway and thought the streetlights would be part of adoption scheme. I then asked about the amenity and landscape areas in Priors Grange and she was not sure who would be responsible after the highway adoption. A further question asked was regarding the ownership of the car park and progress with the storm-water tanks. Hannah said the car park is owned by Orbit, but was not sure if it formed part of the highways adoption scheme or whether Severn Trent Water were adopting the storm-water tanks under the car park. She said raise all the matters in the letter to Orbit.

I requested the exclusive use of the car park for blue badge holders just for the Jubilee event on the playing field and Hannah gave an assurance this would be in order on this occasion but to put up signage in advance of the event day.

The matters of Orbit tenants allowing their dogs to foul the amenity land in the area was raised by me and residents from the area. Hannah informed us that dogs are not allowed in the Orbit flats in Perkins Close.

I understand Hannah will be taking action to resolve the dogs in flats issue and recommended the fouling issue is reported to SDC dog warden. I understand local information will identify the responsible tenant and Cllr Anthony Quiney will have this information from the local tenants.

After discussing the above matters I left the meeting to allow the tenants to speak with Hannah and for her inspection to take place.

**Chairman**