

**Salford Priors Parish Council**

**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 18<sup>th</sup> July 2018.**

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

**Also in attendance:** 0 members of the public.

<b>54.</b>	Apologies accepted for absence: Cllr Gordon
<b>55.</b>	<b>Register of Interests:</b> Members were reminded of the need to keep their register of interests up to date
<b>56.</b>	<p><b>Declaration of Interests:</b> 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><b>a) Pecuniary Interests.</b> Members were asked to declare any other disclosable interests in items on the Agenda and their nature.</p> <p><b>b) Other Disclosable Interests.</b> None.</p>
<b>57.</b>	<p><b>Open Forum:</b> The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed.</p> <p><b>a) Have your say.</b> No under 18s were present. Andy Wilkins (Lone Star Land) &amp; Andy Murphy (Stansgate Planning) presented a draft village green landscape with costs at land off School Rd. The application will go to the Planning Committee on 5<sup>th</sup> September and they would appreciate support from the Parish Council. Following Councillor's comments at the last meeting the ha-ha has been replaced with bird mouth fencing at 0.9m high. This must be placed at least 3m back from the carriageway for visibility. Warwickshire County Council have stated they are happy for the ha-ha to be removed. A query was raised regarding the crossing points by the school however traffic calming will be in place to slow the traffic down. Commuted sums were also mentioned, although these are at the very early stages of planning. The balancing pond will be dry for most of the time. Cllr Stedman suggested shrubs rather than marginal plants be placed around the balancing pond. An observation was also made about the division of wildflower planting and grass. Opinions were requested from the Parish Council in writing as soon as possible.</p> <p><b>b) County Council Mike Brain Reported –</b></p> <ol style="list-style-type: none"> <li>1. Site 7, although needs to be ratified at next week's meeting, has been taken out of the Mineral Extraction Plan. County Councillor Mike Brain thanked all Councillors involved in this.</li> <li>2. Grant Fund of £6,000 deadline is 31<sup>st</sup> August. Cllr Green mentioned the possibility of funding for cycleways.</li> <li>3. County Councillor Mike Brain's new title is Services for the Community at Warwickshire County Council.</li> </ol> <p><b>District Councillor Mark Cargill reported -</b></p> <ol style="list-style-type: none"> <li>1. The owners of Wellesbourne Airfield received a court ruling to say it is reasonable to presume housing can be built on this land. Stratford District Council has started a compulsory purchase order on it. It is against the core strategy for housing to be built.</li> <li>2. The canal quarter is moving along – the entire area will be renovated over a period of time. Stratford District Council own some of the land. Berkeley Homes are looking to re-develop it.</li> </ol>

	<p>3. Gateway scheme on major junction of Arden Street. Whole area down to Windsor Street is up for development.</p> <p>4. New Executive Officer will begin in October.</p> <p>5. Fire &amp; Rescue Services gave a presentation recently, they are now offering a hospital to home service.</p> <p>6. Adult Social Care –all services of drugs and alcohol abuse within the county is being refreshed and restructured.</p> <p>7. He also offered his congratulations re the minerals plan.</p> <p><b>The Chairman closed the adjournment at 19:40 hrs.</b></p>
58.	<p><b>Acceptance of Minutes:</b> The Minutes of the Ordinary Parish Council Meeting held on Wednesday 20<sup>th</sup> June 2018 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><b>Clerk's Progress Report:</b></p> <p>a) Abbot's Salford layby repairs – no further update. <b>Clerk to monitor.</b></p> <p>b) Crossroads sign by the Queens Head – no further update. <b>Clerk to monitor.</b></p> <p>c) Ragley have met with Highways Department regarding the B4088 footway. They are arranging for a camera team to look at what is going on underneath the road in the culvert, but it was agreed that this has likely collapsed and will need replacing which will be the responsibility of the Warwickshire County Council. <b>Clerk to monitor.</b></p> <p>d) Clerk has contacted the Speed Awareness Group. The group has now got internet access to the Alcester Group's planned schedule for their speed checks which they carry out every fortnight. This means the group can borrow the speed gun for one week at a time, however with only 4 volunteers this does make it very difficult. <b>Clerk to monitor.</b></p> <p>e) Severn Trent Water are looking into the Tothall Lane repairs and will return to the Clerk once they have established who is in charge of the area. <b>Clerk to monitor.</b></p> <p>f) Clerk has contacted Highways Department regarding the Evesham Rd footways and is awaiting a response. <b>Clerk to monitor.</b></p> <p>g) Clerk has informed PCSO Becky Morris once again of the Evesham Rd/Station Rd parking issues which she is looking into. <b>Clerk to monitor.</b></p>
60.	<p><b>Planning Matters: Applications Considered:</b></p> <p>a) <b>18/01809/LBC &amp; 18/01808/FUL</b> – Conversion of agricultural buildings into three dwellings with all associated works at Wood Bevington Farm, Wood Bevington, Alcester, B49 5LX. This application is supported by government policy and the NDP. Cllr James to forward comments to the Clerk supporting the application however there are reservations.</p> <p><b>Planning Decisions :</b></p> <p>b) <b>18/01454/FUL</b> – replacement front porch and new single storey rear extension to 1 Fern Cottages, Rushford, WR11 8SL – Planning Permission Granted subject to conditions</p>
61.	<p><b>Playing Field:</b> The monthly inspection was carried out on 29<sup>th</sup> June with nothing to report. Clerk has forwarded details of new equipment which will need inspecting. Pete Batacanin has confirmed he is happy to carry out weekly inspections throughout the summer holidays. Kompan has suggested daily/weekly checks on the playing field. Clerk to contact John Hicks regarding this.</p>
62.	<p><b>Working Groups:</b></p> <p>a) <b>Christmas Tree Switch On</b> – not meeting until September</p> <p>b) <b>A Nation's Tribute</b> – met recently to work up, explore and shortlist ideas for the event with the group now linking with the War Memorial Group. Investigation into major costs has been undertaken eg whether to hire a marquee or use the TOPs equipment although the former was decided upon for practical reasons. A budget is being prepared for the event of approx £4500. The Parish Council set a donation of £1918 at the February 2017 meeting. Angus have offered £500 towards the hire of the marquee. With funds available of £2418 the key equipment -marquee, PA hire etc can be ordered. Donations will be sought from Parish businesses and possible other sources of funding – letter in preparation. A series of</p>

	<p>flyers/social media/Parish Council newsletter will be used to raise interest leading up to the day, starting at the end of August. It is hoped the BBC will also cover the event. An MC for the event is being sought. A risk assessment will be undertaken in September once the event is finalised.</p> <p>c) <b>Communications</b> – meeting for all Councillors was held on 9<sup>th</sup> July.</p> <ol style="list-style-type: none"> <li>1. Cllr James proposed all Councillors fill in the self-assessment toolkit by 1<sup>st</sup> September and forward to the Clerk. Cllr Godwin seconded. Communications Group to look at the results before next meeting. Unanimous approval.</li> <li>2. Cllr James proposed the Communications Group to go ahead with preparing a parish questionnaire and report back to the September meeting. Cllr Shale seconded. Unanimous approval.</li> <li>3. An extra page to be added to the website with details of Parish Councillors, and photos. Unanimous approval. Photos to be taken at the September meeting. This could also be added to the Facebook page.</li> <li>4. An extra page to be added to the website for Working Groups. Unanimous approval. This could also be added to the Facebook page.</li> <li>5. Unanimous approval was given for all newsletters to be printed professionally at a cost of £78 for an A3 double sided leaflet. Cllr Godwin proposed that the photocopier is now no longer required. Clerk to contact CF Corporate Finance to see how long the photocopier lease has to run with the possibility of exchanging it for a printer. All newsletter contributions to be made by Fri 17<sup>th</sup> Aug to Cllr Littleford. Working Group to investigate costs of placing a monthly page in the Alcester Connections Magazine. Cllr James proposed that Clerk provide a synopsis of council meetings. Unanimous approval.</li> </ol> <p>Cllr Stedman requested an analysis of impact for all the above at the March/April meeting.</p> <p>d) <b>NDP</b> – met recently to discuss possible routes for Cycleways. Positive meeting – easiest phase is to approach from Salford to Wixford and then from Wixford to Alcester. Cyclists are going to test the routes. Cllr Shale to contact County Councillor Mike Brain.</p> <p>e) <b>Playing Field</b> –</p> <ol style="list-style-type: none"> <li>1. The playground was officially opened on the 29th June. The event was very well attended, supported by Kompan, ice cream, squash, cake sales, ‘frothy coffee man’ and Angus Soft Fruits.</li> <li>2. The final part of the equipment has been installed (sharing seat to adapt one of the existing swings). Quotes for a notice about the use of the trampoline, as recommended in the safety report are being sought.</li> <li>3. The fence will be stained around the toddler enclosure and two benches have been ordered – these works will be undertaken by the Lengthsman. There is an 8 week lead time for the benches (hopefully installed by the end of August on a slab bed).</li> <li>4. A comparison of budget vs spend was discussed. The budget for the open event was set at £383. £363 was spent, with donations of £100 from The Bell and £40 from Kompan received thus making a total spend of £217.</li> <li>5. The group is now investigating the issues of increased litter and dog fouling and how to overcome them. Cllr Shale to look into costings for 2 new larger bins. Cllr James proposed a budget of £600. Cllr Godwin seconded. Clerk to liaise with Cllr Shale.</li> </ol> <p>f) <b>Streetlights</b> – meeting 1<sup>st</sup> August</p> <p>g) <b>Minerals Plan</b> – update provided by County Councillor Mike Brain. This group can now be closed provided approval is received from the Cabinet for the Site 7 removal.</p> <p>h) <b>Amenity</b> – work programme was discussed over the year with a further meeting late August. Clerk to organise.</p>
63.	<p><b>Highways:</b> No update received on works as Clerk has been on holiday. Future tasks –</p> <ol style="list-style-type: none"> <li>1. To clear ragwort on empty allotment plots as soon as possible.</li> <li>2. Trim hedges on footpath between Wood Bevington Lane &amp; Hillers once verges have been cut.</li> </ol>

	3. Replace spring closer on one gate at toddler area.
64.	<b>Allotments:</b> A further allotment plot has been leased out. Clerk has requested a quote from Amenity Contractor to clear this. Clerk to arrange for empty allotment plots to be mowed.
65.	<b>GDPR:</b> No further update at present. Clerk will work on processor agreements over the summer break.
66.	<b>Rights of Way:</b> a) Clerk has reported the AL12 issue with the steps to Alex Finn at Cemex. This is being looked into. b) Clerk has emailed the owners of the field regarding AL10 being overgrown with no response. Clerk to report to Footpath Warden. c) Clerk has reported AL4 & AL6 overgrown footpath to the Footpaths Warden. d) Cllr James reported that a farmer has the right to put an electric fence across a footpath provided the footpath area is covered by insulated tape. e) Bovis have now completed the steps by the main entrance at Station Rd.
67.	<b>Matters raised by Councillors:</b> The following matters were raised by Council Members: Cllr James – For the Staffing Committee to propose new Grievance & Disciplinary Policies at the next meeting.
68.	<b>Correspondence Considered: (Yellow papers)</b> a) An email has been received from a resident regarding the speed on Station/Evesham Rd. Clerk has responded, suggesting the resident might like to join the Speed Awareness Group, to which he has indicated he may. b) A resident has been in contact with the Clerk regarding hedge cutting at Priors Grange/playing field. Whilst the contractors have cleared the hedge in the past this has been on a voluntary basis. It is not covered by the amenity contract.
69.	<b>Correspondence Noted:</b> None
70.	<b>Finance:</b> a) Consideration was given to the first quarterly bank reconciliation, account balances and income and expenditure budgets. Cllr Littleford proposed, Cllr Godwin seconded. These were agreed by all Councillors. Cllr Penn signed the quarterly bank reconciliation. b) The council gave consideration and approval of the payments listed in Appendix A. Proposed by Cllr Maude, seconded by Cllr Godwin and agreed by all Councillors. c) Clerk confirmed that Cllrs Shale & Gordon are now on the Bank mandate to sign for payments. It was agreed that Cllrs Shale and James would sign cheques/BACS for payments listed in Appendix A (Minute 73).  The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 62 and Deposit Account Statement 32 issued 29 <sup>th</sup> June 2018 :-  Lloyds Deposit Account: £125,084.19 Lloyds Current Account £ 12,663.89 Total Fund Balance £137,748.08
71.	<b>Date of Next Meeting:</b> Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 19th September 2018 at 7.00pm in the Memorial Hall, Salford Priors.
72.	<b>Closure of Meeting:</b> The Chairman closed the meeting at 21:30 hrs

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

### 73. APPENDIX A: FINANCE

CHEQUE	PAYEE	DETAILS	TOTAL	VAT	NET
000496	Miss S Hyde	Newsletter Delivery	40.00		40.00
000497	Miss S Hyde	Playground leaflet	30.00		30.00
000498	Dunnington Baptist Church	Hire of Hall	30.00		30.00
000499	Salford Priors Memorial Hall	Hire of Hall & Parish Office	495.00		495.00
000500	HMRC	Clerk PC & NIC	27.17		27.17
BACS	NEST Pension	Clerk's Pension	58.62		58.62
BACS	Lloyds Bank	Bank Charges to 9 May	17.80		17.80
BACS	EDF Energy	TOPs Electricity	46.00		46.00
BACS	Digital Copier Systems	Photocopier Charges	89.18	14.87	74.31
BACS	Westhill Direct	A4 paper	13.50	2.25	11.25
BACS	Mrs D Bowles	Clerk's Salary & Expenses	****		****
BACS	Kompan Ltd	New Playing Field Equipment	90,072.00	15,012.00	75,060.00
BACS	Limebridge Rural Services Ltd	Planter & Bed Watering	408.00	68.00	340.00
BACS	Spot Loggins	Ice Cream	153.00	25.50	127.50
BACS	Salford Priors CE Academy	TOPs Rental	337.50		337.50
BACS	Water Plus Ltd	Allotments	40.68	6.78	33.90
<b>Total</b>			<b>92,657.69</b>	<b>15129.40</b>	<b>77,528.29</b>