

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 21st. April 2010 at 7.30pm.

Present: Councillors, AW Wolfe (Chairman), JR Stedman, RA Francis, DC Penn, M Myers, A Quiney, and L Wright.

Also in attendance: MJ.Philpott, Clerk, District Cllr. B Slaughter, and 9 members of the public.

Before opening the meeting, the Chairman welcomed new Councillors A Quiney and L Wright to the Council.

1. Apologies for absence

Council considered and agreed apologies for absence from County Cllr. P Barnes due to other civic duties.

2. Declarations of Office and Disclosure of Interests

2.1 Declaration of Office: Newly elected councillors Cllr. Anthony Quiney and Cllr. Lindsay Wright made their formal declarations of office and these were signed by the Clerk.

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

2.3 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 prejudicial interests in Item 7.3 and Item 17.1 payments 8545 and 8546, as a contractor, and a personal interest in Item 17.1 payment 8556, as Chairman of the Memorial Hall.

3. Open Forum

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

3.2 Public Participation: Mr Maud enquired about the breakdown of expenditure for mowing and planters and the Clerk provided the relevant figures. He also informed the meeting that there had been another accident at Dunnington Crossroads. Cllr. Stedman reported the very high turnout of 32 per cent at the recent election and congratulated the new councillors on their appointment.

3.3 Ward Members' Reports Cllr. Slaughter reported that due to the elections it was a very quiet period at the District Council. He also announced that he had recently received a certificate to mark his 20 years as a Councillor and was congratulated by the Council.

4. Minutes

The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 17th. March 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 issues.**

David Elliston had contacted the Clerk to say that repairs to Broom Lane would be done as finance allowed. The current criterion for edge repairs was when the depth of the channel exceeded 200mm. However, he saw this as unreasonable and would try and get the worst parts patched up. Money for a comprehensive repair was not available. The Clerk had also raised the issue of the drainage outlet into Marsh Farm being obstructed as filling continued and proposed that WCC investigate a S106 agreement with CEMEX to get the road drained to the extension if this received planning consent. Mr Elliston agreed to discuss this with Matthew Williams.

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In respect of the footpath to Harvington, Mr Elliston had confirmed that work had been suspended because traffic lights and controls would have been necessary for the remaining uncompleted length and this was outside any justifiable budget. He had said that he was investigating other means of completing the work and was also putting forward a full scheme to pave the entire length of the footpath. Cllr. Stedman said that the condition of the path was so poor that joggers were having to run on the road. Cllr. Myers expressed similar concerns for those with baby buggies. The Clerk was instructed to write again to WCC with a copy to Cllr. Barnes.

Finally, the Clerk reported that David Elliston had confirmed that WCC would be returning to School Road to try and clear the main drain which was only running partially.

5.2 Domestic Energy Efficiency.

Mr J Alexander-Hope had been informed that the Parish Council had now decided not to proceed with the domestic energy efficiency project.

5.3 Speeding issues.

Following the last meeting WCC had been asked to hold the removal of the build out on Evesham Road until a site meeting had taken place. The Chairman and Clerk attended a meeting with County officers and Cllr. Barnes also attended. Some local residents also came out. WCC had said that the build out was causing unforeseen problems and had to be removed. The Chairman expressed strong concerns regarding speeding vehicles through the village and WCC said there were other measures that could be developed and particularly another speed visor in the vicinity of the build out. The Clerk reported that the original order would have to be modified and there would be a limited consultation with the residents near the chicane. The visor would not be fitted until the formal processes were complete. Subsequently Mr Cane has spoken to both the Chairman and the Clerk demanding to know why residents on Evesham Road had not been invited to the meeting. He had also spoken at length to WCC officers. A letter had been sent from the Chairman to all residents affected in an attempt to explain the facts of the situation. The Chairman said that opinions were divided along the road about the removal of the chicane and he was concerned that there would only be partial consultation. The Clerk was asked to write to WCC to ask for all persons living along Evesham Road, Station Road, and Stratford Road to be consulted.

Regarding Broom Lane, the Clerk reported that he had been informed that a further speed survey would be conducted during May. Cllr. Wright confirmed that speeding was still a big issue and that it was made even more serious because of the inconsiderate parking outside the school.

5.4 Housing Association, fence at Playing Field.

Orbit had informed the Clerk that they had allocated a contractor and hoped to complete the fence at the playing field before the Village Fete. The Clerk reported that some work had been done and he was chasing Orbit to get the fence by the field repaired.

5.5 Septic tanks at Iron Cross.

The Clerk reported that he had met with Mrs Betteridge and Dr Roberts and a questionnaire had been produced to cover the issues of sewerage and flooding at Pitchill, Rushford and Iron Cross. This had been delivered to every resident in the three settlements together with a covering letter and a copy of Fraser Pithie's letter. The Clerk proposed to collate the responses and prepare a report in advance of a public meeting with Severn Trent. Council agreed with the action taken.

5.6 Affordable Housing.

Phil Ward had been asked to prepare a site layout and proposals for six affordable homes at the top of Tothall Lane. Councillors were informed that proposals for new legislation enabling Parish Councils to grant planning permission for this kind of development had been published.

5.7 Insurance of Multi-tractor.

The Clerk reported that the insurers had confirmed that the multi-tractor would remain fully covered subject to certain provisos such as the weekly safety inspection. A copy of the insurer's letter was

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circulated to Councillors. Cllr. Stedman noted that a reply was needed to confirm that provision for replacement was available.

5.8 Playing field solar lights.

The Clerk reported that he had met Peter Long and Mark Hopkins of Advanced LED and informed them that the Council needed to replace the existing timers with new timers that switched off at a specific time. This was being progressed. Peter Long had reset the lights to switch off after 2 hours which meant that on some days the lights would be off before 10.00pm. However, the Clerk said that as enforcement action against the Parish Council had been requested this was the prudent thing to do. The Clerk reported that he had written to SDC regarding a change to Condition 2 so that the lights could remain on until 10.30pm.

5.9 Complaint from Laurie-Mo Gullachsen

The Clerk had explained to Ms Gullachsen what the Council was trying to achieve with the lights and as she had not responded it was presumed she was now content.

5.10 Dogs on Playing Field.

SDC had been asked to consider the implementation of a complete dog ban on the playing field and the allotments. The Clerk had been informed that the matter had been referred to their legal team as the Animal Welfare Officer, Sophie Peacock, was seeking advice on the best way to proceed in view of the current dog control order covering the whole District. In the meantime she had recommended that the Parish Council needed to collect a list of people who would like the dog control order to happen as there would need to be enough evidence of an order being wanted and also collect a list of people who would be able to patrol and enforce the order as the SDC Officer would not be able to provide full enforcement. Cllr. Stedman emphasised that the bylaw would be by the Parish Council and there would be proper notices displayed to say that dogs were banned. The Clerk was instructed to pursue this matter. Cllr. Quiney said that an allotment holder took his dog with him and this caused no problem.

5.11 SDC response to complaint by Parish Council.

A copy of the District Council's response to the Council's complaint had been circulated and Council considered their questions had been answered. Council asked the Clerk to inform the District Council that only the Clerk should have the authority to convey the Parish Council's view to the District Council.

5.12 Enforcement action in respect of caravan at The Bell Inn.

The Clerk informed Council that a letter had been received from SDC stating that an investigation was now in progress to decide if formal enforcement action should be taken. Councillors informed the meeting that the caravan had now actually burnt down and was no longer a problem.

5.13 New Standing Orders

As requested at the last meeting a hard copy of the NALC publication "Standing Orders for Local Councils had been obtained". The document had also been obtained in electronic format in order to produce an edited version in due course. Council agreed that the existing Standing Orders should be replaced by the new Orders and the Clerk was asked to edit the new document and e-mail it to Councillors for their comments.

6. Main Item

6.1 Items arising from Annual Parish Meeting.

The Clerk had circulated draft Minutes of the Annual Parish Meeting. The main points arising were:

1. To confirm with the police the need to check speeding at weekends on the B4088 and Evesham Road/Station Road.
2. To check the layout of the Dunnington crossroads and also the Turnpike junction with WCC and the police.
3. To encourage residents to provide names of offenders to Police.

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4. To seek enforcement action by the police on parking at Dunnington School and also to write to the Headteacher to pass on the Council's concerns. It was agreed that the Clerk and Cllr. Wright would draft a suitable letter. Cllr. Stedman said that the original proposals for the School field extension showed a drop-off area for parents.
5. Cllr. Myers enquired about Neighbourhood Watch and the Chairman agreed to speak to Michael Hyde who had been the local organiser.
6. To write to Sandfields about safeguarding the distinctive pine tree on School Road.
7. To check with WCC when Evesham Road/Station Road would be surfaced.
8. To check the outfall for drainage from School Road with WCC.

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

7.1 Playing Field weekly safety reports.

The Clerk reported that inspection reports had been received for 22.3.10, 27.3.10, 5.4.10, 12.4.10, and 19.4.10. Any items identified had been dealt with apart from the moles which remained active. The Clerk was asked to obtain quotations for controlling the moles.

7.2 Playing field maintenance.

The Clerk confirmed that an order had been placed with Mr Hackling to remove the base of the litter bin by the youth shelter, to carry out pruning around the field, to dismantle the goal post by the Scout Hut and remove to TOPs, and to carry out a full litter pick including the field next to the play area. Council agreed that the litter bin base by the picnic area should also be removed and that the bin by the car park should be replaced. The Clerk was asked to investigate vandal proof bins. The Clerk also confirmed that an order had been placed with Mrs Dare to carry out a weekly litter pick of the field.

Cllr. Stedman referred to the solar lights and asked that the Clerk should investigate the possibility of controlling the lights using fob operated switches. Cllr. Penn suggested a light also be placed by the Youth Shelter and the Clerk was asked to obtain quotations.

7.3 Gritting.

The Clerk reported that he had prepared some preliminary ideas for discussion with Limebridge Rural Services regarding gritting in the parish but the proposal was no longer under consideration.

7.4 Allotments.

The Clerk reported that an order had been placed with Mr Hackling to place fencing across a gap in the hedge near the Scout Hut and to extend the post and wire fence. Cllr. Francis said that he would get the Scouts to plant a new hedge next to the fence. The Clerk also reported that he had inspected the plots and had sent out the annual rent request. In respect of Plot 4 the Clerk said that he had given notice that if the back rent was not paid by the end of the month then the licence would be terminated. There were also wooden pallets being stored on this plot and he was asked if these could be removed. The Clerk had also written to the Head Teacher at the School to check if she still wished to retain Plot 12. The Clerk's actions were agreed. In respect of advertising the plots Council agreed that plots should now be offered in Bidford.

7.5 TOPs.

The Clerk reported that he had received a quotation of £700 for carrying out investigatory works and for the full design of remedial works to TOPs. Council took the view that it was now time to speak to Centurian and the Clerk was asked to arrange a meeting with a senior representative of the company to be attended by Cllrs. Myers, Stedman, and Francis.

8. Communications

8.1 Newsletter

The Clerk reported that a flier had been circulated to all houses to publicise the Annual Parish Meeting, the election of parish councillors, and to provide information regarding the Precept. The Chairman asked for copy to be provided so that an edition of Salford Seven News could be produced

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by June to be accompanied by the survey as previously agreed. Cllr. Stedman and Cllr. Myers expressed concerns about the delivery of the papers. Cllr. Stedman said the candidates' fliers for the election had been delivered folded inside the Council fliers and it was agreed this was not acceptable. The Chairman agreed to speak to Michael Hyde.

8.2 Website

The Clerk reported that a lot of new information had been placed on the website and this work was ongoing. The new councillors would be added following the election.

8.3 E-mail newsletter

It was agreed that the e-mail letter would be re-started following the election.

9. Rights of Way

9.1 Report from P3 Co-ordinator.

Nothing to report.

10. Planning general

10.1 Marsh Farm Quarry Liaison Committee.

The Clerk explained the difficulties in finding a date for the next meeting of the Liaison Committee and said that it was expected that the Marsh Farm extension application would be considered by the regulatory committee of WCC on either 25.05.10 or 22.06.10. Cllr. Slaughter said he thought a pre-meeting of the Liaison Committee should be arranged but this found no support. Cllr. Wright said it was important for the Committee to press CEMEX to provide monthly input tonnage figures and to provide quarterly updating of the mapping of the site so that progress of the restoration could be properly monitored. Cllr. Myers felt it important to have figures which were originally expected or now necessary in order to have a comparison with present tonnages. Cllr. Wright also proposed that CEMEX should provide details of infill contracts obtained.

10.2 SDC Consultation on Core Strategy.

The Clerk had circulated a draft response to the District Council's Core strategy. Council agreed the draft and instructed the Clerk to forward it to the District Council.

10.3 Poly Tunnels.

The Clerk reported that he had written to SDC regarding poly tunnels and a response was awaited.

10.4 Wychavon DC, Draft Residential Design Guide, supplementary planning document.

Council made no observations in respect of the design guide.

11. New Planning Applications

No new planning applications were reported.

12. Planning Decisions

12.1 10/00440/FUL – Insertion of one rooflight to the front elevation and 2 rooflights to the rear elevation at 5 Priors Grange, Salford Priors, Evesham, WR11 8XP for Mr N Sellors.

Planning Permission Granted

12.2 10/00520/LDP – Proposed garage and workshop/studio at The Bungalow, School Road, Salford Priors for Mr W Cox.

Permitted Development Certificate Issued

Council noted the above decisions by Stratford on Avon District Council.

13. Staffing

13.1 Clerk's PAYE arrangements.

The Clerk reported that HMRC now required that all his salary from the Parish Council be taxed at basic rate. He further reported that he had completed the online Annual Return for the Council.

14. Matters raised by Councillors**14.1 Cllr. Myers – Litter Bins on School Road.**

Cllr. Myers proposed that the litter bin at the bottom of School Road be moved to the bus stop by Hedges Close. Council agreed. Cllr. Myers also asked for a new bin to be located at the end of the Polacci Brothers' drive (Hunts Drive) but this was not agreed.

14.2 Cllr. Wolfe – Parking for Village Fete.

The Chairman suggested that the allotment land could be used for parking for the village fete. However, as the fence gaps were being closed it was agreed this was not practical and perhaps a better solution was use of the Memorial Hall car park.

14.3 Cllr. Stedman – Main sewer problems in School Road

Cllr. Stedman reported an incident (26/03/10 under STW ref. No. 4214420) by Number 3 School Road where a manhole had overflowed with sewage due to blockages. Although this had been cleared the cause of the problem remained and the Clerk was asked to write to Severn Trent seeking a permanent solution.

14.4 Cllr. Myers – Review of selection procedures for the Parish Council representatives on Stratford DC's Standards and Ethics committee.

Cllr. Myers explained the proposals regarding the selection of candidates for the Ethics Committee. These included extending the period of service to a maximum of eight years, allowing nominations only from parish councils, and giving preference to nominations on an area basis. Council agreed these proposals and instructed the Clerk to respond accordingly.

14.5 Cllr. Stedman – Statement in election manifesto.

Cllr. Stedman expressed his concern regarding a statement about Marsh Farm Quarry in the March In-Touch Newsletter by the Conservative candidate for the District elections. Council agreed that any action was the responsibility of the operators.

14.6 Cllr. Wright – CLA Gamefair

Cllr. Wright said he had met Ragley Estates regarding the Country Landowners Association Gamefair on 23th. to 25th. July. and was concerned about the massive increase in traffic anticipated for the duration of the event. Council agreed that information should be provided in the newsletter and Cllr. Myers suggested the police should be advised to ensure that early signage was put in place to assist local drivers to avoid the area and to prevent visitors using unsuitable short cuts.

15. Consideration of Correspondence Received**15.1 Warwickshire CC, Rights of Way Improvement Plan.**

Council noted the information provided.

15.2 WALC Newsletter ADH\87 March 2010.

Council noted the information provided.

15.3 WALC Training programme.

The Clerk drew attention to the Induction for New Councillors courses and the need for new councillors to be trained in Power of Well-Being. Cllrs Quiney and Wright were asked to make arrangements through the Clerk to attend these courses.

15.4 Salford Priors Youth Club, information on activities.

Councillors were pleased to see the programme of activities for the youth club and particularly the efforts to control anti social behaviour.

15.5 Salford Priors Youth Club, donation request.

Council considered the request for a donation to the Youth Club and the Chairman said that the Council already provided considerable funding by maintaining TOPs and Council needed to understand the extent of the problem.

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Cllr. Stedman noted that Mrs Dare was in the public area and proposed that Standing Orders be suspended so that she could contribute to the discussion. This was agreed.

Mrs Dare said that the Youth Club needed money to run through the summer holiday period and a seven week scheme would cost £455. The Chairman asked Mrs Dare about the Club's resources and was told that there was enough funding to cover term time but not the summer period. WCC had cut their funding by 50 per cent and the future was uncertain. She said they did not want to run down their resources to nothing. She also said that members of the club paid 50p per week and many came from poorer families. Cllr. Penn proposed a grant of £500 and this was seconded by Cllr. Stedman. Cllr. Myers proposed an amendment that a grant of £250 should be made with an option to consider again later in the year. This amendment was seconded by Cllr. Wright and on a vote being taken was carried.

15.6 Salford Priors Fete Committee, donation request.

Council considered a request for a donation to the Fete Committee. The Chairman said that the Council was already paying £300 towards a new shed for the Fete Committee and Cllr. Myers reminded Council of concerns regarding the Precept and the perception of the Fete Committee using this money to make donations to charity. Mrs Dare said the aim of the fete was to bring people together and the Committee particularly wanted the evening event with a band and fireworks to be a success. Cllr. Stedman said that the money for the Shed had been agreed in the previous year but it had not been ring fenced. Cllr. Stedman proposed a donation of £150 be made and Cllr. Penn seconded. On a vote being taken the proposal was lost on the Chairman's casting vote. Standing Orders were reinstated.

16. Tabled Documents

Councillors noted the following tabled item.

16.1 WRCC Country Matters, Issue 43 Winter 2009 - 10

17. Finance

17.1 Consideration and approval of 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. Myers, seconded by Cllr. Francis, and carried. Cheques were signed by Cllrs. Wolfe and Myers.

Council considered the Clerk's proposal to transfer £8500 from No.1 account to the Community account. Authorisation for transfer of funds was proposed by Cllr. Myers, seconded by Cllr. Francis, and carried.

Cllr. Stedman returned to the meeting and reminded Members that a new bank mandate was now required.

18. Date of Next Meetings

Annual Meeting of the Parish Council on Wednesday 19th. May at 7.30pm in the Memorial Hall, Salford Priors.

Ordinary Meeting of the Parish Council on Wednesday 19th. May at 7.45pm in the Memorial Hall, Salford Priors (to follow the Annual Meeting).

19. Closure of meeting

The meeting closed at 10.25pm.

Signed.....

Date.....

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APPENDIX A**20. Finance****20.1 Income transactions for approval - None to report.****20.2 Expenditure transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
8539	dd	18.99	2.83	16.16	Plusnet Broadband
8540	102248	150.00	0.00	150.00	Stratford CAB
8541	102249	100.00	0.00	100.00	Warwickshire CC
8542	102250	182.16	0.00	182.16	Stratford on Avon DC
8543	102251	448.00	0.00	448.00	WALC
8544	102252	32.90	4.90	28.00	B&Q
8545	102253	76.14	11.34	64.80	Limebridge Rural Services Ltd.
8546	102254	522.88	77.88	445.00	Limebridge Rural Services Ltd.
8547	102255	536.88	0.00	536.88	MJ Philpott
8548	102256	35.00	0.00	35.00	The Information Commissioner
8549	102257	1016.61	151.41	865.20	GBD (Evesham) Ltd.
8550	102258	3314.71	0.00	3314.71	AON Insurance
8551	102259	40.00	0.00	40.00	M J Hyde
8552	102260	104.49	4.98	99.51	Npower, TOPs
8553	102261	25.00	0.00	25.00	WALC
8554	102262	67.81	10.10	57.71	Digital Copier Systems
8555	102263	131.19	19.54	111.65	Staples
8556	102264	756.50	0.00	756.50	Salford Priors Memorial Hall
8557	102265	760.23	113.23	647.00	npower
8558	102266	31.95	0.00	31.95	M J Philpott
8559	102267	50.00	0.00	50.00	P O'Regan
Total		£8382.45	£393.38	£7989.07	

20.3. Transfers

Proposal to transfer £8500 from No.1 account to Community account.

20.4 Account Balances at 13.04.10

Community a/c	£900.08
No.1 a/c	£24525.17
No.3 a/c	£188.75