

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Baptist Church Hall, Dunnington, on Wednesday 21st. November 2012 at 7.00 pm.

Present: Councillors, P Dare, K Littleford, DC Penn, and A Quiney.

Also in attendance: MJ Philpott, Clerk, County Cllr. P Barnes, District Cllr. M Howse, and eight members of the public.

In the absence of the Chairman and the Vice-Chairman, Cllr. Penn was nominated and elected to take the Chair.

1. Apologies for absence

Apologies for absence were received and accepted from Cllr. J Stedman and Cllr. K James due to being away, from Cllr. Wright for personal reasons, from District Cllr. Spence, and from Mrs Pam Seville.

2. Declarations of Office and Disclosure of Interests

Members were 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.

2.1 Register of Interests:

Members were reminded of the need to keep their register of interests up to date.

2.2 Dispensations

No written requests for disclosable pecuniary interests dispensations had been received.

2.3 Declaration of Interests:

Members were asked to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Councillors with a disclosable pecuniary interest were required to leave the room for the relevant agenda item. Members were asked to declare any other disclosable interests in items on the Agenda and their nature.

Cllr. Dare declared a disclosable interest in Item 10.1 and in payments 8960, 8961, and 8962.

3. Open Forum

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

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

3.3 Public Participation: Simon Walker referred to the state of Oak Tree Farm. He handed some photos of the site to the Chairman showing fires and examples of waste materials on the site. He said that he disagreed with the report by the WCC waste inspector Mohammad Nasser and had asked Matthew Williams to reconsider the inspection report. He also said that Carolyn Roberts had written to the Environment Agency and he had contacted Ruth Rose, the SDC Tree Officer. Mr Walker said that Cllr. Spence had offered to discuss the issues with the SDC Planning Enforcement Officer but this had not yet taken place. He thanked Cllr. Barnes and the Clerk for the work done so far and asked the Parish Council to continue with efforts to seek a major improvement to the site. Another resident asked for the decision over the provision of a dog waste bin at Dunnington to be reconsidered and Councillors agreed this should be placed on the next agenda. Mr Walker then spoke regarding the greens at Iron Cross and asked if it was intended to replace the circular seat around the oak tree. The Clerk said that the seat had been refurbished but because there were doubts that the tree had "taken" it had not yet been returned to the green. Mr Walker then said

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he would like to offer to do some improvement works to the green at no cost to the Parish Council and Councillors agreed to consider this at their next meeting. The Clerk said that the land probably belonged to the County Council and he would make the necessary enquiries.

3.4 Ward Members' Reports County Cllr. Barnes advised that personal red flashing safety lights were available free of charge at County and District offices. He said that bus passes were now being administered by the County and these now required a photo. Cllr. Barnes said he still had some funds available from his £5000 allowance and hinted these might be available for a dog waste bin in Dunnington. Cllr. Howse said there would be a "Buy Bidford" event in the Crawford Hall on 24.11.12. He reported that the main talking point at the District Council was the ramifications of the Shottery appeal result and that court action was being considered. Cllr. Howse said that the Local Cinema project had received funding and it was hoped that the Community Links service would continue. Finally, he said that there had been meetings with Orbit regarding disposal of empty properties.. The Housing Association had been instructed to dispose of 5 per cent of properties in order to gain further funding. However, where the houses were sold might not be where new properties were built. The District Council was trying to get agreement that there must be consultation over these disposals. Cllr. Howse also said that the District Council had approved a strategy to return 30 empty properties to use.

3.5 The Chairman closed the adjournment at 7.32 pm.

4. Minutes

4.1 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 17th. October 2012 at The Memorial Hall, Salford Priors were approved and signed by the Chairman.

5. Clerk's Progress Report

5.1. Affordable Housing.

The Clerk reported that he had been informed by Joanne Welch of Jephson that she had received verbal confirmation from the County Council that the compensation payment to the farmer is within budget, but she has yet to receive this in writing, or confirmation of their legal costs. She also still needs to agree the terms of the transfer of the land. Jephson has had the land searches carried out, which in the main are fine, however they have highlighted a potential problem with drainage, which is currently being discussed with their engineers.

5.2 "No golf" sign at Playing Field.

The sign has now been obtained and Council agreed that Mr Hackling should be given an order to fix it to the wall alongside the path to the Playing Field.

5.3 Overgrown hedges.

The Clerk reported that Warwickshire CC had confirmed that Simon Sparkes had his hedge professionally cut at the end of October and that he had personally inspected the route on 3rd. November to ensure all was well. Alan Granger has indicated that he would check the Ragley length of hedge and get it cut as necessary. Cllr. Penn said that the length between Iron Cross and Tothall Lane still needed to be cut.

5.4 Community Forum meeting.

Publicity regarding the Community Forum meeting on 5th. December has been included in the Newsletter. Council agreed that it was important to secure a good attendance and the Clerk was instructed to circulate the poster advertising the event to all houses at a cost of £30.00.

5.6 Memorials to former Councillors

The Clerk reported that he had contacted John Bradfield for suggestions as to how an appropriate dedication plaque could be incorporated into the bus shelters. Council supported this course of action.

5.7 Cleaning of the bus shelters

Council noted that an order to clean the glass in the bus shelters and notice boards was placed with Mr Hackling.

5.8 Flood defence works

The Clerk reported that he had written to Derek Wilkinson of Sandfields regarding flooding in School Road on 2.11.12. A reply is awaited. The Clerk was asked to chase a response.

5.9 New bus shelter.

The Clerk said that Orders for the building works and the fabrication and installation of the new bus shelter opposite Hedges Close were placed on 28.10.12 as agreed by Council. The shelter is scheduled for delivery to site towards the end of January.

5.10 Scouts' fireworks display.

The Council's concerns regarding insurance and clearing up afterwards were communicated to the Scouts and were addressed satisfactorily. Cllr. Quiney said that the scouts had done a very good clearing job.

5.11. WCC Community Computers.

The Clerk reported that the parish had been awarded one second hand computer under the County Council's Community Computers 2012 scheme. Council agreed it will be necessary for the Clerk to collect the equipment from Warwick and to arrange for it to be installed.

5.12 WCC Winter gritting

Details of the County Highways primary gritting routes had been received and there were no changes from the previous year. This meant that School Road was included on the schedule.

6. Planning general

6.1 Packing Station at Orchard Farm

The Clerk reported that the planning authority had requested additional information from Angus Soft Fruit in order to adjudicate regarding the planning status of the site. Cllr. Howse had informed the Clerk that this information had not yet been received. Cllr. Littleford said that it was not just HGVs from Angus Soft Fruits that were using the local roads and this seemed to be an increasing problem.

6.2 Neighbourhood Plan matters.

The Clerk said that a major item had been included in the Newsletter and residents have until 12th. December to come forward and volunteer to take part. A further report will be provided for the next meeting. Cllr. Howse gave his view that it was important for the parish to produce a neighbourhood plan.

6.3 Oak Tree Farm.

The Clerk reported that there had been an extensive exchange of e-mails between Parish Councillors, SDC Councillors and officers, WCC Councillors and officers, and residents of Iron Cross. Some

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residents were very concerned about the state of Oak Tree Farm and photographs provided by a resident did show what could only be described as an absolute mess. However, there had been an inspection by a member of the waste management team at WCC and also by the Chairman and these had not identified any illegal activities. The Chairman had met one of the owners on the site and had discussed the Clerk's letter setting out the allegations made regarding the site. One resident had written to the Environment Agency and the Planning Enforcement Officer had indicated that some action might be possible if no improvements were made. The Clerk said he would chase these responses and Council asked him to write to the land owners again. Cllr. Quiney emphasised the importance of residents calling out the fire brigade if another fire occurred. Councillors felt that there really needed to be a meeting with the owners and residents and Cllr. Littleford agreed to supply the Clerk with the contact details for all the individuals who had an interest in the land.

6.4 Warwickshire Waste Core Strategy.

The Clerk reported that the Warwickshire Waste Core Strategy had been submitted to the Secretary of State for independent examination. The full range of documents is available for inspection on the County Council's website. There will now be an Examination in Public to determine if the strategy document is sound and legally compliant.

7. New Planning Applications to consider

7.1 12/02224/VARY – Removal of condition 2 from planning permission 12/01482/FUL relating to the first floor side facing windows to the east elevation being obscured glazed and non-opening at Hawkfield, Station Road, Salford Priors, WR11 8UX, for Mrs Nicky Burt.

The Clerk reported that following the Council's objection raised at the previous meeting the planning officer had discovered that the windows formed part of an atrium so that it was impossible for a person standing on the ground floor to see out of the windows. The planning officer said it was possible to impose a planning condition that an intermediate floor could not be inserted without further consent. In consultation with the Chairman the Clerk had withdrawn the objection to the windows being able to be opened for ventilation but asked that the glass still be required to have a low level of obscuration.

7.2 12/02403/LBC – Conversion of outbuilding into habitable accommodation to include external alterations to facilitate the conversion and new entrance porch to main dwelling at Turnpike Cottage, Evesham Road, Weethley, Alcester B49 5ND for Mr Robert Shaw.

Council considered this application in conjunction with Item 7.4.

7.3 12/02463/TREE – Proposed T1 Acacia, reduce crown to slightly below previous pollarding; T2 Chesnut, remove self set tree; T3 Yew Hedge, trim and reduce height by approximately 1.5m; at Acacia Lodge, Garrard Close, Salford Priors, Evesham, WR11 8XG for Mr Walter Thompson. Council raised no objections to the proposals.

7.4 12/02401/FUL – Conversion of outbuilding into habitable accommodation to include external alterations to facilitate the conversion and new entrance porch to main dwelling at Turnpike Cottage, Evesham Road, Weethley, Alcester B49 5ND for Mr Robert Shaw.

Council raised no objections in principle but requested that strong conditions should be imposed to ensure that the garage conversion remains ancillary to the main dwelling.

8. Planning Decisions

Council noted the following planning decisions:

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8.1 11/02228/FUL – Proposed first floor extension to create 4 no. Additional residents' bedrooms and improved facilities for established care at Salford House, Station Road, Salford Priors for Mr David Cope.

Planning permission refused

8.2 12/01349/FUL – Demolition of existing buildings and extension to existing factory unit (5,360m²) to provide additional manufacturing, assembly, testing and storage facility together with the erection of a replacement service centre building (330m²). Revised site layout to provide new internal access road, service yards, car parking and other associated works including the deposit of excavated materials on adjacent field (up to 1m) at Alamo Group Europe Ltd., Station Road, Salford Priors, Evesham, WR11 8SW for Alamo Manufacturing services (UK) Ltd.

Planning permission granted

9. Playing Field

9.1 Playing Field weekly inspections.

The Clerk reported that he had received inspection reports from Cllr. Quiney dated 8.10.12, 15.10.12, 22.10.12, 29.10.12, 5.11.12, and 12.11.12. Cllr. Quiney reported that the goal mouth was in a very muddy condition and the Clerk was asked to consult with Kevin James as to what remedial treatment could be carried out.

9.2 Playing Field access.

The Clerk reported that he had informed SDC of the Council's solicitors on 31.10.12. He continued to chase SDC for some action. Cllr. Howse offered his assistance in this respect.

9.3 Mole treatment at the Playing Field.

The Clerk reported that he had placed an order for further mole treatment at the Playing Field on 1.11.12.

9.4 Replacement of see-saw.

The Clerk said that the working party meeting on the play area had asked Council to consider the replacement of the see-saw. The estimated cost was £2183 for the supply and £1040 for installation. Council considered this was a very high cost and the Clerk was asked to investigate alternative suppliers.

Council agreed to take Items 10 and 11 at the end of the meeting.)

12. Jubilee fund dispersal

12.1 Report from Cllr. Littleford regarding the proposed Picture Post book.

Cllr. Littleford reported that she had obtained a price for a 350gm. cover which was £2.40 per copy compared with the previous figure of £1.96. She said this would result in a more permanent product. Council agreed that the revised specification should be accepted.

12.2 Framing of the Queen's Jubilee portrait.

Following the inspection of the portrait by Members, the Clerk reported he was obtaining a quotation for this work.

13. Highways

13.1 Parish Lengthsman

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The Clerk reported that an application had been received for this position from a resident of Harvington who provided a similar service in that parish. He said that he would be interviewing the applicant together with the Chairman in order to report back to the next meeting.

13.2 Footways in the Dunnington area

The Clerk said that following discussion with Cllr. Wright they had agreed not seek a meeting with WCC but to write instead. This had been done and David Elliston had agreed to arrange for footways to be sided out and cleared using the Community teams.

14. Communications

14.1 Website

The Clerk reported that information continued to be uploaded to the site. The Clerk was asked to send a copy of the Newsletter and the mowing contract advertisement to Liam Maude for inclusion on the site.

14.2 Autumn Newsletter

Members had been circulated with the latest Newsletter and the Clerk confirmed these would be delivered at the following weekend.

15. Rights of Way

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

Cllr. Penn said he had nothing to report. The Clerk reported that Don Penn had replaced the damaged way marking post by the Orchard Farm Packing Station.

15.2 Layby on the A46 by AL17.

The Clerk said he had written to the Highways Agency on 2.11.12. A reply was awaited.

15.2 Paths for Communities scheme.

The Clerk had circulated details of the Paths for Communities scheme. There was an opportunity to obtain funding from Natural England for the creation of new rights of way. Councillors suggested that a new path opposite the post office to AL4 and another from AL11 to AL17 should be considered. Because these routes were close to protected crops Councillors asked the Clerk to write to Sandfields to seek their views and report back to a later meeting.

15.4 WCC Volunteer Partnership Agreement 2012.

Council noted a letter from WCC clarifying aspects of the Volunteer Partnership Agreement.

16. Contracts

16.1 New Mowing contract.

The Clerk reported that Public Notices advertising the tender had been placed with the Evesham Journal and with the Stratford Herald in accordance with the agreed programme. Tenders are due to be returned by 4.01.13.

17. Matters raised by Councillors

17.1 Matters raised by Councillors were considered under this item and Councillors were 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.

17.2 Cllr. Quiney reported that the fingerpost in School Road opposite Tothall Lane had been damaged during hedge cutting. The Clerk said he had asked WCC to repair this sign.

18. Consideration of Correspondence Received**18.1 WALC Newsletter ADH/102/5/2012.**

Council noted the information provided.

18.2 WALC, Capping of precepts 2013/14.

Council noted the possibility that the government might impose a cap on precepts for the following year. Council also noted the information provided regarding dispensations for budget and precept setting and particularly for those Members who were house owners. The Clerk said further guidance would be provided ready for the next meeting.

19. To Table

Council noted the following items tabled by the Clerk:

19.1 The Clerk Magazine, November 2012, Vol.43, No.12.

19.2 Clerks and Councils Direct, November 2012, Issue 84.

19.3 Warwickshire Rural Housing Association, Annual Report for 2011-2012.

20. Finance**20.1 Consideration and approval of the payments and transfers listed in Appendix A.**

Council noted the income transactions in Appendix A1.

Council approved the payment made between meetings listed 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. Quiney and Cllr. Penn.

Council considered and approved a proposal to transfer £3000.00 from No.1 account to the Community account in Appendix A4. Authorisation for transfer of funds was proposed by Cllr.

Littleford, seconded by Cllr. Quiney, and carried.

Council noted the bank balances in Appendix A5.

21. Date of Next Meetings

To confirm the date of the next Ordinary Meeting of the Parish Council at 7.00pm., on Wednesday 19th. December 2012 in The Memorial Hall, Salford Priors.

22. Exclusion of the Public from the Meeting.

Cllr. Penn proposed, and Cllr. Littleford seconded, and it was agreed "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw."

All members of the public left the meeting.

10. TOPs. - Working Party Meeting to discuss TOPs. (taken with item 11)**11. Play Area - Working Party Meeting to discuss future development of the play area.**

Councillors noted that following a working party meeting held on Wednesday 7th. November to discuss issues relating to the future development of TOPs, the Scout's Hut, the Playing Field and the Play Area it had become apparent that professional advice was needed regarding legal, planning, and financial issues. The Clerk was asked to prepare a brief for an initial study covering these issues including the cost and to report back to a later Parish Council meeting.

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23. Closure of meeting

Cllr. Penn closed the meeting at 8.43 pm.

Signed.....

Date.....

APPENDIX A – Finance**A1 Income transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
6540	BACs	586.57	0.00	586.57	HMRC, VAT Refund Quarter 2
Total		£586.57	£0.00	£586.57	

A2 Expenditure approved between meetings

Tn. No.	Cheque	Gross	Vat	Net	Details
8961	102627	331.72	0.00	331.72	AON, TOPs Insurance
Total		£331.72	£0.00	£331.72	

A3 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8959	dd	18.99	2.83	16.16	Plusnet, office broadband
8960	dd	27.00	1.29	25.71	EDF, TOPs electricity
8962	102628	145.75	0.00	145.75	Warwickshire CC, TOPs lease
8963	102629	522.00	87.00	435.00	Hightrees Landscape Services Ltd., Mowing contract
8964	102630	123.00	0.00	123.00	SLCC, Annual subscription
8965	102631	143.29	0.00	143.29	MJ Philpott, Clerk's expenses, Land Registry fee, postage, mileage to Stratford.
8966	102632	1059.34	176.56	882.78	Limebridge Rural Services Ltd., Planter contract
8967	102633	154.80	25.80	129.00	PD Long, Service visits to lights
8968	102634	456.71	0.00	456.71	MJ Philpott, Clerk's salary November
8969	102635	76.80	0.00	76.80	KA James, Mileage to SALTEX Exhibition
8970	102636	117.90	19.65	98.25	Staples, Print 12 A3 maps for mowing

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					contract. 3 Canon inkjet cartridges, yellow paper, A3 paper.
8971	102637	90.00	0.00	90.00	M Hackling, removal and storage of "Kill your speed" signs.
8972	102638	88.56	14.76	73.80	Herald Publishing, Mowing contract advertisement.
Total		£3355.86	£327.89	£3027.97	

A4. Transfers

Transfer £3000.00 from No.1 account to Community account.

A5. Account Balances at 13.11.12

Community a/c	£926.51
No.1 a/c	£60598.71
No.3 a/c	£214.12