

## Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 17<sup>th</sup>. February 2010 at 7.30pm.**

Present: Councillors, AW Wolfe (Vice-Chairman), JR Stedman, RM Pane, M Myers, RA Francis, and DC Penn.

Also in attendance: MJ.Philpott, Clerk, County Cllr. P Barnes, District Cllrs. D Pemberton and BW Slaughter, and 13 members of the public.

Cllr. AW Wolfe, Vice Chairman opened the meeting as a consequence of the resignation of the Chairman, Cllr. KA James, at the previous meeting and welcomed Cllr. Slaughter back to the meeting following his long illness.

**1.1. Election of Chairman**

The Clerk circulated a report advising on the need or otherwise to elect a new chairman ahead of the Annual Meeting in May. He advised that following consultation with Warwickshire Association of Local Councils, Stratford DC election officers, and the regional legal adviser of the Society of Local Council Clerks, he concluded that there was no absolute guidance and it was a matter of interpretation. The general opinion of those consulted was that it was not necessary for the Council to elect a new chairman at this point in the year as the Vice Chairman had all the powers of the Chairman but the Clerk said it was for the Council to decide how it wished to proceed. Cllr. JR Stedman, supported by Cllr. M Myers expressed the view that the Council needed a Chairman in place as the "figurehead" of the Council. Cllr. RA Francis proposed and Cllr. M Myers seconded that Cllr. AW Wolfe be the Chairman and there being no other nominations Cllr. Wolfe was elected.

**1.2. Declaration of acceptance of office by Chairman**

Cllr. Wolfe read and signed the formal declaration of office.

**1.3. Election of Vice Chairman**

The Chairman invited nominations for a Vice-Chairman. Cllr. RA Francis nominated and Cllr. RM Pane seconded Cllr. M Myers; Cllr D Penn nominated Cllr. JR Stedman which failed to find a seconder and there being no other seconded nominations Cllr. Myers was declared elected.

**1.4. Apologies for absence**

No apologies for absence were received.

**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. JR Stedman declared a prejudicial interest in payment 8523 as a contractor to the Council and also in Item 5.5 if it was to be discussed.

**3. Open Forum**

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

**3.2 Public Participation:** Mrs Dare asked why the precept had been raised so much. Cllr. Stedman said that it was regrettable that no residents had attended the public participation meeting when the budget had been discussed and Cllr. Myers said that there was a need to provide funding for particular projects and in particular the defects in the street lighting inventory. The Chairman said that Members had been divided on the need to increase the precept by 14 per cent. Cllr. Myers explained that all Councillors take such decisions very conscientiously and are prudent with

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expenditure at all time; there was a lengthy debate and only when certain that it was necessary was the decision made.

Mr Fenlon referred to the South Warwickshire Environmental Association correspondence with SDC planners regarding the Marsh Farm extension and the lack of response from the District Council. Cllr. Pemberton explained the process for making complaints. Mr J Bradfield asked if the footway between Abbots Salford and Harvington would ever be cleared and the Clerk described the various broken promises made by the County Council. Cllr. Barnes suggested the Clerk copy him in on this correspondence.

**3.3 Ward Members' Reports** Referring to the sewers along the B4088 Cllr. Barnes said he had contacted Severn Trent to see what could be done to improve matters for residents. He also referred to a schools video project and a new weighing system for lorries over Bidford Bridge. He mentioned enforcement action at the Stables at Rushford and a new evening bus service to Stratford and Birmingham. Next, he invited everyone to the Civic Service to be held at St Laurence Church, Bidford on 21<sup>st</sup>. March at 2.00pm. Turning to the quarry issue Cllr. Barnes said he proposed to set up a meeting of the Liaison Committee that he would chair. Cllr. Wolfe said this was not acceptable and the Liaison Committee had always been organised and chaired by Salford Priors since it was of most concern to their residents.

Cllr. Slaughter informed residents that the SDC rates meeting would be taking place next week and had been delayed because not all elements, notably the police authority precept, had been received. Cllr. Pemberton explained the proposals for a new committee structure to streamline the number of committees and to ensure all members took part instead of the just the members of cabinet having the major say. Cllr. Pemberton said that the arrangements for joint committees and forums were being reviewed and he also reported that expenses for councillors were being held at £4500 per year.

## 4. Minutes

The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 20<sup>th</sup>. January 2010 at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

## 5. Matters arising from the Minutes - Clerk's report for consideration by Council

### 5.1 Highways maintenance

The Clerk reported that he had inspected the length of road between Weethley and Hillers where Cllr. Penn had noted some undermining. He had sent photos to the CC and had been informed that they were aware of the problem and would be carrying out another inspection shortly.

### 5.2 Street Lighting

The Clerk reported that he had spoken to EON and asked why some of the issues reported by the independent inspector had not been picked up by their annual inspection for which the Council paid under the maintenance charge. This appeared to ring alarm bells at EON and a response was awaited. The Clerk had also asked for a quotation to correct the faults and also for replacement steel columns for the damaged concrete columns in the Ban Brook area. Cllr. Stedman advised that a Worcester company named Prysmian also installed new steel columns.

### 5.3 Insurance of multi-tractor

The Clerk confirmed that he had written to the insurers regarding the Multi Tractor in the play area and a reply was awaited.

### 5.4 Worcestershire CC waste core strategy

It was reported that the Council's response to the Worcestershire County Council waste core strategy had been acknowledged.

### 5.5 New grit bin

As instructed by the Council at the previous meeting a new grit bin to be located in School Road by the bus stop at Hedges Close had been installed.

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### **5.6 Gritting responsibilities**

The Clerk reported that he had written to WCC regarding gritting being carried out by Parish Councils. The Area Surveyor had replied that it was unlikely that they would put funding into any extra gritting, however they would still carry out Precautionary Routes gritting and filling grit bins. The Parish Council would have to provide and fund any plant, labour, and salt, but there would be difficulties surrounding such things as insurance and health and safety of those carrying out the work. In normal circumstances secondary gritting of certain roads and maybe some footway gritting probably at Parish Council request could have been carried out but unfortunately this did not take place this year. The Clerk was asked to draft some ideas for a potential contract document for gritting and submit it to Cllrs. Stedman and Penn for consideration. It was suggested that the gritting of School Road was a priority.

### **5.7 Tree at TOPs**

Following the Clerk's letter to WCC regarding the overhanging tree on School property at TOPs the Council were informed that WCC would carry out an inspection and take appropriate action.

### **5.8 Playing Field Lighting**

Following various messages that the lights in the Playing Field were not effective the Clerk reported that he had written to the supplier expressing concern and asking for their comments. Councillors said the lights appeared to work when there was some brightness to charge the batteries but not when the days were short and very overcast.

### **5.9 Vacancy on Parish Council**

The Clerk reported that notice of the vacancy on the Parish Council had been posted on all notice boards on 27<sup>th</sup>. January 2010 and if ten electors so requested within 14 working days of the notice being posted there would be an election arranged by the Returning Officer of the District Council. The Clerk said that he had contacted SDC and had been informed that more than ten requests had been received and there would be an election. Cllr. Stedman said that provision should be made for polling cards and the Clerk was authorised to spend up to £300 on these if SDC so required.

## **6. Main Items**

### **6.1 Speed tests in Evesham Road and Station Road**

A report had been circulated regarding the results of the speed tests through Salford Priors and Abbots Salford. The tests showed that about 20 per cent of vehicles exceeded the speed limits by more than 5 mph. The Clerk said that a further set of tests would be carried towards the end of the year to see if the new limits were being observed. If no improvement was noted further physical measures might have to be considered. The Clerk also reported that a consultation on the re-location of the build out by Cleeve View was anticipated shortly. Council asked the Clerk to ensure that speed tests were also carried out in School Road by Park Hall and by the top entrance to Ban Brook Road.

### **6.2 Arrangements for Annual Parish Meeting**

The Clerk reported that the Annual Parish Meeting would take place on Thursday 15<sup>th</sup>. April. In a report circulated to Council various suggestions had been made as to potential speakers. Council agreed to invite Derek Wilkinson, MD of Sandfields, to talk about their environmental initiatives and farm operations, and a member of the Police force to talk on local crime enforcement and speeding issues.

## **7. Environment - Amenity, Highways, Allotments, and TOPS**

### **7.1 Playing Field weekly safety reports**

The Clerk reported that inspection reports had been received from Cllr. Francis dated 15.2.10; 8.2.10; 1.2.10; 25.1.10; and 18.1.10. The only comment made was in respect to mole activity near the Scout Hut and in the Play Area. The Clerk was asked to contact the dog warden at SDC

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regarding dogs fouling the play area and other parts of the playing field. It was further agreed that the Clerk would pursue having a dog ban order placed on the playing field by the Parish Council

### **7.2 Allotments, advertising of vacant plots**

The Clerk reported that several plots were now vacant and Council agreed that some advertising be carried out using the notice boards and other means including the publication "Connections". Cllr. Stedman said there was no arrangement for mowing the grass around the allotments. The Clerk was asked to obtain a quotation from the mowing contractor for this work together with mowing of vacant plots and report to the next meeting. In future this item would be included in the Mowing contract.

## **8. Communications**

### **8.1 Newsletter**

Council agreed the next Newsletter to be produced in April.

### **8.2 Website**

The Clerk had circulated a note of the decisions made at the meeting with Cllrs. Wolfe and Stedman setting out the way ahead for the website. Concerns were expressed about the failure of the broadband service and the Clerk said he would write to BT on behalf of residents in the parish.

### **8.3 E-mail newsletter**

Nothing to report.

### **8.4 Communications survey**

The Clerk circulated a draft questionnaire and asked Councillors to try it out before the next meeting and bring back any comments or suggestions. Council agreed that the survey would be circulated with the next Newsletter, probably in April.

## **9. Rights of Way**

### **9.1 Report from P3 Co-ordinator.**

Nothing to report.

## **10. Planning general**

### **10.1 Marsh Farm Quarry and Extension**

The Clerk reported that he had visited WCC offices to ensure that all necessary documents were in the SPPC file. He had secured details of the Section 52 agreement setting up the Liaison Committee and also confirmed the current restoration plan for the quarry. In respect of the proposed extension the Clerk advised that it was unlikely to go before the county planning committee before May. A letter from the Clerk to CEMEX had also been circulated requesting up to date information on the progress of the restoration and proposing a joint inspection of the site to verify the true position. The Chairman instructed the Clerk to arrange a meeting of the Liaison Committee to be held in the Memorial Hall and then an inspection of the site to verify the true state of restoration of the quarry. Cllr. Stedman reported that he had visited the quarry recently and believed that a substantial area had actually been restored; he had also been told that large quantities of infill material had been booked in when the better weather arrived. Council agreed that only a physical inspection of the site would allay concerns.

The Clerk also reported that he had received information that the Regional Assembly had been consulted regarding the proposed extension and proposed that the opportunity should be taken to advise the Assembly of the parish council's concerns. Council agreed.

### **10.2 SDC Planning procedures.**

The Clerk had circulated copies of a letter to the SDC Director of Planning dated 22.01.10 requesting details of the procedures for administering planning applications where parish councils had raised an

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objection. There had been no reply despite e-mail reminders dated 29.01.10 and 12.02.10. The Council were very annoyed that their requests had been ignored and instructed the Clerk to write directly to the Chief Executive demanding an answer to the queries in the original letter and also an explanation as to why there had been no response from the Director of Planning.

**10.3 WCC, letter about future minerals extraction**

A letter from WCC had been circulated regarding the possibility of increased demand for minerals in the future. The Clerk proposed that a strong letter be written setting out the Council's concern about the apparent ad hoc development of minerals planning in the parish and this was agreed.

**11. New Planning Applications for Council's consideration**

**11.1 10/00084/FUL** Proposed one and a half storey side extension to provide garage and home office over, at The Bungalow, School Road, Salford Priors, Evesham, WR11 8XD for Mr J Cox. The Clerk reported that a response had been sent following discussion with Cllrs. Francis, Wolfe and Stedman, stating that the council was minded to object if the proposals breached the District Council's published policies particularly regarding overshadowing and sight-lines, excessive size, and over-development following a previous permitted development of the property. SDC had been asked to check these observations against their planning policies and if these were breached the Parish Council wished to sustain an objection. Council approved this statement.

**12. Planning Decisions**

12.1 None to report

**13. Staffing**

13.1 Nothing to report

**14. Matters raised by Councillors**

**14.1 Cllr. AW Wolfe – Septic tank, Mrs H Ballard.**

Cllr. Wolfe informed Council that Mrs Ballard of Ainge Cottage, Iron Cross, had a septic tank that filled up every six weeks and cost £150 to empty. Cllr. Stedman explained that groundwater ran back into the tank. It was agreed that the Clerk should write to Severn Trent to find out how she, and others in the area, could be helped and whether there were any grants for making improvements.

**14.2 Cllr. RM Pane – Personal announcement.**

Cllr. Pane informed the Council that she had decided to resign as a councillor with immediate effect. She said she had enjoyed her time on the Council and felt the time was right to leave. The Chairman said that he completely understood her reasons for leaving and thanked her for all her efforts on behalf of the Council and the residents and particularly the older residents. He said there were still many things she was involved in and if the Council needed advice on services regarding the over 60's he would be looking to her for advice. All members of the Parish Council supported the Chairman in his comments and wished Cllr. Pane the very best for the future.

Prior to consideration of the following items Cllr. Myers had to leave the meeting.

**15. Consideration of Correspondence Received**

**15.1 WALC Newsletter ADH\86**

Council noted the information in the Newsletter and particularly welcomed the possibility of local post offices providing banking services.

**15.2 WALC note of meeting about highways maintenance**

Council noted the information provided.

**15.3 WALC Training courses**

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Council noted the training courses available and recognised that there would be a need for training when new councillors were appointed.

### **15.4 Salford Priors Village Fete Committee**

Council noted the letter from the Fete Committee. Previously, Cllr. James had represented the parish Council but as Cllr. Francis also attended it was agreed he should represent the Council in future. Council agreed that they did not want to have a stand this year but did agree to donate a raffle prize. Cllr. Stedman proposed, Cllr Penn seconded and it was agreed that a prize to the value of £30.00 should be provided.

### **15.5 SDC Play Builder Funding 2009 – 2011**

Council considered the possible funding opportunities but felt it was unlikely that any projects currently being considered, such as the outdoor gym, would qualify.

### **15.6 SDC training in scrutiny skills**

Council noted the training being offered but did not consider it of sufficient benefit.

### **15.7 SDC Marketplace Event**

Council decided to take no action on this item.

### **15.8 Land Registry**

Council decided to take no action on this item.

### **15.9 WCC new evening bus service initiative**

Council noted the new initiative.

### **15.10 Stratford upon Avon and District Citizens Advice Bureau, request for support**

Cllr. Stedman asked that the Clerk should find out when the Council had last donated to the CAB and report back to the next meeting.

### **15.11 WCC, Local Transport Plan 3, questionnaire**

Each Councillor had been provided with a copy of a questionnaire relating to local transport and each was asked to complete and submit the form with their personal views.

## **16. To Table**

16.1 No items were tabled.

## **17. Finance**

### **17.1 To consider and approve the payments and transfers listed in Appendix A.**

Cllr. Stedman having declared a prejudicial interest left the room.

Council noted the income transactions in Appendix A Item 20.1.

Council considered the expenditure transactions listed in Appendix A Item 20.2. Authorisation for payment was proposed by Cllr. Francis, seconded by Cllr. Penn and carried. Cheques were signed by Cllrs. Wolfe and Penn.

Council considered the Clerk's proposal to transfer £1500 from No.1 account to the Community account. Authorisation for transfer of funds was proposed by Cllr. Francis, seconded by Cllr. Penn and carried.

Cllr. Stedman returned to the meeting.

### **17.2 To consider and approve the appointment of the Internal Auditor for the year 2009/10.**

The Clerk confirmed that Louise Best had confirmed her availability to act as the Internal Auditor for a fee of £120. Cllr. Wolfe proposed, seconded by Cllr. Francis and Council agreed that Louise Best should be appointed as the Internal Auditor for the 2009/10 Accounts.

## **18. Date of Next Meeting**

Ordinary Meeting of the Parish Council on Wednesday 17<sup>th</sup>. March 2010 at 7.30pm in The Memorial Hall, Salford Priors.

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**19. Closure of meeting**

The Chairman closed the meeting at 10.05pm.

Signed.....

Date.....

**APPENDIX A****20. Finance****20.1 Income transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
6433		150.00	0.00	150.00	TOPs service charge Q3
<b>Total</b>		<b>£150.00</b>	<b>£0.00</b>	<b>£150.00</b>	

**20.2 Expenditure transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
8522	dd	18.99	2.83	16.16	Plusnet, office broadband
8523	102233	47.00	7.00	40.00	Limebridge Rural Services Ltd.
8524	102234	154.71	23.04	131.67	Glasdon
8525	102235	125.00	0.00	125.00	Warwickshire County Council
8526	102236	88.11	13.12	74.99	BDR Voice & Data Solutions
8527	102237	52.96	0.00	52.96	MJ Philpott, Clerk's expenses
8528	102238	644.04	0.00	644.04	MJ Philpott, Clerk's salary
<b>Total</b>		<b>£1130.81</b>	<b>£45.99</b>	<b>£1084.82</b>	

**20.3 Transfers**

Proposal to transfer £1500 from No.1 account to Community account.

**20.4 Account Balances at 9.02.09**

<b>Community a/c</b>	<b>£1111.19</b>
<b>No.1 a/c</b>	<b>£24796.31</b>
<b>No.3 a/c</b>	<b>£188.72</b>