

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 15th March 2017.

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

Also in attendance: 3 members of the public.

238	Apologies for absence: Cllr Maude Cllr Stedman
239	Register of Interests: Members were reminded of the need to keep their register of interests up to date
240	<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>Cllrs James & Penn – 246a – Planter Contract</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>
241	<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>A complaint was received from a resident that a notice had not been placed in the noticeboard by the Memorial Hall. Unfortunately, the Clerk has not yet received the new key. Once received the notice will be placed.</p> <p>b) County Council Member Reported –</p> <ol style="list-style-type: none"> 1. A peer review has been carried out at the District Council regarding how improvements can be made etc. County Councillor Mike Brain covers Technical Services and a recent survey of residents shows that 86.6% of people are satisfied with the service. They are currently 7th in the country, top in Warwickshire. 2. The group has been working tirelessly regarding the minerals extraction plan. <p>Cllr James extended the Parish's thanks for all the support received and wished County Councillor Mike Brain well in the up and coming elections. He has achieved a lot during his term of office and Cllr James gave thanks for his services.</p> <p>The Chairman closed the adjournment at 19.10 hrs.</p>
242	Acceptance of Minutes:

	<p>The Minutes of the Ordinary Parish Council Meeting held on Wednesday 15th February 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>
243	<p>Clerk's Progress Report:</p> <ul style="list-style-type: none"> a) Damaged Road Sign outside Hillers Farm – this has now been replaced. Noted & Closed. b) Road surface repairs Broom Lane – these works have now been completed. Noted & Closed. c) Speed sign cleaning – these works have now been completed. Noted & Closed d) Stone kerb sets at the bottom of School Rd – these works have been carried out. Noted & Closed. e) Update on insurance claim re streetlight – cheque from Zurich Insurance Co has been received. Noted and Closed. f) Severn Trent Water Dunnington pumping station update – no further update. g) Streetlights Perkins Close – Liam Hague, Contracts Officer at Orbit Living is considering these works. Clerk to Monitor h) Bin by bus stop, Station Road – this has now been installed. Noted and Closed. i) Update re footway at Iron Cross to top end of Salford Priors – Clerk has organised with the Community Payback Team to carry out these works, which are currently underway. Noted and Closed. j) Clerk's laptop – a new Apple MacBook Air 13.3" has been purchased along with Microsoft Office 365. Noted and Closed. k) Tree Works – St Matthews Churchyard. Clerk has been informed of extensive tree works being carried out in St Matthews Churchyard and cemetery. She has reported this to Ruth Rose, Forestry & Landscape Officer and the outcome of her investigations is awaited. Clerk to Monitor. l) Problems with layby on A46 between Salford Priors roundabout & Oversley Mill Services roundabout regarding the AL17 footpath being used as a public toilet. Clerk has reported this to Ragley Estates, Environmental Health – Stratford-Upon-Avon, Highways England and the local Police. Highways England have stated it is not under their remit but the local Police. PCSO Becky Morris has informed the Clerk that this is a difficult matter to police and she has asked that whilst they can keep an eye out in the area it may also be advisable for the public to contact them on 101 as and when incidents occur.
244	<p>Neighbourhood Development Plan:</p> <p>The referendum for the neighbourhood plan will take place on 4th May. The polling will take place between 7am and 10pm and the counting of the votes will be immediately after the close of the poll at the Memorial Hall. It could be quite a large turn out as it is on the same day as a local election. The question being put to the residents is :</p> <p>“Do you want Stratford-Upon-Avon District Council to use the neighbourhood plan for Salford Priors to help decide planning applications in the neighbourhood area?”</p> <p>Flyers will be produced to circulate around the parish in April and nearer the time of the vote to make sure that it is a “Yes” for Salford Priors.</p> <p>There is a concern that as there will be 2 ballot boxes the residents may become confused and post the cards in the wrong box. County Councillor Mike Brain stated that if the count is close then it could be that a recount could be carried out after Stratford Upon Avon open their box.</p>
245	<p>Planning Matters: Applications Considered:</p> <ul style="list-style-type: none"> a) 17/00400/FUL – Proposed erection of single storey rear extension at Oxleasow Barn, Abbots Salford, Evesham, WR11 8UT by Mr Malcolm Hughes. In keeping with existing barn conversion with the same layout. Cllr James, Cllr Green confirmed. Support the application. <p>Planning Applications Noted :</p> <ul style="list-style-type: none"> b) 17/00380/FUL – Proposed two storey side and rear extension to 2 Garrard Close, Salford Priors by Mr Robert Rowe. Following consultation with Members under Clerk's delegated powers “The

	<p>development would have an overpowering impact on the next-door neighbour by reason of a 2 storey high, featureless brick wall on the property boundary and very close to the adjoining dwelling. The adjoining property's front door will face almost directly at the side of the proposed extension which will be approx 2.5 m away. It is also felt that the extension will cause a cramped development and be detrimental to the established street scene of Garrard Close" was registered.</p> <p>Planning Decisions :</p> <p>c) 17/00005/COUO – notification of proposed development at Old Forge Court, Iron Cross, Salford Priors by Mr Sean Wilkinson – Prior Approval Not Required</p>
246	<p>Playing Field:</p> <p>Monthly Inspections – Storm Doris caused some damage to the fencing around the playing field area. The Lengthsman has carried out the necessary repairs.</p> <p>Wicksteed Leisure Ltd have also carried out the recommended works to the play equipment. The contractor has completed the main works on the sward maintenance of the playing field. There is just one more spray application required to complete the current works specification. The contractor has also advised that there are some trees that need their canopies lifting and some base growth removed. Clerk to obtain quote from contractor.</p>
246 a	<p>Amenities:</p> <p>Summer Planter Contract – It was noted that the percentage increase has been decreased from 2.8% to 2%. Cllr Green proposed the quote is accepted, Cllr Quiney seconded. All members approved.</p>
247	<p>Highways:</p> <p>The Lengthsman has cleared the gutters of leaf/soil debris, exposed and brushed the white lines and washed down the white and reflectors on bollards at the 2 traffic calmers nearest the school and Memorial Hall.</p> <p>Future jobs to be issued:</p> <ol style="list-style-type: none"> 1. The Rushford signs to be cleaned as well as the large sign at Limebridge bank. 2. Clear growth and debris in the Rushford layby 3. Wooden bus stop Bus at Iron Cross be cleared of overgrowth and cleaned out. 4. Clerk to request Pete Batacanin clean the glass bus stops
248	<p>Allotments:</p> <p>Clerk confirmed she has sent invoices for the year 17/18 to all allotment holders. One payment has been received so far.</p> <p>It was decided to obtain quotes for 2 new plots from the Amenity Contractor.</p>
249	<p>Community:</p> <ol style="list-style-type: none"> a) Members approved the setting up of a Facebook page. Clerk to run. b) The Christmas Tree & Switch on Event Open Meeting was well attended and there were offers of help from those who were unable to attend the meeting. It was proposed that a working group consisting of 4 Councillors and residents be set up. The first meeting will take place on Weds 5th April – they would like to raise money and self-fund as much as possible. It was suggested that sponsorship of the lights is offered – "In Memory Of". Cllrs Littleford, James, Penn & Quiney confirmed they were happy to be on this working group. A quote has been received for the supply a 7m tall Norway Spruce, to install in the tree socket, securely fix the Christmas lights and supply the steel barriers. The tree will then be removed for recycling and Christmas tree lights will be stored at a cost of £575. A 3 year contract has been offered with a max of 2% increase per year. The Chairman proposed, Cllr Green seconded. Members agreed. c) It was noted that The Bell Inn will be included on the list of assets of community value, established under the Localism Act 2011. d) To consider reinstating the planter at Iron Cross to complement the circular seat around the tree on the green - The original planters were removed as they were not maintained. Cllr Green proposed that a quote is obtained to remove a silver birch and for a planter to be put in its place. Cllr James seconded. Members agreed.
250	<p>Rights of Way:</p> <p>Nothing to report.</p>

251	<p>Matters raised by Councillors: The following matters were raised by Council Members:</p> <ul style="list-style-type: none"> a) One of the bollards at the Dunnington crossroads is not working again. Clerk to report to Annette Mackie, Assistant Lighting Engineer. b) Cllr Green asked that a letter be sent to Bovis requesting the Ban Brook banks are reinstated now that the ground conditions have improved, with a copy to the Environmental Agency. c) The PCSO has confirmed she is happy to do a talk at Salford Priors school regarding health, safety & hygiene around dogs. Clerk to also contact Dunnington School.
252	<p>Consideration of Correspondence Received: (Yellow papers)</p> <ul style="list-style-type: none"> a) The Friends of Salford Priors School has submitted a Community Grant application in the sum of £1,500. Cllr James proposed increasing it to £1,750, with Cllr Green seconding. Cllr Godwin suggested that the Parish Council make up the difference to £3,000 once fund raising has taken place. Cllr James stated that they can submit a further application in the new financial year. b) A letter has been received from the Salford Priors Memorial Hall Management Committee proposing a War Memorial. It has been suggested removing the lime tree to create space. The proposed total budget is approx. £2,000. They have also requested a further 2 Councillors join the committee – Cllr Shale & Cllr James confirmed they would be happy to do so. Cllr James proposed to match the funding up to £2,500. Cllr Shale seconded. Members agreed. c) An email has been received from a resident regarding parking issues in School Avenue – Cllr Godwin proposed a leaflet drop asking residents what they would like to see happen. Two suggestions are: <ul style="list-style-type: none"> 1. Remove the grass on the roundabout and tarmac or brick pave it. 2. Remove the roundabout altogether and make it a bell mouth. Cllr James suggested either Orbit or the County Council fund the work. Chairman to liaise with Clerk regarding a leaflet. d) An email has been received regarding the poor internet speed in Dunnington. Unfortunately, the only way the speed can be improved is by fibre which BT have considered. The tubing for fibre cables is in place however they have stated there are not enough people interested to make it viable for BT. Clerk to forward email from resident on to County Councillor Mike Brain. e) To consider adopting the new Terms of Reference for the Working Group - Cllr James proposed that Section 6 regarding Disorderly Conduct at Meetings is not required as members of the public do not attend these meetings. Cllr James recommends removing item 6. Cllr Green seconded. Members agreed. Clerk to arrange to go on the website. f) To consider quotes for microphones for the village hall – John Bradfield has found a supplier with more competitive prices and will gain more information for the next meeting.
253	<p>Correspondence Noted:</p> <ul style="list-style-type: none"> a) Email informing the Parish Council of fragility of large trees in Ban Brook Copse. b) LTN 80 Members' Conduct and the registration and disclosure of their interests (England) c) LTN 5 Parish & Community Council Meetings
254	<p>Finance:</p> <p>General:</p> <p>The Finance Working Group met on 13th March to review the Financial Regulations. These will be presented to Members at the April meeting for consideration at the May meeting. Clerk requested attending a “What to do and When – The Clerks Year” course. Cllr James proposed, Cllr Godwin seconded. Members agreed.</p> <p>Payments</p> <ul style="list-style-type: none"> a) The council gave consideration and approval of the payments listed in Appendix A. b) Proposed by Cllr Green & Cllr Quiney and agreed by all Councillors. c) It was agreed that Cllr Quiney & Cllr Green would sign cheques for payments listed in Appendix A (Minute 257).

	<p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 38 and Deposit Account Statement 16 issued 1st March 2017 :-</p> <p style="padding-left: 40px;">Lloyds Deposit Account: £50,031.31 Lloyds Current Account £54,729.74 Total Fund Balance £104,761.05</p> <p>The payment sheet was amended to show £1,750 to FOSPS</p>
255	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 19th April 2017 at 7.00pm in the Memorial Hall, Salford Priors. The Annual Parish meeting will take place on 26th April 2017 at 7.00pm in the Memorial Hall, Salford Priors.</p>
256	<p>Closure of Meeting: The Chairman closed the meeting at 20.25 hrs</p>

Chairman: _____ Date: _____

257. APPENDIX A: FINANCE

Cheque	Payee	Details	Total	VAT	Net
325	DSG Retail Business	Microsoft Office 365	53.97	8.99	44.98
325	DSG Retail Business	Apple MacBook Air	948.99	158.16	790.83
326	Digital Copier Systems	Photocopier Charges	17.97	3.00	14.97
327	Mr L Maude	Email Charges	21.00		21.00
328	Warwickshire County Council	Street Light Replacement	942.17		942.17
329	Westhill Direct	Black Printer Cartridge	36.76	6.13	30.63
330	Wicksteed Leisure Ltd	Playground Repairs	662.40	110.40	552.00
331	Limebridge Rural Services	Sward Restoration Works	330.00	55.00	275.00
332	Mr P Batacanin	Playing Field Inspection	10.00		10.00
333	Mr T Hunt	Lengthsman	140.00		140.00
334	Namesco Ltd	Mailbox Renewals	54.72	9.12	45.60
335	Mrs D Bowles	Clerks Salary & Expenses	*****		*****
336	HMRC	Clerk's PAYE & NIC	37.78		37.78
337	Miss S Hyde	Leaflet Delivery	35.00		35.00
337	Miss S Hyde	Leaflet Delivery	30.00		30.00
DD	NEST	NEST Pension - Jan	12.49		12.49
DD	Lloyds Bank	Lloyds Bank Charges - 9 Jan	14.00		14.00
DD	EDF Energy	TOPS Electricity	39.00		39.00
DD	CF Corporation	Photocopier Rental - Mar	42.00	7.00	35.00
			4,175.39	357.80	3,817.59