

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 15th. February 2012 at 7.30 pm.

Present: Councillors, JR Stedman, Chairman, L Wright, Vice-Chairman, DC Penn, L Maude, and L Robinson.

Also in attendance: MJ Philpott, Clerk, County Cllr. P Barnes, and five members of the public.

1. Apologies for absence

Apologies for absence were received and accepted from Cllr. Wolfe and from District Cllrs. M Howse and D Pemberton, due to other commitments and Cllr. Quiney due to illness.

2. Declarations of Office and Disclosure of Interests

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

2.2 Declaration of Interests: Members were reminded that they were required to declare and disclose any personal or prejudicial interests in items on the agenda. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.

Cllr. J Stedman declared a personal interest in Payments 8818 and 8819 as Chairman of the Memorial Hall Committee.

3. Open Forum

3.1 The Chairman moved that the meeting be adjourned for Open Forum and this was agreed.

3.2 Have your say: No under 18s. were present

3.3 Public Participation: Mrs Littleford asked if the Council would consider planting trees to celebrate the Jubilee and referred to the Jubilee Forest offer of free trees. The Chairman said there were cost implications but agreed to place it on the next Agenda. Mrs Littleford also asked if consideration could be given to provide a light in School Avenue and Hedges Close. The Chairman asked the Clerk to investigate a solar light in the bus shelter and report to the next meeting regarding both situations. Mrs Sharpe asked regarding the footpaths booklet and the Clerk said there was a box of these in the office and it was agreed that these could be placed at strategic locations around the parish such as the Shop and the Public Houses. Mrs Sharpe asked if any donations had been received from the sale of the booklets and the Clerk confirmed no donations had been made.

3.4 Ward Members' Reports Cllr. Barnes highlighted the issue of minerals in the Core Strategy. In respect of the Long Marston Airfield site he said that 15 breaches of conditions had been identified by the District Council and there would be a court case in Birmingham on 20th. February. He said that he considered a VAS would be effective in School Road but did not yet know if there would be any minor works budget next year. Cllr. Barnes described actions he had taken at Dunnington regarding the parking including identifying the point at which parking would be illegal and marking this on the road. He said the Outreach centre at Bidford was fully booked and the library would open on 2nd. April. Finally, Cllr. Barnes explained actions he was taking together with a local paper merchant to provide a free service for the schools. Cllr. Penn said that there were still missing drain covers between Weethley and Dunnington and at Abbots Salford. Mrs Dare asked if the Mobile Library would continue and was told that this would be reviewed when all the community libraries were in place, probably in 2013. It was unlikely that the Mobile Library would continue to visit where usage was very low. Cllr. Maude asked if signs could be erected on The Ridgeway to indicate deer crossing points.

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3.5 The Chairman closed the adjournment at 8.00pm.

4. Minutes

4.1 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18th. January 2012 at 7.30pm. at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

5. Clerk's Progress Report

5.1. Bollard outside Alamo

The Clerk reported that WCC had been asked to repair this bollard on 23.01.12. WCC has confirmed that the bollard was repaired on 7.02.12.

5.2 Stolen signs in Broom Lane

The signs that were stolen in Broom Lane were supplied by CEMEX and they were asked to replace them on 23.01.12.

5.3 Lights at Dunnington cross roads

Following mails from the Chairman to WCC a response was received on 30.01.12 that the beacons had been repaired. However, an inspection by Cllr. Wright the following day indicated that one beacon was still not working. This was reported back to WCC. The latest e-mails indicate that the head of the lighting section came out to inspect and all the lights are now working.

5.4 Parking at Dunnington School

There was a flurry of activity following the last meeting and the Clerk had to apologise to Katrina Pedlar following incorrect information being provided at the PC meeting. The Chairman ensured that the project was raised at a special meeting at SDC on 24.01.12 but it did not secure funding. It is clear now that the only action possible is police enforcement and that this can only be accessed through the next Community Forum on 5th. March. Cllr. Wright confirmed he would attend the Forum with local residents. The Clerk was asked to contact WCC to determine the cost of additional yellow lines and if the Parish Council could make a contribution.

5.5 Allotment Garden for Youth Club

The Youth Club has now signed and returned the licence agreement.

5.6 Gritting between Toll House and Abbots Morton

Worcestershire CC has confirmed that it does not grit this length of road. However, their gritter does travel along it en-route to the A422. Warwickshire CC are considering if some arrangement for gritting this section can be made with Worcestershire.

5.7 Dumped waste and Leylandii cuttings in Perkins area

A letter was sent to SDC on 25.01.12. These cuttings have been removed and the area is now clear.

5.8 Proposal for a new bus stop in School Road

WCC has been asked to provide information regarding the ownership of the grass areas along School Road where a possible bus stop could be sited. Investigations are continuing but it may be necessary to involve the Land Registry Service at some cost to the Council.

5.9 Gullies on the B4088

David Elliston informed the Clerk on 23.01.12 that he had raised a ticket for these gullies to be jetted and cleansed.

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5.10 Metal thefts

A letter was sent to Jim Graham, Chief Executive of WCC regarding the Council's concerns about metal thefts. Copies were sent to Nadhim Zahawi and Cllr. Barnes. Mr Zahawi has also been in direct contact with Cllr. Wright and Cllr. Howse forwarded details of police action in the north-east resulting in 36 arrests. A copy of Mr Graham's reply and a response from Mr Zahawi explaining actions being taken by government were circulated to Members. Cllr. Wright said it was good that the government was taking this issue seriously.

5.11 Extension of footpath to Toll House.

David Elliston was asked to include the proposal to extend the footpath from the Wood Bevington turn to the Toll House in their programme. It is most unlikely this project will meet the CC criteria. Cllr. Wright asked that the Clerk investigate as to why the footpath has only been cleared as far as Dunnington Heath Farm from the crossroads, given that school children and others living at Wood Bevington use this stretch of pathway daily, and it is in a very dangerous state with raised ironworks.

5.12 Internal Auditor.

Geoff Bradley has confirmed his agreement to undertake the role of Internal Auditor for this financial year. Arrangements are in hand for him to carry out a systems audit before the end of the financial year. The Clerk said he had also written to Louise Best thanking her for her services over the past two years.

5.13 Land ownership at Dunnington School

As agreed at the last meeting the Clerk had been trying to ascertain the ownership of the small parcel of land bounded by Dunnington School, Broom Lane, and the B4088. The Land Registry Service has been very slow and some costs have been incurred amounting to £18 for the initial contact and a further £24 because there is no property on the land. In the meantime local enquiries by Cllr. Wright have produced some additional information. Council asked that any information obtained should be shared with the school.

5.14 B4088 Sewerage project

The clerk reported that an update on progress was requested on 6th. February. Alex Mortlock of Severn Trent will be visiting the office on 17.02.12 to discuss the situation.

5.15 Planning booklet circulation

Members reported on the progress of the circulation. The Clerk was asked to chase the circulation so that all members had a chance to read it.

5.16 Insurance update

Letters seeking quotations effective from 1st. June 2012 were sent to four insurance companies on 20th. January. The closing date for receipt of quotations is 1st. March and a full report will be presented to the next meeting. One company has declined to quote and one quotation has been provided at a price of £1254.57. This is a significant reduction on the current cost of £3676.01.

5.17 Newsletter

The Newsletters were left with Sarah Hyde for distribution on Saturday 28th. January and were delivered.

6. Planning general**6.1 Planning conditions appertaining to the Packing Station at Orchard Farms.**

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The Clerk and the Chairman had both contacted SDC regarding the lorries and other activities at the Packing Station. It was noted that formal enforcement action is now being considered because all the product is imported whereas the planning conditions stipulate a maximum import of 25 per cent and the twelve hours of operational time was also being abused. Councillors noted that a permanent sign needed to be provided to mark the entrance to the packing station as many HGVs were not able to find the site and used village roads to turn around.

6.2 “Shamba” planning decision.

The Clerk’s letter to SDC had been circulated and a reply was awaited.

6.3 School Road Pine Tree TPO.

The Clerk’s letter to SDC had been circulated and a reply was awaited. Both the Chairman and the Clerk had carried out TPO assessments using the approved methodology and considered a favourable case could be made.

6.4 Consultation process for the SDC Core Strategy.

Council noted that the SDC Core Strategy had been approved for consultation by the District Council. The Chairman said that there were major issues with minerals and traveller sites. He said the County Council owned a lot of land in Salford Priors and might consider using some of this for new travellers’ sites. The Chairman said that a report in the Stratford Herald mentioned a confidential consultant’s report had identified traveller sites and the Clerk was asked to contact ward members to obtain a copy. Cllr. Wright said that the HS2 construction could create a demand for a large quantity of minerals. Cllr. Maude expressed his concern that, in the absence of a minerals plan, applications could be made anywhere. Council agreed that the Clerk should try and obtain hard copies of the Strategy and then arrange an F&GP meeting so that it could be fully discussed.

6.5 Marsh Farm Liaison Group

The Clerk had circulated the draft Minutes of the Liaison Group meeting held on 26.01.12. The Clerk said that the most significant concern was the lack of continuity from CEMEX in respect of a revised restoration scheme.

7. New Planning Applications

7.1 12/00139/FUL - Change of use of redundant packing shed to form 1 No. Holiday cottage and all associated works including drainage system (amendment to previously approved planning permission ref. 11/01755/FUL) at New Inn Lane Nurseries, Pitchill, Evesham, WR11 8SN for Mr & Mrs N New. Council strongly supported the application on the basis that it provided support to a local business and the design was in keeping with the area.

8. Planning Decisions

Council noted the following planning decisions:

8.1 11/02437/LBC – Works at Jasmine Cottage, Evesham Road, Salford Priors, (Replacement of windows to front elevation) for Mr Reginald T Stokes.

Listed Building Consent Granted

8.2 11/02118/FUL – Erection of brick wall and gate to side of dwelling house at 20 Priors Grange, Salford Priors, WR11 8XP for Mr D Jacques.

Planning Permission granted

9. Footway Lighting

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9.1 Disconnection Contract

The Clerk reported that the disconnections were now all complete. An e-mail was received from Western Power Distribution to this effect on 30.01.12. An order had been given to Mr Hackling to remove a small length of cable and to make good at 4 Conway Croft.

9.2 Pole Removal

The Clerk said he had asked Roger Small to remove the final seven poles and this would be done by the end of the week. Once these have gone the Parish Council will not own any wooden poles.

9.3 Other Poles

The Clerk reported that BT Openreach had agreed to take over the pole at Rose Cottage, Iron Cross. A letter confirming this and also the pole in School Avenue that has several BT wires attached has been sent to BT. Peter Long has removed the light fittings and brackets from every pole that is not in the Parish Council's ownership. The Clerk was asked to include the BT poles in Ridsdale Close and in School Road on the corner with the Primary School and between Ban Brook Road and Orchard Farm.

9.4 Light on footpath between the Post Office and School Avenue

The Clerk confirmed that orders have been placed with WPD and with Peter Long. WPD has been contacted and the disconnection at Dunnington was carried out on the afternoon of Friday 10th February. WPD is also arranging for their contractor to do the excavation at Ridsdale Close when Peter Long has moved the column.

9.5 Light by shop

Peter Long has fitted the new light. Following confirmation with the Chairman the Clerk agreed with Colin Cleary that a wall rental of £25 per year plus the electricity cost of £25 per year will be paid. There have been several favourable comments and Mr Cleary told the Clerk that he had been thanked by several residents – but he is giving the credit to the Parish Council! Council agreed the action taken.

9.6 New Inventory

The Clerk reported that he had negotiated the new inventory with Western Power. The Council's energy usage has been reduced from 18716 to 5173 kWh per year.

9.7 Repairs

The Clerk reported that Peter Long had inspected the two lights in Perkins Close that were not operating properly. He found that the new timers were faulty and he has ordered replacements under guarantee. In the meantime the lights have been put on normal night operation (no part-night switch off). Councillors said that the last light in Garrard Close was on all night.

10. Playing Field**10.1 Playing Field weekly inspections.**

The Clerk reported he had received inspection reports from Cllr. Quiney dated 9.01.12, 16.01.12, 23.01.12, and 30.01.12. No major concerns were raised.

10.2 Dogs on the Playing Field and footpaths.

The Clerk reported that the Council Byelaws granted on 14.11.1963 made no mention of dogs on the Playing Field. It was not clear if later Byelaws had been produced and the Clerk was asked to check the sign at the Playing Field.

10.3 Playing Field car park.

The Clerk reported that Orbit had now confirmed their responsibility for the car park. He had asked to meet with an officer from Orbit suitably equipped with manhole keys.

11. Code of Conduct

The Clerk reported that the Parish Council adopted the Standards Board for England Model Code of Conduct for Parish and Town Councils at the PC Meeting on 15.08.2007. This code was in place until 15.02.2012. Under the Localism Act, which was given Royal Assent on 15.11.11, parish councils are required to adopt a code dealing with the conduct that is expected of its members. The code that is adopted must be consistent with the principles of selflessness, integrity, objectivity, accountability, openness, honesty, and leadership which are all included in the former Code. The Clerk said that WALC had been consulted and until further guidance is provided advised the adoption of a new resolution. The Chairman said that changes were coming to the rules about prejudicial interests. The Chairman then proposed, Cllr. Wright seconded, and it was agreed that:

“In accordance with the requirements of the Localism Act 2011, this Council hereby adopts the Standards Board for England Model Code of Conduct for Parish and Town Councils published in 2007, including paragraph 12(2) and also the ten general principles that are listed as non statutory annex to the code.”

12. Events

12.1 Progress report from the Jubilee Group

A report and cash flow sheet from the Jubilee Group was circulated. The Chairman congratulated Mrs Littleford on the fund raising so far and urged all Councillors to support the Race Night.

12.2 Clerk’s Financial report for the Jubilee Group

Council noted the statement of Income and Expenditure for the Jubilee Group as shown in the Parish Council’s accounts.

13. Highways

13.1 Speeding and build-outs on School Road.

The Clerk circulated a letter from WCC explaining that build-outs, whilst technically feasible, would probably not be effective and would be costly due to the need to provide lighting. WCC suggested flashing signs would be more effective but could not be funded because of the low accident rate on School Road. The Clerk said he had been told that it would be necessary for the ward member to gain support for any funding to be provided. The Chairman asked the Clerk to contact WCC to see what amount of contribution from the Parish Council would help provide a build-out just above the top junction with Ban Brook Road.

13.2 Temporary closure of New Inn Lane.

Council noted the proposed temporary closure of New Inn Lane on the 27th. and 28th. February to carry out essential highway repair works.

14. Communications

14.1 Website

Cllr. Maude said that he was continuing to update the site as information was provided. The Clerk said that the domain name would be due for renewal on 15th. May.

14.2 Broadband workshops

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The Clerk reported that Balvinder Heran of SDC had offered to visit parishes to discuss the issue of rural broadband. Council agreed to consider a visit in June. However, if there was a vacant slot in the programme for the Annual Parish Meeting then she could be invited then.

15. Rights of Way

15.1 Report from Cllr. Quiney on the Rights of Way.

In the absence of Cllr. Quiney the Clerk reported that he had spoken to Mr Cooke regarding the route of AL11 across his land. He suggested that Cllr. Quiney contact Don Penn and walk the route of AL11 across Mr Cooke's field to establish the padded path and this was agreed.

15.2 Track from AL11 to Hunt's Cottage

In response to a resident's request at the last meeting the Clerk had asked WCC about the possibility of a new footpath from AL11 to Hunt's Cottage. In their response WCC had explained the very lengthy process involved and the extreme difficulty of gaining evidence to show the existence of an alleged right of way. Without a significant increase in resources at the CC there was no realistic chance of this route being considered. Cllr. Penn said that many people may have walked the routes but with permission. The Chairman said that the crops grown were "assured crops" for supermarkets and the farm had to guarantee that there was no public access and particularly no dogs. The Clerk was asked to write to the resident concerned.

15.3 Replacement of stile on AL11 with a gate.

The Chairman reported that the only obstruction on AL11 was a stile between Mr Hackling's land the Scout Hut. The Clerk was asked to contact Sandfields and WCC and arrange for a gate to be installed.

16. Affordable Housing

The Clerk reported that he had met Phil Ward and Neil Gilliver on 7.02.12 and they had advised regarding the progress of the scheme. Quotations are being obtained for the cost of the build. Jephson will be the Housing Association that "owns" the scheme and Warwickshire Rural Housing Association will be the "landlord". The Clerk said it would depend on three factors:

1. The land being transferred at almost nil cost from WCC. The CC is keen to be seen to be supporting affordable housing and the government is keen to see publicly owned land used. We need our Ward Member, Cllr. Barnes to support the release of the land at the CC.
2. Funding of £110,000 is being sought from SDC. We need our Ward Members to support this strongly.
3. A reasonable price being obtained from the builder. Several schemes have been bundled together to a contractor in Leamington in the hope that economies of scale will give good value.

The best possible timing is a planning application by the end of March, planning granted June/July, and on site in October. A more likely outcome is on site Spring 2013. The Clerk was asked to write to all the Ward Members to support the proposals with copies to the MP. He was also asked to try and arrange a preliminary view of the planning application to see if there were any site related problems.

17. Staff and administrative matters

17.1 Nothing to report.

18. Matters raised by Councillors

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18.1 Councillors were invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors were respectfully reminded that this was not an opportunity for debate or decision making.

18.2 Chairman – Over 60s Club – A report from the Chairman was circulated regarding the temporary future financial management of the club, subject to agreement with WRVS, whereby the Clerk would issue cheques on their behalf. This was agreed.

18.3 Cllr. Wright – Marsh Farm Quarry – Cllr. Wright informed the meeting that a large quantity of soil was being delivered to the quarry for restoration.

19. Correspondence Received

19.1 WALC, Newsletter ADH/98/1/2012.

Council noted the information provided.

19.2 WALC, Training course on Localism and Local Councils.

Council noted the information provided.

19.3 Salford Priors branch of the Royal British Legion

Council noted the letter of thanks for the donation to the work of the Royal British Legion

20. To Table

20.1 Nothing to table

Cllr. Stedman, having declared an interest, left the meeting and the chair was taken by Cllr. Wright.

21. Finance

21.1 Consideration and approval of the payments and transfers listed in Appendix A.

Council noted the income transactions in Appendix A1.

Council considered the expenditure transactions listed in Appendix A2. Authorisation for payment was proposed by Cllr. Maude, seconded by Cllr. Robinson, and carried. Cheques were signed by Cllr. Wright and Cllr. Penn.

Council considered and approved the proposal to transfer £3000.00 from No.1 account to the Community account in Appendix A3. Authorisation for transfer of funds was proposed by Cllr. Penn, seconded by Cllr. Wright, and carried.

Council noted the bank balances in Appendix A4.

22. Date of Next Meetings

Council confirmed the date of the next Ordinary Meeting of the Parish Council at 7.30pm on Wednesday 21st. March 2012 in The Memorial Hall, Salford Priors.

23. Closure of meeting

Cllr. Wright closed the meeting at 9.45pm.

Signed.....

Date.....

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APPENDIX A – Finance**A1 Income transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
6496	BACs	1568.50	0.00	1568.50	VAT for Quarter 3 to 31.12.11
6497	Cheque	200.00	0.00	200.00	Robert Bomford, Jubilee event sponsor
6498		550.00	0.00	550.00	SP Village Fete Committee, Jubilee sponsorship
6499		300.00	0.00	300.00	Sandfields Farm Ltd., Jubilee sponsorship
6500		600.00	0.00	600.00	Mayridge, Jubilee sponsorship
6501		100.00	0.00	100.00	Salford House, Jubilee sponsorship
6502		100.00	0.00	100.00	TE Bury, Jubilee sponsorship
Total					

A2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8814	dd	60.00	2.86	57.14	EDF, TOPs electricity
8815	dd	18.99	2.83	16.16	Plusnet, Office Broadband
8816	102499	145.75	0.00	145.75	Warwickshire CC, TOPs lease
8817	102500	300.00	50.00	250.00	PD Long, new light at shop
8818	102501	35.00	0.00	35.00	SP Memorial Hall, Jubilee event
8819	102502	475.00	0.00	475.00	SP Memorial Hall, office rent and hall hire
8820	102503	86.96	14.49	72.47	Staples, stationery, white paper, yellow paper, hole punch, ink cartridge, folders.
8821	102504	402.70	0.00	402.70	MJ Philpott, Clerk's salary February
8822	102505	50.00	0.00	50.00	Colin Cleary, light at shop
8823	102506	240.00	40.00	200.00	PD Long, remove lights from BT and WPD poles
8824	102507	252.00	42.00	210.00	The Bell at Salford Priors, hog roast, deposit
8825	102508	327.83	0.00	327.83	Insignia, Childrens' coins, 1 st . payment
8826	102509	327.83	0.00	327.83	Insignia, Childrens' coins, 2 nd . Payment
8827	102510	72.00	12.00	60.00	B&W Hire Ltd., toilet hire, deposit
8828	102511	222.61	37.10	185.51	T Pearsall, Shakespeare Marquees, deposit

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8829	102512	27.78	0.00	27.78	Severn Trent Water, TOPs supply.
8830	102513	30.00	0.00	30.00	Sarah Hyde, delivery of Newsletters
8831	102514	27.77	0.00	27.77	Severn Trent Water, TOPs supply.
Total		£3102.22	£201.28	£2900.94	

A3. Transfers

Proposal to transfer £3000 from No.1 account to Community account.

A4. Account Balances at 7.02.12

Community a/c	£2782.18
No.1 a/c	£38731.23
No.3 a/c	£214.00