

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors on Wednesday 19th February 2020.

Present: Councillors: Cllr A Green (Chairman), K Pattison, L Maude, D Penn, T Shale, C Hickman

Also in attendance: 9 members of the public.

1.	Apologies accepted for absence: Cllr James
2.	Applications Considered for the 2 Co-Opted Councillor Vacancies: Two vacancies for Co-Opted Councillors were advertised and applications received from a Mr Brian Seabourne and Mrs Rosemary Green. Cllr Pattison proposed Brian Seabourne and Rosemary Green are co-opted to fill the vacancies of Parish Councillor, Cllr Hickman seconded, unanimous approval. Cllr R Green signed the Declaration of Acceptance of Office, witnessed by the Clerk and then joined the meeting. Mr Seabourne was absent – Clerk to inform him of his successful application.
3.	Register of Interests: Members were reminded of the need to keep their register of interests up to date
4.	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 are required to leave the room for the relevant agenda item. a) Pecuniary Interests. Members were asked to declare any other disclosable interests in items on the Agenda and their nature. None b) Other Disclosable Interests. None.
5.	Open Forum: The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed. a) Have your say. No under 18s were present. Residents from Cleeve View were present regarding parking and issues with lighting. This to be discussed under agenda item 16a. b) County Councillor Mike Brain sent his apologies. c) District Councillor Fleming reported – <ul style="list-style-type: none"> • The green waste bin charge of £40 is being put to the full council on 24th February to be signed off. • Stratford District Council has declared a climate emergency in line with the government and is looking to carry out as much ‘green’ work as possible. • As part of Stratford District Council’s drive to encourage a reduction of single use plastic waste, the Council has teamed up with ‘City to Sea’ to set up a local initiative called Refill Stratford-on Avon District. Many local shops have already signed up to this initiative where they will refill bottles with water free of charge. • Offered assistance regarding planning. • Parking charges in Stratford are being increased for the first time in 10 years. The Chairman closed the open forum and reconvened the meeting at 19.15
6.	Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 15 th January 2020 at The Memorial Hall, Salford Priors were agreed by the Council to be a true record of the meeting and signed by the Chairman.
7.	Planning Matters: Applications Considered: a) 20/00248/VARY – variation of condition 2 (approved plans) of 16/02635/FUL to change external materials at New Inn Lane Nurseries, Pitchill, Evesham, WR11 8SN. Following consideration by

	<p>Members it was agreed for the Clerk to return the comment “No objection”.</p> <p>b) 20/00344/FUL – erection of conservatory to the rear at 10 Bomford Way, Salford Priors, WR11 8AF. Following consideration by Members it was agreed for the Clerk to return the comment “No objection”.</p> <p>c) CALA Homes have been in contact regarding the streetlighting seeking the Parish Council’s confirmation that they are happy to continue with the proposed speed restrictions and subsequent lighting. Members confirmed unanimously that they are happy to continue with the planning approval and speed restrictions.</p> <p>d) 20/00304/FUL – proposed alterations to farmhouse, including the removal of 20th Century extension and chimney, alterations to windows, installation of new French windows, extension to existing outbuilding to provide workshop and log store. New porch to front elevation and provision of calor gas storage tank. Post and rail fence and gates to boundary at Old Dunnington Farm, Broom Lane, Dunnington, B49 5NU. Following consideration by Members it was agreed for the Clerk to return the comment “No objection”.</p> <p>e) 20/00305/LBC – Proposed external repair and internal refurbishment of former farmhouse. Including re-roofing, new rainwater goods, repair of timber frame and walling, removal of 20th Century extension with new entrance porch, overhaul and repair of windows and new leaded light glazing replacement of 20th Century window with French doors. Internal repair and refurbishment and some internal re-planning at Old Dunnington Farm, Broom Lane, Dunnington, B49 5NU. Following consideration by Members it was agreed for the Clerk to return the comment “No objection”.</p> <p>Planning Decisions –</p> <p>f) 19/02570/FUL – erection of detached dwelling at 12 School Avenue, Salford Priors, WR11 8XB. Following representation at Planning Committee, planning permission was granted with conditions.</p> <p>g) 19/03548/FUL – erection of 2 storey side extension at 3 Fern Close Cottages, Rushford, WR11 8SL. Planning Permission Granted with conditions.</p>
8.	<p>Clerk’s Progress Report:</p> <p>a) Cllr Green & Clerk attended a meeting at CALA in January where it was requested that a distribution board be installed on the open area however this was declined. The sales office should be open in March. A further meeting will take place shortly – the grass verge reinstatement will be discussed at that point. If any Councillors have any questions they should direct them to the Clerk.</p> <p>b) The blocked gullies at the crossroads at Dunnington were reported. Clerk had informed Members that there are delays in jetting works however Highways stated they would treat this as a priority. Clerk to monitor.</p> <p>c) Various potholes have been reported around the parish. Highways confirmed these are on the list for repair. Clerk to monitor.</p> <p>d) Complaints have been received regarding the temporary repair to the footway on Evesham Rd by the new development. Clerk has reported this to Highways and their response is that they are happy this as an interim solution. This can be re-visited when the materials have bedded in. Clerk to monitor.</p> <p>e) There is an issue with a tree blocking the Wetlands Area. Highways England have contacted the landowner who has confirmed he will be arranging the clearance of this. Clerk to monitor.</p>
9.	<p>Playing Field:</p> <p>a) It was noted the monthly playing field inspection took place on 31st January with nothing to report.</p> <p>b) It was noted that Pete Batacanin has resigned from carrying out the monthly inspections. Clerk has contacted Kompan for a quote as they carry out an inspection and maintenance service.</p>
10.	<p>Highways:</p> <p>It was noted that the Lengthsman has completed all tasks including the shelving for the telephone kiosk. Clerk to inform the group who requested these works.</p> <p>Future jobs:</p>

	Cleaning of bus shelters on School Rd
11.	Garden Allotments: Clerk reported that part of the fence between the allotments and Orbit housing has been removed. Clerk to contact Orbit regarding this.
12.	Rights of Way: a) Cllr Penn has received a complaint that CALA has planted a hedge over the footpath by Angus Soft Fruits. It is unsure whether this is an official PROW. Cllr A Green to check. Clerk to investigate the use of a permissive right of way with the landowner. b) Members noted the report from meeting with Cllr A Green & Clerk regarding S106 monies. Actions to take: 1. Survey all the PROW for blockages, missing signs etc. Cllr Penn to take the lead regarding this. 2. Identify the landowners of all PROW. Ragley to provide a map of all they own within the parish. Cllr Maude stated that the Cross Parish Cycleways & Pathways Project have carried out some work regarding this.
13.	Working Groups: a) Christmas Tree Switch On – meeting was held on 17 th Feb. All committee members have now resigned except Cllr Pattison, which therefore leaves no committee. The question was raised as to whether a Christmas tree will still be available on the island. Cllr Pattison will put a piece in the newsletter requesting volunteers with Clerk reiterating on Facebook etc. b) Communications – Cllr Pattison is working on the newsletter and will then move on to the booklet. c) Streetlights – Clerk to forward update streetlight inventory to committee. d) CIL & S106 – report provided in agenda pack was noted. e) Amenity – Clerk to arrange a meeting for April. f) Asset register – Cllr A Green and Clerk have now completed the asset register. Cllr Maude proposed this is accepted, Cllr Pattison seconded. Unanimous approval.
14.	Community: a) Members considered the draft Emergency Plan forwarded to them by email and agreed the following: 1. Emergency Committee Members to consist of Cllrs Shale, Pattison & Penn, along with Cllr Green. 2. Local Risk Assessment – Clerk to seek advice from County Council. 3. To consider contents of emergency box – Clerk to purchase new torches, add raffle tickets & matches. Following these implementations Members unanimously confirmed they are happy to accept the plan. b) Cllr A Green raised the issue regarding grass verge damage in the parish as these are being ruined by people parking on verges when attending the Church, generally driving on and parking on verges and HGV's when turning. He pointed out that a considerable amount of the precept is spent on keeping the parish looking attractive. Cllr A Green proposed, in the first instance, that a letter is sent to the Church by the Clerk voicing concerns at the damage being caused to the grass verges. Cllr Pattison seconded. Unanimous approval.
15.	Matters raised by Councillors: The following matters were raised by Council Members: Residents are complaining that although School Rd is being swept clean on a weekly basis by CALA Homes, the sludge is being transferred to the footways. Clerk to write to CALA regarding this.
16.	Correspondence Considered: (Yellow papers) a) Members considered the emails regarding Piper Homes development and Cleeve View. It was pointed out by Cllr A Green that a car park was put on the new estate, requested by the Parish Council, as part of the Neighbourhood Plan. Cllr Pattison pointed out that the new spaces created to replace cars being parked on the grass verge were more than enough at the time of going to planning. Cllr A Green informed Members that Highways have visited the site and stated that cars parked on the grass verge cause a safety problem for cars exiting the new development. Parking is not a legal requirement for Councils to provide and the Parish Council has gone above and

	<p>beyond in arranging for the provision of a car park. Piper Homes residents are paying a service charge for the car park and have every right to park in the car park. Clerk to request the costing of the service charge for the car park from Piper Homes.</p> <p>b) Members considered the request to create a pedestrian access in the new bird mouth fencing on Evesham Rd. Members unanimously agreed that they are not prepared to take the responsibility of providing an accessible crossing point and as such this was declined.</p>								
17.	<p>Correspondence Noted: None</p>								
18.	<p>Policy Reviews: The following policies were reviewed and unanimously agreed by Members:</p> <p>a) Recruitment Policy b) Risk Management Policy c) Handling Requests for Information d) Members noted that the data audit schedule has been reviewed.</p>								
19.	<p>Finance:</p> <p>a) The council gave consideration and approval of the payments listed in Appendix A. b) Proposed by Cllr Maude seconded by Cllr Shale and agreed by all Councillors. c) It was agreed that Cllrs Pattison and Green would sign cheques/BACS for payments listed in Appendix A</p> <p>The Council noted the account balances reconciled with the Lloyds Bank Current Account statement Number 32 and Deposit Account Statement 51 issued 1st February 2020. They also noted the amount received regarding CIL monies:-</p> <table style="margin-left: 40px;"> <tr> <td>Lloyds Deposit Account:</td> <td>£ 89,709.73</td> </tr> <tr> <td>Lloyds Current Account</td> <td>£ 8,941.14</td> </tr> <tr> <td>Lloyds CIL Account</td> <td>£ 28,980.45</td> </tr> <tr> <td> Total Fund Balance</td> <td> £127,631.32</td> </tr> </table>	Lloyds Deposit Account:	£ 89,709.73	Lloyds Current Account	£ 8,941.14	Lloyds CIL Account	£ 28,980.45	 Total Fund Balance	 £127,631.32
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20.	<p>Date of Next Meeting: Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 18th March 2020 at 7.00pm in the Memorial Hall, Salford Priors. Future meetings to take place on the 3rd Wednesday of every month, except August. It was noted the December meeting will be for the purpose of discussing the budget, setting the precept and any planning. The June meeting will take place at Dunnington Baptist Church Hall. Clerk to organise a date for the parish meeting requested by Cleve View residents and to set the date for the Annual Parish Meeting.</p>								
21.	<p>Closure of Meeting: The Chairman closed the meeting at 21:05 hrs</p>								

Chairman: _____ Date: _____

APPENDIX A: FINANCE

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
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000547	HMRC	Clerk & PC NIC & Tax	22.15		22.15
BACS	Arrowscape	Final Invoice – website	14.40		14.40
BACS	WALC	C Hickman Training	30.00		30.00
BACS	SP CE Academy	TOPs Rent Jan-Mar 20	168.75		168.75
BACS	SPMH	Hire of Hall	475.00		475.00
BACS	Sustrans	Cycleways Project	720.00	120.00	600.00
BACS	LRS	Amenity Works	2,390.40	398.40	1,992.00
BACS	P Batacanin	Monthly Playing field inspection	10.00		10.00
BACS	Mrs D Bowles	Salary & Expenses	817.34		817.34
BACS	Mr T Shale	Training Expenses	25.40		25.40
BACS	Tone Improvements	TOPs maintenance	495.75		495.75
BACS	Cartridge Save	Toner Cartridges	395.41	65.90	329.51
BACS	Mr J Hyde	Lengthsman Tasks	247.00		247.00
DD	Npower	Streetlight Energy	117.10	5.58	111.52
DD	Npower	Streetlight Energy	304.90	14.52	290.38
DD	CF Corporate Finance	Photocopier Rental	42.00	7.00	35.00
DD	Nest	Clerk's Pension	95.93		95.93
DD	EDF Energy	TOPs electricity	75.00		75.00
DD	Lloyds Bank	Charges to 9.12.19	12.65		12.65
Total			6,459.18	611.40	5847.78

Signed

Signed

Date 19th Feb 2020