

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 16th May 2018.

Present: Councillors: L Maude, J Stedman, K James, D Penn, A Green, T Shale, P Gordon, District Councillor Mark Cargill

Also in attendance: 1 members of the public.

11	Apologies accepted for absence: Cllr Littleford & Godwin
12	Register of Interests: Members were reminded of the need to keep their register of interests up to date
13	<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>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>
14	<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>b) District Council Member Reported –</p> <ol style="list-style-type: none"> 1. District Councillor Mark Cargill offered his congratulations to Cllr Green on his appointment as Chairman. 2. He met with Highways regarding the problems on the A46 between Alcester and Stratford, which is continuously blocked in rush hour with some junctions being dangerous. He is trying to get dualling on A46 progressed to bring it up to risk 2 or 3. It won't however be dualled in the short term although they are going to re-design the Haselor Hill & Billesley turnoffs. 3. There has been a mini measles outbreak in Warwickshire 4. District Councillor Mark Cargill is involved in a pilot gathering information how health needs are assessed in the community. 5. Stratford District Council's Municipal meeting took place today with some changes to the leadership. <p>The Chairman closed the adjournment at 19:50 hrs.</p>
15	<p>Acceptance of Minutes:</p> <p>The Minutes of the Ordinary Parish Council Meeting held on Wednesday 18th April 2018 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>
16	<p>Clerk's Progress Report:</p> <ol style="list-style-type: none"> a) Abbot's Salford layby repairs – whilst the railings have been repaired there are still repairs to be made to the setts and potholes. Clerk to Monitor. b) Crossroads sign by the Queens Head – a new sign has been ordered. Clerk to Monitor. c) H&S issue B4088 footway – Clerk has emailed Ragley Hall regarding this. Awaiting a response. Clerk to Monitor.

	<p>d) Removal of 'new speed limit applies' sign – this has now been removed. Noted and Closed.</p> <p>e) Update from Bovis Homes Ltd – a meeting has been arranged for Wednesday 23rd May 9.30am. Cllr Green requested Cllr Penn's attendance as there are some footpath issues.</p> <p>f) Update regarding speeding issues on Station Rd & School Rd – the traffic monitoring equipment is due to be deployed next week. Clerk to monitor.</p>
17	<p>Planning Matters:</p> <p>Planning Matters Considered :</p> <p>a) 18/00051/ADJCON – proposed excavation of pond and carrying out of earth modelling together with new woodland and other planting at land at Rough Hill, Low Rd, Church Lench. Following discussion it was decided for Clerk to send a "No Comment" response.</p> <p>Planning Applications Noted : None</p> <p>Planning Decisions Noted:</p> <p>b) 17/03253/FUL – Develop land at Mudwalls Farm, Salford Rd, Dunnington – Permission Granted Subject to Conditions for Change of use of existing agricultural building and associated land for the sale, storage, display and distribution of farm machinery to serve farm machinery business and the storage of existing agricultural equipment at Mudwalls Farm. In addition to a temporary three year permission for three office cabins to be associated with the farm machinery business at Mudwalls Farm.</p>
18	<p>Playing Field:</p> <p>a) The monthly inspection was carried out on 28th April reporting one of the skate ramps has a slightly raised area which Cllr Penn has repaired.</p> <p>b) One of the 5-a-side goals has been ripped out of the ground. There was a concern from Councillors that the Amenity Contractor was being blamed on the Council's Facebook page. Clerk to issue an apology to the Contractor via the page. Clerk to also change the Facebook page to be a mediated site only, with no unauthorised posts. The Clerk on behalf of Cllr Godwin requested the purchase of 4 further anchor fixings but the Council decided against this. If the goals are installed with the correct amount of concrete there should not be the need for further fixings. Cllr Stedman took no part in the discussion.</p> <p>c) Report from Tony – a meeting was held on the field last week with the Contract & Sales Managers. This was positive with minutes of the meeting, risk assessments, a method statement and CoSHH Assessments being forwarded via email following the meeting. The start date is set for Thurs 24th May with a 4 to 5 week installation time, weather dependent. A flier for each household will be going out next week. The contractors will be working 7am-7pm Monday to Saturday. Councillors requested that the Saturday times are changed to 8.30am-12.30pm. Clerk to inform Kompan. Deliveries will be outside of school hours. A container will be held on the field with the playing area being fenced off. A briefing session will take place on Weds 23rd where the marking out of the equipment will take place. Information of any progress meetings will be given to Members.</p> <p>d) Cllr Shale provided quotes for picnic benches following the last meeting. Cllr James proposed the Working Group look at the purchase and installation costs of 2 benches, Cllr Stedman seconded. All members agreed. Cllr Stedman suggested Cllr Shale approaches Hartwells at Weston-Sub-Edge.</p> <p>e) Clerk on behalf of Cllr Godwin proposed the tarmac area around the basketball hoop is increased although this was decided against.</p>
19	<p>Working Groups:</p> <p>a) Christmas Tree Switch On – not meeting until September</p> <p>b) A Nation's Tribute – meeting on 23rd May 2018, 7pm in the Parish Office. The Council with the Memorial Hall Committee have set up a working group to look at the memorial garden which would be co-funded. They have received quotes to re-align and put in new boundary fencing, hard landscape the area, to commission an iron poppy sculpture coming out of granite, some soft landscaping with planters, and benches within the memorial. There is to be wrought iron fencing woven with poppies. It has come to light there is an anomaly with the number of soldiers killed on various plaques and records from the village. The working group would like</p>

	<p>to recognise those that were killed and served in conflicts, as well as the farming community, home guard , land army etc so that everyone is recognised. A blacksmith in Pershore is very enthusiastic and has offered to make a poppy sculpture at cost price, along with a granite supplier who is also happy to be involved at a low cost. Total costings are approx £5,500-6,000. The group has asked the Parish Council to take the lead on the ordering for VAT purposes. They have also requested a commitment from the Parish Council to add to the Amenity Contract the 2 planters. There is to be a 50/50 split between the Village Hall & the Parish Council, which the Clerk will put in writing. Clerk to go back to previous set of minutes for confirmation of agreement. There is no need to gain more than one quote for this project as it is specialist. The sculpture will not require planning permission as it will be under 2 metres. Clerk was asked to find out via Facebook and E-News the names of any members of a family who served and fell within the WW1, WW2, Falklands, Korea.</p> <p>c) Communications – no further update.</p> <p>d) NDP – A meeting was held on 11th April 2018 to discuss the cycleways and pathways. Most of the local parishes attended, with enthusiasm. All info has been sent out. Suggested a follow up meeting once parish council meetings have been carried out.</p> <p>e) Playing Field – update discussed under minute 18. Cllr Shale stated that The Bell may be interested in the tractor and seesaw.</p> <p>f) Streetlights – Clerk has received further communication from the Streetlights Department that they have made an error with the quote to change sodium bulbs to LED and they will in fact cost £350-400 per bulb, with the Victorian fixings costing £1,600 each. She is to obtain further quotes for these works and report back to the Streetlights Working Group.</p> <p>g) Minerals Plan – no further update</p>
20	<p>Highways:</p> <p>a) Lengthsman tasks:</p> <p>b) To clean street name signs along School Rd/Station Rd if required.</p> <p>c) To trim back the shrubs by the bus stop on School Rd.</p> <p>d) Clerk to instruct contractor to mow the verges.</p>
21	<p>Allotments:</p> <p>a) Rental from 2 allotment plots still awaited. Clerk has chased.</p> <p>b) Clerk has written a letter of eviction to one of the tenants holding 2 plots with no response.</p> <p>c) Clerk stated that Harvington have a number of people on their waiting list and suggested the vacant plots are offered. All Members agreed.</p> <p>d) Clerk confirmed she has issued a purchase order for all 3 water troughs be installed with isolator valves.</p>
22	<p>GDPR:</p> <p>Clerk has arranged for the Privacy Notices to be placed on the website, and then attached to the signature of emails. She is attending a training session on Wednesday 23rd May and will update Councillors at next Parish Council meeting. She also reported that the Government will be amending the Data Protection Bill to exempt Parish Councils appointing a Data Protection Officer.</p>
23	<p>Community:</p> <p>a) The purchase of 30mph speed signs for waste collection bins was considered and decided against.</p> <p>b) Cllr Stedman proposed the Streetlight Working Group carry out a survey for positioning of poles for mobile speed signs. Clerk to arrange a meeting.</p> <p>c) Dunnington Church have requested assistance with the payment of a footway round the back of the Church hall for disabled access. The Parish Council haven't got the power to issue funds to the Church. Clerk to inform.</p> <p>d) Councillors were made aware there are 3 Governor vacancies at Salford Priors Primary School.</p>
24	<p>Rights of Way:</p> <p>Cllr Penn had nothing to report.</p>
25	<p>Matters raised by Councillors: The following matters were raised by Council Members:</p>

	<p>a) Cllr Maude reported that there are several road closures taking place for the West Midlands Air Show at Ragley Hall this weekend. Clerk to contact Ragley Hall stating the Parish Council were not aware of this or the road closures.</p> <p>b) Cllr Maude asked whether anyone is interested in helping out with the Youth Club. They are looking for more active volunteers.</p>						
26	<p>Correspondence Considered: <i>(Yellow papers)</i> Email from resident re brambles – Lengthsman clear and keep under control with spray.</p>						
27	<p>Correspondence Noted: a) Thank you letter from a resident to the contractors re the planters b) April newsletter from Warwickshire Police & Crime Commissioner</p>						
28	<p>Finance:</p> <p>a) A copy of Section 2 Accounting Statements Salford Priors Parish Council Accounts FY 2017/18 was provided for inspection and debate by all Council Members. Confirmation of acceptance was proposed by Cllr Stedman, seconded by Cllr Penn and agreed by all Councillors. Clerk to prepare Section 2 entries for Minute Reference, dating and signature.</p> <p>b) New pay scales issued by NALC (emailed 25.4.18) were noted. Cllr Stedman proposed this was agreed, with Cllr Penn seconding. All members agreed.</p> <p>c) Clerk confirmed the online payment system is now set up with Lloyds Bank. Clerk will prepare the payments with Cllrs Littleford & James authorising. Cllr James brought to the attention of the Council the fact that a PIN was issued to Cllr James, addressed to the Clerk and sent to Cllr James' brother. Clerk to bring this to the attention of Royal Mail.</p> <p>d) Quotes received from Zurich Insurance and AXA. Whilst the quote was slightly higher from Zurich it was decided to remain with Zurich. Cllr Gordon proposed contacting Zurich to see if there is a deal to be struck. Cllr Stedman proposed this quote is accepted, even if the price is not reduced. Cllr James seconded.</p> <p>e) The council gave consideration and approval of the payments listed in Appendix A. Proposed by Cllr Gordon & Cllr Maude and agreed by all Councillors.</p> <p>f) It was agreed that Cllrs James & Green would sign cheques for payments listed in Appendix A (Minute 31).</p> <p>g) Clerk to contact Lloyds to add Cllrs Gordon & Shale as signatories.</p> <p>Cllr Stedman left the meeting at 21.30</p> <p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 58 and Deposit Account Statement 30 issued 1st May 2018 :-</p> <table style="margin-left: 40px;"> <tr> <td>Lloyds Deposit Account:</td> <td>£ 43,019.89</td> </tr> <tr> <td>Lloyds Current Account</td> <td>£100,074.36</td> </tr> <tr> <td>Total Fund Balance</td> <td>£143,094.25</td> </tr> </table>	Lloyds Deposit Account:	£ 43,019.89	Lloyds Current Account	£100,074.36	Total Fund Balance	£143,094.25
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29	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 20th June 2018 at 7.00pm in the Baptist Church Hall, Dunnington.</p>						
30	<p>Closure of Meeting: The Chairman closed the meeting at 21:30 hrs</p>						

Chairman: _____ Date: _____

31 APPENDIX A: FINANCE

CHEQUE	PAYEE	DETAILS	TOTAL	VAT	NET
DD	CF Corporate Finance Ltd	Photocopier Lease May	42.00	7.00	35.00
SO	Limebridge Rural Services Ltd	Amenity Contract	1425.70	237.62	1188.08
DD	NEST Pension	Clerk's Pension Feb	33.80		33.80
DD	Lloyds Bank	Bank Charges to 9 Mar	11.05		11.05
DD	EDF Energy	TOPS Electricity	46.00		46.00
DD	Water Plus Ltd	Allotments	58.28		58.28
DD	Npower	Streetlight Energy	17.10	0.81	16.29
DD	Npower	Streetlight Energy	176.79	8.42	168.37
SO	Limebridge Rural Services	Amenity Contract	1425.70	237.62	1188.08
DD	CFC Corporate Finance	Photocopier Lease	42.00	7.00	35.00
000486	WALC	Chairmanship Training	30.00		30.00
000487	P Batacanin	Monthly Playing Field Inspection	10.00		10.00
000488	Salford Priors Post Office & Stores	Annual Electricity Payment	50.00		50.00
000489	Mr G Bradley	Internal Audit	125.00		125.00
000490	HMRC	Clerk & PC NIC	32.68		32.68
000491	Mrs D Bowles	Clerk's Salary & Expenses	****		****
000492	Salford Priors CofE Academy	TOPs Rental	168.75		168.75
000493	Mrs D Bowles	NDP Catering	18.16		18.16
000494	V Signs	Allotment Sign Addition	15.00		15.00
Total			3728.01	498.47	3229.54