

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 17th. April 2013 at 7.00 pm.

Present: Councillors, JR Stedman, (Chairman), LW Wright, P Dare, KA James, K Littleford, DC Penn and A Quiney

Also in attendance: MJ Philpott, Clerk, County Cllr. P Barnes, District Councillors M Howse and J Spence, and eighteen members of the public.

1. Apologies for absence

There were no apologies for absence.

2. Declarations of Office and Disclosure of Interests

Members were reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate.

2.1 Register of Interests:

Members were reminded of the need to keep their register of interests up to date.

2.2 Dispensations

The Clerk confirmed that there were no written requests for disclosable pecuniary interests dispensations.

2.3 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 were required to leave the room for the relevant agenda item. Members were asked to declare any other disclosable interests in items on the Agenda and their nature.

Cllr. Wright declared a disclosable interest in Item 7.1.

Cllrs. James, Penn and Stedman declared disclosable interests in Item 5.9 if discussed.

Cllr. Stedman declared a disclosable interest in Payment 9032.

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 Open forum: Mrs Seville asked if there had been any action regarding the broken 40mph SID sign between Abbots Salford and Salford Priors. The Clerk said that Warwickshire CC had been asked to carry out the repair and he would remind them again.

3.4 Ward Members reports: Cllr. Barnes reported on the Warwickshire Health and Wellbeing Board which has the aims of co-ordinating partnership working to address needs, improve health, and reduce health inequalities. He also reported regarding the Redditch and Worcester A&E services and said that new links with the Birmingham Trust meant the Redditch facility was likely to be kept open.

Cllr. Howse confirmed that the land sale at Friday Furlong in Bidford had been completed and work has started clearing the site. He also reported on the Business Seminar where over 200 delegates had discussed issues such as the ageing population and the general decline of businesses in the area. Cllr. Spence said that, regarding the Friday Furlong site, Taylor Wimpey had three separate parcels of

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land and, together with the Parish Council, the Ward Members were working to ensure an integrated design for the whole area.

3.5 The Chairman closed the adjournment at 7.15 pm.

4. Minutes

4.1 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 20th. March, at The Memorial Hall, Salford Priors, were held over to the next meeting due to an error in circulation for which the Clerk apologised.

5. Clerk's Report

5.1. Meeting with Sandfields.

The Chairman reported on a meeting with Matthew Whiteman of Sandfields on 12.04.13 to discuss flooding in several locations and verge damage. He said that with regard to flooding from fields adjacent to School Road, Sandfields will carry out deep sub-soiling and bund construction to try and improve drainage. He also reported that Sandfields had instructed their drivers not to use Tothall Lane and Broom Lane when parents were delivering or collecting their children because of the risk to the children. Cllr. Wright asked that the Head teacher be informed and expressed concern that an important local business was being restricted in this manner.

The Chairman said that he had inspected Broom Lane regarding the water flowing down the lane and asked the Clerk to try and obtain a drainage map from County Highways. He also proposed that the Lengthsman be asked to excavate around the point where the water emanates to see if there is a leak. The Chairman said that County Highways must be pressed to solve the problem because of the serious risk of a major accident.

5.2 Laurel bush, Ridsdale Close.

This bush has now been trimmed and the matter is closed.

5.3 Affordable Housing project.

The Clerk said he had received a report from Joanne Walsh that they had a proposed solution for the drainage issues, but as this will require laying the drainage over adjacent County Council land they are awaiting permission which they are chasing.

5.4 Repairs to 5 aside goalposts

The Chairman has contacted Anthony Hathaway regarding the repairs but the work has still not been done. The Clerk was asked to seek out alternative contractors.

5.5 Circular seat at Iron Cross

Reinstatement of the circular seat has been promised for next week.

5.6 Overgrown bush in Perkins Close.

The bush is located outside 24 Perkins Close. Hannah Kavanagh at Orbit has agreed to deal with the overgrown thorny bush.

5.7 WALC, training course for new councillors.

Cllr. Littleford will attend the course on 27.04.13. WALC has agreed to refund the fee for Cllr. Dare. The Clerk said that there will be a further course in October.

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5.8 Purchase of access to Playing Field.

All the legal documents were passed to Ian Long, our solicitor, to complete the registration of the field. The Clerk said that the valuation of the land by Gusterston Palmer in 1996 was £17,000. By applying indexing the value was approximately £50,000 which meant it fell into the valuation bracket of £50,001 to £80,000 with a Registration Fee of £50.00. Council agreed this proposal.

5.9 Flower display contract.

The contract has now been let to Limebridge Rural services Ltd.

5.10 Repairs to telephone boxes.

BT were contacted on 29.03.13 and an acknowledgement has been received. The Clerk was asked to chase this item.

5.11 Local Government Boundary Commission review.

The Council's view on the Electoral Review of Stratford on Avon DC was passed to the Local Government Boundary Commission on 26.03.13.

5.12 Cleeve Parish Council Neighbourhood Plan Area.

Wychavon was appraised of the Council's views on 26.03.13.

5.13 Dunnington cross roads

The Clerk was asked to chase repairs by WCC to the bollards and also to see if the large chequerboard sign could be removed.

6. Planning general**6.1 Resolution pursuant to Standing Order 11a from 3 councillors regarding Neighbourhood Planning.**

The Clerk had circulated a formal resolution from 3 councillors asking for the decision made on the Neighbourhood Plan at the February meeting to be reconsidered. Cllr. Wright said that the decision was rushed, that he did not feel it was appropriate for a planning consultant living in the village to be employed, that he was concerned about the referendum process, and that there was not sufficient support from residents. He also said that whilst the parish might select sites, developers would not necessarily agree. Cllr. Littleford said her concerns were similar and particularly regarding the referendum and the support. Cllr. Quiney referred to the committee at Bishops Cleeve and thought that Salford Priors had not exhibited that range of expertise. The Chairman agreed with Cllr. Littleford and said that he was concerned about possible funding and the need for more information. The Chairman said he would support the rescission resolution; he was not against having a Neighbourhood Plan but it must have community support. Cllr. James said that there were currently six sites in the parish being considered for developed. Cllr. Dare considered that there had been an opportunity to discuss all these in issues in February.

Cllr. Wrights resolution "that the recent decision by Council (made in February) on the Neighbourhood Plan be reconsidered at the earliest possible opportunity" was put to the vote and agreed by 4 votes to 3.

6.2 Neighbourhood Planning.

The Clerk had circulated a report outlining a possible way forward on the Neighbourhood Plan. Cllr. Wright expressed his continuing concern regarding costs and the Chairman said that, if a grant was made, it was now clear that there would not be any claw back. Cllr. James said that once a

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Neighbourhood Plan area had been defined there had to be consultation with the public if a development proposal came through and it would give more say to the community. However, he agreed that the government was encouraging developers to come forward.

Cllr. James proposed that a planning consultant from SDC, as suggested by Cllr. Howse, should be invited to another public meeting and that an attractive leaflet should be produced to encourage community support. Council agreed this course of action.

6.3 Orchard Farm.

The Clerk had circulated a letter and attachment from Roger Thatcher at SDC regarding the operation of the packing station at Orchard Farm. Cllr. James proposed that this item should be deferred for one month to allow consideration of case law in *Herts CC vs. Secretary of State*. Cllr. James agreed to draft a report for the next meeting.

6.4 Meeting with developers.

The Clerk had circulated a report of a meeting with Origin 3 and Bloor Homes held on 22.03.13 together with a letter received from “Concerned Residents”, signed by Mr & Mrs Stokes; Mr & Mrs Corbett, and Mr & Mrs Wolfe. Cllr. Littleford referred to the e-mails sent setting up the meeting with the consultant and developer and felt that a clearer explanation should have been made at the March meeting. Cllr. James agreed and said that the fact that a developer was attending should have been made known. The Chairman apologised for this oversight as did Cllr. Wright. Cllr. Quiney said he was quite content that the Chairman and Vice-Chairman had agreed to an initial meeting with the consultants.

Cllr. James proposed that the following statement be made and be sent to the consultants and the developer and this was agreed:

“Any advice or views given at the meeting between Origin 3, Bloor Homes, and members of the Parish Council on Friday 22nd. March 2013 reflected the views of the individual members concerned and were made entirely without prejudice to any future decision that the Salford Priors Parish Council may take on any planning application submitted within the Parish of Salford Priors.

Salford Priors Parish Council will comment on any future planning application when the cumulative material impact of any proposal is known, and make its decision based on the views of the residents of the parish, current and emerging local policy and the National Planning Policy Framework.

It will resist vigorously any development deemed harmful to the visual character of an area, have an adverse effect on the landscaped character of the parish or prejudice the character and appearance of its conservation areas.”

Regarding the letter from concerned residents Council apologised that this situation had arisen and asked the Clerk to write to the residents accordingly.

6.5 Draft planning appraisal report from Stansgate Planning

The Clerk had circulated a list of amendments to the report from Stansgate. Cllr. Littleford said she felt that the report demonstrated that the Playing Field was not a good site to develop and cited in particular the access from School Avenue. Cllr. Wright considered that there would be a need for better facilities if the village population grew. The Chairman suggested that it might be possible to purchase additional land to improve the field. Cllr. James there might be merit in meeting the

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“Funding Doctors”. Council agreed the amendments suggested by the Clerk but asked that Stansgate should re-draft para. 4.12.

6.6 Newsletter regarding the planning appraisal report

The Clerk had circulated a draft Newsletter regarding the Playing Field. Council agreed not to proceed in view of the earlier decision regarding publicity for the Neighbourhood Plan meeting.

6.7 Request for a meeting - Alamo

Members had been circulated with an e-mail from Alamo requesting a meeting. Cllr. James proposed that the company should be invited to attend the June meeting at 6.00 pm in order to present their proposals. It was noted that questions of fact could be asked of the company but that opinions could not be given. The Clerk was asked to contact Alamo and make the arrangements and also to explain why this could not be done in May.

Cllr. Wright, having declared an interest, left the meeting.

7. New Planning Applications

7.1 13/00653/FUL – Single storey rear extension at The Old Bakehouse, Dunnington, Alcester, B49 5NX for Mr Wright.

Council noted the application and made no representations.

Cllr. Wright returned to the meeting.

8. Planning Decisions

8.1 13/00463/TREE – T1: Holly, Prune overhanging branches to boundary wall, at Church House, Station Road, Salford Priors, Evesham WR11 8UX for Mr Stephen Page.

No objections raised.

8.2 13/00464/TREE – T1: Maple, Remove, at Church House, Station Road, Salford Priors, Evesham WR11 8UX for Mr Stephen Page.

No objections raised.

8.3 13/00482/TREE – T1: Poplar, Fell, T2: Ash, crown lift and thinning, T3: Silver Birch, minor thinning, at Linton, 1 Ban Brook Close, Salford priors, Evesham, WR11 8GW for Mr Eric Mitchell.

No objection subject to conditions

8.4 13/00484/TREE – G1: No.3 Poplar, 50% crown reduction, T1: Dark Leaf Maple, fell at Cedar House, 2 Ban Brook Copse, Salford Priors, Evesham, WR11 8GW for Mrs Enid Riley.

No objection

8.5 13/00302/FUL – Proposed extension to existing cafe replacing temporary marquee extension for AH Hiller and Son Ltd.

Planning Permission granted

9. Playing Field

9.1 Weekly inspections.

Reports were received from Cllr. Quiney dated 25.03.13; 1.04.13, and 10.04.13. No new problems were listed and Cllr. Quiney reported that the field was in very good condition.

9.2 Annual Inspection of play equipment.

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The Clerk reported that Digley Associates had been taken over by Play-Ground Supplies Ltd. The Council had an agreement with Digley to carry out an inspection this year at a favourable rate and the Clerk had asked if this fixed price would still hold. Subsequently, Came & Co., the Council's insurers had written to state that Digley Associates were no longer approved suppliers and recommended the Play Inspection Company at a fee of £59.95. Council instructed the Clerk to cancel arrangements with Digley and to use the company recommended by the insurers.

9.3 Repairs to the car park fence.

The Clerk reported that he had invited Mr Bacon to provide a quotation for repairing the fence on 28.03.13. Council asked the Clerk to seek alternative quotations from the Lengthsman and Mr Hackling.

9.4 Pruning of trees on the Playing Field.

The Clerk reported that he had invited Mr Roger Small to provide a quotation for pruning the trees on 3.04.13.

10. Jubilee fund dispersal

Cllr. Littleford reported that the photographs would be complete next week and she hoped to have a draft booklet for the next meeting.

11. Highways

11.1 Broom Lane

This matter was discussed under Item 5.1.

11.2 Work done by the Lengthsman

The Clerk reported that tasks for April included repairing the sign to Sanders Road, cleaning and checking all the grit bins, cutting a bush at Dunnington School to facilitate more parking, siding out work at School Road and marking on plans specific problems on Broom Lane and New Inn Lane. It was noted that some of the agreed tasks were still outstanding and the Clerk would investigate their resolution. He said there had been a request for clearing grips in the Bevington area to be made a priority for May.

Council asked the Clerk to check progress on the gully opposite the shop and also the footway between Abbots Salford and Salford Priors. It was also suggested CEMEX should be asked to deal with the silted gullies on Tothall Lane by the quarry entrance.

12. Communications

Liam Maude was invited to report regarding the updating of the website. He agreed to contact Web-culture to arrange the transfer and said that a meeting was necessary to provide direction to the project. This meeting was confirmed for 30th. April at 7.00pm and Cllrs. Littleford, Dare and Wright were delegated to attend.

13. Parish Council matters

13.1 SDC Audit Committee decision regarding additional councillors.

The Audit Committee on 25 March considered the submission of Salford Priors Parish Council for a change in the number of its members and made the recommendation "That the number of councillors for Salford Priors Parish Council be increased from seven to nine." This recommendation will go to Council on 22 April 2013 for ratification and instruction to officers to make a legal order. Commencement dates are usually at the date of the next ordinary elections.

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13.2 Annual Parish Meeting

The Clerk had circulated draft Minutes of the Annual Parish Meeting including additional proposed amendments from Cllr. Dare. The Chairman said that the Minutes would be subject to approval by the 2014 Annual Parish Meeting. He said he was content with the Minutes as drafted by the Clerk and he did not feel the additional verbatim comments proposed by Cllr. Dare were appropriate. Cllr. Dare said she felt that her proposed amendments better reflected what was actually said.

Cllr. James said he considered that the Minutes generally should be much briefer and simply list actual decisions. The Clerk said that an earlier Council had agreed that the Minutes were an important record of village life and had a historical context which should be respected. The Chairman agreed with this and considered that circulating an early draft was useful in ensuring a correct record. Cllr. James said that the Minutes should only be circulated to the Chairman and that hard copies should again be provided for all Members.

14. Rights of Way

Cllr. Penn said he had nothing to report. Cllr. Quiney said he was concerned about motorbikes using the footpath through the Scout's field because the gates provided by Sandfields were not of the standard kissing type as supplied by WCC. The Clerk was asked to write to Sandfields.

15. Staffing

Council agreed that the Staffing Committee should meet and the Clerk was asked to arrange a suitable date. It was agreed that Cllr. James would supply the Clerk with a proposed Agenda.

16. Matters raised by Councillors

16.1 Matters raised by Councillors are considered under this item and Councillors are also invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas.

16.2 Cllr. Littleford asked if the areas of grass on School Avenue near the roundabouts were included in the mowing contract. She was informed that they were cut by Orbit and the Clerk was asked to find out when this would be done.

17. Consideration of Correspondence Received**17.1 WALC, Precept Referendums Bill.**

It was agreed that the Council should make a response supporting a structured cap for councils with precepts exceeding £100,000. Cllr. James said that the percentage increase allowed on a small precept would be wiped out by the cost of a referendum.

17.2 WALC, Newsletter ADH/105/8/2013.

Council noted the information provided.

17.3 WALC, Training course on Neighbourhood Planning

Council agreed that Cllrs. James and Littleford should attend the training course. The Clerk to arrange.

17.4 Request for advice from a resident in School Avenue.

The Clerk had circulated a proposal from a resident of School Avenue to build a small bungalow in his garden. Cllr. James said such land was classified as "brownfield development" and that the

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details supplied were general requirements under the latest regulations. Council said they would only comment when a planning application had been submitted.

18. To Table

Nothing was tabled.

Cllr. Stedman, having declared an interest, left the meeting and Cllr. Wright took the chair.

19. Finance**19.1 Consideration and approval of the payments and transfers listed in Appendix A.**

Council noted the income received transactions in Appendix A1.

Council noted the payment made between meetings in Appendix A2.

Council considered the expenditure transactions listed in Appendix A3. Authorisation for payment was proposed by Cllr. Littleford, seconded by Cllr. Dare, and carried.

Cheques were signed by Cllr. Quiney and Cllr. Wright.

Council considered and approved a proposal to transfer £2000.00 from No.1 account to the Community account in Appendix A4. Authorisation for transfer of funds was proposed by Cllr. Quiney, seconded by Cllr. Wright, and carried.

Council noted the bank balances in Appendix A5.

Cllr. Stedman returned to the meeting and re-took the chair.

19.2 Year end accounts.

The Clerk reported that the Year End Accounts had been completed and had been signed off by the Internal Auditor who had completed his page of the Annual Return. The Clerk said there were new requirements this year from the new External Auditor and that the Annual Accounts would be brought to the next meeting for approval by the Council. The Clerk also reported that the end of year tax return had been completed and the new HMRC Real Time reporting system had been successfully implemented.

19.3 TOPs rates.

The Clerk reported that Stratford on Avon DC had submitted an incorrect rate demand with no relief. He said that an application had been made on 28.03.13 for the 80 per cent relief normally provided. Subsequently, another letter had been received suggesting that if we applied for small business relief there might be a nil charge. An application has been made.

20. Date of Next Meetings

20.1 Council confirmed the date of the Annual Meeting and the next Ordinary Meeting of the Parish Council commencing at 7.00pm., on Wednesday 15th. May 2013 in The Memorial Hall, Salford Priors.

21. Closure of meeting

The Chairman closed the meeting at 9.34 pm.

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

Tn. No.	Cheque	Gross	Vat	Net	Details
6546	BACs	1939.51	0.00	1939.51	VAT Refund Q4 of 2012 – 13
Total		£1939.51	£0.00	£1939.51	

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A2 Expenditure transactions approved between meetings

Tn. No.	Cheque	Gross	Vat	Net	Details
9025	102681	100.00	0.00	100.00	WALC, Training fee for Cllrs. Dare and Littleford
Total		£100.00	£0.00	£100.00	

A3 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
9023	Dd	18.99	2.83	16.16	Plusnet, Office Broadband
9024	Dd	12.00	0.57	11.43	EDF, TOPs electricity
9026	102682	140.00	0.00	140.00	TA Hunt, Lengthsman contract March
9027	102683	35.00	0.00	35.00	The Information Commissioner, Registration fee
9028	102684	482.00	0.00	482.00	WALC, Annual subscription
9029	102685	39.95	0.00	39.95	MJ Philpott, Trend Micro anti-virus software, paid by credit card
9030	102686	53.21	8.87	44.34	Digital Copier Systems Ltd., office photocopier
9031	102687	100.00	0.00	100.00	Warwickshire County Council, Allotments rent
9032	102688	105.30	17.55	87.75	Limebridge Rural Services Ltd., Mowing contract
9033	102689	35.00	0.00	35.00	SR Hyde, deliver leaflets
9034	102701	34.27	5.71	28.56	Npower Ltd., Footway lighting energy
9035	102702	177.63	29.60	148.03	Npower Ltd., Footway lighting energy
9036	102703	457.11	0.00	457.11	MJ Philpott, Clerk's salary April
9037	102704	30.00	0.00	30.00	Land Registry Fee for Playing Field
Totals		£1740.46	£65.13	£1675.33	

A4. Transfers

Transfer £2000.00 from No.1 account to Community account.

A5. Account Balances at 10.04.13

Community a/c	£1538.26
No.1 a/c	£40888.08
No.3 a/c	£214.19