

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 16th. June 2010 at 7.30pm.

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

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

Prior to the meeting and with the agreement of the Council the Chairman introduced Nick Brookes-Ward and Richard Abbey from the CLA Gamefair to speak about the traffic control arrangements proposed for the Gamefair to be held at Ragley Hall from 23rd to 25th. July. The organisers were aiming to keep all traffic out of Evesham Road, Station Road, School Road, Tothall Lane, and Broom Lane by the use of clear direction signs and messages for motorists not to use SatNav equipment. Signs would state "No access to Game Fair". The main traffic route for visitors from the South would be the B4088 through Harvington, Pitchill, Rushford, and Iron Cross. There would be nine separate entrances to the park including some new temporary accesses. There was also a contingency plan to impose a one-way system. A helicopter would be used sparingly to monitor any problems with traffic. Mr Brookes-Ward said there would be an extensive local media campaign in the following weeks to explain the traffic plan.

1. Apologies for absence

Council considered and agreed apologies for absence from Cllr. Francis due to illness and from District Cllr. B Slaughter due to other commitments.

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. Stedman declared a prejudicial interest in Item 17.1 payment 8578, and Cllr. Myers declared a personal interest in Item 12.1.

3. Open Forum

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

3.2 Public Participation: Mr Liam Maud asked about the District Planner's response regarding poly tunnels. The Clerk said a reply was awaited and Cllr. Pemberton said he had taken up the matter with the Acting Planning Officer. Regarding the noise problems at Dunnington, Cllr. Wright said that residents believed Vicarage Nurseries were exceeding their planning conditions and enforcement action was needed. Cllr. Stedman said that the same company had been refused a site at Honeybourne and Cllr. Barnes said that there were 900 migrant workers in a camp near his farm and the EHO had provided a hotline number to which complaints could be directed.

3.3 Ward Members' Reports Cllr. Barnes gave several examples of prospective cuts to services and painted a generally bleak picture of the future. In connection with the footpath to Harvington he said it was unlikely that any significant expenditure would be possible. He said that a decision would be made on the future of the fire service on 20th. July and he believed that a number of options would be considered.

Cllr. Pemberton referred to the advice given on the poly tunnel issue and said he had met with the Acting District Planning Officer who proposed to produce guidelines for Parish Councils since the

Salford Priors Parish Council

legislation was not clear. In response to a question from Mr Beamish he said that water runoff would be a factor on which advice would be given. Cllr. Myers said she had met the Chairman of a Parish Council near Ross on Wye, together with a farmer in the area, who had said that coloured polythene affected the growth of plants.

4. Minutes

The Minutes of the Annual Meeting of the Parish Council held on Wednesday 19th. May 2010 at 7.30pm at The Memorial Hall, Salford Priors, were approved and signed by the Chairman. The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 19th. May 2010 at 7.50pm 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.

The Clerk reported that surface dressing had been carried out on Evesham Road and Station Road. There was still no progress to report on the Abbots Salford to Harvington footway. Council was concerned about the lack of progress on this issue in spite of Cllr. Barnes having been provided full documentation by the Clerk some months previously. It was reported that Harvington PC had described the situation as "urbanisation" and the path was now actually worse than its previous condition. The Clerk was instructed to press for remedial work to be carried out by WCC. Regarding drainage issues the Clerk reported that he had met with WCC Highways and had obtained drawings showing the layout of drains and sewers along Station Road, Evesham Road, and School Road. A major issue appeared to be the lack of an adequate outlet for storm water from Evesham Road and School Road due to the end of the main 300mm. pipe being buried in the sludge at the old sewage beds. The Clerk had written to Fraser Pithie of Severn Trent and Nigel Chetwynd of WCC was to raise the matter at a meeting between the County and Severn Trent on 21st. June,. Council requested that a meeting with Severn Trent and WCC be arranged at an appropriate time. Council noted that at the last meeting Cllr. Barnes had agreed to check the give way sign at the bottom of School Road that had been deposited in the adjacent garden. The sign remained in this position and the Clerk was asked to take the matter up with WCC.

5.2 Speeding issues.

The Clerk said he had spoken to WCC and had been informed that the new Traffic Order for Station Road/Evesham Road was likely to be published in early July. The Parish Council will be informed as a statutory consultee.

5.3 Septic tanks along B4088.

A meeting had been arranged by the Clerk between Mr Paul Brettell, Severn Trent Sewerage Strategy Manager, and residents of Iron Cross, Rushford, and Pitchill on Thursday 24th. June at the Memorial Hall from 7.00pm. Residents will be able to discuss their individual problems with Mr Brettell and he will make a presentation at about 7.30pm. Cllr. Barnes had also been informed of the meeting. Councillors were urged to attend this meeting if possible.

5.4. Parking at Dunnington School.

The Clerk reported that Cllr. Wright had arranged a meeting to discuss parking with the Head Teacher and Chairman of Governors to take place on 21st. June.

5.6 Planning policy for poly-tunnels.

Cllr. Pemberton had earlier reported that he had raised this matter with the Acting Head of Planning at SDC and he proposed to produce guidelines for Parish Councils so they could judge whether or not planning permission was necessary in particular circumstances.

5.7 Main sewer in School Road.

See Item 5.1 above.

Salford Priors Parish Council

5.8 Procedure at Annual Meeting

Following Cllr. Stedman's comments at the Annual Meeting regarding the need or otherwise for Councillors to renew their statement of Declaration of Interests the Clerk had consulted the Monitoring Officer to determine best practice. A copy of their exchange was circulated. In the light of the Monitoring Officer's comments the Clerk proposed that all councillors continue to be asked to specifically re-consider their statement of Interests at the Annual Meeting and this was agreed.

5.9 Noise issues at Dunnington.

The Clerk reported that a letter regarding noise issues at Dunnington had been sent to the EHO and the Planning Officer at SDC and a reply was awaited. Council agreed that Cllr. Wright and the Clerk should meet with SDC on site to progress this matter as problems were still continuing.

5.10 Hedges Close sign.

The Clerk reported that Derrick Hassett at SDC had confirmed that the finger post sign for Hedges Close was on order.

5.11 CLA Gamefair at Ragley Hall

Discussed at the beginning of the meeting.

5.12 Fete, confirmation of Parish Council raffle prize.

Council had agreed earlier to provide a raffle prize for the Village Fete. It had been suggested that the prize take the form of dinner for two plus wine at "The Bridge" at Bidford to the value of £50. Cllr. Myers proposed, Cllr. Wright seconded, and it was agreed that this course of action be adopted.

5.13 Meetings to be arranged.

Council had agreed to inspect the lights that may require replacing and Cllr. Stedman had requested a meeting regarding the layout of the Minutes and Agendas. In respect of the lights it was agreed this meeting should take place shortly with Cllrs. Wolfe, Stedman, Quiney, and Wright in attendance. In respect of the Minutes and Agendas, Cllr. Stedman was asked to supply examples of what he considered to be good practice for examination by the Clerk.

5.14 Neighbourhood Watch

The Chairman reported that he had been unable to make contact with Michael Hyde to discuss Neighbourhood Watch.

6. Main Item**6.1 Annual Accounts 2009 - 2010**

Section 1 of the draft Annual Return for the year ended 31st. March 2010 to the Audit Commission was circulated to Members prior to the meeting together with the Accounts as agreed by the Internal Auditor. For the benefit of new Councillors the Clerk explained the Annual Return format. After receiving confirmation from Cllr. Stedman that the accounts were balanced, and further discussion by Members, the Chairman proposed, Cllr. Myers seconded, and it was agreed unanimously, that Section 1 of the Annual Return, and the Accounts, be approved. The Chairman then read each of the eight questions in Section 2 of the Annual Governance Statement and the Council answered in the affirmative to each of the questions therein. There being no Trust Funds a "Not Applicable" answer was given to this statement. The meeting noted the report of the Internal Auditor who answered in the affirmative to questions A,B,C,D,E,G, H,I, and to J. The answer given to question F was "Not Applicable" since no petty cash transactions take place. The Chairman and the Responsible Financial Officer signed Section 1 of the Annual Return- Accounting Statements, and Section 2, the Annual Governance Statement. The Clerk reported that the necessary notices had been posted. Cllr. Stedman said he would like to see the accounts produced to a different layout and he was asked to produce an example for the Clerk to consider. The Clerk was also asked to bring a risk assessment to the next meeting and to consider an inflation increase to the Asset Register next year.

6.2 Standing Orders

The Clerk reported that he had e-mailed copies of the proposed New Standing Orders to all Councillors with e-mail addresses. He was asked to provide a hard copy for Cllr. Penn and to mark up pages where changes to the standard format had been made and bring these to the next meeting.

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

7.1 Playing Field weekly safety reports.

Reports had been received from Cllr. Francis dated 23.05.10, 30.05.10, and 14.06.10, and from Cllr. Quiney dated 5.06.10. The Clerk reported that there were still problems getting the bin by the Play Area emptied by SDC.

7.2 Playing Field maintenance.

The Clerk reported that all the work ordered recently had been completed and the Playing Field was in good order. Brandan White had treated the field for moles and had caught 13 moles. The litter bin by the corner of the car park had been replaced. A letter had been received from children from the Youth Club asking for the goal posts to be replaced and this was circulated to all Councillors. The Clerk was asked to obtain a quotation from Anthony Hathaway to insert four steel sockets in the field to receive the goal posts and to inform the Youth Club accordingly.

7.3 Dog control order.

A letter had been sent to the Scouts asking them to lock their gate and a reply from the Group Scout Leader was circulated. Council considered the reply unhelpful and agreed to monitor the dog problem further with the help of the litter collecting contractor. The Clerk was asked to respond regarding comments made about the solar lights. The Clerk also reported that three small "No Dogs" metal signs had been fixed to the fence around the play area.

7.4 Playing Field lights.

The Clerk reported that Peter Long and Advanced LEDs were still working on a revised timer arrangement and were due to meet at the Playing Field on 10th June, however this meeting had to be cancelled. Peter Long had spoken to Cllr. Stedman and the Clerk had written to the supplier of the controller in the USA. An amendment to the planning consent had been submitted covering a variation of the required switch off time from 10.00pm to 10.30pm. As instructed at the previous meeting, advice had been sought from SDC regarding a possible new light by the Youth Shelter. In the opinion of Jayne Cashmore (Senior Planner) the siting of a new light at the youth shelter may be acceptable, subject to it being appropriately located in relation to the shelter. The Clerk was asked to consult with CEMEX and the successor to the Warwickshire Environmental Trust in respect of funding and with the Youth Club leaders and the Police in respect of need.

7.5 Allotments.

The Clerk reported that the rents had now been received for all the plots.

7.6 TOPs.

It was noted that Centurian had installed the new strengthening vertical members and the visual appearance was excellent and the additional strength acceptable. As instructed, the Clerk had written to Centurian regarding the cost of the structural consultant and their response was awaited. Cllr. Wolfe reported that a contractor was painting the inside and that there was concern regarding the exterior cladding falling off the building. Councillors were very concerned about the on-going cost of TOPs and Cllr. Myers was asked to form a small committee and produce a detailed report for Council investigating the many issues surrounding TOPs including need, structural integrity, long-term maintenance, possible replacement, availability of other community buildings, and any other relevant issues.

8. Communications

8.1 Newsletter

The Chairman reported he had received items from Cllr. Stedman and the Clerk and would produce the Newsletter over the next two weeks. It was agreed that the questionnaire would be circulated with the Newsletter.

8.2 Website

The Clerk reported that he had visited Webculture and made the changes to the website buttons previously agreed. The Online forum had been deleted, the Events button had been changed to Gallery, and the fault with the Young Salford button had been remedied.

8.3 E-mail newsletter

The Clerk reported that two e-newsletters had been circulated during the month.

9. Rights of Way

9.1 Report from Rights of Way Inspector

The Clerk reported that he had written to Sandfields regarding Footpath AL6. Cllr. Quiney reported that it had now been reinstated but not to the correct line and the Clerk was asked to write again to Sandfields asking that it be remedied when the present crops had been harvested.

10. Planning general

10.1 Marsh Farm Extension planning application.

Council noted that the application to extend the gravel extraction North of Broom Lane had been approved by the County Council on 25th. May. The Chairman reported that Cllr. Myers and other residents had all made excellent speeches to the Regulatory Committee but the views of residents had been totally ignored. The Chairman commended Cllr. Pemberton on his contribution. Council noted that the schedule of operations indicated a period of 4.5 years from permission being granted to completion of the project with “campaigns” in each of two summers.

10.2 Marsh Farm Quarry Liaison Committee.

Council noted that the Liaison Committee had met on 10th. June. The Chairman described the embarrassment he felt over Cllr. Pemberton and two members of the SWEA being invited but being not allowed to take their seats at the table because the S106 Agreement changes had not yet been signed. Cllr. Stedman shared the Chairman’s embarrassment and proposed that the Chairman should write to WCC expressing the Council’s concerns about the actions of their officers and the confusing advice given by them. Council agreed to this course of action. Cllr. Stedman provided further details of the method of operation for the extension and also described the schedule and plan for the existing quarry provided by CEMEX. The schedule shows a “greening” of the area visible from Broom Lane by the end of 2010. Council requested that the Clerk circulate the draft Minutes of the Liaison Committee meeting and the schedule and plan to all councillors. Cllr. Wright enquired as to what would happen if more sand was found than anticipated and Cllr. Stedman said there was sufficient plant capacity to still move the material in two campaigns. He further commented that in this instance it was likely the lake area proposed in the extension would be enlarged. The Clerk expressed his concern that the minerals plan appeared to be in disarray and there was no coherent policy for identifying sites. The Chairman said that the new Government was encouraging more use of recycled aggregates and this might reduce future demand.

Minute Note: Cllr. Myers gave apologies and left the meeting.

Salford Priors Parish Council

11. New Planning Applications

11.1 **10/00724/FUL and 10/00727/DEM** - Replacement of existing garage/workshop building with new garage/workshop building with a pitched roof with office/storage in roof. Relocation of existing conservatory from rear of main building on to rear of new garage.

Demolition of existing garage/workshop building with flat roof.

At Hawkfield, Station Road, Salford Priors, Evesham WR11 8UX, for Mrs Nicky Burt

The Clerk reported that following consultation with Councillors the following comments had been made:

- No objection in principal as the development is well isolated from the street scene.
- The exterior walls to be constructed of materials in keeping with the appearance of the main dwelling.
- Adequate visual protection to be given to the neighbouring property due to the close proximity of the conservatory to the boundary.
- The development is only ancillary to the occupancy of the main dwelling house and only used as proposed.

11.2 **10/01003/FUL** – Extension to existing hardstanding at Orchards Farm, School Road, Salford Priors, Evesham, for Sandfields Farm Ltd.

The Clerk reported that following consultation with Councillors no representations had been made.

12. Planning Decisions

Council noted the following planning decision:

12.1 **10/00932/TREE** – Arboricultural works at Periwinkle Cottages, Jack Thomson Croft.

NO OBJECTION raised.

13. Staffing

Nothing to report.

14. Matters raised by Councillors

No matters were raised.

15. Consideration of Correspondence Received**15.1 Alcester/Bidford Community Forum.**

Council noted the information provided.

15.2 Salford Priors Youth Club.

Council noted the appreciation of the Youth Club for the donation made. Councillors were encouraged to visit the Youth Club display at the Village Fete.

15.3 WCC, Wheelie bin slow down stickers.

Council noted the information provided.

15.4 WALC, Newsletter ADH/88, May 2010.

Council noted the information provided.

15.5 WALC, Training for recently elected councillors.

Cllrs. Wright and Quiney both wished to attend the training for recently elected councillors and asked for places to be reserved at a future course.

15.6 WCC, Draft Rights of Way strategy consultation.

Council agreed that Cllr. Quiney and the Clerk should prepare a response to the consultation document.

15.7 Warwickshire Lieutenancy Office, Queen's Award for Voluntary Service

Council noted the information provided.

Salford Priors Parish Council

15.8 Warwickshire Draft LTP3 (Local Transport Plan) consultation

The Clerk circulated details as to how to access the plan and asked all Councillors to forward their comments to him so that a response could be produced for the August meeting.

16. Tabled Documents

Councillors noted the following tabled items.

- 16.1 NALC Legal briefing on Good Race Relations – Gypsies and Irish Travellers.
- 16.2 LCR Summer 2010

Cllr. Stedman left the meeting.

17. Finance**17.1 Consideration and approval of the payments and transfers listed in Appendix A.**

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. Wright, seconded by Cllr. Penn, and carried. Cheques were signed by Cllr. Wright and Cllr. Quiney.

Council considered the Clerk's proposal to transfer £5000 from No.1 account to the Community account. Authorisation for transfer of funds was proposed by Cllr. Wright, seconded by Cllr. Quiney and carried.

Cllr. Stedman returned to the meeting and produced a large pack of documents relating to former Marsh Farm Quarry Liaison meetings. He said that as the documents were the property of Cllr. Kim James any requests for copies should be referred to Cllr James. Cllr Stedman suggested an investigation should be made to find the Liaison meeting documents which should be in the Parish Council records.

18. Date of Next Meeting

Ordinary Meeting of the Parish Council on Wednesday 21st. July at 7.30pm in the Memorial Hall, Salford Priors.

The date for the October meeting was confirmed as being 13th. October 2010.

19. Closure of meeting

The meeting closed at 10.07pm.

Signed.....

Date.....

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

Tn. No.	Cheque	Gross	Vat	Net	Details
6446		52.00	0.00	52.00	Melanie Muldowney, Allotment rent plots 8B & 9B
6447		52.00	0.00	52.00	Judi Watson Jones, Allotment rent plot 1
6448		52.00	0.00	52.00	PB Taylor, Allotment rent plot 4

Salford Priors Parish Council

6449		52.00	0.00	52.00	Susan Mean, allotment rent plot 7
6450		3.83	0.00	3.83	HSBC Interest No. 1 a/c
9000		0.03	0.00	0.03	HSBC Interest No.3 a/c
Total		£211.86	£0.00	£211.86	

20.2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8573	dd	18.99		16.16	Plusnet Broadband
8574	102280	100.00	0.00	100.00	Brandan White, mole catcher
8575	102281	480.00	0.00	480.00	M Hackling
8576	102282	150.00	0.00	150.00	Salford Priors C of E School
8577	102283	17.12	0.00	17.12	M J Philpott, "No dogs" signs, Amazon
8578	102284	1071.60	159.60	912.00	Limebridge Rural Services Ltd.
8579	102285	104.25	15.55	88.70	Beta Fire protection Ltd.
8580	102286	1461.69	217.70	1243.99	GBD (Evesham) Ltd.
8581	102287	111.24	0.00	111.24	M J Philpott, Clerk's expenses
8582	102288	536.94	0.00	536.94	M J Philpott, Clerk's salary June
8583	102289	326.63	0.00	326.63	HM Revenue & Customs
8584	102290	202.00	0.00	202.00	Neil Stedman, TOPs repairs
8585	102291	50.00	0.00	50.00	Webculture, renewal of domain name
8586	102292	20.00	0.00	20.00	M J Hyde, TOPs mowing
Totals		£4650.46	£395.68	£4254.78	

20.3. Transfers

Proposal to transfer £5000.00 from No.1 account to Community account.

20.4 Account Balances at 8.06.10

Community a/c	£1578.44
No.1 a/c	£36906.93
No.3 a/c	£188.78