

SALFORD PRIORS PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 15th January 2014.

Present: Councillors: J R Stedman (Chairman), K James, K Littleford, L Maude, M Muldowney, D Penn, L Wright.

Acting Clerk: in the absence of a paid Clerk, Cllr Kim James took the unpaid role of Acting Clerk for the meeting. Minute references to “The Clerk” in these minutes relate to Cllr Kim James.

Also in attendance: District Councillor Maurice Howse, Daren Pemberton, Jonathan Spence and twenty one members of the public Apologies had been received from County Councillor Mike Brain.

45. **Apologies for absence:** None

46. **Register of Interests:** Members were reminded of the need to keep their register of interests up to date.

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.

Members were asked to declare any other disclosable interests in items on the Agenda and their nature.

Cllr Stedman declared disclosable pecuniary interests in minutes 50a, 50b, 50i, 50j, if discussed and 60a, if discussed.

Cllr James declared a disclosable interest in 61a if discussed.

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

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

Open Forum:

- b. The Chairman, Cllr. Stedman, invited members of the public to address the meeting.
- c. Mr. A Wolfe raised issues with regard to the Parish Council’s proposed meeting with Hunterpage Planning as detailed in agenda item 8c – a) why was the council even considering meeting with these developers again when it was quite strongly stated in the parish council’s letter to Bloor Homes in April 2013 that the council would vigorously resist any development deemed harmful? b) was the letter even sent to Bloor Homes do they know the parish council’s position on this issue? Mr. Wolfe requested a copy of the letter, as residents had not even had sight of it and why meet with them again, what do you expect to achieve? The Chairman responded that the parish council has a responsibility to meet with developers whatever their plans are; the council has no reason to doubt if the letter dated 18th April 2013 was sent to Bloor Homes by the then clerk to the parish council.
Mrs. P Dare asked why don’t they state which area?
The Chairman replied there is no formal planning application Hunterpage have requested a meeting with the Parish Council; therefore there is no defined site.

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Cllr. Littleford commented that there is no reason not to hold a meeting we cannot deny them the opportunity of coming it's important for the council to get the facts, did you expect them to give up at the first hurdle.

Mr. S Gardner had raised five questions concerning the item in an e-mail dated 13th January 2014 circulated to members prior to the meeting on the 14th January he asked:

1 Last year, the Chair and Vice Chair told developers of an interesting site, and took them to see it. Is this the same site?

2 Are these the same developers?

3 Is this the site where the Chairman advised local residents to move, because it was a done deal?

4 Is this the same site that has, in large part, been under water or water-logged for most of the last two months?

5 Why does the Parish Council appear to be in such haste to allow planning permissions before the Neighbourhood Development Plan is put in place? If it is serious about allowing the community to determine what development takes place, should it not explain to any new proposed developers that the Parish Council's starting position is that it is actively and urgently working on the NDP, and will be likely to oppose any new significant development in the parish until that Plan is in place?

The Chairman strongly refuted the allegations made by Mr. Gardner in respect of questions 1 and 3; Cllr Wright denied that he or the chairman had told any developer of interesting sites, you are totally incorrect in making these allegations. The Chairman advised Mr. Gardner to be careful of making false allegations of any pre-determination by councilors.

d) Mrs. S Groome referred to the planning application for the increase of two chicken sheds at Salford Lodge she commented on the increase in traffic and any adverse odors emanating from the site. The Chairman replied that the observations made would be taken into account when the matter was considered later in the meeting.

Ward Members reports: Apologies were received from Warwickshire County Councillor M Brain.

Warwickshire County Council – The Clerk read an e-mail received from Cllr. Brain which he stated that he was requesting the County Council Transport Seminar on the 23rd January to consider two capital bids for funding. 1) B4088 Weethley – advisory Speed Limit Signs and Red Tarmac to address concerns over speeding vehicles at the Toll House following a Road Traffic collision. 2) B4088 at Iron Cross, Pitchill, and Rushford reduce speed limits to address residents concerns over speeding vehicles.

Cllr. Brain states that he would welcome the PC views on this matter, although if considered it would be consulted on with local residents and the Parish Council.

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Stratford on Avon District Council – Cllr. Howse referred to the Community Transport Scheme which had received the support of the district council's cabinet and a new contract would be in place by the 1st June 2014.

Cllr. Spence gave a brief update on the district council's Planning Core Strategy and the revised timetable submitted to the Secretary of State. He commented on the projected housing numbers for the plan period 2011-2031 and the need to revise the figure to 10,800. It was hoped that the strategy submission to the Secretary of State would be made in September and that it would be formally adopted in April 2015.

The Chairman thanked all three ward councilors for their contributions, he asked them to consider his previous request of submitting a brief written monthly report to assist members and the public in gaining a fuller understanding of their work and to ensure that important information was recorded and disseminated correctly.

48. The Chairman closed the adjournment at 19.30hrs.

49. **Acceptance of Minutes :**

a. The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18th December 2013 at The Memorial Hall, Salford Priors, as amended were approved and signed by the Chairman.

50. **Clerk's Report:**

- a. Silt clearance, Ban Brook Bridge, Tothall Lane. The work is on the contractors work programme and will be completed as soon as weather conditions permit.
- b. Grave plot leveling works in the cemetery. The work is on the contractors work programme however due to the prevailing rain and ground conditions the work had not started to avoid unnecessary damage.
- c. Illuminated Christmas Tree – The Clerk advised he had issued a specification for the electrical installation and was waiting contractor's quotations.
- d. Damaged Road Signs – No progress, Clerk to follow up on this matter with Warwickshire County Council Highways Department on this matter.
- e. Bank Mandate – Clerk reported on current ongoing situation with HSBC with regard to the current signatories, he had met with Saskia Taylor Customer Services Officer HSBC Bank at the Stratford on Avon Branch to gain a understanding of what is required of the council to address the current situation; the clerk would prepare a new mandate. The Clerk reported that he had established that the bank held details of Councillor Maude; he was an authorized cheque signatory. The Clerk had authorised a transfer of £10,000.00 from the deposit account to the current account on his visit to the bank (15/01/14) to ensure sufficient funds were readily available to meet the council's outgoings. It was proposed by Cllr Stedman seconded by Cllr Littleford that the authorization of the Clerks actions are formally approved by the council agreed unanimously.

The Clerk had progressed a new account with Lloyds Bank PLC; he had met with the Branch Manager at Bidford on Avon Elizabeth Batacanin and completed the initial application form.

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- f. TOPs Repair to door & replacement fire escape – Clerk reported he had ordered a second hand set of galvanized metal steps from Blackhills Leisure Gower Ltd Swansea. Council agreed to purchase the steps for the sum of £315.00 excluding VAT. The repairs to the main door locks is now completed by APR Construction Ltd.
- g. B4088 Blocked Road Drains – Clerk confirmed that he had received confirmation that all road gullies had now been emptied. **Resolved**
- h. Parish Office / Resource Centre. The Clerk had advised the Chairman of the Memorial Hall Management Committee Dr. Foster of the Council's proposed action to change 3 door locks, also as of January the services of the Hall's cleaner will no longer be required for cleaning the Parish Office. Dr. Foster had replied that he was to raise the matter at the next meeting of the Management Committee and would advise thereafter.
- i. Sandbags. The Clerk advised the meeting that following demanding requests by residents for the delivery of sandbags including one made on Christmas Eve that the current store at Limebridge would not be available from April. Councillors questioned the need to continue to store sandbags and the ongoing cost. It was agreed for members to seek alternative facilities for storage by the February meeting or the provision of sandbags by the Parish Council would be formally withdrawn.
- j. Repairs to Playing Field Goal Areas / removal of Goal Post(s) Spraying of the field for the control of weeds.

The Chairman Cllr. Stedman having disclosed a disclosable pecuniary interest in this item withdrew from the meeting. The Vice-Chairman Cllr Wright to chair the following discussion.

The Clerk informed the meeting he had obtained quotations from the incumbent contractor Limebridge Rural Services Ltd. to carry out the following works:

1.
To remove one set of goal posts.
To excavate, level prepare surface, reinstate damaged area, sow grass seed, apply top dressing.
To provide temporary fencing to secure the area.
To monitor and if necessary water the area until established.
2.
To carry out weed control by spraying with an appropriate selective herbicide.
3.
To carry out the spring top dressing with an appropriate sports field fertilizer.

Quotations: Lot 1 £225.00 / Lot 2 £185.00 / Lot 3 £235.00 if all three quotations were to be accepted a 5% discount would be applied the total value of the work £612.75

It was proposed by Cllr. Littleford seconded by Cllr. Muldowney that the quotations are accepted. **Agreed Unanimously**

Note: Cllr. Stedman returned to the meeting and resumed as Chairman.

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51. Neighbourhood Development Plan:

- a. Cllr. James as NDP Project Manager gave a brief verbal report the current progress of the Neighborhood Development Plan.
- b. Members were informed that the application for the area designation of the parish had been submitted to Stratford on Avon District Council.
- c. That an application for a grant of £7,000.00 had been formal submitted to DCLG Community Development Foundation to meet professional costs and expenses of the project estimated at £16,010.
- d. The first Public Engagement & Consultation working group meeting had taken place with the Environment Group meeting on the 16th January 2014.

52. Planning General:

- a. Mud Walls Farm Dunnington – Removal of caravans and compliance with planning conditions Cllr Wright reported that there was still some caravans remaining on site due to the prevailing weather conditions, the poly tunnels had been removed, this in itself was a improvement for the visual amenity of the area. Cllr. Wright confirmed that there was no residential use taking place on the site.
- b. Angus Soft Fruits Salford Priors, The Chairman had reported at the last meeting that the external storage of materials was taking place and considered that this was a violation of the current planning conditions for the site, the Clerk had formally written to the Planning Enforcement Department to request that this matter is investigated. Mr. Roger Thatcher Enforcement Officer had replied that the matter would be investigated. Enforcement Case No: 14/00032/COND.
- c. The Clerk reported that a request to meet with the Parish Council had been received from Mr. Guy Wakefield of Hunterpage Planning on behalf of Bloor Homes with regard to land off Evesham Road Salford Priors; The Clerk had booked the Memorial Hall for Wednesday 5th February. The clerk read the e-mail received from Hunterpage Planning and advised members to hold an extraordinary meeting of the council to meet the representatives of Hunterpage Planning and Bloor Homes. **Agreed.**
- d. CEMEX Ragley Quarry Marsh Farm. The Clerk reported that Matthew Williams (Senior Planner Warwickshire County Council) had confirmed that the next formal monitoring visit by officers of the County Council is due to take place in February and he would then be in a better position to report back formally the waste input figures to the site and the progress with the restoration. Members agreed that this matter should be considered at the next meeting of the Quarry Liaison Group in March.

New Planning Applications:

- e. Planning Consultation: 13/03240/ELEC: Proposed -Evesham Road Salford Priors Diversion of existing overhead power lines involving fewer poles and the removal of some from garden areas of properties. Routine Maintenance and land owners request. For: Western Power Distribution

Parish Council Comment: No Objection.

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- f. Planning Consultation: 13/02995/FUL: Proposed – Erection of 2 no poultry units (to house up to 52,000 broiler hens each) linked control room, 4 no feed bins and 2 no. Biomass boiler houses. At: Salford Lodge Pitchill Evesham Wr11 8SN. For: P Hughes Ltd.

Parish Council Comment: No Objection. – Support for the proposal – Local economy, environmental considerations, established business.

- g. Planning Consultation: 13/03113/LBC: Proposed Reinstatement of lead flashing replacement of UPVC gutter with aluminum. At: Church House Station Road Salford Priors. For: Mr. & Mrs. M Burns.

Parish Council Comment: No Objection. – Support for the proposal materials in keeping with the building.

- h. Planning Consultation W/13/02508/PN: Proposed Erection of 1 No Wind Turbine. At: Froglands Lane Cleeve Prior Worcestershire For: Mr. & Mrs. D Dyson – Wychavon District Council Notification.

Parish Council Comment: Strong Objection. The council's comments on the proposal are summarized as:

Loss of visual amenity

Visual impact – Tourist Area

Residential Amenity Value

Noise

Local economy – no economic benefit

Strobe / flicker affect

Wildlife – Bird strike / Bat population

Impact on historic buildings

Dominance due to height on the Avon Valley.

- i. Planning Consultation 13/03271/LBC & 13/03267/FUL Proposed: Change of use and conversion of existing redundant farm buildings to extend residential cookery school, demolition of existing lean-to and the additional provision of a new teaching residential accommodation (including manager's flat) and administration block, At: Orchard School of Cookery, Evesham Road, Salford Priors. For: Mr. Nicholas Burt.

Parish Council Comment: No objection full support – local business, high standard design conversion of redundant buildings, local economy benefits, preservation, safeguarding the stability of the listed building.

Planning Decisions: The following planning decisions received were noted:

- j. 13/02612/FUL Proposed change of use of Garden Centre to Medical Centre revisions to approved scheme under planning permission 12/01334/FUL At: Crabtree Garden Centre Stratford Road Bidford on Avon. For Dr. timothy Shakley. Decision: Approved subject to conditions.
- k. 13/02197/FUL Proposed: Erection of detached garage with log store on site of demolished building. At: Redhouse Cottage Abbots Salford For: Mr. Graham Stephenson. Decision: Approved subject to conditions.

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1. 13/02936/FUL. Proposed Replacement of existing timber framed and glazed entrance porch. At: Salford House Station Road Salford Priors. For: Mrs. Pamela Hancox. Decision Approved subject to conditions.

53. Playing Field:

- a. Weekly Inspection Report – Received from Cllr. Stedman placed on file comments noted.
- b. Future Inspections – The Clerk reported that he had not been able to contact the proposed persons to inspect the equipment to date; Cllr Littleford suggested that a fresh approach be made to the Parish Lengthsman to see if he would re-consider. Clerk to progress the matter, Cllr Stedman agreed to carry out the next month's inspections.
- c. The Clerk advised members of the need to fell a dead Horse Chestnut tree on the boundary of the playing field; he had obtained a written quotation of £50.00. Agreed.
- d. Members discussed the playing field trees and agreed that a survey should be carried out Cllr. Stedman agreed to carry out the survey and produce a report for consideration by the council.

54. Highways, Amenities & Infrastructure:

- a. To note the jobs issued to the Lengthsman from the last meeting – Two new jobs had been issued during the month – 1. Clearance of the B4088 footway between Mudwalls Farm Drive and Dunnington Crossroads. 2. Clearance of road side grips New Inn Lane clerk to write to Mr. M Hughes (Land-owner) advising that the runoff from the field boundary is causing problems and roadside ditches need clearing of silt buildup.
- b. Dunnington School - Request to School to cut hedge back raised by Cllr. Wright (Minute 18c) The Clerk reported that the hedge had now been cut. Cllr. Wright commented on the standard of the workmanship especially not clearing the cuttings up off the verge and footway.
- c. Dunnington Sewage Pumping Station – Ongoing problems with sewage works raised by Cllr. Wright (Minute 18g) Clerk had written to Severn Trent Water PLC requesting information on the ongoing problems with the Pumping Station. STW had contacted the Clerk on the 6th December stating that the council's concerns would be investigated and a report issued. The clerk had contacted the company on a further two occasions and was still progressing the matter. **Ongoing Issue.**
- d. Roadside drains Station Road Salford Priors e-mail from resident raising concerns on how often the drains are cleared of debris. The Clerk informed the meeting that road gullies are maintained on an annual basis unless they are reported as blocked or in need of repair. The resident had been advised of this. **Resolved**
- e. B4088 Speeding Traffic –e-mail from local resident requesting lowering of the speed limit from 50 mph to 40 mph. The Clerk had received a response from Poonam Thompson at Warwickshire County Council with regard to the traffic speeds in along the B4088 through the Pitchill Rushford and Iron Cross settlements.

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Reduction of Speed Limit from 50mph to 40mph

Highway engineers have carried out an assessment of this road and the road does not meet the criteria for a 40mph speed limit. Speed limits of 40mph or less are introduced on roads in a built up environment on both side or in an urban environment.

HGV Issues

HGV's are permitted to use any classification of road for access or deliveries therefore unfortunately the county council would not be able to consider the introduction of any advisory signage or environmental limits to prevent HGV's using this road. Warwickshire County Council have produced a lorry map which have been distributed to all major haulage companies advising them of the most direct route to use to minimise impact on residents.

Speeding Issues

Traffic calming measures cannot not be considered for a road with a speed limit above 40mph. The Parish Council can request that this road be considered for mobile camera enforcement. The road would be assessed by the Camera Enforcement Unit to see if it would be suitable for a mobile camera van to park and carry out enforcement.

If a suitable location is found then the Parish Council would have to pay for a speed survey (unfortunately the County Council no longer have a budget to commission surveys on behalf of Parish/Town Councils).

If the results of the speed survey show that there is speeding problem which meets the criteria set by the Camera Enforcement Unit, then a mobile camera site can be set up.

The cost for a survey is £427.27 It was proposed by Cllr. Littleford seconded by Cllr. Penn that the parish council commission a speed survey. **Agreed**

- f. B4088 Complaints raised at Community Forum – State of road surface as a direct result of the landfill operations at Ragley Quarry Marsh Farm mud, stone, rock debris hazard to road users and pedestrians. Cllr. Stedman had monitored the road since the last meeting however due to the Christmas / New Year shutdown of the quarry there was very little to report.

55. Rights of Way:

- a. Cllr. Penn advised he had nothing to report on Rights of Way matters within the parish.
- b. The Clerk reported that the overhanging Willow tree at the footpath bridge crossing on AL6 had been satisfactorily dealt with by Mr. Matthew Whiteman of Sandfields Farms Ltd.

Resolved

56. Matters raised by Councillors:

Matters raised by Councillors are considered under this item and Councillors are 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.

- a. Cllr. Stedman overhanging trees reducing the width of the footway at 1 Cleeve View Salford Priors.
- b. Cllr. Littleford dog fouling Ridsdale Close and Perkins Close.
- c. Cllr. Maude how to gain the best return on council financial reserves.

Items a) and b) will be included on the agenda for discussion at the February meeting of the Parish Council, item c) will be considered once a new RFO had been appointed.

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57. Consideration of Correspondence Received:

- a. Warwickshire Association of Local Councils – A new charter. Noted
- b. Matt Roberts Director of Signature Gardens of Malvern – Expression of interest in tendering for grounds maintenance work. Company details to be included on the approved list of contractors.
- c. WALC – Nominations to attend Royal Garden Party. Noted – no nomination to consider.
- d. WALC – Annual Briefing Day Saturday 1st March 2014 Noted members to advise clerk of expressions of interest to attend.

58. Correspondence for Information Only:

- a. Clerks and Councils Direct
- b. The Clerk magazine

59. Finance:

- a. Council noted the bank account balances.
Current Account £2,788.47 / Deposit Account £56,189.55
Total fund available £58,978.02.
- b. Cllr Stedman as acting Responsible Finance Officer issued a report on the council's financial third quarterly balances, payments and receipts. He then explained the budget report.
- c. The bank account reconciliation was checked and carried out by the Vice-Chairman Cllr. Wright. All transactions detailed within the current statements were agreed.
The reconciliation of the bank accounts were approved.
- d. To consider a request for financial assistance towards infrastructure or the new medical centre Bidford on Avon – The Clerk had circulated a letter from the practice. Proposed by Cllr. Maude seconded by Cllr. Penn that a grant of £3,000.00 was made to infrastructure provision for the new medical centre on being put to the vote the resolution was carried unanimously.
- e. To consider a request for financial assistance by Avon Valley Community First Responders – The Clerk had circulated details of the group's request for support made on their behalf by Mr. John Barlow. Proposed by Cllr. James seconded by Cllr. Stedman that a grant of £1,000.00 was made on being put to the vote the resolution was carried unanimously.
- f. To consider a request for financial assistance by Dementia Café Alcester, Cllr. Wright declared a disclousable interest in this item and withdrew from the meeting. Proposed by Cllr. James seconded by Cllr. Stedman that a grant of £300.00 was made on being put to the vote the resolution was carried unanimously.

Note: Cllr Wright having declared an interest now returned to the meeting.

- g. Council approved the payments and transfers as listed in Appendix A. Proposed by Cllr. Littleford & Seconded by Cllr. Wright. Agreed.
- h. It was agreed that the Cheques would be signed by Cllrs. James, and Penn as authorised signatories.

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60. 2014/2015 Precept

- a) Cllr Stedman reported the findings of the Participatory Budget Meeting held on Thursday 9th January 2014 and noted the meetings findings.
- b) The Council agreed the 2014-15 budget headings, the Clerk had circulated the RFO's draft budgets, council welcomed the new style of financial reporting it was clear and concise.
- c) Setting the 2014/2015 Precept – A full discussion took place on the precept members were aware of the financial circumstances many parishioners find themselves in and to raise a precept above 2% would not find favor, however, there was a greater demand on the parish council due to the withdrawal of services and funding by the principle authorities.

Members also raised issues concerning the financial cost of maintain the parish office and resource centre it was agreed that a full review of this facility would be undertaken.

It was proposed by: Cllr. Stedman seconded by: Cllr. Littleford that:

“The Clerk under section 150(4) of the Local Government Act 1972, issues a Precept demand on the Stratford on Avon District Council for the sum of £47,900.00 (forty-seven thousand nine hundred pounds) from the General Rate of the Parish to meet expenses payable to the Parish Council in the Financial Year 1st April 2014 to the 31st March 2015”.

The resolution on being put to the vote was carried unanimously.

61. Staffing Matters

- a) The Chairman had circulated a list of twelve responses to the adverts placed in the local press Stratford Herald / Evesham Journal and on the WALC & CALC web-sites.
- b) It was agreed that the applications would be considered and arrangements for interviews would be made by the Appointments Panel consisting of Councillors Maude, Muldowney and Wright.

62. Date of Next Meeting

- a) Council confirmed the date of the next Ordinary Meeting of the Parish Council as Wednesday 19th February 2014 in The Memorial Hall, Salford Priors at 7:00pm.

63. Closure of Meeting:

The Chairman closed the meeting at 22.28 hrs.

Chairman: _____ Date: _____

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64. Appendix A – Finance:

Payments Authorised

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
DD	EDF Energy	TOPs Electricity	56.00	2.67	53.33
DD	Plusnet	Office Broadband	18.99	2.83	16.16
2799	BT Business	Office Telephone Bill	104.57	15.18	89.39
2800	Stratford CAB	SonA CAB Donation	300.00		300.00
2801	Newsquest (Evesham Journal)	Clerk Recruitment Advert	373.32	62.22	311.10
2802	APR Construction Ltd	TOPs Door Lock Repairs	223.20	37.20	186.00
2803	Digital Copiers Ltd	Photo Copier Hire Charge	53.21	8.87	44.34
2804	Mr. Terry Hunt	Lengthsman - December	84.00		84.00
		Total:	1,213.29	128.97	1,084.32

Account Transfer			
£10,000.00		15/01/2014	
Payments received and banked			
Received From	Details	Amount	Banked
Total:			

Account Balances	
Current Account	£2,788.47
Deposit Account	£56,189.55
Total Fund Balance:	£58,978.02

Chairman: _____ Date: _____