

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 20th September 2017.

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

Also in attendance: 3 members of the public & delegates of Lone Star Ltd.

74.	Apologies for absence: Cllr James District Councillor Mark Cargill
75.	Register of Interests: Members were reminded of the need to keep their register of interests up to date
76.	<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 81d – consider quotes for tree removal and hedge clearance on playing field and & 84 – consider quotes for supplying, constructing & installing a new planter</p> <p>a) Pecuniary Interests. 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>
77.	<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. Representatives from Lone Star Land Ltd gave a brief outline of the planning under item 80c. They have requested the Parish Council support the application, making specific reference to the higher than usual number of 4 & 5 bedroomed houses (70%).</p> <p>Cllr Godwin spoke on behalf of the Stay & Play Group. Funding is in place until March, at which point they will look to take the group on and as such an application for a grant will be presented in the New Year.</p> <p>b) County Councillor Mike Brain Reported –</p> <ol style="list-style-type: none"> 1. After much lobbying of the Warwickshire County Council leader to keep site number 7 out of the site allocation, County Councillor Mike Brain has had to start the process over as there has been a change of Portfolio Holder. He asked that the Parish Council reaffirm its objections. 2. Warwickshire County Council and Coventry City Council are conducting a Pharmacy Needs Assessment to evaluate community pharmacy services against local health needs. 3. CSW Broadband rollout is progressing well with many more communities having access to the superfast fibre network. 4. The County Councillor’s Grant Fund & Computer Offer has been launched and he encouraged the Parish Council to put an application together. 5. Residents are acting responsibly and trimming back trees and hedgerows that may cause a risk to pedestrians and road users. <p>Cllr Maude asked if there was any news about when a decision will be made regarding the Minerals Plan. County Councillor Mike Brain replied that there are a lot of responses to go through and no date has been set.</p> <p>The Chairman closed the adjournment at 19.10 hrs.</p>

78.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 19th July 2017 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>
79.	<p>Clerk's Progress Report:</p> <ul style="list-style-type: none"> a) Tree Works – St Matthews Churchyard – still no further update. Clerk to monitor b) Missing 30mph sign at Station Rd – this is due to be installed by the end of September. Clerk to monitor. c) School Rd footways – the slurry seal works have now been completed. Members requested the Clerk to pursue the remainder of School Rd being slurry sealed as the section from Tothall Lane to Iron Cross has not been completed. Clerk to monitor. d) Streetlight replacements – Streetlights at: 18 Garrard Close, 21, 41 & 51 Ban Brook Rd & outside the substation at Cherry Tree Crescent have all been replaced. Noted and Closed. e) Bird mouth fencing installation on B4088 –Ragley Estate have confirmed they are happy for this fence to be installed. Clerk is waiting to hear from Severn Trent Water regarding drainage plans. Clerk to monitor. f) Hedge overhanging along School Rd – all hedges have now been trimmed back. Noted and Closed. g) Signs along School Rd, at Iron Cross & at the end of Bevington Lane towards the crossroads all at 90 degrees. A works order has been issued for these signs to be turned. Clerk to monitor
80.	<p>Planning Matters: Applications Considered:</p> <ul style="list-style-type: none"> a) 17/02458/FUL & 17/02459/LBC – Erection of large timber built shed 6.5m x 3m x 2.5m high (at highest point) on a loose laid brick base, an oil tank cover also timber built 2m x 2.6m x 2.4m high (at highest point) on an existing concrete pad and an aluminium framed greenhouse 24m x 1.2m. No alterations, extensions or demolition to the building at 70 Wood Bevington Rd, Wood Bevington, B49 5LX by Mr Simon Morgan. After discussion, it was agreed the Clerk would return the comments “No objection, provided the timber shed is used as a garage, and not for residential use”. b) 17/02618/FUL – To reduce the size of the garage on which permission was granted in September 2016, application number 16/01763/FUL at Lodge, Pitchill, Evesham, WR11 8SN by Mr Alan Morrison Park Farm Homes Ltd. After discussion, it was agreed that “No objection” would be recorded by the Clerk. c) 17/02076/OUT – Construction of up to 68 dwellings, a new village green, new roads, footways, community car park, drainage and highway improvement works to School Rd. All matters reserved except access at land off School Rd, Salford Priors by Lone Star Land Ltd. Several issues were raised, however as these will come under Reserved Matters it was decided the Clerk would organise a meeting between Councillors and Lone Star to discuss. The Parish Council are happy to support the outline planning but would like Andrew Wilkins to forward the email trail regarding the mix of houses to the Clerk in order that comments can be forwarded to Planning. <p>Planning Applications Noted:</p> <ul style="list-style-type: none"> d) 17/02564/COUNTY – Variation of conditions 1 and 37 of permission ref S2141/07CM032 to allow importation of soil conditioner at Marsh Farm Quarry, School Rd, Salford Priors by Cemex UK Materials Ltd – Following consultation with Members via email (sent 29.8.17) a response of “No objection” was recorded. e) 17/01230/FUL – Single storey extension at Shamba, Evesham Rd, Salford Priors by Mr B Cobb. Permission Granted with Conditions. f) 17/00872/LBC – Replacement of existing hayloft fibreboard ceiling lining and new insulated covering with breathable membrane and existing tiles reinstated at Church House, Station Rd, Salford Priors by Mr & Mrs Burns. Listed Buildings Consent Granted with Conditions. g) 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 Lowe. Permission Granted with Conditions.

	<p>h) 17/01718/FUL – Extension and alterations to existing dwelling including partial demolition at The Garage, Salford Rd, Rushford by Mr S Upstone. Permission Granted with Conditions.</p> <p>i) 17/01813/FUL – Construction of front porch and dining room extension. Demolition of attached store to rear and erection of utility room extension at 2 Conway Croft, Dunnington by Mr Ryan Laydon. Permission Granted with Conditions.</p> <p>Notification Under General Permitted Development Order:</p> <p>j) 17/02256/TEL28 – Notice of intention to install electronic communication apparatus at Salford Priors CofE Primary School, Salford Priors.</p>
81.	<p>Playing Field:</p> <p>a) Weekly Inspections were carried out during the summer holidays. Molehills were reported and dealt with. A report was also received that a minor attempt had been made to dig out one of the new goalposts, recently installed by the Lengthsman. Cllr Godwin informed the Council that the bars on the goals are working loose on a regular basis and requested Clerk seek the advice of the Manufacturer.</p> <p>b) It was agreed the signage at the entrance to the playing field, by the car park, is out of date. Clerk to organise wording for new signage and obtain quotes.</p> <p>c) The Working Group met on 18th September – 3 designs and quotes have been received. Clerk is to arrange a meeting with each of the reps to finalise the plan and quotes. Once these have been received proposals will then be put forward to the Parish Council. These will be on display at a Parish Council meeting evening for resident views. A survey was sent out to every house in the Parish; the Councillors have taken note of the few responses received.</p> <p>d) Cllr Stedman left the meeting whilst quotes were discussed. Councillors confirmed they were happy with the quotes to remove the four mature cherry trees and to cut back the hedge line in the playing field. They also confirmed they were happy with the quote to provide a new planter by the Church. On Cllr Stedman's return he confirmed the trunks of the trees will be cut to ground level and the old planter will be removed.</p>
82.	<p>Highways:</p> <p>All works issued to the Lengthsman have been carried out.</p> <p>Future jobs are:</p> <p>Strim and tidy up verge from Dunnington Crossroads to the school staff car park.</p> <p>Footway needs sweeping from Ban Brook Rd to the bus stop</p> <p>Remove telephone number from allotments sign.</p>
83.	<p>Allotments:</p> <p>a) Two quotes were received by Clerk for new water troughs. Cllr Stedman requested that Clerk also obtain a quote from Pipetek, Bidford, and to find out if there are any delivery costs involved with the other quotes.</p> <p>b) A cheque was received by Clerk for the unpaid invoice for the allotment, this was post-dated to 20th September so is yet to be paid in.</p> <p>c) The tenant on plot 2a has decided she can no longer keep this on and has resigned her tenancy. This means that there are 1 and a half plots available. These were advertised in a recent E-news but have not yet been taken up</p>
84.	<p>Amenity:</p> <p>This was covered under item 81d.</p>
85.	<p>Community:</p> <p>a) Report from Angus Soft Fruits Meeting 21.8.17. (Appendix C) It was confirmed there has been a reduction of lorries parking up. Clerk to email and congratulate the Company regarding the pop up shop. Clerk stated the road tube survey dates are yet to be confirmed.</p> <p>b) Report from Christmas Tree Illuminations Meeting 4.9.17 (Appendix D). Discussions took place regarding the quotes for electricity and lights. After a lengthy discussion, it was decided not to pursue installing electricity in the Church tower as quotes received were too expensive. Cllr Stedman proposed & Cllr Shale seconded that Clerk obtain further quotes for lighting around the village hall to a budget of £500, sharing the cost between the Parish Council and the Village Hall</p>

	c) Cllr Stedman proposed that a Hornbeam is applied for under the Tree Charter Legacy Tree with Cllr Penn seconding. Clerk to contact Cllr Stedman regarding assistance with application.
86.	Rights of Way: Cllr Penn has looked into the AL5, AL6, AL10 & part of AL11 rights of way being blocked and confirmed these have now all been cleared. He also reported that part of the AL6 has a patch of clover – Councillors noted.
87.	Matters raised by Councillors: The following matters were raised by Council Members: a) Cllr Stedman proposed that 3 Betula utilis jacquemontii 'Snow Queen', at a height of 3-3.5m be supplied and planted in the Salford Priors Primary School grounds with a budget of £500. The Chairman requested the Clerk obtain 3 quotes and report back at the next meeting. b) Cllr Green proposed putting together a "wish list" for any future S106 monies. A working group was set up consisting of Cllrs Green, Stedman & Quiney with Clerk to arrange a meeting. c) Cllr Littleford proposed setting up a Working Group for the General Data Protection Regulations however this was deemed unnecessary. The Clerk will attend a training day in November initially and contact John Crossling (WALC) to ascertain whether there will be any group training sessions set up for Councillors. Cllr Littleford also proposed printing copies of the NDP for each household in the Parish. Again, this was felt unnecessary. Clerk to contact Stratford District Council to see if they will provide 10 copies for the office. d) Cllr Maude reported that TOPS is continuing to support itself and is running at a profit. It was suggested that members of the Youth Club put a mural together on the steps outside the TOPS building. All Members approved. e) Cllr Green proposed forming a Working Group to look at projects within the NDP at the October meeting. This will be placed on the October agenda. Cllr Green also requested the Clerk contact Bovis to find out what the timescale is to restore the adjoining field and replace the hedgerow at the Alamo site.
88.	Consideration of Correspondence Received: (Yellow papers) a) After discussion regarding the AL9 footpath Clerk to respond to residents concerned. b) Stratford District Council have proposed that Councillors receive planning applications via email only and to utilise the website to view applications, instead of relying on hard copies. Supported. c) Following a letter and email received from residents regarding problem parking at the bus stop outside the shop on School Rd it was decided the Clerk would contact the owner of the car to arrange a meeting with The Chairman & Cllr Green. d) The Councillors noted the Consultation on Broadband Universal Service Obligation. e) It was decided to apply for £500 for Christmas lighting and £500 for trees for Salford Priors Primary School under the County Councillor's Grant. f) Councillors considered the changes in administering the Section 106 monies spend by Parish Council and decided to continue under the current process.
89.	Correspondence Noted: a) LTN54 – Protection of Ownerless Common Land b) New government litter strategy c) Lloyds Bank Business Account terms and conditions update
90.	Finance: a) Clerk confirmed the Salford Priors Parish Council audit report for year ended 31 March 2017 has now been received and is available to view on the website. No matters were reported, although it was pointed out that the Section 2 figure should not contain any receipts other than the annual precept. b) Councillors confirmed they are happy for Clerk to attend the Data Protection & Freedom of Information Training at a cost of £45. Payments c) The Council gave consideration and approval of the payments listed in Appendices A & B. d) Cllrs Littleford & Quiney signed the cheques, listed in Appendix A (Minute 93) on 17 th August 2017, as approved in the July Parish Council meeting (page 1913, minute 70c)

	<p>e) It was agreed that Cllrs Green & Quiney would sign cheques for payments listed in Appendix B (Minute 94).</p> <p>f) It was agreed for Clerk to transfer some monies from Current Account to Deposit Account once precept monies are received.</p> <p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 47 and Deposit Account Statement 22 issued 1st September & 9 August 2017 respectively :-</p> <p style="padding-left: 40px;">Lloyds Deposit Account: £50,043.72 Lloyds Current Account £61,280.21 Total Fund Balance £111,323.93</p>
91.	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 18th October 2017 at 7.00pm in the Memorial Hall, Salford Priors.</p>
92.	<p>Closure of Meeting: The Chairman closed the meeting at 21.45 hrs</p>

Chairman: _____ Date: _____

93. APPENDIX A: FINANCE – AUGUST PAYMENTS

CHEQUE	PAYEE	DETAILS	TOTAL	VAT	NET
DD	Lloyds Bank PLC	Bank Charges to 9 June	18.70		18.70
DD	EDF Energy	TOPS Electricity	63.00		63.00
DD	NEST	Clerk's Pension Jun	13.41		16.84
DD	CF Corporate Finance	Photocopier Lease June	42.00	7.00	35.00
DD	CF Corporate Finance	Photocopier Lease July	42.00	7.00	35.00
DD	NPower	Streetlight Energy	17.29	0.82	16.47
DD	NPower	Streetlight Energy	178.58	8.50	170.08
SO	Limebridge Rural Services Ltd	Amenity Contract June	1425.70	237.62	1188.08
SO	Limebridge Rural Services Ltd	Amenity Contract July	1425.70	237.62	1188.08
000388	M3C Sports Supples Ltd	2 x 5-a-side goals & fixings	1531.20	255.20	1276.00
000389	HMRC	Clerk's NIC	16.84		16.84
000390	Grant Thornton UK LLP	Fee for 2017 Annual Return	360.00	60.00	300.00
000391	Mrs D Bowles	Clerk's Salary & Expenses	****		****
000392	Digital Copier Systems Ltd	Photocopier Charges	8.86	1.47	7.39
			5913.64	815.23	5101.84

94. APPENDIX B: FINANCE – SEPTEMBER PAYMENTS

CHEQUE	PAYEE	DETAILS	TOTAL	VAT	NET
DD	Lloyds Bank PLC	Bank Charges to 9 Jul	17.90		17.90
DD	EDF Energy	TOPS Electricity	63.00		63.00
DD	NEST	Clerk's Pension Jul	32.79		32.79
DD	CF Corporate Finance	Photocopier Lease Sep	42.00	7.00	35.00
SO	Limebridge Rural Services Ltd	Amenity Contract Aug	1425.70	237.62	1188.08
000393	P Batacanin	Playing Field Inspection x 6 weeks	54.00		54.00
000394	R F Petheridge	Mole Control	35.00		35.00
000395	Salford Priors Memorial Hall	Rent of Office & Hire of Hall	485.00		485.00
000396	Mrs D Bowles	Clerk's Salary & Expenses	****		****
000397	HMRC	Clerk's NIC	16.84		16.84
000398	Mr J Hyde	Lengthsman Tasts	161.00		161.00
			3133.23	244.62	2888.61

Appendix C – Minute Number 85a

Meeting with Angus Soft Fruits on Monday 21st August 6.30pm

Present –

Dave Buxcey, Sales Director of Angus Soft Fruits

Steve Tinsley, Operations Manager

CLLrs Littleford, Penn, Shale, Quiney & Stedman

In attendance: Donna Bowles, Clerk

Steve opened by stating that there are new signs indicating no parking, and a night warden will soon be in place to move the drivers on so they don't park overnight in the village. They are contacting the transport companies informing them of the no parking situation. Lorries are not allowed on site before 6.30 am which means they won't be coming through the village, although this does take time to filter through. Transport companies have been informed of all the laybys that drivers are able to park in. General signage has been much improved and transport companies have full detailed directions to the site. Steve did point out that not all the lorries coming into the village are for Angus Soft Fruits. They will also be installing a camera at the end of the drive to ensure there is no overnight parking.

There was a discussion about moving the gate at the entrance of Angus Soft Fruits however this is owned by Sandfields and it was decided that it would not solve the problem, which is also there for the security of the business.

The additional loading bays are now up and running which is turning the trucks around much more quickly, although inevitably this has led to an increased amount of traffic.

There have also been reports of speeding traffic and Steve suggested putting a flashing 30mph sign but Cllr Stedman pointed out that the lorry drivers do not speed as they will lose their license. It is a perception of speed rather than actual speed. The Parish Council have ordered a road tube survey in the middle of September to assess the quantity of lorries going to Angus Soft Fruits and their speed. Steve informed the Councillors they recently conducted a survey about the lorry traffic and he will forward this data on to the Clerk.

Cllr Stedman mentioned the possibility of an alternative route into the factory which would divert the traffic through Abbot's Salford. Steve unsure what the situation is with this, although he identified that this would just move the problem rather than alleviate it.

The poly tunnels are half finished. There won't be much of a crop this year but from September there will be 10 acres of raspberries as a starting point. There will be no impact on the roads from tractors etc as the raspberries will be on site.

Dave is keen to have a pop up shop once a week during the summer months to sell local produce at cost price. They received positive feedback regarding this at the summer fete. They are very keen to support the local community and are looking to engage with Salford Priors Primary School and a local secondary school to put in place an education programme showing the growing of fruit right through to the packing. They also want to offer work experience to the older children. They continue to support the summer fete and have sponsored the Christmas Tree event.

They are keen to offer local recruitment by way of packing/grading fruit, as well as positions for loading, order picking and dispatching the fruit. They are also looking for quality control and are happy to accommodate school hours with seasonal work being available. Clerk to advertise via e-news with people interested emailing their CV to Steve.

The Councillors thanked Steve & for their time and acknowledged their help in responding quickly to any queries.

Meeting closed at 7.15pm

APPENDIX D – Minute 85b

Christmas Tree Switch On Event Meeting
Monday 9th September 2017

Present :

Emma Littleford, Reg Stokes, Lynne Barlow, Tony Greatrex, Terence Cane, Julie Singleton, Karen Littleford & Donna Bowles (Clerk)

The whiskey square made £100 at the fete.

£800 has been received in donations from: Allens Caravan Park, Angus Soft Fruits, Limebridge Rural Services, Orchards Cookery School, Sandfields Farms Ltd, Willow Park & Salford Priors Fete & Country Fayre. Ragley Hall have donated a family day out voucher and Salford Hall Hotel have donated an Afternoon Tea for Two.

It was decided the event will start at 5pm with the Christmas lights going on at 6pm

Karen will contact Kevin James from Ultimate Fireworks regarding the possibility of the donation of fireworks for the event.

The road closure form was completed.

Karen will speak with Nicola regarding horses in the field.

The sponsor-a-light envelope will be delivered by the end of September. This will be on a donation basis.

Donna to find out how many lights go on the Christmas tree.

It was confirmed quotes have been received for installation of electricity in the Church tower which will be discussed at the next PC meeting.

Donna has arranged a meeting with John Bradfield to find out how long the lights will need to be to go around the Memorial Hall.

Tony informed the group that a butcher in Bidford has offered 3 whole pork loins and suggested doing pork baps (£1) rather than burgers. It was decided to also offer hot dogs (£1), some vegetarian sausages (£1), soup & a roll (£1), mince pies and mulled wine/squash (£1). It was also decided to serve the food from Tony's drive so creating extra space on the pavement.

Tony has spoken with John Stedman who has confirmed Limebridge Rural Services are happy to rig up power and lighting.

Reg to source LED lights.

Lynne will look into finding a Father Christmas with Emma being an elf.

Tony is happy for a grotto to be set up on his drive.

Emma to speak with Lewis regarding a plaque for the lights.

Emma to contact pubs and supermarkets for donations of ingredients for mulled wine. She will speak with Pam to find out exactly what ingredients are required. She will create a letter which will go on letter headed paper.

Donna to contact the schools once again regarding a choir and decorating wooden stars.

Julie will ask that the church bells be rung at 4.45 pm.

Lynne/Emma will organise a "tree treasure hunt" for the prizes offered by Ragley Hall & Salford Hall Hotel at £1 a go.

It was also suggested people go round with buckets for donations. Any monies collected will go towards future Illumination events.

The next meeting will take place in the Eddie Clarke Suite on Monday 6th Nov at 7pm.