

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 19th July 2017.

Present: Councillors: K Littleford (Chairman), L Maude, J Stedman, K James, D Penn, A Green, T Shale, W Godwin, A Quiney, County Councillor Mike Brain

Also in attendance: 5 members of the public.

54.	Apologies for absence:
55.	Register of Interests: Members were reminded of the need to keep their register of interests up to date
56.	<p>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 are required to leave the room for the relevant agenda item.</p> <p>Cllr Stedman – 64b – Allotment strimming</p> <p>a) Pecuniary Interests.</p> <p>Members were asked to declare any other disclosable interests in items on the Agenda and their nature.</p> <p>b) Other Disclosable Interests. None.</p>
57.	<p>Open Forum: The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed.</p> <p>a) Have your say. No under 18s were present.</p> <p>Michelle Mitchell spoke on behalf of the playgroup run by the Children’s Centre in Alcester to inform the Parish Council that the Children’s Centre will be closing. The playgroup is looking for funding to keep the group running, which is currently run at the TOPs building. It was suggested that they fill out an application form for a grant with the possibility of the Parish Council covering the rent for 12 months with TOPs invoicing the Parish Council direct.</p> <p>b) County Council Member Mike Brain reported that –</p> <ol style="list-style-type: none"> 1) Jeff Clarke, County Councillor is now dealing with the Minerals Plan. Cllr James asked when a decision is likely to be made and he replied that he is hopeful of a decision by late Autumn, early Winter. Cllr Maude requested that any updates be emailed to the Clerk. 2) The Grant Scheme for £5,000 is now open until October. <p>District Councillor Mark Cargill reported via email:</p> <ol style="list-style-type: none"> 1) That crime has increased by 24% however the method of reporting has changed and the PCC is asking that all crimes are reported which has increased the figures, although Stratford district still has the lowest recorded crime in the county in all categories. 2) He attended a Fire & Rescue Service (FRS) briefing at Rugby. 3) He also attended a Gypsy & Traveller briefing centred mainly around illegal encampments. A new temporary transit centre is being developed in Southam and one in the North of the County. <p>The Chairman closed the adjournment at 19:20 hrs.</p>

58.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 21st June 2017 at The Baptist Hall, Dunnington were agreed by the Council to be a true record of the meeting and signed by the Chairman.</p>
59.	<p>Clerk's Progress Report:</p> <ul style="list-style-type: none"> a) Tree Works – St Matthews Churchyard – Ron Goodyer, Planning Enforcement Officer is unable to comment and will advise when a conclusion is reached. Clerk to monitor. b) Missing 30mph sign at Station Rd – this sign will be replaced as part of the scheme to complete the off-site highways works that are in the process of being procured. Clerk to monitor. c) School Rd footways – the slurry seal works are currently due to take place around Salford Priors from 22nd July to 28th July. Clerk has been advised these dates are subject to change, with residents receiving a letter a day or so before work starts. Clerk to monitor. d) Streetlight Replacements – these works are yet to be scheduled. Clerk to monitor. e) Bird Mouth Fencing Installation on B4088 – Clerk due to meet with Paul Jones, on behalf of Highways England on Thursday 20th July to move this forward. Clerk to monitor. f) Hedge overhang along School Rd – whilst most hedges have been cut back by Cherry Tree Crescent residents there is still one hedge requiring work. School Rd to Tothall Lane hedges have also been cut back. Clerk to be in contact with Cherry Tree resident to resolve this. g) Ivy overhanging along Station Rd, Salford Care Home – these works have been carried out. Noted and Closed. h) Brambles overhanging boundary fence on playing field – Sandfields have cleared the overgrown brambles. Noted and Closed.
60.	<p>Neighbourhood Development Plan: The Neighbourhood Plan was “made” (adopted) by Full Council on 17th July and now forms part of the Development plan for the District and has full weight in the decision-making process. This item can now be removed from the agenda. The Chairman has been in contact with The Bell, Salford Priors who would be pleased to host an event to celebrate this success.</p>
61.	<p>Planning Matters: Applications Considered:</p> <ul style="list-style-type: none"> a) 17/01704/FUL – Removal of existing UPVC conservatory and construction of new orangery. Removal of existing concrete pre-fab garage and construction of new single storey annexe at 2 Garrard Close, Salford Priors by Mr Rob Rowe. Cllr Green proposed that this application is supported. All Members agreed. Cllr James to forward comments to Clerk for onward transmission to the Planning Dept. b) 17/01813/FUL – Reconstruction of front porch and dining room extension. Demolition of store at rear and replace with utility room at 2 Conway Croft, Dunnington by Mr Ryan Laydon. Cllr James proposed that this application is supported. All Members agreed. Cllr James to forward comments to Clerk for onward transmission to the Planning Dept. <p>Planning Applications Noted :</p> <ul style="list-style-type: none"> c) 17/01718/FUL – Extension and alterations to existing dwelling including partial demolition at The Garage, Salford Rd, Rushford, WR11 8SL by Mr S Upstone. After consultation with Members via email the following reply was submitted: “The partial demolition of the former workshop and its conversion together with the proposed extension will enable the owners to conserve the existing 19th century building and make it a family home fit for modern day living. <p>The proposal will enhance the street scene and does not affect any neighbouring property, it is in keeping with the existing built footprint and strikes the appropriate balance with the design being both traditional and modern.</p> <p>The proposed extension replaces previous unsympathetic additions/extensions tht are considered an incongruous form of development which clearly detracts from the existing main dwelling house and the street scene.</p>

	<p>The proposed use of both traditional and modern building materials is supported. This will ensure that the building retains its period look and ensures a high standard of building design and appearance.</p> <p>The former garage closed in the mid nineties and the applicant has undertaken extensive measures to ensure that any former contamination of the site has been remediated against, including the planned removal and disposal of the fuel storage tanks.</p> <p>In conclusion, the development accords with the policies of the Core Strategy, the Salford Priors Neighbourhood Development Plan and the Salford Priors Village Design Statement, planning permission should be granted.”</p> <p>Planning Decisions:</p> <p>d) 17/00963/FUL – 51 Ban Brook Rd, Salford Priors, WR11 8XE - Single storey extension to the rear and side of the property to include an extension of the lounge, utility room with a shower and lavatory, extension of the existing hallway. Permission Granted with Conditions.</p> <p>Cllr Godwin proposed that blue planning papers are not issued with the agenda. Cllr Stedman seconded this proposal. Councillors were in full agreement.</p>
62	<p>Playing Field:</p> <p>a) Monthly Inspection was carried out on 27th June. It was reported that both litter bins were full and overflowing and a bin bag was left by the bin at the entrance for people to use. Clerk to contact Mr Batacanin to increase the inspections to weekly during the holiday period.</p> <p>b) The Playing Field Working Group met with Darren Moore from Playdale to receive a presentation to improve the play facilities for the village. The group will meet again on Monday 24th July at 7pm, reporting back to Full Council at the September meeting with their detailed proposals and costs.</p>
63.	<p>Highways:</p> <p>Lengthsman has carried out all works issued to a very high standard.</p> <p>Future tasks:</p> <p>To spray the weeds at the base of the church wall on Station Rd.</p> <p>Cut the base growth from a tree in Ban Brook Rd on the junction of Garrard Close.</p> <p>Tidy up the rubbish left from the removal of the burnt out car at Abbots Salford.</p> <p>Clear up the litter on the playing field.</p> <p>Clean the Rushford signs.</p> <p>Remove the fixings and dispose of goal posts. If unable to carry out this task Clerk to contact Amenity Contractor</p> <p>To fix new goal posts in position.</p> <p>Fill in rat holes by the shop.</p> <p>The Chairman proposed that the Councillors inform the Clerk of any further works via email during August as there is no Parish Council meeting.</p>
64.	<p>Allotments:</p> <p>a) Clerk reported that there is still one invoice outstanding. Cllr James proposed that if the payment has not been received by 20th September then the tenancy will be terminated. All Members agreed. Clerk to write to tenant.</p> <p>b) It was confirmed by the Amenity Contractor that plots 10 and 2a have been strimmed.</p>
65.	<p>Community:</p> <p>a) Cllr Green met with representatives from Bovis regarding the Ban Brook Bovis site works. He confirmed the silt has been dredged from the Ban Brook and the gravel bed reinstated.</p> <p>b) The decision regarding high level/low level lighting for traffic calming measures is a Highways decision and is dependent on the audit by Road Safety.</p> <p>c) Members agreed to option 1 – for a tube to be installed outside the cottages of Station Rd and outside Ban Brook Rd. This will monitor the type and speed of traffic, passing through the village. It was proposed that these are put in place for the second week in September, including</p>

	<p>weekends, providing no road closures are planned on the A46. Clerk to reply to Guy Shand at Warwickshire County Council with these proposals.</p> <p>d) Following the meeting with Mr C McLean to discuss the proposed development of land opposite Cleeve View it was agreed that there would be no more than 14 dwellings with car parking for residents, with the addition of 9 spaces for Cleeve View residents, and an extra 4 for visitors. The main contention is whether affordable housing will need to be on site. The Parish Council requested a contribution towards public open space and public play equipment.</p> <p>e) A quote has been received for the installation of permanent electricity in the church tower. It was requested that Clerk obtain a second quote and to report back at the September meeting. Clerk and the Chairman to meet with the Church to discuss exact requirements.</p>
66.	<p>Rights of Way:</p> <p>a) Cllr Penn has received a report that the length of AL6, AL4, AL5 & AL10 and part of AL11 is blocked although it does not state what it is blocked by. Cllr Penn to look into this and Clerk to report back in September.</p> <p>b) Clerk has received a response from the landowner regarding the footpath to the rear of Rushford cottages on the B4088 being blocked by thistles and nettles and is impassable for roughly the length of the pony paddock that runs alongside the path. He stated that this will be cleared imminently.</p>
67.	<p>Matters raised by Councillors: The following matters were raised by Council Members:</p> <p>a) Cllr Godwin – To consider installing concrete pads for each goal post on the playing field (emailed 26.6.17). The goal posts had to be removed for the summer fete and have now been reinstalled but there is a problem with the fixings and the goal posts are in poor repair. Cllr Godwin proposed that the goal posts are renewed and he provided quotes for goals and fixings. After discussion, it was decided to remove the goal posts immediately due to health and safety issues and the Chairman proposed ordering 2 fixing points per goal and 2 goal posts. Cllr Stedman seconded. Unanimous approval.</p> <p>b) Cllr Godwin proposed the co-option of 3 members of public to the Playing Field Working Group, Cllr James seconded with unanimous approval.</p> <p>c) Cllr Stedman – proposed that the planter at the church is replaced and moved slightly prior to autumn planting as it is very rotten due to age and is unable to be repaired. Cllr Godwin seconded, weed control to be carried out. Unanimous approval.</p> <p>d) Cllr Green informed Members that the mobile library is used infrequently and requested that this service be advertised as there is a threat that it will be discontinued. He also suggested the possibility of a second site at the car park in the Memorial Hall is looked into. Clerk to advertise and contact the County Council.</p> <p>e) Cllr Quiney reported that work has been carried out on footways with the rubbish being left behind. Clerk to contact David Elliston to arrange for it to be cleared away.</p> <p>f) Cllr Penn reported that there are 2 holes by the shop which he believes have been made by rats. Clerk to request the lengthsman fill these in and monitor the situation.</p> <p>g) Cllr Godwin proposed that congratulations be passed on to the summer fete and to thank them for their donation.</p> <p>h) Cllr Stedman brought in a box of papers he had been given by a resident who was clearing out a garage in Perkins Close. Clerk and Chairman to go through these papers.</p>
68.	<p>Consideration of Correspondence Received: (Yellow papers)</p> <p>a) Email received from Johnathan Owen, Chief Executive of NALC regarding Union pay claim for 2018/19 – noted by Councillors.</p> <p>b) Email received from David Smart of Bruton Knowles enquiring whether Inset Maps are available for Salford Priors' proposed settlement boundary. Clerk to reply stating the Parish Council are unable to help.</p> <p>c) Consultation on draft of new Code of Conduct for Councillors – Members were advised to look at the draft and make any comments they feel appropriate. There will be workshops about this in early September.</p> <p>d) Email received from Paul Barton, Bruton Knowles regarding the possibility of gifting some land –</p>

	Councillors stated the response hasn't changed since the last email.
69.	<p>Correspondence Noted:</p> <p>a) Warwickshire's Joint Adult Carers Strategy and Carer Wellbeing Service</p> <p>b) Local (parish and town) councils are no longer restricted to buying water services from the regional monopoly.</p> <p>c) Lloyds Bank PLC are changing the Parish Council's Business Account to a new Business Current Account wef 10.9.17</p>
70.	<p>Finance:</p> <p>a) Consideration was given to the first quarterly bank reconciliation, account balances and income and expenditure budgets. Cllr Maude proposed, Cllr Stedman seconded. These were agreed by most Councillors. Cllr Penn signed the quarterly bank reconciliation.</p> <p>b) In relation to minute 67a, it was proposed that the council raise a cheque in the sum of £1,276 plus VAT for the purchase of 2 x 5 a side goals payable to M3C Sports Supplies Ltd as a matter of urgency for health and safety reasons.</p> <p>c) As there is not a meeting in August it was agreed that any cheques requiring payment will be signed by Chair or Vice-Chair and one other. These payments will then be retrospectively approved in September. Unanimous approval.</p> <p>Payments</p> <p>a) The council gave consideration and approval of the payments listed in Appendix A.</p> <p>b) Proposed by Cllr James seconded by Cllr Maude and agreed by all Councillors.</p> <p>c) It was agreed that Cllrs Green & Quiney would sign cheques for payments listed in Appendix A (Minute 73).</p> <p>d) It was noted by Cllr Green that the cheque to Mr J Hyde (000385) had been made out incorrectly. This was rectified by issuing a new cheque, number 000387 and cancelling cheque 000385.</p> <p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 44 and Deposit Account Statement 20 issued 30th June & 9th June 2017 :-</p> <p style="padding-left: 40px;">Lloyds Deposit Account: £50,039.53 Lloyds Current Account £71,022.58 Total Fund Balance £121,062.11</p>
71.	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 20th September 2017 at 7.00pm in the Memorial Hall, Salford Priors.</p>
72.	Closure of Meeting: The Chairman closed the meeting at 21:04 hrs

Chairman: _____ Date: _____

73. APPENDIX A: FINANCE

CHEQUE	PAYEE	DETAILS	TOTAL	VAT	NET
DD	Lloyds Bank PLC	Bank Charges to 9 Apr	17.55		17.55
DD	EDF Energy	TOPS Electricity	63.00		63.00
DD	NEST	Clerk's Pension Apr	13.45		13.45
375	Garden4Less	Fire basket for Salford Priors Primary School	34.24	5.71	28.53
376	SLCC	Full Membership	131.00		131.00
377	Digital Copier Systems Ltd	Photocopier Charges	14.91	2.49	12.42
378	Westhilldirect	Printer Cartridges	138.36	23.06	115.30
379	Limebridge Rural Services Ltd	Supply & Installation of planter at Iron Cross	192.00	32.00	160.00
380	Dunnington Baptist Church	Hire of church Hall 21.6.17	30.00		30.00
381	Warwickshire County Council	Lease for Youth Club & Community Centre 1.7.17-30.9.17	168.75		168.75
382	Mrs D Bowles	Clerk's Salary & Expenses	*****		*****
383	HMRC	Clerk & PC NIC	16.84		16.84
384	P Batacanin	Playing Field Inspection	10.00		10.00
385	Cq Cancelled	Issued for Wrong Amount	0.00		0.00
386	Mrs K Littleford	Rubber stamp and pad	67.03		67.03
387	Mr J Hyde	Lengthsman Works	145.50		145.50
			1,810.00	63.26	1746.74

APPENDIX A: FINANCE