

## Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 16<sup>th</sup>. December 2009 at 7.30pm.**

Present: Councillors, KA James (Chairman), AW Wolfe, JR Stedman, RM Pane, M Myers, and DC Penn.

Also in attendance: MJ.Philpott, Clerk, and two members of the public.

**1. Apologies for absence**

Council considered and agreed apologies for absence from Cllr. RA Francis due to a family commitment, from District Cllr. BW Slaughter due to illness, and from County Cllr. P Barnes and District Cllr. D Pemberton 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. JR Stedman declared a prejudicial interest in payments 8508 and 8509 as a contractor to the Council.

**3. Open Forum****3.1 Presentation on Budget 2010/11 by the Chairman.**

The Chairman made a Powerpoint presentation that combined the presentations made at the earlier Participatory Budget Meeting. The Chairman expressed his disappointment that no members of the public had attended that meeting even though it had been well-publicised. He reminded the meeting that last year the precept had been set at £41,000 which was a reduction of 4.1% over 2008/09. This had been achieved by making some savings and by reducing the end of year balances. The Chairman set out the actual expenditure for the year in detail and then listed some of the projects that the Council might wish to pursue in 2010/11. He particularly referred to the street lighting repairs that had been identified and queried as to whether or not these should be paid for from reserves. The Chairman said that for some projects such as the Outdoor Gym or the Photographic Archive grants would be sought from the lottery or other sources. He also said that electricity prices were due to rise substantially. Finally, the Chairman explained the effect the precept had on the actual Council Tax paid showing that for a Band D property an increase of £1000 in the precept meant an increase in Council tax of £1.82 per year or 3.5p per week.

**3.2 Public Participation "Question and Answer" session on Budget 2010/11.**

In response to a question regarding publicity for the new budget the Chairman confirmed that details would be circulated through the Newsletter. He said that he wanted the Council to adopt an open approach and this only emphasised the disappointment regarding the earlier special meeting. Cllr. Myers said that residents she had spoken to felt the Parish Council did spend their money carefully and to good effect. She also said that there were further opportunities for business sponsorship and Cllr. Stedman said that such payments were tax deductible.

**3.3 Urgent representations by Parishioners made in writing to the Clerk.**

No urgent representations or questions had been made by residents.

**4. Minutes**

The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18<sup>th</sup>. November 2009 at 7.30pm at The Memorial Hall, Salford Priors, were approved subject to checking the spelling

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of “Palacci” and signed by the Chairman. Council approved the Clerk making any necessary spelling correction to the aforesaid word.

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

### **5.1 Footpath between School Avenue and Ridsdale Close.**

Cllr. Stedman reported that he had attended a meeting with the Clerk and the owners of 13 School Avenue regarding the fencing along the footpath between School Avenue and Ridsdale Close. The owners were proposing to erect a fence on concrete posts with a concrete plinth which should solve the perceived problems of litter and vandalism. The Clerk was helping the owners to contact WCC regarding the positioning of their fences. It now appeared that the Parish Council would not be asked for any financial contribution.

### **5.2 Highways maintenance issues.**

The Clerk reported that several small jobs that were outstanding for many months had been carried out recently including replacing the County Boundary sign on the C216, repairing road surface damage in Cherry Tree Crescent, providing a new road sign on B4088 near New Inn Lane, and removal of the broken headwall in the ditch between Abbots Salford and Salford Priors. However, the work on the footway between Abbots Salford and Harvington still remained to be done and was being chased again.

### **5.3 Domestic Energy Efficiency.**

More detailed information had been provided by Mr Alexander Head and a copy of the proposed schedule of work had been circulated. The initial cost was £120 as discussed at the November meeting and total future costs would be £550. Cllr. Stedman expressed concern about the proposed schedule and Cllr. Wolfe asked for clarification on the decisions made by the Council. The Chairman confirmed that the initial proposal to survey 6 houses at a cost of £120 would proceed but any further expenditure would be subject to further Council review and approval.

### **5.4 Power of Well-Being.**

Certificates had been circulated showing Councillor attendance at the training session and the Clerk confirmed he had submitted his section 7 report to SLCC.

### **5.5 Confirmation of dates for next year.**

The Clerk reported that confirmation had been received from the booking secretary for the Memorial Hall regarding the outstanding dates for next year. As a consequence the Annual Parish Meeting was confirmed for Thursday 15<sup>th</sup>. April. The Ordinary meetings not on the third Wednesday were confirmed as 22<sup>nd</sup>. September and the 27<sup>th</sup>. October. Cllr. Wolfe asked why two dates (September and October 2010) in the Parish Council calendar were not on the scheduled third Wednesday of the month. The Clerk reported that the date changes were due to his annual leave arrangements.

### **5.6 Litter and dog waste bins.**

The Clerk reported that he had written to Chris Dobson at Stratford District Council with a complete updated list of the litter and dog waste bins.

### **5.7 Physical testing of street lights.**

Council noted that work was continuing to assess priorities and costs following the report on the physical condition of the street lights. The Clerk said that each light would have to be inspected individually to assess the remedial measures necessary.

### **5.8 Central Networks.**

The Clerk reported that Central Networks had been advised of the condition of the wooden poles in the parish. He had contacted the company and they were carrying out their own inspection of poles. The Clerk said that he was keeping in touch regarding the findings of this independent inspection. It was possible that Central Networks would need to replace some of the poles at their expense. Cllr. Stedman asked that consideration be given to fitting equipment to switch off the lights at, say,

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midnight. The Clerk said that he was seeking advice from WCC street lighting officers. The Chairman said that the police did not recommend streetlights for security reasons.

### **5.9 Inspection of housing association area with Orbit.**

Cllr. Francis and the Clerk accompanied the Community Housing officer of Orbit on a tour of inspection of their properties. The trip hazard in Priors Grange was identified as being the responsibility of BT. The Clerk had raised the issue of the adoption of the Priors Grange streets and street lights and this was being followed up by Orbit. A copy of the maintenance action plan had been received.

### **5.10 Fence at allotments.**

There had been no response from Mr Hollis following the Clerk's letter regarding the gap in the hedge at the allotments. The Clerk was asked to pursue the issue in the New Year.

### **5.11 Warwickshire Fire and Rescue Authority consultation.**

Formal acknowledgement of the receipt of the Council's consultation response had been received. The Chairman reported that a critical response had been submitted by Hereford and Worcester Fire and Rescue Service and he believed the decision would be shelved until after the election.

## **6. Main Items**

### **6.1 2010/11 Budget plans.**

Council examined the proposals for expenditure prepared by the Clerk. Cllr. Stedman proposed that the item for amenities maintenance be increased from £800 to £1800; that the Communications budget be increased from £750 to £1000; that the Highways budget be increased from £4850 to £5500; and that the allowance for TOPs be increased from £2000 to £3000. These changes were agreed. In discussion, Cllr. Wolfe expressed his concerns about the on-going viability of TOPs particularly now that the youth club had been disbanded. Cllr. Stedman agreed and asked the Clerk to contact the County Council regarding trees along the boundary of TOPs. Cllr. Wolfe queried whether a structural survey of the building should be carried out. Cllr. Stedman said that there was no evidence of public concern regarding the size of the Parish Council precept and that it was necessary for a reasonable fund to be available for both essential maintenance and good new projects. Cllr. Wolfe asked what projects might be desirable in the new year and the Chairman said that the repairs to the street lights were important and he felt that provision of a speed sign would be of benefit to all residents. He also considered that pursuing the outdoor gym and the photo archive were worthwhile projects particularly if some funding could be obtained. He said that the amount available for "projects" could be increased by raising the precept, cutting some existing services, or reducing the end of year balance. The Chairman said that the list of projects should be left flexible at this stage with Council reviewing further information later in the year. With the changes to the proposed budget agreed, only £1100 was available for projects plus any increase in the precept and plus any reduction in balances. A copy of the final agreed budget for 2010/11 is attached to these minutes as Appendix B.

Cllr. Myers agreed that there should be an increase to the precept and proposed, seconded by Cllr. Wolfe, that the precept be increased by 8.5% to £44,485. Cllr. Stedman proposed, seconded by Cllr. Penn, an amendment that the precept should be £47,000. (an increase of 14.6%) The amendment was approved, Cllrs. James, Stedman and Penn voting in favour and Cllrs. Myers and Wolfe against. Cllr. Pane did not vote.

The formal resolution, as amended, was approved by Council. **"The Clerk, under Section 150(4) of the Local Government Act 1972, issues a Precept on Stratford on Avon District Council for the sum of £47,000 from the General Rate of the Parish to meet expenses payable to the Parish Council in the Financial Year 1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011".**

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

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

The Clerk reported that safety inspection reports had been received from Cllr. Francis dated 23.11.09; 30.11.09; 7.12.09; and 14.12.09. No safety issues had been identified.

### **7.2 Mowing.**

The Clerk reported that he had been asked by the contractor if an additional mowing should be carried out. 16 cuts had been made during the season and with another in March it would still be 3 less than the notional number in the contract. Council agreed that no further mowing should be carried out until the new growth in March.

## **8. Communications**

### **8.1 Newsletter**

Cllr. Francis had informed the Clerk that Newsletters had been delivered in Perkins Close.

### **8.2 Website,**

The Chairman reported on a meeting that had been held with the Chairman, Vice Chairman, the Clerk, and Richard Dare, regarding the development of the website. Suggestions had been made for moving the development forward and for improving the response from the hosting company. Cllr. Wolfe reported his concern regarding the general apathy from those people who should be supplying information regarding their own organisations.

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

The Clerk reported that information regarding the revised refuse collection days over the Christmas period had been circulated to residents on the e-mail newsletter list. The Chairman asked that this information should be put on the notice boards and the website.

## **9. Rights of Way**

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

Nothing to report.

## **10. Planning general**

### **10.1 Worcestershire Waste Core Strategy: Emerging Preferred Options consultation**

The Clerk reported that the consultation document was available on the Worcestershire CC website and he proposed to draft a response for consideration by the Council at the January meeting. He asked for any specific comments from Councillors to be provided before 11.01.10. Council agreed this course of action.

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

**11.1 09/02312/FUL** Remove existing car port and form new entrance under porch canopy. Add first floor side extension over existing at 24 Garrard Close, Salford Priors, WR11 8XG for Mr & Mrs Kenneth Gibbons.

Council noted that, following discussion by Councillors at the Participatory Budget Meeting as agreed at the meeting on 18.11.09, no representations were made.

### **12. Planning Decisions**

12.1 None to report.

## **13. Staffing**

13.1 Nothing to report

## **14. Matters raised by Councillors**

**14.1 Cllr. KA James – Fence around playing field.**

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The Chairman said that the fence alongside the access path to the Playing Field opposite the car park was in a very poor condition and spoil the appearance of the Field. The Clerk was asked to write to Orbit to seek remedial measures.

**15. Consideration of Correspondence Received****15.1 Mail from Stephen Roberts about housing survey.**

Council noted the message and the Clerk's response.

**15.2 Ministry of Justice, War Memorials.**

Council noted the information provided.

**15.3 WALC Newsletter ADH\85 November 2009.**

Council noted that the subscription for the following year would be £448.

**15.4 WALC Training courses.**

Council noted the information provided.

**16. To Table**

Council noted the following tabled items:

16.1 Warwickshire Rural Housing Association Annual Report 2008 -2009.

16.2 LCR, Winter 2009

**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. Wolfe, seconded by Cllr. Myers and carried. Cheques were signed by Cllrs. James and Wolfe.

Council considered the Clerk's proposal to transfer £3500 from No.1 account to the Community account. Authorisation for transfer of funds was proposed by Cllr. Wolfe, seconded by Cllr. Penn and carried.

The Clerk reported that the £25 grant received from the John Coley Trust into the Community Account had been transferred into the No. 3 Account.

Cllr. Stedman returned to the meeting.

**18. Date of Next Meeting**

Ordinary Meeting of the Parish Council on Wednesday 20<sup>th</sup>. January 2010 at 7.30pm in The Memorial Hall, Salford Priors.

**19. Closure of meeting**

The Chairman closed the meeting at 9.25pm and wished everyone a happy and safe Christmas and New Year.

Signed.....

Date.....

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

| <b>Tn. No.</b> | <b>Cheque</b> | <b>Gross</b>  | <b>Vat</b>  | <b>Net</b>    | <b>Details</b>                |
|----------------|---------------|---------------|-------------|---------------|-------------------------------|
| 6428           |               | 4.32          | 0.00        | 4.32          | Interest on No. 1 a/c         |
| 6429           |               | 0.03          | 0.00        | 0.03          | Interest on No.3 a/c          |
| 6430           |               | 7.70          | 0.00        | 7.70          | Severn Trent interest payment |
| 6431           |               | 25.00         | 0.00        | 25.00         | John Coley Trust              |
| <b>Total</b>   |               | <b>£37.05</b> | <b>0.00</b> | <b>£37.05</b> |                               |

**20.2 Expenditure transactions for approval**

| <b>Tn. No.</b> | <b>Cheque</b> | <b>Gross</b>    | <b>Vat</b>     | <b>Net</b>      | <b>Details</b>                 |
|----------------|---------------|-----------------|----------------|-----------------|--------------------------------|
| 8504           | dd            | 18.58           | 2.42           | 16.16           | Plusnet                        |
| 8505           | 102217        | 65.28           | 0.00           | 65.28           | HMRC                           |
| 8506           | 102218        | 264.03          | 34.44          | 229.59          | GBD (Evesham) Ltd.             |
| 8507           | 102219        | 644.04          | 0.00           | 644.04          | MJ Philpott                    |
| 8508           | 102220        | 143.75          | 18.75          | 125.00          | Limebridge Rural Services Ltd. |
| 8509           | 102221        | 2103.35         | 274.35         | 1829.00         | Limebridge Rural Services Ltd. |
| 8510           | 102222        | 291.82          | 38.06          | 253.76          | E.ON UK Energy Services        |
| <b>Total</b>   |               | <b>£3530.85</b> | <b>£368.02</b> | <b>£3162.83</b> |                                |

**20.3 Transfers**

Proposal to transfer £3500 from No.1 account to Community account.

**20.4 Account Balances at 7.12.09**

|                      |                  |
|----------------------|------------------|
| <b>Community a/c</b> | <b>£1236.23</b>  |
| <b>No.1 a/c</b>      | <b>£29224.85</b> |
| <b>No.3 a/c</b>      | <b>£163.72</b>   |