

**Salford Priors Parish Council**

**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall,  
Salford Priors on Wednesday 17<sup>th</sup> August 2016**

**Present:** Councillors: K Littleford (Chairman), J Stedman, K James, D Penn, A Green,  
T Littleford, P Dare, & L Wright

**Also in attendance:** 2 members of the public.

<b>74.</b>	<p><b>Apologies for absence:</b> Cllr Maude – away on holiday District Councillor Mark Cargill – chairing a West area planning meeting</p>
<b>75.</b>	<p><b>Register of Interests:</b> Members were reminded of the need to keep their register of interests up to date</p>
<b>76.</b>	<p><b>Declaration of Interests:</b> Members were asked to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Councillors with a disclosable pecuniary interest are required to leave the room for the relevant agenda item.</p> <p><b>a) Pecuniary Interests - None</b></p> <p>Members were asked to declare any other disclosable interests in items on the Agenda and their nature.</p> <p><b>b) Other Disclosable Interests - None</b></p>
<b>77.</b>	<p><b>Open Forum:</b> The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed.</p> <p>A resident asked whether there is anything the Council can do regarding cars parking in the road in Perkins Close as it is making the road very narrow for vehicles to get through. They were particularly concerned about emergency vehicles. Unfortunately there is nothing the Parish Council can do to alleviate this.</p> <p><b>a) Have your say.</b> No under 18s were present.</p> <p><b>b) County Council Member's Report –</b> Whilst District Councillor Mark Cargill was not available for the meeting he reported that The Plan (core strategy) is now on-line and available. The Chairman closed the adjournment at 7.05 hours.</p>
<b>78.</b>	<p><b>Acceptance of Minutes:</b> The Minutes of the Ordinary Parish Council Meeting held on Wednesday 20<sup>th</sup> July 2016 at The Memorial Hall, Salford Priors were agreed by the Council to be a true record of the meeting and signed by the Chairman.</p>
<b>79.</b>	<p><b>Clerk's Progress Report:</b></p> <p><b>a)</b> Road surface repairs Broom Lane/road sweep Cock Bevington – Clerk has requested from David Elliston when these works are likely to be carried out. <b>Clerk to monitor</b></p> <p><b>b)</b> AL15 Kissing Gate Installation – Clerk has been in contact with Marianne Skelton at Ragley Hall Estates to see when this will be installed. She has replied by stating that the gate has not been received as yet. Clerk has referred this back to Richard Barnard WCC querying where it was delivered to and who signed for it. <b>Clerk to monitor</b></p> <p><b>c)</b> Hedge overhang outside 25 School Avenue. – reported to be cut back - <b>Matter Resolved</b></p>

	<p>d) Hedge overhang on School Rd – no cutting back has taken place and Members requested the Clerk send a further letter stating that if action is not taken within 1 month the matter will be referred to County Highways. <b>Clerk to pursue</b></p> <p>e) Speed sign cleaning – not yet carried out <b>Clerk to pursue</b></p> <p>f) Office/Home printer fault and repair report from Avon Business Services. Unfortunately the Brother printer that the Clerk took home has stopped working. It has been confirmed that it is not repairable. It was delegated to Clerk to investigate a printer (not Brother) which can scan, photocopy and print double sided, limit £200. <b>Clerk to pursue</b></p> <p>g) It was agreed that the Playing Field working group to meet early September regarding the County Councillors fund grant application <b>Clerk to organise</b></p> <p>h) Purchase order sent to Brandan White for mole control on the playing field and at Iron Cross – <b>Clerk to confirm with Brandan when these works will be carried out.</b></p>
80.	<p><b>Neighbourhood Development Plan:</b> No update from independent examiner.</p>
81.	<p><b>Planning Matters:</b> <b>Applications Considered:</b></p> <p>a) Application(s) reference: 16/02399/LBC Proposed: To allow mains gas to be fitted to the property, a gas pipe needs to be taken from the road to the garage in the property, this will entail a trench being dug in the front garden and a access hole made through the wall and mountings to the inside of the interior wall for the gas meter at Church House, Station Road, Salford Priors, WR11 8UX For Mr Michael Burns. The Council has no objection or comment on the application.</p> <p>b) <b>16/02361/FUL</b> Proposed: Two-storey extension and garage at front (Demolition of old extension shack garage and corrugated roof, single storey with flat roof to rear) At The Garage , Salford Road, Rushford, WR11 8SL for Mr Simon Upstone. The Council has no objection or comment to the application.</p> <p><b>Applications Noted:</b></p> <p>c) <b>16/02317/FUL.</b> Proposed : Change of use of land from disused railway line to site compound associated with caravan site (Sui Generis) and erection of storage shed at Willow Park, Station Road, Salford Priors by Broadway Park Homes Ltd. Following consultation with Council Members, under Clerk’s delegated powers “No Objection, however the Parish Council feel it should be finished in green cladding and have a green roof cover” was registered.</p> <p>d) <b>16/01763/FUL.</b> Proposed erection of detached garage at Lodge, Pitchill, Evesham, WR11 8SN by Mr A Morrison. Following consultation with Council Members, under Clerk’s delegated powers “No objection but with comments regarding the plans which are ambiguous as they all relate to Pitchill Lodge as the application site however the location plan indicates Pitchill Lodge as the next door property. The site plan for flood compensation is incomprehensible and has no key or information as to what it represents”. These comments were emailed to Mr David O’Connor, Planner direct.</p> <p><b>Planning Decisions:</b></p> <p>e) <b>SDC/16/01700/FUL. Proposed:</b> Erection of detached 6 car garage at Burleigh House, Iron Cross, Salford Priors, Evesham, WR11 8SP. For Mr S Dhir. <b>Planning permission granted subject to conditions.</b></p> <p>f) <b>16/02071/AGNOT. Proposed :</b> General purpose agricultural machinery building at Rough Hill, Low Road, Church Lench, Evesham, WR11 4UH for Rough Hill Farm Ltd. <b>Planning Permission granted with consideration being given for the roof to be finished in a dark green colour instead of grey, following comments received from the Parish Council and CPRE.</b></p> <p>g) <b>Construction</b> of a vacuum sewage pumping station with associated works and improved vehicular access to the B4088. <b>Permission granted.</b></p>

	<p><b>h) Hedgerow removal</b> on School Road application from Severn Trent Water granted with 3 conditions – the work be carried out within 2 years from 3 August 2016, the requirements to notify or obtain consents under other legislation or private agreements is observed and that the public footpath AL6 must remain open and unobstructed at all times.</p>
82.	<p><b>Playing Field:</b></p> <p><b>a) Inspections</b> – a fence Paling is missing and one partially damaged on fence between children’s play area and the TOPs building. There are 3 fence posts on the scout hut side which are loose. Pete Batacanin to repair the fence posts. The fence paling will be investigated by Cllr Stedman.</p> <p><b>b)</b> A Quote of £45 per play area for an unaccompanied annual playground inspection from Wicksteed Playscapes for the annual playground inspection was approved. Clerk to organise.</p> <p><b>c) Fence repairs</b> – Pete Batacanin has replaced 3 fence paling on the gate and fence area adjacent to the skate park. He has replaced the top hinges of the same gate and fixed a new gate spring.</p>
83.	<p><b>Lengthsman:</b></p> <p><b>a)</b> Despite several texts to Terry Hunt, he has failed to respond and the works have not yet been carried out.</p> <p><b>b)</b> Clerk to check whether there are any contractual arrangements in place regarding the Lengthsman. Staffing committee to meet and consider the Lengthsman contract and report back to the Council. <b>Clerk to arrange the meeting</b></p>
84.	<p><b>Highways:</b></p> <p><b>a)</b> Council strimmer received from resident regarding the P3 volunteer scheme. At present it is being held in the parish office. Clerk to contact County Councillor Mike Brain to see if he is willing to drop it off to the County Council.</p> <p><b>b)</b> 3 out of 4 of the streetlights have been replaced, however the light outside number 38 Ban Brook was unable to be installed as a car was parked in the way. As the car has a SORN and not taxed, the Clerk to inform DVLA, SDC Streetscene and local police as the works cannot be carried out for safety reasons until the car is moved. It was noted that the new streetlights are staying on all night although it was requested that they be set on part night timers. Clerk to contact the County Council engineers regarding this. Cllr Stedman to confer with Clerk regarding assets register and streetlight inventory</p> <p><b>c)</b> Grit box outside 1 School Avenue has been knocked over – not on concrete base and grit all over the grass. Clerk to request Pete Batacanin to clear up.</p>
85.	<p><b>Allotments :</b></p> <p><b>a) Garden Allotment Payments:</b> Still awaiting payments from Allotment Numbers 1, 2 &amp; 9, awaiting deposit on allotment 10 and the remaining £8 from allotment numbers 4 &amp; 5. Clerk to send final reminder stating that if payment is not received within 14 days then the lease will be terminated.</p> <p><b>b) Plot #10 restoration works</b> – cultivation work has now been carried out and the plot occupied.</p> <p><b>c)</b> The telephone number on the allotment sign is out of date. Members agreed to replace the telephone number with the email address as this is unlikely to change. Clerk to arrange with Sticky Media at Bidford.</p>
86.	<p><b>Community:</b></p> <p><b>a)</b> Mark Cargill (Ward Member) has proposed that Salford Priors share the expense of the calibration of the proposed speed radar gun with Alcester TC. The annual cost is £125 shared 50/50. Councillors approved this spend. Clerk to email Mark.</p> <p><b>b)</b> Councillors confirmed the participation in the Warwickshire Voluntary Snow Warden Scheme 2016/17. Clerk to contact the organising officer Stephen Rawson and confirm the council agreement.</p>
87.	<p><b>Rights of Way:</b></p> <p><b>a)</b> Rights of Way Inspector had nothing to report.</p> <p><b>b)</b> Ragley Hall confirmed all their footpaths are clear, no response from other landowners written to. It was confirmed that all Alamo footpaths have been cleared. Clerk to send a thank you letter.</p>

	<p>c) To receive an update report on the proposed walking party for footpath inspection – to be considered at the next meeting.</p>
88.	<p><b>Matters raised by Councillors:</b> The following matters were raised by Council Members:</p> <p>a) A Member reported on received two complaints regarding the lack of welfare facilities and defecation in hedgerows and fields near the Angus Soft Fruit factory. This matter was raised during the recent meeting with Angus Soft Fruits and Clerk therefore to refer the matter to them as they have an obligation to ensure this does not happen and welfare facilities are in place for overnight lorry drivers</p> <p>b) It was reported that the wall outside Salford House Care Home is suffering from considerable base erosion and could fall over into the road and more so on to the pavement. Bearing in mind the recent issue with a wall in Bretforton with 2 children being injured Clerk was requested to inform County Highways and request a safety inspection.</p>
89.	<p><b>Consideration of Correspondence Received:</b></p> <p>a) Residents have raised concerns regarding the proposed charges for connection to Severn Trent Water's new sewer system in the Rushford area. Members requested that Severn Trent Water be invited to attend a separate meeting other than the Parish Council meeting and the environment agency to be informed. Clerk to organise this with Severn Trent Water and inform residents.</p> <p>b) A resident lodged his concern regarding fast moving tractors and trailers on Station Road and School Road – Cllr Stedman considered that they are not breaking the speed limit and are transporting grain from local area through to the Bickmarsh grain store, getting the harvest in as quickly as possible. There is nothing the Council can do as no vehicles were identified and the situation will remedy itself shortly.</p>
90.	<p><b>Correspondence To Note:</b></p> <p>a) Members noted the Planning Documents Legal Topic Note 60</p> <p>b) Members noted the Anti-Social Behavior &amp; Harassment Legal Topic Note 6</p> <p>c) Warwickshire Carers housing related support also noted.</p>
91.	<p><b>Finance:</b> <b>Payments</b></p> <p>a) The council gave consideration to the payments listed in Appendix A. Proposed by Cllr T Littleford, seconded by Cllr Green and payments were agreed by all Councillors.</p> <p>b) It was agreed that Cllrs James and Wright would sign cheques for payments listed in Appendix A</p> <p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement number 29 and Deposit Account statement number 9 issued 1<sup>st</sup> August 2016:-</p> <p style="text-align: center;">Lloyds Deposit Account: <b>£50,016.72</b> Lloyds Current Account <b>£44,295.91</b> Total Fund Balance <b>£94,312.63</b></p>
92.	<p><b>Staffing &amp; Confidential:</b></p> <p>Clerk confirmed she would like to pursue the Government's National Employment Savings Trust (NEST) scheme. Clerk to organise.</p>
93.	<p><b>Date of Next Meeting:</b></p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 21<sup>st</sup> September at 7.00pm in the Memorial Hall, Salford Priors – Cllr Wright tendered his apologies</p>
94.	<p><b>Closure of Meeting:</b> The Chairman closed the meeting at 20.10 hrs</p>

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

## APPENDIX A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
DD	Lloyds Bank	Bank Charges to 9-Jun	23.27	23.27
250	WALC	WALC Annual Membership	461.00	461.00
251	Salford Priors Youth Club	Community Grant	300.00	300.00
252	Donna Bowles	Clerks Salary & Expenses	***	***
253	HMRC	Clerks PAYE and NIC Aug	45.04	45.04
254	Limebridge Rural Services	Amenity Contract	1069.80	891.50
255	Avon Business Systems	Printer Servicing	30.00	25.00
256	Pete's Handyman Services	Playing field repairs	79.04	79.04
DD	CF Corporation	Photocopier rental Aug	42.00	35.00
257	Salford Priors Memorial Hall	Hire of Memorial Hall	485.00	485.00
DD	EDF Energy	TOPS Electricity	45.00	45.00
258	HMRC	Underpayment of PAYE Jun	116.72	116.72
259	HMRC	PAYE payment Jul	14.17	14.17
			<b>3405.56</b>	<b>3215.26</b>